

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

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

Your Ref /
Eich Cyf

Our Ref / Ein NG
Cyf

Date / Dyddiad 03/04/2009

Ask for / Gofynner am Graham Connah

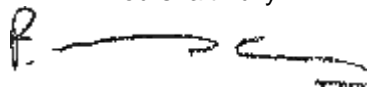
Direct Dial / Rhif Union 01352 702336

Fax / Ffacs

Dear Sir / Madam,

A meeting of the **EXECUTIVE** will be held in the **CLWYD COMMITTEE ROOM, COUNTY HALL, MOLD** on **TUESDAY, 10 MARCH 2009** at **09:30** to consider the following items.

Yours faithfully



Assistant Director (Democratic Services)

AGENDA

1. **APOLOGIES**

2. **MINUTES**

To confirm as a correct record the minutes of the meetings held on 3 February 2009 and 17 February 2009 (copies enclosed)

3. **DECLARATIONS OF INTEREST**

Declarations Of Interest

County Hall, Mold. CH7 6NA
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www.siryfflint.gov.uk

TO CONSIDER THE FOLLOWING REPORTS

OPERATIONAL REPORTS

4. THE PERFORMANCE OF FLINTSHIRE'S SOCIAL SERVICES FOR ADULTS AND CHILDREN (TO RECEIVE A PRESENTATION BY PETER GRAHAM AND ROBERT GIFFORD OF THE CSSIW)
Report of the Director of Community Services - Portfolio of the Executive Member for Social Services

STRATEGIC REPORTS

5. SCHOOL ADMISSION ARRANGEMENTS 2010
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Education and Youth
6. DISCRETIONARY DISABLED FACILITIES GRANTS
Report of the Director of Community Services - Portfolio of the Executive Member for Housing Strategy and Planning

OPERATIONAL REPORTS

7. GENERAL FUND CAPITAL PROGRAMME 2009/10 TO 2012/13
Report of the Head of Finance and Chief Executive - Portfolio of the Leader and Executive Member for Finance and Asset Management
8. PRUDENTIAL INDICATORS 2009/10 TO 2011/12
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
9. VOLUNTARY SECTOR MID YEAR REVIEW
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
10. PERFORMANCE REPORTING - A NEW APPROACH
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
11. REVENUE BUDGET MONITORING 2008/09 (MONTH 9)
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
12. CAPITAL PROGRAMME 2008/09 (MONTH 9)
Report of the County Finance Officer - Portfolio of the Executive Member for Finance and Asset Management
13. COUNCIL PLANNING FRAMEWORK
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy

14. TIDY TOWNS
Report of the Director of Environment - Portfolio of the Executive Member for Regeneration and Tourism
15. HEATHER AND HILLFORTS LANDSCAPE PARTNERSHIP SCHEME
Report of the Director of Environment - Portfolio of the Executive Member for Environment
16. VOID PROPERTY MANAGEMENT
Report of the Director of Community Services - Portfolio of the Executive Member for Estate Management (Housing and Industrial/Commercial and Agricultural)
17. FOR INFORMATION
A copy of the Executive Forward Work Programme (Months 12/08 to 04/09) together with an update are enclosed for information

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

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

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

18. FINANCE FUNCTION REVIEW
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management

EXECUTIVE
3RD FEBRUARY 2009

Minutes of the special meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 3rd February 2009.

PRESENT: Councillor A Woolley (Chairman)

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

ALSO PRESENT: Councillors: J.B. Attridge, K. Armstrong-Braun, R.C. Bithell and W.O.Thomas.

IN ATTENDANCE:

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

Mr David Webster (PWC) was also in attendance.

242. DECLARATIONS OF INTEREST

Councillors C. Ellis, N. Phillips and H. Yale declared non-prejudicial personal interests in Agenda Item No. 3 – The Future of the Council's Housing Stock.

243. THE FUTURE OF THE COUNCIL'S HOUSING STOCK

The Chief Executive presented a joint report by himself, the Director of Community Services, Head of Finance and Head of Legal and Democratic Services. The purpose of the report was to inform the Executive of the outcomes and recommendations from the work of the Local Strategic Housing Review Board and to advise the Executive to recommend to Council that it should resolve to ballot tenants on a full transfer model and inform the Welsh Assembly Government accordingly.

The Chief Executive apologised for the report being tabled at the meeting and explained that this was as a result of the phased deliberations of the Local Strategic Housing Review Board. It was also considered important that the Executive considered the recommendations prior to the County Council meeting on 17th February as housing was an Executive function.

The Executive had received previous reports over the setting up of the Local Strategic Housing Review Board and its terms of reference. In addition to completing its work under the terms of reference, the Board had also considered reports on Gap Funding, flexibility in the Welsh Housing Quality Standard, validation of the 2007 Stock Condition Survey and partial retention/transfer models. The decision to explore partial retention/transfer models had resulted in consultants being commissioned to evaluate a series of models through a competitive process. The models were based on retention to the sheltered housing stock and/or stock retention in localities

where the Council had a significant property holding. Tribal Consulting had been commissioned to complete this evaluation and reported to successive Board meetings in January.

The Chief Executive referred to the County Council deferring making a decision on whether to ballot tenants on a full transfer model pending further exploration locally and with the Assembly on the following key strategic issues:-

- Protecting the interests of its tenants post transfer to a social landlord;
- The viability and continuity of residual functions such as homelessness;
- The fitness for purpose of the management and maintenance function; and
- The future of the non-traditional housing stock.

The Local Strategic Housing Review Board had received reports on all aspects of its terms of reference and a summary of their considerations including the examination of partial retention/transfer was attached as Appendix B to the report. The full reports considered by the Board were available for inspection. The Board had provided over these meetings written reports to cover every listed part of the original terms of reference. It was, however, accepted that the Board had had limited time to discuss these reports in depth but the Board had had sufficient information to provide the Executive with at least basic information for it to advise the full Council in reaching a final decision on stock options.

The Board had been advised that the future of the non-traditional housing stock would have to be determined prior to developing any full or partial transfer offer document and that the improvement/replacement of the non-traditional housing stock in the centre of Flint could not be fully addressed within the Housing Finance system and would require a broader regeneration solution with the agreement of the Assembly. Officers had advised that whereas the Flint high rise non-traditional housing could be improved and maintained to WHQS compliance for a sufficient period to be cost effective, the maisonettes could not. This posed a significant challenge to either replace the maisonettes with comparable accommodation given the limitations of the Social Housing Grant criteria which required additionality and could not be drawn down for replacement housing. Secondly to offer the existing tenants suitable alternative accommodation given the number of family units involved and the social impacts of community displacement.

The conclusive advice of Tribal Consulting, as the independent advisors, and that of the statutory and senior officers of the Council, was that none of the partial retention/transfer models were viable within the National Housing Revenue Account Capital Finance System.

Housing stock transfer was a considerable undertaking and the process both up to ballot and beyond, had to comply with the Welsh Assembly Government's Guidelines. Appendix D to the report provided an indicative timescale with the key actions leading up to a ballot and there was a realistic expectation that this would be a period of up to 12 months. To facilitate this

process it would be necessary to establish a Council governance and decision making structure, with delegated authority to deal with the issues partly considered by the Local Strategic Housing Review Board and the recruitment and appointment of advisors. The consultants required to be appointed together with a brief summary of their role was set out in paragraph 3.12 of the report.

In conclusion, the Chief Executive emphasised the importance that the Welsh Assembly Government requirements to explore all possibilities had been met. He also referred to the documentation considered by the Housing Strategy Review Board which was available for all members and the press and a full copy would be filed in the Group Rooms before consideration by the County Council. He thanked everyone who had been involved in this process for their co-operation.

The Leader emphasised the importance of proper procedures to be adopted and the delivery of a result to reflect the decision of tenants and it was important that Members did not campaign for or against retention or transfer.

The Executive Member for Housing Strategy and Planning, as the Chairman of the Housing Strategy Review Board, thanked everyone involved for the help and advice received and the level of understanding and agreement. He agreed with the contents of the Chief Executive's report but there were a number of issues which needed to be addressed. He made particular reference to the number of stakeholders such as tenants, the result of the ballot being an informed outcome and also made reference to the Local Authority as a stakeholder and the keeper of a significant value of assets. It was important to recognise the views of the Deputy Minister and move forward to the meeting of the County Council with a message that the Council was striving to provide a good housing service and it was a matter for the tenants to express a view. The recommendations of the report were to proceed to a ballot of the Council's tenants.

The Executive Member for Education and Youth seconded the proposal and complemented the Executive Member on the work undertaken on this project over a long period of time.

The Executive Member for Housing Strategy and Planning responded to a question on the extent of the ballot; it was the view of the Panel to ballot tenants on the options to transfer or retention. In relation to the Flint maisonettes, the Council was constrained by the analysis and bill of costs for the WQHS and the Savilles' Stock Survey which included the maisonettes upgrade. The Board had considered that separating these issues was not possible and it would be necessary to ballot on the housing stock in its entirety.

The Chief Executive confirmed that the tenants would be balloted on a full transfer model. He referred to the non-traditional housing stock in the centre of Flint and to the high rise non-traditional housing which it was considered could be improved and maintained to the WHQS compliance for a

sufficient period to be cost effective. However, this was not possible with the maisonettes. Meetings had been held with the Minister regarding a solution which went beyond the current considerations and the need to provide a suitable alternative accommodation without dismantling a community. This needed to be treated separately by the Assembly.

The Executive Member for Corporate Governance and Strategy asked for clarification as to how the ballot would be undertaken and the Chief Executive confirmed that there were Welsh Assembly Government guidelines on this process and Members would be briefed on this in due course.

The Chief Executive answered specific questions from Members and confirmed that communication was a key issue and a workforce communication would be issued following this meeting of the Executive. Ongoing consultation would be required throughout the process particularly with tenants and staff.

RESOLVED:

That it be recommended to the County Council:-

- a) That the Executive notes the work completed by the Local Strategic Housing Review Board according to its original and extended terms of reference;
- b) That the Executive accepts the recommendation of the Board that none of the partial retention/transfer models evaluated were viable within the National Housing Revenue Account Capital Financing System;
- c) That in accordance with the agreement with the Assembly and the recommendation of the Local Housing Strategic Review Board, the Council be recommended to proceed to ballot its tenants on a full transfer model;
- d) That the Executive approves appropriate communications with the Welsh Assembly Government, tenants, Trade Unions, employees and other interested parties;
- e) That the Executive appoint an appropriate project governance and decision making structure to oversee the ballot process including a Project Board based on the Local Strategic Housing Board model; and
- f) That the Executive commence the process of appointing specialist consultants.

244. DURATION OF MEETING

The meeting commenced at 9.30 am and ended at 10.30 am.

245. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press present.

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Chairman

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

EXECUTIVE	DATE: 3rd February 2009
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MEMBER	ITEM	MIN. NO. REFERS
C. Ellis N. Phillips H. Yale	The Future of the Council's Housing Stock	

EXECUTIVE
17TH FEBRUARY 2009

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 17th February 2009.

PRESENT: Councillor L.A Sharps (Vice-Chairman in the Chair)

Councillors: C. Ellis, P.G. Heesom, M. Higham, H.D. Hutchinson, N. Matthews, N. Phillips and H. Yale.

ALSO PRESENT: Councillors: L.A Aldridge, K. Armstrong-Braun, J.B. Attridge, F. Gillmore, Mrs C.M Jones, R. Jones, D. Mackie, and Mrs D Mackie.

IN ATTENDANCE:

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

The Policy, Performance and Partnership Manager, The Head of Financial Planning and the Relationship Manager, Mr Alan Morris (Wales Audit Office), were also in attendance.

APOLOGY: Councillor A. Woolley

246. MINUTES

The Minutes of the meeting held on 27th January 2009 were confirmed as a correct record.

247. DECLARATIONS OF INTEREST

No declarations of interest were made.

248. GENERAL FUND 2009/10

The Chief Executive and Head of Finance jointly presented a report to propose the General Fund Revenue budget for 2009/10 and the budget requirement, following consultation with all Overview and Scrutiny Committees and the School Budget Forum, to advise on the proposed school budget to be notified to the Welsh Assembly Government, and to formally determine the level and utilisation of reserves.

The Head of Finance referred to the report which had been despatched the previous Friday under a covering letter from herself and the Chief Executive. This letter had explained that the report had followed from the Executive initial despatch to enable the issues raised at the Overview and Scrutiny Committees, which had concluded on 30th January 2009, to be fully addressed within the report.

The Head of Finance and Chief Executive made a presentation to collectively propose the General Fund Revenue Budget following consultation with the Overview and Scrutiny Committees and the School Budget Forum.

The Head of Finance referred to the proposed changes that had been made to the draft budget that had been presented to the Executive on 27th January 2009. The Band D Council Tax was to be increased by 3.3% when compared to 3.5% in the first draft budget. There was a reduction in the Council Tax yield of £0.099m. Confirmation of a 3.21% increase had been received from the Fire and Rescue Authority for the fire levy which compared to the previously reported 3.49%. There was also a reduction in non standard inflation of £0.018m. The Member Ward Grant Scheme had been reduced from £2,500 to £1,300 per Member reducing the overall costs from £0.175m to £0.091m. These had been the main changes and there were other technical changes in respect of the base level reserves and accounting treatment of £0.157m to add to reserves to a 2% proportion of turnover, and specific grant funding of £33.884m which compared to £28.8614m.

The impact of the changes was a budget requirement of £233.335m which was £0.377m above the calculated SSA. The proposed Band D Council Tax, excluding precepts would be £850.78 which represented an increase of 3.3% and £27.18 per annum. Based on the information available this increase was likely to be at the mid/lower extreme of Council Tax rises across Wales. Details of the total income proposed of £271.195m and the total expenditure proposed of £271.195m were highlighted in the presentation.

The Chief Executive referred to the budget approach and the priority for a prudent and balanced budget. He emphasised that the Council was going through a period of organisational redesign and was also experiencing the impact of the current economic climate. There were also existing service pressures to be taken into consideration which included the Out of County placements in Children's Services and Lifelong Learning together with waste disposal. There was also a planned ending of three Welsh Assembly Government specific grants totalling £0.224m. Contact had been made with the Assembly; it was unlikely that these grants would be reinstated.

The budget had aimed to protect public services and to provide continued support for schools expenditure. Estyn had been on site at the time of the budget considerations. The budget provided 15.5 FTE additional posts in areas which were considered to be service critical. Pressures and efficiencies had been identified via the mid year business reviews at service level.

The Head of Finance then referred to pressures and efficiencies. Total pressures proposed were £5.367m and were linked to the service plans and mid year reviews. Total efficiencies proposed were £3.803m with £2.803m already identified and a further £1.0m subject to an action plan which the Chief Executive would refer to later in the meeting.

The Chief Executive referred to the concerns and issues raised by Overview and Scrutiny which included price inflation, the £1.0m efficiencies programme, reserves, corporate and democratic core costs charged to the HRA,

the improvement agreement (which was to be considered as a later agenda item) and the format and timing of paperwork. On inflation, pay increases of 2.3% were being included for non teacher and 2.36% for teaching staff. A 1.5% provision was being made for general price increases and the Chief Executive referred to the need to take account of a number of factors in arriving at this figure. These included the economic forecast in consultation with the WLGA and WAG, inflation rates, CPI and RPI rates together with recent movements in interest rates. Non standard rates of inflation had been provided for specific items.

The budget proposals included an efficiencies programme of £1.0m and this had been challenged at Overview and Scrutiny as a high risk. The Chief Executive referred to this as being a calculated risk and work was ongoing to develop an action plan with some areas already identified. These included the procurement strategy, further savings from the MASS project and new advertising contract, service reviews under the Phase II organisational redesign programme, workforce management and reduction in non-essential goods and supplies.

The Head of Finance then responded to the Overview and Scrutiny concerns on reserves. Base level reserves were being maintained at 2% of turnover at £5.3m. An in year review of all earmarked reserves held by the Council had resulted in £1.385m being returned and ring fenced to fund non-recurring pressures in 2009/10. The Contingency Reserve was being utilised as originally intended to meet predicted pressures which could not be costed such as looked after children, fluctuating interest rates and new pressures that could not be foreseen and the costs arising from organisational redesign.

There had been a movement in the Contingency Reserve within the current financial year. As at 1st April 2008 this was £2.724m which, with in year approvals at month 8 of £0.728m, a net overspend at month 8 of £0.763m, a return to reserve of £0.060m and organisational redesign costs proposed at month 8, which would be referred to in a later agenda item of £0.428m, would provide an estimated balance as at 31st March 2009 of £0.865m.

The Head of Finance referred to the comments on corporate and democratic core costs being charged to the HRA. This had previously been charged to the General Fund but the auditors, Pricewaterhouse Coopers, had advised on the change of Regulations and that it was now a statutory requirement that the HRA was charged and an appropriate share of such costs should commence in 2008/09. The charge for 2008/09 was £0.363m and for 2009/10 was £0.373m. These figures were subject to review and work was ongoing and any adjustments would be made if appropriate. The Chief Executive referred to the Improvement Agreement Grant (IAG). The IAG replaced the Performance Incentive Grant and provided a potential income of £1.497m. The 2009/10 payment was based on the submission of a new agreement by March 2009 and the 2010/11 payment would be based on 2009/10 performance.

The Head of Finance then referred to the comments on the format and timing of the paperwork for the budget considerations and she welcomed the feedback from Overview and Scrutiny which would enable Members in future years to receive more meaningful information. The covering letter that she and

the Chief Executive had attached to the report had indicated that if any individual Members, who had remaining questions on the detail contained in the report, would be provided with more information in advance of the Council meeting in order to inform the debate. Agreement had also been reached with Group Leaders that all such requests would be made through the relevant Group Leader. In the event of any group wishing to put forward alternative budget proposals it was essential that the proposed resolution was checked as being legal, implementable and costed with any funding sources identified prior to the meeting.

In conclusion, the Chief Executive referred to the future outlook. In Flintshire, there were major pieces of work ongoing and these included Single Status and he welcomed the County Council's support at its special meeting in December and negotiations with the Trade Unions were close to being finalised. The Housing Review was to be considered at the County Council later in the day and there were other issues over the North Wales Residual Waste Partnership, schools modernisation, leisure strategy and reduced budget flexibility. Nationally, he referred to the recent Ministerial statement on the difficult financial environment, the pre-budget report on a potential £500m reduction in public sector funding in Wales from 2011 and future settlements not matching pressures being made on services.

The proposed budget recommendations were outlined in section 7.00 of the report and would be considered by the County Council on 3rd March 2009.

The Chairman thanked the officers for their presentation and moved the recommendations of the report. On behalf of the Executive he thanked the Overview and Scrutiny Committee Members for their contributions.

The Executive Member for Housing Strategy and Planning seconded the proposal and endorsed the comments made in respect of the Overview and Scrutiny Committee considerations.

RESOLVED:

- a) That it be recommended to the County Council on 3rd March 2009:-
 - (i) That the 2009/10 General Fund Budget Requirement be set at £233,335.058 which is £376,905 above the calculated Standard Spending Assessment (4.02).
 - (ii) That there be a 3.3% increase in Council Tax at Band D and an assumed 99% Collection Rate (4.03).
 - (iii) The inclusion of Deprivation Grant of £0.255m and Improvement Agreement Grant of £1.497m in the budget (4.04).
 - (iv) That the budget will be adjusted to reflect the actual level of specific grant received (4.05).

- (v) That items of non-standard inflation are only allocated out to services when the actual increase in cost is known (4.08).
- (vi) The levels of inflation assumed in the budget (4.06 – 4.09).
- (vii) The inclusion of £5.367m (£5.729m in 2010/11 and £6.274m in 2011/12) of pressures in the base budget and that an additional £2.254m be funded from unearmarked reserves (4.10 and Appendix 3a-c and 4).
- (viii) That the practice adopted since 2004/05 continues that resources to fund new pressures be approved for the purposes set out. Any proposals to vary the use of the sums allocated are to be the subject of a further report to Executive.

Further that any sums for new pressures, where the detailed proposals of how the pressure will be addressed or the size of the pressures is not quantifiable at the present time, be held corporately until firmer details are known and that the Head of Finance be given delegated authority to determine such cases with Directors (4.10).

- (ix) The inclusion of efficiencies of £3.803m (£4.168m) in 2010/11 and £4.163m in 2011/12) in the base budget (4.11 and Appendix 5a-d).
- (x) That if it should become apparent that achievement of any of the savings (in full or in part) is proving to be not as anticipated that this is dealt with corporately, with the Corporate Management Team bringing alternatives to Executive for consideration (4.11).
- (xi) That the actual amount of reserves remaining at 31st March 2009 (currently estimated to be £0.865m) is not allocated at this stage but is retained and delegated to the Executive, to meet the implementation costs of the Modernisation Programme Phase II and new pressures which cannot be foreseen at this stage (6.14).

- b) That the Executive notes the effect of the budget proposals would be to increase the budget requirement by £6.916m over the level in 2008/09 and increase the Band D Council Tax rate by 3.3% on the level in 2008/09.

249. HOUSING REVENUE ACCOUNT 2009/10

The Director of Community Services presented a joint report with the Head of Finance, the purpose of which was to consider the Housing Revenue Account for 2009/10 financial year including proposed rent, key areas of income and expenditure and the level of balance at the year end, following consultation with the Community and Housing Overview and Scrutiny Committee and to make a recommendation to the Council.

The Director then made a presentation to the Executive and the introduction included references to all local authorities, which managed their own stock, must maintain a Housing Revenue Account (HRA). All expenditure on the management and maintenance of the Authority's stock had to be funded by the HRA and this could not contribute to or be funded by the General Fund. The Council could not legally budget for the closing balance to be a deficit at the year end and the recommended practice was to budget for a minimum 3% closing balance at year end. Details of the HRA proposed budget for 2009/10 in terms of income and expenditure were outlined.

The Director then referred to the key features of the budget and to the Welsh Assembly Government provisional guideline average rent increase of £3.14 per property per week on a 50 week basis. This was still to be determined by the Welsh Assembly Government and there would be a need to consider an additional recommendation to the Council to cover this. The proposal equated to an overall 5.22% increase and provided for total budget pressures of £0.588m. The proposed closing balance of 5.65% of expenditure was above the 3% guidelines.

The Director then referred to the key issues that had been identified by the Overview and Scrutiny considerations which included variances in expenditure in 2008/09 to 2009/10. These included an estate management, allocations and welfare, finance and support the CERA contribution to capital and supporting people contribution to the General Fund. Details of each of these variances were included in the report and the reasons for the variances were outlined. In conclusion, the Director referred to the recommendations of the report as set out in paragraph 4.01 and suggested an additional recommendation to apply the actual Welsh Assembly Government guideline rent increase when the final determinations were advised.

The Executive Member for Housing Strategy and Planning referred to the budget statement for consideration by the County Council but there were a number of issues that were causing him concern. In particular, he made reference to corporate and democratic core costs in a sum of £0.363m (2008/09) and £0.373m (2009/10) and noted that these were subject of a future review and adjustments would be made if appropriate.

RESOLVED

- (a) That the proposed HRA budget for 2009/10 be approved and recommended to the County Council later in the day;
- (b) The level of rent for 2009/10 as set out in paragraphs 3.01 and 3.03 be approved;
- (c) That the level of projected balances at 31st March 2010 of 5.65% of total expenditure be approved; and
- (d) That the actual rent increase to be applied for 2009/10 be a common percentage figure based on the final Welsh Assembly Government

2009/10 guideline rent increase for Flintshire which was still to be determined and advised.

**250. TREASURY MANAGEMENT POLICY AND STRATEGY STATEMENT
INCORPORATING THE PRUDENTIAL CODE FOR CAPITAL FINANCE &
ANNUAL INVESTMENT STRATEGY 2009/10**

The Head of Finance presented a report, the purpose of which was to seek approval to recommend that the Council approve the Treasury Management Policy and Strategy Statement (policy statement) including key indicators, limits and an Annual Investment Strategy for 2009/10.

The Head of Finance referred to the Council's adoption of the CIPFA treasury management in the Public Sector Code of Practice 2001 from 1st April 2002. A requirement of the code, which had been incorporated into the Council's financial procedure rules, was for the Executive to receive an annual plan prior to 31st March each year. In addition, and in accordance with the prudential code for capital finance, the Council was required to determine certain key indicators and limits for 2009/10 before 31st March 2009. The Welsh Assembly Government also required that the Council approved an annual investment strategy. The aim of the policy statement was to achieve objectives in all market and economic environment. The financial crisis and in particular the investments of £3.7m in Landsbanki, and Icelandic bank, had resulted in a reassessment of the balance between investment risk and return and the day to day procedural practicalities. As a result of this banking crisis in Iceland a number of changes from the 2008/09 policy statement had been made. The County Council at its meeting on 28th October, 2008 had increased the individual counterparty limit from £5m to £7m and the limit of investments made with the UK Government's DMO had been temporarily increased from 20% to 100%. These changes had been incorporated into the 2009/10 Treasury Management Policy Statement. The report also outlined additional risk control procedures which had been incorporated into the 2009/10 Treasury Management Policy Statement.

RESOLVED

That the Treasury Management Policy Statement for 2009/10 be approved and be recommended to the County Council.

251. STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES REVIEW

The Chief Executive presented a report, the purpose of which was to receive and approve the revised and improved format of the Strategic Assessment of Risks and Challenges and the updated set of Risks and Challenges included within the Strategic Assessment of Risks and Challenges.

A copy of the County Council's assessment was tabled and it was emphasised that this was a working dynamic document which would be subject to review and change. A copy of a template for a particular risk was also tabled and this provided information on the risk title, its description, the primary and secondary lead officers together with the quarterly risk review.

RESOLVED

- (a) That the revised and improved format of the Strategic Assessment of Risks and Challenges (SARC) be received and approved; and
- (b) That the updated set of Risks and Challenges included within the Strategic Assessment of Risks and Challenges be approved.

252. DRAFT COMMUNITY STRATEGY AND LOCAL SERVICE BOARD MID YEAR REVIEW

The Chief Executive presented a report, the purpose of which was to seek endorsement of the work of the Local Service Board (LSB) in producing a Community Strategy for Flintshire.

The Chief Executive explained that this was the latest stage of the production of a Community Strategy and was a summary report behind which a considerable amount of work had been undertaken. The first meeting of the LSB Strategy Group held in August 2008 had agreed its terms of reference would be based around four key principle areas which were set out in paragraph 2.09 of the report and a strong partnership existed within Flintshire. Section 3.01 of the report provided details of the LSB process of developing a vision that provided a statement of ambition for Flintshire. This vision would form the Community Strategy and would be based around five themes and associated sub themes. In conclusion, he referred to the recommendations one of which was the carbon reduction project as part of a local delivery agreement which was a common theme across all partners. This represented practical work being undertaken in conjunction with the Energy Manager.

The Executive Member for Housing Strategy and Planning commented on the reference in the report to section 4 (1) of the Local Government Act 2000 which required the County Council to prepare a Community Strategy and expressed reservations of the intentions of the legislation and the lack of local member involvement. The Chief Executive replied that there would be wide consultation on the draft vision and that the Leadership had been involved thus far.

RESOLVED

- (a) That the proposed vision, themes and sub themes for the Flintshire Community Strategy be supported and endorsed;
- (b) That the carbon reduction project be supported and endorsed as the first part of a local delivery agreement.

253. PEOPLE STRATEGY 2006 – 2009 UPDATE ON PROGRESS

The Chief Executive presented a report, the purpose of which was to report on progress achieved in the implementation of the People Strategy during the last quarter of 2008 and since the previous report to the Executive on 18th November 2008 and to seek endorsement of the strategy and its future direction.

He referred to paragraph 3.09 of the report which made reference to the recruitment of a permanent post of Head of Human Resources and referred to the panel meeting which had been held the previous week. He would be reporting to the County Council later in the day that Helen Stapleton, as an internal candidate, had been appointed to the post of Head of Human Resources and he thanked Members for their involvement in the Appointment Panel meetings.

RESOLVED

- (a) That the progress of the People Strategy Action Plan 2008/2009 in delivering the People Strategy 2006 – 2009, be noted and endorsed;
- (b) That the foundations for effective management of the workforce of Flintshire County as set out in the People Strategy 2006 – 2009 would all be in place by the end of the life of the strategy in the Summer, be noted;
- (c) That the consultation for the new strategy would take place over the next months with the stated aim of moving on to the next level of aspiration for people management within the Council in accordance with the timetable for the production of the new People Strategy which was set out in paragraph 4.03, be noted.

254. DELIVERING THE NEW NHS FOR WALES CONSULTATION PAPER II

The Executive Member for Social Services introduced a report, the purpose of which was to present a draft Flintshire County Council response to the consultation on the restructuring of the NHS in Wales for agreement by the Executive before it was submitted to the Welsh Assembly Government. She thanked the Social and Health Overview and Scrutiny Committee and Members who had attended a workshop the result of which had been used to develop a draft response. The Executive Member expressed a number of concerns on the consultation document proposals particularly in relation to the fact that there would only be one health board for North Wales at which there would only be one Director and one elected Member for the six North Wales local authorities. It was therefore proposed that the response to the WAG should be that two health boards for North Wales would better serve the needs of citizens which would also enable links to be maintained with hospital services from England. It was also considered that the proposed name Betsi Cadwaladr University Local Health Board had no real significance and should be renamed North Wales Health Board.

The Director of Community Services also referred to two additional NHS consultations in respect of Community Health Councils and the National Health Service which would be discussed at the Social and Health Overview and Scrutiny Committee in the near future. It was her view that these three documents should have all been considered at the same time as the North Wales NHS consultation.

RESOLVED

- (a) That the draft response from Flintshire County Council be approved for submission to the Welsh Assembly Government by the 25th February 2009 deadline; and
- (b) That liaison take place with other local authorities in North Wales to facilitate a consistent and robust response on issues of key concern in particular, the reduced role of elected Members in the new arrangements and partnership work.

255. REVENUE BUDGET MONITORING 2008/09 (MONTH 8)

The Head of Finance presented a report, the purpose of which was to provide an update on the Council's financial position for 2008/09 in respect of the General Fund and the Housing Revenue Account. Members were asked to note the projected net overspend of £0.763m on the General Fund and the projected overspend of £0.903m on the Housing Revenue Account. The estimated contingency reserve available at 31st March 2009 was £0.865m.

The Head of Finance outlined the significant new variances, the 2008/09 variances ring fenced for 2009/10 budget, corporate projects and requests for carry forward.

RESOLVED

- (a) That the overall report be noted;
- (b) That the recommendation identified in paragraph 2.25 be approved;
- (c) That the requests for carry forward identified in paragraphs 2.26 – 2.28 be approved;
- (d) That the contributions to/from the contingency reserve for the items detailed in paragraph 4.01 – 4.05, be approved;
- (e) That the General Fund contingency sum available as at 31st March 2009, be noted; and
- (f) That the projected final level of balances on the Housing Revenue Account be noted.

256. MINIMUM REVENUE PROVISION 2009/10

The Head of Finance presented a report, the purpose of which was to present proposals for the setting of a prudent minimum revenue provision for the repayment of debt in 2009/10 as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008.

The report in section 3.00 set out the options for prudent provision and the conditions for using the options.

RESOLVED

That it be recommended to the County Council on 3rd March, 2009:-

- (a) Option 1 (Regulatory Method) be used for the calculation of the minimum revenue provision in 2009/10 for all supported borrowing; this represented a continuation of the approved and adopted policy for 2008/09;
- (b) Option 3 (Asset Life Method) be used for the calculation of the minimum revenue provision in 2009/10 for all unsupported (prudential) borrowing; this also represented a continuation of the approved and adopted policy for 2008/09.

257. REGULATORY PLAN

The Chief Executive presented a report, the purpose of which was to report the proposed joint regulatory plan of the Wales Audit Office (WAO) and Pricewaterhouse Coopers (PWC) for 2009 for noting, endorsement and co-operation. The Chief Executive also welcomed the Relationship Manager (Wales Audit Office), Mr Alan Morris, to the meeting.

The Chief Executive referred to the background to the report and the plan included activity on the audit of financial accounts, performance audit and performance inspection. The extracts of the plan in respect of performance audit and performance inspection were set out in paragraph 3.08 of the report.

The Chief Executive referred to the level of fees charged by the regulatory bodies and to the proposed fees for performance audit and inspection work which showed a reduction of 6.3% which after taking into account inflation represented an approximate 10% reduction in real terms. This was a target that had been met.

The Relationship Manager reported that the plan included a number of core non discretionary and risk based areas of work and it was hoped that this would add value to the Council.

RESOLVED

That the proposed Regulatory Plan of the Wales Audit Office and Pricewaterhouse Coopers for 2009 be received for noting, endorsement and co-operation.

258. IMPROVEMENT AGREEMENT – PROGRESS

The Chief Executive presented a report, the purpose of which was to agree the detailed contents (actions and targets) of the Draft Improvement Agreement for submission to the Welsh Assembly Government by the due deadline.

RESOLVED

That the detailed contents (actions and targets) of the Improvement Agreement be agreed for submission to the Welsh Assembly Government by the due deadline.

259. SUPPORTING PEOPLE OPERATIONAL PLAN 2009 – 2010

The Director of Community Services presented a report, the purpose of which was to seek approval for the Supporting People Operational Plan 2009/10. She referred to a previous report to the Executive in November 2008 which had provided an update on the Supporting People Programme. Members had since had the opportunity to consider the plan at a workshop held on 23rd January 2009. A copy of the full Supporting Operational People Plan was on deposit in the Members library.

Appendix 1 to the report outlined the achievements and developments together with implementation issues for 2008/10. Appendix 2 to the report provided proposals for future developments.

The Director referred to paragraph 5.03 of the report which provided a summary of the impact on Social Services for Adults (SSA) budget in 2009/10 and the reduction in Supporting People funding. This included a reduction in SSA SP allocation of £657k with a net reduction in SSA budget of £164k.

The Executive Member for Social Services in moving the recommendations of the report referred to the need for a Supporting People Champion and in this regard the Executive Member for Estate Management asked for the Social and Health and Overview Scrutiny Committee to be asked to make a nomination for a Supporting People Champion. In response to a question, the Executive Member for Social Services reported that an update on the operational plan would be considered by the Overview and Scrutiny Committee and the Executive.

RESOLVED

- (a) That the achievements to date within the work plan be noted and the Supporting People Operational Plan for 2009/10 be noted; and
- (b) That the Social and Health Overview and Scrutiny Committee be asked to make a nomination for a Supporting People Champion.

260. DEESIDE NEIGHBOURHOOD RENEWAL AREA STUDY UPDATE

The Director of Community Services presented a report to inform the Executive of the present status of the proposed Deeside Neighbourhood Renewal Area Study.

RESOLVED

- (a) That the ongoing activity in relation to the proposed Neighbourhood Renewal Area Study be supported;
- (b) That the Executive consider further reports in due course.

261. CONTAMINATED LAND STRATEGY

The Executive Member for Leisure and Public Protection introduced a report, the purpose of which was to make Members aware of the Contaminated Land Strategy and to seek approval and the publication of the revised strategy.

RESOLVED

- (a) That the revised Contaminated Land Strategy be accepted and approved; and
- (b) That the report be referred to the appropriate Overview and Scrutiny Committee.

262. ENVIRONMENTAL SERVICES – COMMUNITY (PERIPATETIC) SKIP SERVICE

The Executive Member for Waste Strategy and Management introduced a report, the purpose of which was to inform Members of the outcome of the delivery of a 12 month trial of a manned peripatetic skip service to the rural community of Flintshire.

The Executive Member referred to the background to the report and the service that had been provided in areas to the West of Flintshire where previously there had been a lack of civic amenity household waste sites. Since the introduction of the service other schemes had been introduced including eight civic amenity sites, a bulky collection service together with a further introduction of bring site facilities. In addition, representations had been received from the Environment Agency which had raised concerns on the way in which the skip service was provided. As a result the service had been withdrawn. This had been considered by the Overview and Scrutiny Committee who had agreed with the recommendations but because of some concerns from Members of the affected rural areas a pilot scheme had been introduced in 2008. Overview and Scrutiny Committee considered the results of this pilot and had now agreed with the recommendation that the service be discontinued. Letters would be sent to the Town and Community Councils in the affected areas to bring their attention to the bring site facilities that were available.

The Executive Member for Housing Strategy and Planning as one of the Local Members that had asked for the service to be continued also referred to the other options that were now available and both he and the Executive Member for Education and Youth supported the recommendations.

RESOLVED

- (a) That the trial service does not become a permanent service provision and that the further promotion of existing services as listed in the main body of the report be supported; and
- (b) That a proposal to increase the number of bring site facilities in the rural community be supported.

263. COUNTY COUNCIL DIARY OF MEETINGS 2009/10

The draft diary of meetings for 2009/10 as set out in the schedule attached to the report was noted.

RESOLVED

That the schedule of meetings be approved for adoption by the County Council.

264. EXERCISE OF DELEGATED POWERS

An information report of the Chief Executive, the purpose of which was to inform Members of actions taken on the delegated powers, was introduced by the Chairman.

The actions taken were as set out below:-

- Chief Executive - Welsh Church Acts Fund – approval of the allocation of grants made from the Welsh Church Acts Fund between July 2008 and January 2009.
- Environment - Proposed puffin pedestrian crossing at Broughton Hall Road, Broughton – to advise on unresolved objection received for the installation of a puffin crossing.
- Environment - Increase to the cemetery fees 2009/10 as part of the budget set in process.

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

RESOLVED

That the press and public be excluded from the meeting for the following agenda item to allow the consideration of exempt information by virtue of paragraph 14 of Part I of Schedule 12(A) of the Local Government Act 1972 (as Amended).

266. ADDITIONAL FINANCIAL SUPPORT (VOLUNTARY SECTOR)

The Chief Executive presented a report to recommend enhancement to the core grants made to two local voluntary bodies, Flintshire Citizens Advice Bureau and Flintshire Local Voluntary Council as part of the 2009/10 General Fund budget set in process.

The Chief Executive referred to the background to the report and to the funding agreements for both the Flintshire Citizens Advice Bureau and the Flintshire Local Voluntary Council which were due for renewal of 1st April 2009. Both organisations had submitted business cases to the Council in support of applications for enhance core funding to meet critical pressures. Officers of the Council had met with both organisations to evaluate their business cases.

(Councillor P.G Heesom declared an interest in this item as a FVLC Board Member).

RESOLVED

- (a) That the uplift in the FCAB and FLVC core grants of up to £80,000, £36,825 respectively to be funded from the Corporate Voluntary Sector Grants budget, be supported;
- (b) That the uplifting grant for the FCAB be subject to a review of possible efficiencies to cover the grant figure within £80,000 maximum figure, be approved;
- (c) That an evaluation of access to FCAB services be requested for all parts of the County and a specific evaluation of accessibility for the community of Flint; and
- (d) That approval be given to both FCAB and FLVC to enter into full grant agreements with the Council.

267. DURATION OF MEETING

The commenced at 9.30 am and ended at 11.15 am.

268. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press present.

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Chairman

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

EXECUTIVE	DATE: 17th February 2009
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MEMBER	ITEM	MIN. NO. REFERS
P.G Heesom	The additional financial support (voluntary sector)	266

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 4

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **THE PERFORMANCE OF FLINTSHIRE'S SOCIAL SERVICES FOR ADULTS AND CHILDREN (TO RECEIVE A PRESENTATION BY PETER GRAHAM AND ROBERT GIFFORD OF THE CSSIW)**

1.00 PURPOSE OF REPORT

- 1.01 To present to the Executive the annual performance evaluation of Flintshire's social services for children and adults provided by the Care and Social Services Inspectorate for Wales (CSSIW) for the year ending 31st March 2008.

2.00 BACKGROUND

- 2.01 Each authority's social services are subject to an annual evaluation by CSSIW. The evaluation is based on a self-assessment completed by the local authority, together with national performance indicator (PI) data submitted to the Welsh Assembly. An evaluation meeting is then conducted by CSSIW with senior managers of the authority, and a statement is produced setting out strengths, achievements and areas for improvement.
- 2.02 Flintshire's evaluation meeting took place on 25th November. The final report was received in January 2009 and is attached as appendix 1. The authority is then asked to place this report in the public domain through presentation to an open political forum. Peter Graham and Robert Gifford of CSSIW will be in attendance at this meeting to present the report.

3.00 CONSIDERATIONS

- 3.01 The performance evaluation identifies several areas of progress, strengths and achievements across adults and children's social services as well as priorities for improvement.
- 3.02 Members should note that the evaluation mainly refers to the year ending March 31st 2008. The report is, therefore largely historical and does not take into account all of the improvements and achievements of the last 12 months. The lack of timeliness of evaluation reports has been acknowledged by CSSIW at a national level. It is hoped that this will be addressed in the modernisation of local authority inspection and review, which is currently underway.

Date: 05/03/2009

3.03 Key strengths and achievements identified in the evaluation include:

- Access arrangements
- Some improvements in assessment practice in children's services.
- Some improvements in care management and review in children's services.
- Level of school exclusions for looked after children is low.
- Improvement in adult protection outcomes.
- Improved performance scrutiny processes.

3.04 The Performance Evaluation recommends the following priority areas for improvement

- Improve the assessment and monitoring of the needs of carers.
- Increase the number of care plan reviews carried out in adult social services.
- Further improve the timeliness of initial and core assessment in children's social services.
- Maintain improvements being made in the timeliness of child protection conferences and reviews.
- Improving some outcomes in children's services in the promotion of independence and social inclusion.

3.05 Overall this evaluation of Flintshire's Social Services provides a very encouraging picture of continuous improvement in very challenging areas of service for the County's vulnerable children and adults.

3.06 Work on the areas for improvement identified in the report has been undertaken during 2008/09 and will continue to be addressed within Directorate and service improvement plans for 2009/10.

4.00 RECOMMENDATIONS

4.01 That the Executive receives the annual Performance Evaluation of Flintshire's social services by CSSIW, and notes the continuing progress being made in planning and delivering the County's social services.

4.02 That the annual Performance Evaluation is reported to the Social and Health Overview and Scrutiny Committee.

5.00 FINANCIAL IMPLICATIONS

5.01 None directing arising from this report.

6.00 ANTI POVERTY IMPACT

6.01 Services are provided to address the inequalities and disadvantages which result from poverty.

7.00 ENVIRONMENTAL IMPACT

7.01 None directly arising from this report.

8.00 EQUALITIES IMPACT

8.01 Services are provided with the aim of achieving equality of opportunity and social inclusion.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly arising from this report.

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 Performance Evaluation

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

None

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**PERFORMANCE EVALUATION OF LOCAL AUTHORITY SOCIAL SERVICES
FOR YEAR ENDING 31 MARCH 2008**

EVALUATION OF FLINTSHIRE COUNTY COUNCIL

Introduction:

This evaluation is based on:

- evidence collated by CSSIW and previously sent to the authority
- material submitted by the authority

It is designed to assist the authority in its own programme for improvement and to assist CSSIW, other inspectorates and auditors in planning their work. It sets out strengths, achievements, priorities for improvement and areas for further examination.

SECTION 1

SUMMARY OF FINDINGS AND PRIORITIES FOR IMPROVEMENT

CONCLUSION

The authority has demonstrated improvement in many aspects of social services during the past year. Progress has been achieved in assessment and care management practice in children's services, reflecting the authority's ongoing commitment to addressing previous priorities for improvement.

Arrangements to protect vulnerable people have been strengthened and the direction of travel is positive.

The most significant challenge is in delivering consistent outcomes in the promotion of independence and social inclusion, primarily in children's services.

STRENGTHS AND ACHIEVEMENTS

- Access arrangements.
- Some improvements in assessment practice in children's services.
- Some improvements in care management and review in children's services.
- Level of school exclusions.
- Improvement in adult protection outcomes.
- Improved performance scrutiny processes.

PRIORITIES FOR IMPROVEMENT

- Improve the assessment and monitoring of the needs of carers.

- Increase the number of care plan reviews carried out in adult social services.
- Further improve the timeliness of initial and core assessment in children's social services.
- Maintain improvements being made in the timeliness of child protection conferences and reviews.
- Improving some outcomes in children's services in the promotion of independence and social inclusion.

AREAS FOR FURTHER EXAMINATION

The ongoing PARIS information system implementation.

SECTION 2 – HOW GOOD ARE THE SERVICES AND HOW WELL PLACED IS THE AUTHORITY TO SUSTAIN AND IMPROVE SERVICES?

Context

The authority has recently restructured its corporate organisational arrangements – children's services, adult services and housing services are incorporated within the new Community Services Directorate.

PART 1

HOW GOOD ARE THE SERVICES

1.1 ACCESS TO SERVICES

The authority continues to invest in improving access to services.

The authority's own assessment is that:

- Comprehensive and accessible information is mainly available to the public about all services.
- Arrangements for the public to make contact with social services are mainly effective.
- Arrangements for receiving and managing referrals are mainly effective.
- Waiting lists are mainly well managed.
- Systems are mainly in place for monitoring and assessing the effectiveness of access arrangements.

A number of relevant performance indicators have shown improvement during the past year.

- The percentage of referrals in which a decision was made within one working day increased from 87% to 92%.

- The rate of delayed transfers of care for social care reasons decreased further from 1.6 to 1.3 per 1,000 population aged 75 or over.
- The percentage of enquiries that trigger an assessment in adult services increased from 79% to 83%.

Children's services has examined the reasons why 64% of referrals do not proceed to initial assessment. This is the result of incorrectly recording information received on Police CID 16 Forms and other information as 'referrals'. Guidance on the recording of referrals has now been revised and the half-year figure shows that the number of referrals that do not proceed to initial assessment has now reduced to 14.8 %

Children's services report that the key factors, which contributed to performance improvements, were the amalgamation of the family support and adolescent strategy teams, increased capacity in the management information function and improved monitoring and reporting processes.

Adult services cites improvements in the accessibility of information for learning disability services, a speedier response for older people, better co-ordination of information, the creation of a single point of access for mental health service, and stronger working partnerships in occupational therapy and physical/sensory disability services.

1.2 ASSESSMENT

The authority has improved assessment processes.

The authority's own assessment is that:

- Systems for deciding eligibility and prioritising assessments are effective.
- Assessments mainly comply with guidance/standards in respect of timeliness, quality, content and updating.
- Service users and carers are mainly involved in assessments and have them shared with them.
- Progress has partly been made with the provision and monitoring of carers assessments.
- Specialist expertise is mainly available to contribute to assessments as necessary.

Improving assessment practice in children's services was a key priority within last year's report and recent performance indicator information suggests that the authority has focused attention in this area.

- The percentage of initial assessments carried out within seven working days has risen from 58% to 77%.
- Correspondingly, the average time taken to complete initial assessments that took longer than seven working days to complete has fallen from 21 working days to 15.

- The percentage of required core assessments carried out within 35 working days increased from 49% to 72%.
- Correspondingly, the average time taken to complete required core assessments in children's services that took longer than 35 days fell from 60 working days to 46.

63% of initial assessments in children's services had evidence that the child was seen by a social worker.

Progress has been made in reducing the percentage of referrals in children's services, which are re-referrals within 12 months, from 29% to 9%.

Children's services are now able to report performance levels in a number of areas, which it was unable to do so previously. This will assist senior managers in managing performance and in securing further improvements in assessment, care management and safeguarding practice.

The timeliness of health assessments for looked after children needs further improvement - 64% received a health assessment on time.

In adult services, care plan completion timescales, following the initial enquiry, have increased from 64 to 71 working days. The authority have sent a letter to the LDGU asking them to audit how local authorities are interpreting this PI, following concern that about inconsistent interpretation across Wales. A recalculation of the PI using the definition used by neighbouring authorities produced a figure of 31.

Fewer carers of adult service users were offered an assessment, although more, proportionally, had an assessment. There was an increase in the number who were provided with a service – up from 24% to 27% - although numbers awaiting assessment also increased. The Council invests approximately £300K in services for carers, provided in the main by voluntary organisations. Carers usually access these services directly and so the reported figure understates the proportion of carers receiving services

Children's services report that the key factors, which contributed to performance improvements, were increased capacity in the management information function, improved monitoring and reporting, the implementation of an improvement programme for fieldwork team managers, and training on outcome-focused assessments and care planning.

Adult services report a range of initiatives which include direct access to re-ablement beds by community nurses, small aids assessments being carried out by the direct workforce, more responsive telecare assessments, recovery and care planning training for mental health staff, and further improvements in person centred planning for learning disability services.

1.3 CARE MANAGEMENT AND REVIEW

Progress has been made in a number of areas in improving care management and review.

The authority's own assessment is that:

- Social services mainly allocate, transfer and close cases appropriately.
- Views of service users and carers are considered in developing and agreeing care plans.
- Care plans partly specify the services to be provided, intended outcomes and how risks will be managed.
- Service elements of plans are partly costed.
- Arrangements for undertaking reviews are mainly effective.

The authority continues to ensure high levels of social worker allocation for those on the child protection register, at 100%. The proportion, during the year, for looked after children dropped from 87% to 85%, and for children in need from 82% to 77%. However, the authority reports that performance has improved significantly since April 2008, and at the end of the second quarter, 100% of looked after children and 88% of children in need are allocated to qualified social workers.

The percentage of first placements for looked after children, which began with a care plan in place, increased from 86% to 100%. There was a dip, however, in meeting permanence plan provision timescales, at 94%. The percentage of looked after children reviews held on time increased from 65% to 87%.

The authority reports that it is now able to track reviews of child in need plans carried out in accordance with the statutory timetable, of which 88% were completed on time.

The authority is also able to now track the timeliness of statutory visits to looked after children, 78% of which were undertaken on time.

64% of looked after children had a completed and updated assessment and progress record. The Authority reports that the Independent Reviewing Officers have met with the Service Manager of the Children's Integrated Disability Service, Health, and Education professionals to agree the range and nature of information that would be acceptable within this document. This will result in a completed assessment document that is more appropriate to children with complex health needs.

95% of eligible children have pathway plans as required, whilst 99% of eligible children have been allocated a personal advisor.

For adult services, the authority acknowledges that performance in care plan reviewing was disappointing, but additional resources have now been provided to address this matter and performance at the end of the second quarter of 2008 is reported to have improved to 73%.

Children's services report that the key factors, which contributed to performance improvements, were improved management information systems, outcome-focused practitioner training, and the improvement programme for fieldwork team managers.

Adult services reports investment in outcome-focused care planning with older people, whilst continuing to progress person centred planning within learning disability services.

1.4 RANGE OF SERVICES PROVIDED

The authority has expanded the range of options and choices for service users and carers.

The authority's own assessment is that:

- The current range and volume of services partly meet assessed need.
- Social services are mainly able to identify gaps and improvement needs.
- Partnership arrangements for delivering services mainly work well.
- Arrangements are mainly in place for consulting about the range of services provided or the development/design of future service provision.

86% of looked after children are placed less than 20 miles from their home address, although the number of school changes are relatively high.

The rate of looked after children remains comparatively low, albeit continuing a very gradual upward trend over the past three years.

High levels of adults and older people continue to be supported within the community.

The number of people with a learning disability recorded as being in residential care has increased from 21 to 38, though this is due to a change in recording practice rather than actual numbers having significantly increased.

In other service groupings, the numbers in residential care have remained fairly constant.

Overall, there has been little change in the rate of adult service users receiving community-based services over the past three years.

Children's services report that the key factors, which contributed to performance improvements, were an independent evaluation of family support services, an increase in the availability and diversity of foster placements, and reduced waiting times for family support services and occupational therapy services.

Adult services report further development in home care services to provide palliative care, telecare expansion and the creation of specialist residential services. The

Flintshire Sounds Project supports people with memory disabilities, whilst a resource centre is being developed for younger people with dementia. A range of initiatives aimed at promoting good nutrition and health for older people have been introduced. The Time to Share Project is tackling social isolation. An Eating Disorder and Personality Disorder Network has been established. The crisis resolution and home treatment service has been established.

1.5 QUALITY OF SERVICE PROVIDED

Quality management have improved in a number of areas.

The authority's own assessment is that:

- Services mainly provide reliable standards of care.
- Quality is mainly consistent across services, sectors and communities.
- Views and circumstances of service users and carers, including ethnicity, are sought and reflected in the services provided.
- Services are responsive to problems and emergencies.
- Complaints, representations and compliments are mainly used to improve the quality of services.

7% of looked after children have had three or more placements during the year.

The proportion of looked after children registered with a provider of general medical services has increased from 76% to 99%. Likewise, the percentage of looked after children having their teeth checked by a dentist has risen from 73% to 82%.

Foster placement stability remains at 100% for children aged 6 to 10 years, and increased slightly for children aged over 11 years from 89% to 91%.

Service regulators report that inspection outcomes were good and no requirements were identified in inspections of the authority's regulated services.

Children's services report that the key factor, which contributed to performance improvements, was the implementation of a business improvement plan, progress against which is routinely reported to senior managers. The authority needs to continue to strengthen its quality assurance systems in order to deliver necessary service improvements.

Adult services report an improved transport contract, an increase in home care NVQ attainment, improved contact monitoring of independent sector residential and domiciliary care, initiatives to tackle old age discrimination, and improvements to accessibility for learning disabilities services, together with a quality network review which is evaluating short-term care provision.

1.6 ARRANGEMENTS TO PROTECT VULNERABLE PEOPLE

Progress has been made in developing arrangements to protect vulnerable people.

The authority's own assessment is that:

- There is an effective response to allegations of abuse or neglect, in terms of good quality risk assessment and risk management processes.
- Services needed to safeguard vulnerable people are in place.
- Multi-agency procedures and safeguarding bodies mainly work well.
- Arrangements for safeguarding vulnerable groups from abuse by staff and others in positions of trust work effectively.

In a number of areas, the authority has continued to improve, for example:

- The percentage of initial child protection conferences due in the year, which were held within 15 working days of the strategy discussion, has risen from 76% to 89%. This direction of travel is positive, and the authority reports a further improvement to 94% at the end of the second quarter in 2008.
- Of initial core group meetings due in the year, 82% were held within 10 working days of the initial child protection conference. The authority reports an improvement to 96% at the end of the second quarter in 2008.

96% of child protection reviews were carried out within statutory timescales – the authority reports an improvement to 98% at the end of the second quarter in 2008.

The authority has relatively low numbers of children who are looked after and also has relatively low numbers of children on the child protection register. The percentage on the register for one year or more increased, but reflects a fluctuating pattern over the past five years, which has been very low in comparative terms.

Adult services has increased the proportion of adult protection referrals completed during the year where the service user or their property is no longer at risk, from 7.8% to 53% - this reflects better attention to recording practice, as highlighted in last year's report.

Children's services report that key factors, which contributed to performance improvements, included the development of local systems to report upon the timeliness of core group meetings and reviews of child in need plans, and training which promotes outcome-focused planning for social workers.

Adult services report the filling of a social worker for vulnerable adults post, prioritised improvements in recording and reporting, and expansion in adult protection awareness training.

1.7 SUCCESS IN PROMOTING INDEPENDENCE AND SOCIAL INCLUSION

Whilst some progress has been made, greater consistency will lead to an overall improvement in outcomes.

The authority's own assessment is that:

- The Council supports people in the community or in a family setting rather than in institutional care wherever possible.
- Support for carers is mainly effective.
- Services are in place to support independence and develop life skills.
- Equality and diversity needs more consistency across all areas.
- Direct payments are mainly used appropriately.

School changes for looked after children have increased during the past year – up from 6% to 19%. The authority cites an increase in the number of looked after children placed outside of the county as the primary reason for the growth in school changes. Nevertheless, this is a national strategic indicator - good performance suggests an effective fusion of care planning, commissioning, engagement with schools and availability of suitable foster placements.

The authority has not reported the attendance levels of looked after children in either primary or secondary education – this is a corporate responsibility and good school attendance is significant in ensuring that life chances of looked after children are maximised.

No looked after children experienced permanent school exclusion – very few having fixed term exclusion either, the levels improving from 10 days to 2.5.

The authority reports that a draft protocol has been written that will both inform and improve the joint working arrangements at an operational and strategic level between social services for children and school services. When implemented, this protocol will improve performance against those indicators where there is shared responsibility for achieving outcomes for children and young people.

Social services for children continue to set robust targets for the recruitment of foster carers to improve the choice of placements that are available within county, and have been successful in attracting contracted carers for the provision of specialist placements for children with a disability; sibling placements; children who require a therapeutic placement; and adolescents with challenging behaviours. They have also attracted foster placements from the independent sector into their own carer pool. However, the authority recognises that it is likely that there will continue to be a small proportion of children with complex needs who may have to be placed in a residential setting that is out of county.

The percentage of looked after children with a personal education plan within 20 school days of entering care or joining a new school fell from 80% to 53% this year.

The percentage of young carers known to social services who were assessed has almost halved from 100% to 53% - the authority has questioned its own figures from last year. It is now using a new assessment tool based upon the Monmouthshire model and second quarter data from 2008 suggests that this is now at 100%. It is, also, on the right track in now being able to report the numbers of young carers who were provided with a service, albeit with a relatively low proportion at 24%.

The authority is aware of the need to improve its performance and services for young people who were formerly looked after by the authority. There has been a reduction

in those in contact with the authority at age 19, down from 100% to 65% - 13 out of 20 eligible young people. The proportion known to be in suitable accommodation at age 19 has fallen from 100% to 62% - 8 out of these 13 young people. The number known to be engaged in education, training or employment at age 19 has remained largely static at 38% - 5 out of these 13 young people - relatively low in comparative terms.

The rate of older people helped to live at home has increased from 67 to 72 per 1,000 population aged 65 and over, but remains relatively low. The number supported in care homes has decreased.

The speed of provision and installation of equipment for adults following completion of the care plan averages three working days – a positive achievement.

The rate of adult service users accessing Direct Payments fell slightly during the year. Following an audit and review of existing users, the authority has increased resources and extended the support service and reports an increase to 74 at the end of the second quarter in 2008.

The rate of adults provided with assistive technology as part of a package of care has increased from 12 to 45 per 1,000 population adults. This is a positive direction of travel, but in relative terms, performance needs to improve if potential is to be maximised.

Adult services report the progression of extra-care development projects. An intergenerational project – ‘we’ll keep a welcome’ – has been developed by Age Concern to harness the creativity of older people. An occupational therapy falls prevention pilot scheme has been established. Mental health services have targeted recovery and social inclusion initiatives. Learning disability services have involved service users in recruitment. Physical, sensory and disability services have improved access to employment, education and training for eligible service users.

PART 2

HOW WELL PLACED IS THE AUTHORITY TO SUSTAIN AND IMPROVE SERVICES?

2.1 WORKFORCE

The authority has prioritised workforce matters, and progress has been made during the year.

The authority’s own assessment is that:

- The Council is mainly able to recruit and retain the staff needed to carry out the work required.
- Staff needs for training, development and support are identified and met.
- There is partial progress with longer-term workforce planning across the social care sector and with human resources/workforce development partnerships.

- There are mechanisms for consulting with service users and carers about what they want from staff.
- Information about workforce issues is mainly comprehensive and reliable.
- All appropriate members of staff are registered with the Care Council.

Employee turnover rates are 23% for children's services and 12% for adult services - however, rates for qualified social workers and children's services assistants remains comparatively low at 10.9%

The authority states that it continues to meet the challenge of recruiting sufficient numbers of qualified social workers by providing a supportive environment for staff; supporting traineeships for the social work degree; offering flexible contracts to students from outside of the authority who are studying for this qualification; and in 2009 will be holding an open day for local students who may have an interest in working for Flintshire.

A high percentage of staff hold required or recommended occupational qualifications.

The authority reports that the key factors, which contributed to performance improvements included:

- Human resources providing better aligned support to Directorates.
- The People Strategy Action Plan being embedded within business plans.
- More effective organisational development activities.
- Work with the social care sector at a local and regional level to better promote the sector.
- The implementation of new social work pay scales.

2.2 PERFORMANCE MANAGEMENT

The authority has made progress with the performance management agenda - embedding a performance culture remains a goal.

The authority's own assessment is that:

- Baseline standards of practice and service delivery, together with performance targets/indicators are partly in place.
- Arrangements for staff supervision and appraisal, with systems to monitor delivery, are mainly in place.
- Other quality assurance mechanisms, such as case file audits, feedback from service users and contract monitoring are mainly used.
- Management information systems support effective performance monitoring and target setting.
- There are strong links between planning, accountability and performance management.

There authority has improved linkages between business planning processes, implementation and monitoring of progress – supported by the implementation of

Ffynnon. Progress with PARIS continues, although ICS compliance remains a challenge.

The complaints process is maturing through stronger integration with a 'lessons learned' culture of reflection, underpinned by an action planning system.

Work is evolving in the development of a common quality performance management framework across North Wales.

Notwithstanding improvements secured, the authority still needs to ensure it can report against all performance indicator requirements.

2.3 PLANNING AND PARTNERSHIPS

The authority has continued to progress planning and partnership arrangements.

The authority's own assessment is that:

- Planning structures and processes mainly engage major stakeholders.
- There are clear links between corporate, service, operational/business and financial plans.
- Services plans are mainly based upon an analysis of need and service demands.
- Partnerships mainly work well at strategic and operational levels to deliver measurable outcomes.
- Plans and partnerships have mainly been effective in achieving service improvements or changing patterns of services.
- The Flintshire LSB structure is now in place.

A specific example of improved outcomes as a result of partnership working in children's services is tied to the secondment of a qualified youth worker to support children in need to participate in community-based initiatives. This has resulted in:

- A measurable increase in their self-esteem, communication skills and confidence.
- Parental involvement that has resulted in improved family relationships and a reduction in the risk of family breakdown.
- The receipt of 33 recognised awards for the children and young people involved, which has motivated them to give a long-term commitment to these initiatives.

An further example of improved outcomes across both adult and children's services relates to the Joint Commissioning Strategy for Carers, which has resulted in:

- Identification and support for hidden carers.
- Targeted training for carers.
- Innovative and flexible support and services, such as delivery from GP practices.
- The development of carers in employment policies.

The authority has identified the improvement in systems for recording unmet need, together with better collection, analysis and reporting of management information as

key factors in their improvement. It states that links between statutory plans are stronger, there is more productive engagement with the voluntary sector and shared posts have begun to deliver tangible improvements

2.4 COMMISSIONING AND CONTRACTING

The authority has, overall, continued to develop commissioning activity with a number of outcomes delivered during the year.

The authority's own assessment is that:

- Information linking need/demand and service options is mainly good.
- Commissioning strategies mainly match needs and resources.
- Commissioning strategies mainly facilitate reshaping of services where needed.
- The Council manages the market well, having developed effective relationships with service providers across the social care sector.
- Plans and partnerships have mainly been effective in achieving service improvements or changing patterns of service.
- Arrangements are mainly in place for contract/service level agreement specification monitoring and review.

Jointly commissioned services, which became operational in 2007/08 include:

- The advocacy and independent visitor services in partnership with Wrexham and Denbighshire local authorities.
- The NCH Family Project in partnership with health colleagues and the Cymorth Management Board.
- Arrangements for the improvement of the joint commissioning of adoption services across North Wales.
- The PARIS information system, which was jointly commissioned with Conwy and Denbighshire local authorities.
- Joint commissioning with the LHB of medium level support for adults with enduring mental health needs.

The authority reports that key factors, which contributed to performance improvements, included better reporting systems for identifying unmet need and the integration of the commissioning process within service plans.

The authority acknowledges the need to develop a consistent model for unit costing, together with the implementation of a service-wide commissioning strategy in children's services.

2.5 RESOURCES

The authority has further developed its financial planning and monitoring processes, but needs to develop an accurate and consistent model of unit costing in order to ensure comprehensive fiscal controls.

The authority's own assessment is that:

- There are effective budget setting and financial planning processes to deal with current and future financial spending needs.
- Resource allocation decisions are mainly linked to strategic and service planning priorities.
- Social services is able to meet commitments and remain within allocated budgets.
- Systems work well for devolving financial responsibility, monitoring expenditure against budget and informing managers.
- Effective steps have been taken to achieve better value.

Gross weekly expenditure for a looked after child in local authority foster care has risen significantly during the past year – almost doubling to £813. Externally purchased provision has also increased. This increased cost reflects the number of specialist foster carers that have been recruited to improve placement choice. Specialist carers are paid an annual fee of £20,000 plus boarding out allowances.

There has also been a significant increase in the gross weekly expenditure for a looked after child in externally purchased children's homes – rising from £1,557 to £3,700 during the past year. A drop was reported in the local authority's own provision – from £740 to £384 per child.

Data from the previous year reveals expenditure per person is relatively low compared to other authorities for children and young people, adults with a learning disability and adults with mental health needs.

Both children's and adult services report that they are able to meet their commitments, although there continue to be budget pressures in specific areas as a result of demographic changes.

The authority reports that budget monitoring has improved, and this has enabled a more dynamic approach to fiscal control.

The authority recognises that unit costing remains a challenge.

2.6 LEADERSHIP AND CULTURE

The authority has a new corporate structure, which is underpinned by a relatively stable social services management team.

The authority's own assessment is that:

- There is clear leadership and direction for all social services functions.
- The structural arrangements provide clarity of roles, responsibilities and delegations, and staff are aware of them.

- Leadership and management capacity to fulfil statutory roles and organisational capacity is mainly adequate.
- Staff mainly contribute to organisational development.
- There is effective leadership of change.
- Rigorous arrangements for reviewing services and performance on the basis of self-assessment and external evaluation are mainly in place.

A new corporate structure was agreed in March 2008 – children's services, adult services and housing services are incorporated within the new Community Services Directorate.

The authority reports that a stable management approach has increased opportunities to improve services. In addition, there has been a small, but important, increase in management capacity at operational level.

The authority states that improvements made to performance management systems have enabled senior managers to be better equipped to drive service improvements.

The authority recognises that improvement initiatives have stretched management capacity, particularly with regard to the volume of joint work with partners and neighbouring authorities.

2.7 CORPORATE AND POLITICAL SUPPORT AND SCRUTINY

The authority has further developed its corporate and political support for social services, and has improved the scrutiny process.

The authority's own assessment is that:

- The corporate aims, and those of social services, are linked and set a coherent direction.
- There are effective arrangements for social services issues to be represented and managed at a corporate and political level.
- Corporate and political arrangements for scrutinising the performance of social services and evaluating the impact of decisions work well.
- Work done by the corporate centre, and by other directorates, mainly contributes to delivering the council's agenda for social services and social inclusion.
- Mechanisms at a corporate and political level are mainly effective in considering the views of people who use services.

There are distinct priority improvement goals for social services within the Council Plan for 2007/10.

The authority states that human resources support to directorates has been improved.

The authority reports that performance reporting to the corporate performance unit has increased, as has the level of scrutiny by elected members. There has been a general increase in member knowledge and awareness of social services key issues.

PART 3

CROSS CUTTING ISSUES

3.1 Equality and diversity

The authority is implementing disability, gender and race equality schemes – a corporate equalities review team monitors progress.

Conventional diversity and equality training is supplemented by an e-learning programme.

An annual workforce information report and action plan are available on the authority website.

Equality impact assessments have led to policy amendments – an example being carers now not having to pay to use leisure services when assisting a disabled person.

3.2 Involving users and carers

The authority has updated its action plan in 'Towards Involvement' – its strategy for service user and carer participation in operational planning. NEWCIS has been commissioned to assist with development of methods to better realise this.

There is an annual audit of involvement activity – service and team plans are structured to enable better measurement of progress.

The authority uses a range of questionnaires and evaluation forms to collate service user and carer feedback. In addition, a number of forums are held to engage directly with service users and carers.

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 5

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **DIRECTOR OF LIFELONG LEARNING**
SUBJECT : **SCHOOL ADMISSION ARRANGEMENTS 2010**

1.00 PURPOSE OF REPORT

- 1.01 To provide Members with background information on admissions in 2008/09.
- 1.02 To advise Members of the outcome of the statutory consultation exercise on the admission arrangements for September 2010 and to recommend submission to the County Council on 31 March for approval.

2.00 BACKGROUND

- 2.01 Members will be aware that the local authority is required each year to undertake a statutory consultation exercise on its admission arrangements for the following year. For September 2010, the authority must have determined its arrangements by 15 April 2009 and the statutory consultation must be concluded by 1st March 2009. In Flintshire, the consultation exercise began in January and closed on 27 February. All responses received are included in **Appendix C**.
- 2.02 Following the introduction of the Education (Determination of Admissions Arrangements) (Wales) Regulations 2005, local authorities were required to apply a revised capacity assesment methodology which generated a new Admission Number for each school. In Flintshire, the Admission Numbers will replace the former "Standard Numbers" with effect from September 2009, and these will determine the number of pupils to be admitted in any school. Admission Numbers must be included as part of the consultation exercise, and these are attached as **Appendix B**.
- 2.03 Schools which are their own admission authority (eg Voluntary Aided schools) are no longer required to consult annually on their admission arrangements. They are able to suspend consultation for up to three years provided the arrangements remain unchanged.

3.00 CONSIDERATIONS

- 3.01 The current admission arrangements provide for pupils to be offered a place in accordance with the admissions criteria set out in **Appendix A**.

Secondary Admissions

- 3.01 The present admission arrangements have been in place since 2003 and were implemented to address significant overcrowding in some schools and to increase occupancy in others so that there was a more balanced intake across the authority's schools.
- 3.02 The Wales Audit Office recommend that local authorities should aim to retain no more than 10% surplus places overall and describe "significant" surplus as 25% or more of a school's capacity and at least 30 unfilled places. As at September 2008, in overall terms, Flintshire had surplus capacity in secondary schools below the Welsh average. However, currently a number of Secondary Schools have in excess of 25% surplus places, but 6 have less than 10%.
- 3.03 As demonstrated in the following table, the vast majority of parental preferences are met, and consequently admission appeals in Flintshire are low.

Table 1: Percentage of Parental Preferences met (Secondary Schools)

2003	2004	2005	2006	2007	2008
99.8%	99.6%	99.9%	99.8%	99.5%	99.5%

- 3.04 As agreed by Executive on 27 January 2009, a detailed review and options appraisal in respect of secondary admissions will commence in September 2009. This work will take into account and form an integral part of the School Modernisation Strategy.

Primary Admissions

- 3.05 In the Primary sector, most children attend their local school and generally there is sufficient capacity to meet the needs of local children across Flintshire. However, it is worth noting that because of surplus capacity, a number of schools are admitting as many as 50% of their pupil intake from 'out of area'. Whilst parental preference must be acceded to in law where places are available, this dispersal of pupils often makes it difficult to judge local circumstance and project future pupil numbers.
- 3.06 As at September 2008, there was approximately 12.3% surplus capacity in the primary sector with 21 schools having in excess of 25% surplus places and 27 at less than 10%.
- 3.07 Until September 2008, there were no admissions applications refused in the primary sector and therefore 100% of preferences were met. For 2008, there were 6 appeals for places at a particular primary school, all of which were successful.

Nursery Admissions

- 3.08 The current policy regarding nursery admissions is to offer a place at a nursery which is nearest to the child's home address.
- 3.09 In September 2008, 50 applications (out of a total of 1500) were refused for nursery places on the grounds that the nursery applied for was not the nearest. Of those, 20 then opted for their nearest nursery and according to our records the remaining 30 are not currently allocated.
- 3.10 It should be noted that admission to a nursery class at a particular primary school does not guarantee subsequent admission to the reception class at that school. This is subject to a separate application and in accordance with Welsh Assembly regulations attendance at a particular nursery must not be used as a criteria for allocating places at Reception. This will continue to be emphasised to parents when applying for a nursery place. There is also no right of appeal against the refusal of a nursery place.
- 3.11 Although nursery admissions are not governed by school admissions law, since it is not statutory education provision, it is a basic principle of admissions that parents should be able to express a preference for the nursery at which they wish their child to be educated. The Welsh Assembly expect local authorities to take account of parental preference in line with the spirit of the legislation. A further benefit of introducing parental preference for nursery admissions is that more applications will be granted (subject to places being available) and therefore take up of places should be maximised.
- 3.12 A proposal to amend the nursery policy to enable parents to express a preference, and if necessary to apply the oversubscription criteria in respect of primary school admissions, was brought to the attention of all consultees. The responses received are included in **Appendix C**.
- 3.13 At the Lifelong Learning Overview and Scrutiny Committee on 3 February 2009, it was agreed not to support the proposal regarding the nursery admissions policy proposed amendment. Strong views were expressed that to enable parents to express a preference for a nursery of their choice could have very significant consequences in the future for smaller schools in Flintshire. Members of the Committee felt that the introduction of the proposal could have significant long term effects in particular, on smaller rural schools and adversely affect the viability of nursery classes in future years, ultimately resulting in a significant drop in overall numbers of pupils. It was also emphasised that some smaller schools are unable to compete with larger schools in providing breakfast clubs, after school clubs, etc. Issues also mentioned included the carbon footprint and road safety. Contrary views included recognising that the proposed change would enable the needs of more families to be met.

The Lifelong Learning Overview and Scrutiny Committee urges Executive to

take the issues mentioned above into account.

- 3.14 It should also be noted that the admission process is an integral part of the School Modernisation Strategy including Nursery, Primary and Secondary Phases.

4.00 RECOMMENDATIONS

- 4.01 That the proposed admission arrangements for September 2010, as attached to this report, be agreed by Executive and recommended for approval by the County Council on 31 March 2009.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None.

6.00 ANTI POVERTY IMPACT

- 6.01 None for this consultation cycle.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The revised capacity assessments ensure that usage of teaching space and other rooms is accurately and consistently calculated and provide useful information relating to surplus places or oversubscription.

8.00 EQUALITIES IMPACT

- 8.01 All parents have an opportunity to express a preference for a particular school and all applications are dealt with in an open and transparent manner.
- 8.02 Following an Equalities Impact Assessment carried out on admissions in 2008, the collection of data to monitor admissions is currently being considered, in particular regarding appeals.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None.

10.00 CONSULTATION REQUIRED

- 10.01 No further statutory consultation is required. However, all stakeholders will be advised of any amendments to the admissions arrangements and officers will monitor the impact of any changes in consultation with schools.

11.00 CONSULTATION UNDERTAKEN

11.01 All schools were consulted on their capacity assessments in 2007/08 and admission numbers have been "signed off". All statutory consultees have been consulted regarding the admission arrangements and the responses received are detailed in **Appendix C**.

11.02 The Lifelong Learning Overview and Scrutiny Committee was also consulted. Its comments have been included in paragraph 3.13 above.

12.00 APPENDICES

12.01 **Appendix A** - Admissions Arrangements September 2010

Appendix B - Admission Numbers

Appendix C - Consultation responses

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

None

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ADMISSION ARRANGEMENTS SEPTEMBER 2010

Policy, Procedure and Process for Admissions to Schools

The County Council, as Local Education Authority (the LEA), is responsible for determining the arrangements for admissions, and for admissions to all Community Primary, Secondary and Special Schools and Voluntary Controlled Schools. The LEA will consult annually with school Governing Bodies in relation to admissions.

The Governing Bodies of Voluntary Aided Schools are responsible for determining the criteria and procedure for admissions to all such schools. The LEA will consult and cooperate with the Governing Bodies and the Diocesan Education Authorities in relation to admissions.

The LEA will comply with statutory requirements and will give full recognition to the expression of parental preference in the context of its duty to ensure the provision of effective education and the efficient use of education resources. The LEA will not refuse applicants for a particular school unless that school has reached its Admission Number.

The LEA will not, however, expand a school to meet demand which does not comply with the admissions criteria.

The LEA will admit pupils of the relevant age group (that is, an age group in which pupils are normally admitted to a school) up to the Admission Number for any school, or up to any higher limit which may be agreed due to local circumstances. The LEA will not admit pupils in excess of the Admission Number for any school unless this is deemed to be in the interests of effective education or the efficient use of resources.

The Admission Number for each school will be established in accordance with the appropriate statutory requirements and relates to the number of children that can be admitted to each year group during the school year. The Admission Number for each school is indicated on the 'Schools List'.

Admissions Procedure

The annual admissions procedure applicable to the relevant age group will include the following stages:

- Publication of information on individual schools and on the LEA's services and provision in the 'Guide to Education Services, which will be made available to parents prior to stating a preference of school.

- Arrangements to enable parents to express a preference as to which school they would wish their child/children to attend.
- Consideration of preferences in accordance with the criteria, set out in admissions criteria below, up to the Admission Number for each school.
- In cases where preferences are not met, arrangements will be made for parents to discuss the matter with an officer of the Education Department to consider alternatives and provide information about the appeals procedure. Details concerning the appeals procedure are outlined in a leaflet which is available on request.

Parents who express a preference other than at the normal stages of admission will be given the same opportunities as those outlined above. Such preferences will be considered in the light of the LEA's admissions policy and the recommendation of the Authority's advisers.

Please Note:

(1) Expressing a preference does not guarantee a place at your chosen school if that school is oversubscribed. If more parents apply for places at the school than the number of places available, the Authority will apply the oversubscription criteria for allocating places.

(2) The Authority does not provide free school transport for pupils who are not attending their nearest appropriate school although it may be possible for parents to purchase concessionary seats on school buses on a termly basis.

Admissions Process September 2010

Admission preference forms sent to Parent/Guardian via school

Completed preference forms returned to school to be sent to LEA

Allocation of school places by LEA/Admission Authority
--

Notification sent to parents by LEA/Admission Authority

For entry to school in 2010 children must have reached the required age for each sector as set out below by 31st August 2010.

Nursery–3 yrs

Reception–4 yrs

Junior–7 yrs

Secondary–11 yrs

Proposed Admissions Timetable

Admission Stages	Admission forms available to parents by	Parental consideration period	Parents return completed forms to schools/LEA closing date	Allocation of places period	LEA to inform parents by
Secondary	25.09.09	25.09.09 - 20.11.09	20.11.09	27.11.09 – 29.01.10	30.01.10
Reception, Infants to Juniors	01.12.09	01.12.09 – 15.01.10	15.01.10	22.01.10 – 26.03.10	27.03.10
Nursery	05.01.10	05.01.10 – 12.02.10	12.02.10	19.02.10 – 23.04.10	24.04.10

Admissions Criteria

The LEA will comply with its duty to ensure the provision of effective education and the efficient use of resources. In so doing, the LEA will have regard to the total resources, including accommodation and staffing, available to each school and any constraints imposed by the school organisation and curriculum. It will also consider the resource implications for the authority and impact on other education policies.

Should the number of applications for a place at the school be greater than the Admission Number of the year group, then the application will be considered in a priority order as set out below.

Admissions Policy for Early Entitlement to Education

A part-time education place is available for every child the term after his/her third birthday.

Children born in.....	Entitled to...
Autumn term	2 terms of educational provision (Spring and Summer)
Spring term	1 term of educational provision (Summer)
Summer term	These children receive their education entitlement in the school nursery classes in the Autumn term after their 3 rd birthday

Parents may state a preference for an approved setting which may be a pre school playgroup (English or Welsh), a private day nursery, a 'network' childminder or school nursery class. Application for a place is made directly to the setting. Forms are available all year.

Note:

Admission to an Early Entitlement setting at a particular school does not guarantee subsequent admission to nursery at that school.

No transport is provided.

When children become eligible for school nursery classes (the September following the child's third birthday), the LEA Nursery Education Policy applies.

For further information on approved settings please contact:
The Early Years Advisor, Tel: 01352 704104

Nursery Education

The Authority will admit a child to a maintained nursery class in the September following their 3rd birthday. Nursery Education is provided for three year olds on the basis of 5 x 2.5 hour sessions per week for each child.

Parents may express a preference for any school nursery irrespective of where their home is in relation to the school. However, expressing a preference does not guarantee a place at that school. Although every effort will be made to meet parental preference, nursery education is not compulsory and parents have no right of appeal under education legislation if they are unsuccessful in gaining a nursery place for their child at the school of their choice.

In the event of oversubscription, applications for nursery places will be dealt with by applying the criteria for admission to nursery, infant and primary schools as listed below.

When making the decision about the 'nearest suitable school' the Authority will accept only the pupil's home address and not that, for example, of childminder or grandparents. Parents will be asked to provide official documentation showing their home address. Parents are advised that a school place may be lawfully withdrawn if the information given on their application form is fraudulent or misleading.

Application forms for nursery school admission are available from headteachers at all nursery/infant/primary schools. The forms will be available according to the Admissions Timetable.

Note:

Admission to a nursery class at a particular Infant or Primary School does not guarantee subsequent admission to reception class at that school.

Admission to Primary Schools in Flintshire

The Authority will admit a child to a maintained infant/primary school at the beginning of the school year if the child has achieved his/her 4th birthday on or before August 31st of that calendar year.

An initial application for admission to the reception class of a primary/infants school must be made to the Headteacher in the first instance. Admission (which is the responsibility of the Director of Lifelong Learning) will be based on the criteria listed below.

For pupils transferring from infant to junior school a parental preference form will be sent to each parent/guardian. Parents may express a preference for their neighbouring junior school or may insert the name of another school should they prefer that school.

In accordance with legislation, primary class sizes are restricted to a limit of thirty.

Criteria to be applied in order of priority by the Authority for admission to Nursery, Infant or Primary Schools:

- a) The LEA will consider the needs of a 'looked after child' (child in care) and pupils with a statement of special educational needs which includes a named school.
- b) Pupils for whom the preferred school is the nearest appropriate school to the pupil's home address
- c) Pupils who have expressed a preference for a school which is not the nearest to their home address will be admitted if they have a sister or brother attending the preferred school
- d) Pupils for whom the preferred school is not the nearest to their home address.

Criteria to be applied in order of priority by the Authority for admission to Junior Schools

Parents of pupils transferring from Infant to Junior School will be given the opportunity to express a preference and places will be allocated using the following criteria:

- a) The LEA will consider the needs of a 'looked after child' (child in care) and pupils with a statement of special educational needs which includes a named school.
- b) Pupils for whom the preferred school is the nearest appropriate school to the pupil's home address.

- c) Pupils who have attended the 'feeder' infant school and for whom the preferred school is the nearest appropriate school.
- d) Pupils who have expressed a preference for a school which is not the nearest to their home address will be admitted if they have a sister or brother attending the preferred school.
- e) Pupils who attend the 'feeder' infant school but for whom the preferred school is not the nearest to their home address.
- f) Pupils for whom the preferred school is not the nearest to their home address.

Admission to a Secondary School in Flintshire

Pupils will normally be transferred from a primary to a secondary school in the September following their eleventh birthday.

The Director of Lifelong Learning will invite parents to express their preference for a secondary school for their child. A Parental Preference Form will be sent to each parent/guardian, and on each form there will be a list of secondary schools. Parents may express a preference for one of the schools listed or may insert the name of another school should they prefer that school to those listed. However, where a school is oversubscribed, places will be allocated up to the Admission Number in accordance with the admissions criteria set out in priority order as described below.

It should be noted that transport will only be provided according to the criteria in Flintshire County Council's Transport Policy and the pupil is seeking to attend the recognised secondary school serving the area.

Nothing in the arrangements below removes the right of parents to express an alternative preference.

Criteria to be applied in order of priority by the Authority for admissions to Secondary Schools:

For entry into a designated secondary school, the following specific arrangements will apply:

- a) The LEA will consider the needs of a 'looked after child' (child in care) and pupils with a statement of special educational needs which includes a named school.
- b) Pupils for whom the preferred school is the nearest appropriate school to the pupil's home address.
- c) Where a preference is expressed for a school other than the nearest to a pupil's home address, where an older brother or sister is registered and will still be attending when the younger sibling will be starting, the younger sibling will be admitted to that school.

The 'sibling rule' will only be guaranteed for the statutory period of education i.e. between the Years 7 – 11 to enable the Local Educational Authority to plan the provision of school places. Where an older sibling is continuing to attend the same

secondary school for their Post - 16 courses, the Authority will look to apply the 'sibling rule' in the case of the younger child.

d) Where a preference has been expressed for a school other than the nearest to a pupil's home address and there is no brother or sister attending that school, pupils will be admitted in order of proximity to that alternative school and up to its Admission Number.

The nearest appropriate school is interpreted as:

(a) The school nearest to the child's home measured from child's home address to the recognised main entrance of the school.

(b) The nearest Welsh medium school where parents wish their children to receive their education through the medium of Welsh.

(c) The nearest Denominational school where parents wish to have their children educated in a denominational school.

Admissions to Voluntary Aided and Foundation Schools are subject to the criteria established by the Governing Body of such schools. There are additional criteria operative in terms of admission to Aided Schools.

Admissions to schools other than those maintained by the LEA

Parents wishing to express a preference for a school in a county other than Flintshire should still use the Flintshire LEA preference form and it will be passed to the relevant neighbouring authority, with the exception of Cheshire County Council who request you contact them directly. Please be aware of each authority's admission timetable and closing dates.

In such cases Flintshire LEA will not be responsible for the transport costs between home and school unless there are special arrangements or unless the school maintained by an LEA other than Flintshire is the nearest school to a pupil's home address.

Admission of Pupils from outside Flintshire

Children residing outside Flintshire will only be admitted in accordance with the stated criteria. See "Admissions Criteria"

Change of School within Flintshire at times other than normal transfer points

Schools in Flintshire have an agreed protocol for transfers from one nominated school to another other than at the normal transition point.

A parent seeking such a transfer should initially speak to the headteacher of the child's current school to discuss the reasons for that transfer. If, following this discussion, the parent wishes to continue the process, contact should then be made with the headteacher of the new school.

Headteachers may refer parents to an officer of the Local Education Authority, particularly in cases where pupil numbers in the new school have exceeded the Admission Number in the appropriate year group. In such circumstances admission to the new school may be refused. Parents who are dissatisfied with this may give notice of appeal, as outlined below.

Admissions other than at normal entry point

For pupils moving into the area at times other than the normal admission round (September of each year), the LEA will endeavour to meet parental preferences as far as possible. However, where it is deemed to be prejudicial to the efficient and effective use of resources, parents will be offered a place at an alternative school. The parent may then accept the alternative placement, or may give notice of appeal.

Appeals Procedure

If the Authority is unable to comply with the parental preference then the parent will be offered a place at another school. The parent may then accept the alternative placement, or may give notice of appeal.

The request for the appeal (which shall be sent to the Director of Lifelong Learning) must be in writing giving the reasons for the appeal. The Authority will initiate the appeals procedure of the School Standards and Framework Act 1998. The parents, or parent accompanied by a friend if desired, will be given an opportunity to appear before an independent Appeal Panel. The decision of the Independent Appeal Panel will be final. The details describing the appeals procedure are outlined in a leaflet which is available on request. The appeals procedure in respect of Voluntary Aided Schools can be obtained from the Headteacher of the school in question.

PRIMARY CAPACITY AND SURPLUS PLACES PROPOSED FOR SEPT 2010

LEA No 664
LEA Name Flintshire

1 School Number	2 School Name	3 Type of School	4 Welsh Indicator	5 Age Range	6 NOR F/T	7 Total Summer term admissions to reception classes if applicable	8 MOE F/T	9 Surplus Capacity F/T	10 % of Surplus Places	11 Standard Number	12 Number of FTE places available in a designated nursery class	13 New Capacity F/T	14 Surplus Capacity F/T	15 Planned Admission Number	16 % Surplus Places	17 Number of FTE places available in a designated nursery class	18 Capacity including Nursery
2084	Abermorddu Juniors and Infants C.P.	C		3-11	210	0	215	5	2.3	35	EY	207	-3	25	-1.45	EY (28)	207
2003	Bagillt (Merilyn C.P.)	C		3-11	198	0	229	31	13.5	38	EY	196	-2	25	-1.02	EY (20)	196
2002	Bagillt (Ysgol Glan Aber C.P.)	C		3-11	101	0	99	-2	-2.0	16	EY	104	3	13	2.88	EY (12)	104
2090	Broughton Infants C.P.	C		3-7	204	0	254	50	19.7	89		228	24	50	10.53	EY (25)	231
2097	Broughton Juniors C.P.	C		7-11	201	0	310	109	35.2	77	No	240	39	60	16.25	No	240
2065	Brynford C.P.	C		3-11	54	0	64	10	15.6	9	36	58	4	8	6.90	17	75
2063	Buckley (Mountain Lane C.P.)	C		3-11	396	0	446	50	11.2	60		409	13	58	3.18	26	399
2085	Buckley (Southdown C.P.)	C		3-11	379	0	383	4	1.0	57	32	382	3	54	0.79	30	412
2004	Buckley (Westwood CP)+	C		3-11	201	0	268	67	25.0	60		247	46	32	18.62	EY (21)	247
3303	Caerwys (Ysgol yr Esgob Aided)	V.A		3-11	63	0	92	29	31.5	20	EY	97	34	12	35.05	EY (11)	97
2049	Carmel (Ysgol Bro Carmel C.P.)	C		3-11	134	0	206	72	35.0	33	EY	180	46	25	25.56	24	204
2064	Cilcain (Ysgol y Foel C.P.)	C		3-11	52	0	76	24	31.6	13	8	95	43	12	45.26	EY (11)	95
2052	Connah's Quay (Bryn Deva C.P.)	C		3-11	233	0	255	22	8.6	53	EY	283	50	40	17.67	21	304
2008	Connah's Quay (Custom House Lane Juniors C.P.)	C		7-11	169	0	228	59	25.9	68	No	224	55	56	24.55	No	224
2009	Connah's Quay (Dee Road Infants C.P.)	C		3-7	123	0	189	66	34.9	64	33	136	13	45	9.56	38	174
2077	Connah's Quay (Golfryn C.P.)	C		3-11	361	0	381	20	5.2	60	30	404	43	57	10.64	29	433
2086	Connah's Quay (Wepre Lane C.P.)	C		3-11	356	0	467	111	23.8	59	EY	307	-49	43	-15.96	87	394
2089	Drury C.P.	C		3-11	130	0	118	-12	-10.2	16	EY	136	6	17	4.41	EY (12)	136
2012	Ewloe Green C.P.	C		3-11	375	0	384	9	2.3	53		349	-26	49	-7.45	22	371
2013	Ffynnongroew (Ysgol Bryn Garth C.P.)	C		3-11	95	0	116	21	18.1	17	EY	131	36	17	27.48	EY (12)	131
3306	Flint (St.Mary's R.C.)	V.A		3-11	339	0	310	-29	-9.4	56	EY	327	-12	43	-3.67	EY (20)	327
2257	Flint (Ysgol Croes Atti C.P.)	C		3-11	221	0	238	17	7.1	35	EY	235	14	29	5.96	EY (28)	235
2091	Flint Cornist C.P.	C		3-11	263	0	290	27	9.3	44	28	289	26	41	9.00	30	319
2015	Flint Gwynedd C.P.	C		3-11	445	0	567	122	21.5	81		511	66	70	12.92	EY (19)	511
2017	Flint Mountain (Ysgol Maes Edwin C.P.)	C		3-11	20	0	50	30	60.0	17	27	76	56	10	73.68	26	102
2018	Greenfield C.P.	C		3-11	187	0	256	69	27.0	42	36	228	41	32	17.98	36	264
2237	Gronant C.P.	C		3-11	94	0	146	52	35.6	17	EY	153	59	20	38.56	EY (9)	153
2081	Gwernaffield (Ysgol y Waun C.P.)	C		3-11	69	0	104	35	33.7	20	21	132	63	18	47.73	EY (4)	132
2056	Gwernymynydd C.P.	C		3-11	67	0	67	0	0.0	14	EY	88	21	11	23.86	EY (7)	88
2021	Gwespyr Picton (Ysgol Gymraeg Morant C.P.)	C		3-12	79	0	116	37	31.9	17	EY	119	40	15	33.61	EY (8)	119
2073	Hawarden (Cross Tree Lane Infants C.P.)	C		3-7	159	0	178	19	10.7	60	37	180	21	60	11.67	27	207
3317	Hawarden (Rector Drew Juniors Aided)	V.A		7-11	203	0	235	32	13.6	60	No	240	37	60	15.42	No	240
2093	Hawarden (Ysgol Penarlwg C.P.)	C		3-11	207	0	217	10	4.6	31		220	13	28	5.91	EY (24)	220
5200	Higher Kinnerton	F		3-11	200	0	218	18	8.3	33	21	190	-10	27	-5.26	30	220
2023	Holywell (Perth y Terfyn Infants C.P.)	C		3-7	111	0	136	25	18.4	61	28	110	-1	36	-0.91	30	140
3307	Holywell (St.Winefride's R.C.)	V.A		3-11	169	0	158	-11	-7.0	24	17	206	37	26	17.96	EY (19)	206
2082	Holywell (Ysgol Gwenffrwd C.P.)	C		3-11	168	0	306	138	45.1	54	41	278	110	36	39.57	EY (22)	278
2022	Holywell (Ysgol y Fron Juniors C.P.)	C		7-11	124	0	174	50	28.7	73	No	194	70	48	36.08	No	194
2024	Hope (Ysgol Estyn C.P.)	C		3-11	219	0	232	13	5.6	25	EY	249	30	30	12.05	EY (33)	249
2092	Leeswood (Ysgol Derwenfa C.P.)	C.F		3-11	162	0	178	16	9.0	26	25	154	-8	19	-5.19	EY (15)	149
2026	Lixwm C.P.	C		3-11	78	0	77	-1	-1.3	11		77	-1	9	-1.30	EY (13)	77
2027	Llanfynydd C.P.	C		3-11	57	0	79	22	27.8	12		86	29	11	33.72	EY (6)	86
3308	Mold (St.David's R.C.)	V.A		3-11	117	0	171	54	31.6	37	EY	158	41	20	25.95	EY (14)	158
2062	Mold (Ysgol Bryn Coch C.P.)	C		3-11	544	0	659	115	17.5	98	45	599	55	85	9.18	43	642
2068	Mold (Ysgol Bryn Gwalia C.P.)	C		3-11	185	0	261	76	29.1	41	EY	252	67	33	26.59	EY (19)	252
2028	Mold (Ysgol Glanrafon C.P.)	C		3-11	241	0	265	24	9.1	55	55	255	14	32	5.49	EY (30)	255
2046	Mostyn (Ysgol Bryn Pennant C.P.)	C		3-11	97	0	118	21	17.8	25	EY	111	14	14	12.61	EY (8)	111
2080	Mynydd Isa (Wat's Dyke Infants C.P.)	C		3-7	192	0	209	17	8.1	81	54	193	1	64	0.52	54	247
2031	Mynydd Isa Juniors C.P.	C		7-11	279	0	277	-2	-0.7	84	No	276	-3	69	-1.09	No	276
3002	Nannerch Controlled	V.C		3-11	67	0	104	37	35.6	12	EY	114	47	15	41.23	EY (8)	114
3021	Nercwys Controlled	V.C		3-11	44	0	76	32	42.1	10	EY	51	7	6	13.73	EY (9)	51
2094	Northop (Ysgol Owen Jones C.P.)	C		3-11	120	0	138	18	13.0	13	EY	147	27	19	18.37	EY (9)	147
2032	Northop Hall C.P.	C		3-11	125	0	189	64	33.9	26	EY	222	97	30	43.69	EY (11)	222
3331	Pentrobri Aided	V.A		3-11	116	0	112	-4	-3.6	16	EY	98	-18	12	-18.37	EY (10)	98
2231	Penyffordd (Abbots Lane Infants C.P.)	C		3-7	108	0	129	21	16.3	44		124	16	37	12.90	EY (12)	124
2075	Penyffordd Juniors C.P.	C		7-11	114	0	190	76	40.0	52	No	150	36	37	24.00	No	150
2061	Queensferry C.P.	C		3-11	140	0	169	29	17.2	34	EY	180	40	25	22.22	No	180
3004	Rhesycae Controlled	V.C		3-11	26	0	42	16	38.1	7	EY	65	39	8	60.00	EY (3)	65
2050	Rhosesmor (Rhos Helyg C.P.)	C		3-11	136	0	140	4	2.9	21	28	158	22	20	13.92	EY (17)	158
3311	Saltney (St.Anthony's R.C.)	V.A		3-11	168	0	162	-6	-3.7	23	18	171	3	21	1.75	EY (19)	171
2040	Saltney (Wood Memorial C.P.)	C		3-11	200	0	260	60	23.1	39	32	231	31	30	13.42	EY (15)	231
2078	Saltney Ferry C.P.	C		3-11	126	0	249	123	49.4	40	EY	252	126	33	50.00	EY (16)	252
2053	Sandycroft C.P.	C		3-11	313	0	395	82	20.8	60	87	354	41	48	11.58	EY (17)	354

2041	Sealand C.P.	C		3-11	189	0	248	59	23.8	42	70	196	7	28	3.57	42	238
3330	Shotton (St.Ethelwold's Aided)	V.A		3-11	72	0	142	70	49.3	24	EY	107	35	15	32.71	No	107
2083	Shotton (Tallesin Juniors C.P.)	C		7-11	133	0	174	41	23.6	63	No	198	65	49	32.83	No	198
3312	Shotton (Venerable Edward Morgan R.C.)	V.A		3-11	276	0	322	46	14.3	45	28	297	21	40	7.07	EY (16)	297
2042	Shotton Infants C.P.	C		3-7	108	0	186	78	41.9	67	EY	163	55	50	33.74	EY (13)	163
2043	Sychdyn C.P.	C		3-11	159	0	183	24	13.1	23	23	177	18	25	10.17	24	201
3316	Trelawnyd Aided	V.A		3-11	84	0	124	40	32.3	14	EY	121	37	15	30.58	EY (12)	121
2044	Trelogan C.P.	C		3-11	67	0	86	19	22.1	13	EY	80	13	10	16.25	EY (8)	80
2266	Treuddyn (Ysgol Parc y Llan C.P.)	C		3-11	106	0	95	-11	-11.6	23		117	11	15	9.40	EY (11)	117
2051	Treuddyn (Ysgol Terrig C.P.)	C	*	3-11	69	0	85	16	18.8	21		103	34	13	33.01	EY (10)	103
3320	Whitford Aided	V.A		3-11	108	0	70	-38	-54.3	13		115	7	15	6.09	EY (6)	115
TOTAL					12505	0	15747					14590	2085		16.97		15188

+Buckley Westwood C.P. School was formerly Buckley West Lea Infants and Buckley Juniors

Numbers given in Col 11 relate to the provision of nursery capacity on a part-time basis

Source: (Col 6) 2008 September
(Col 7,8,11) DE,C as @ July 2007
(Col 9) As assessed by Phase Officer and Property Program Manager

C - Community
V.C - Voluntary Controlled
V.A - Voluntary Aided
F - Foundation
(W) - Welsh Medium

SECONDARY CAPACITY AND SURPLUS PLACES INFORMATION

APPENDIX B (PART 2)

LEA No 664
LEA Name Flintshire

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
School Number	School Name	Type of School	Age Range	NOR Yr 7 -11	NOR Yr 12 - 13	TOTAL NOR	MOE	Surplus Capacity	% of Surplus Places	Standard Number	New Capacity	Surplus Capacity	% Surplus Places	Admission Number
4019	John Summers High School		11-18	407	51	458	620	162	26.13	120	565	107	18.94	104
4012	Holywell High School		11-18	677	102	779	1023	244	23.85	184	1075	296	27.53	186
4018	Ysgol Maes Garmon	Welsh	11-18	471	82	553	721	168	23.30	152	711	158	22.22	120
4021	Flint High School		11-18	612	61	673	832	159	19.11	174	840	167	19.88	151
4011	Elfed High School		11-18	638	116	754	958	204	21.29	178	1037	283	27.29	175
4013	St. David's High School		11-18	547	65	612	696	84	12.07	166	687	75	10.92	117
4042	Argoed High School		11-16	565	0	565	597	32	5.36	128	580	15	2.59	116
4022	Connah's Quay High School		11-18	952	110	1062	1074	12	1.12	208	1102	40	3.63	198
4600	St. Richard Gwyn High School	R.C.	11-18	810	129	939	920	-19	-2.07	160	1000	61	6.10	173
4000	Hawarden High School		11-18	917	188	1105	1153	48	4.16	180	1145	40	3.49	195
4017	Castell Alun High School		11-18	1013	217	1230	1220	-10	-0.82	210	1240	10	0.81	211
4006	Alun High School		11-18	1224	526	1750	1704	-46	-2.70	240	1768	18	1.02	250
						10480	11518	1038			11750	1270		

6 and 7 NOR figures based on September 2008

APPENDIX C

ADMISSIONS ARRANGEMENTS 2010 – CONSULTATION RESPONSES

A total of 13 responses have been received from Flintshire primary schools, 10 of which relate to the proposed amendment to the nursery policy. 7 are in favour of introducing parental preference for nursery admissions, 3 are against and 3 responses express concerns about their schools' Admission Numbers. Details are included below.

1. Lixwm Primary school

We are very pleased to hear about the proposed arrangements. Over the last 10 years we have lost many children from our school due to the old admission arrangements, which in one occasion caused us to have to make staff redundant. We strongly believe in parental free choice.

2. Drury Primary school

We are in favour of changing the policy to parental preference for nursery places. This would provide continuity – parents who would like their children to attend our school can face the problem of living fairly near the school but just outside what the authority have decided is the local school. Some parents pay for private nursery and then hope for a place in our Reception year. We have children who have been to Early Entitlement, have spent two terms with us and have to leave for another school, which I believe is very much against the child's best interests.

3. Bryn Coch Primary school

The proposed amendments to the nursery admissions are long overdue. Due to the current policy I have turned away at least 17 children this year 2009 which unfortunately means a teacher will face redundancy this academic year. We are facing a 2 form entry in to Reception 2009 and this in part is because of the nursery admissions policy.

4. Broughton Infants School

I would welcome the proposed changes to nursery admissions to allow parents to choose a school regardless of address. We have 2 private nurseries nearby which cater for children from a wider area. It is distressing for parents that they cannot then transfer them to our school with the peers they have grown up with. This also affects their work as many drop off there and work at Airbus and the local estate. There are normally only 5 or 6 children that are not ours by means of locality. I can not see this directly affecting another school. I feel that across the county numbers will even out as it does not drastically change now with parental choice from Reception age. (The remainder of the comments from Broughton Infants concern admissions to the nursery, which officers are discussing direct with the Head teacher).

5. Ysgol Llanfynydd

We feel that the present Flintshire nursery policy has no benefit at all to us, in fact it has been detrimental to the school. We would welcome the new changes of parental choice.

6. Hawarden Infants School

I would like to make 2 positive comments on the admission consultation document.

1. Firstly I am pleased to see the return date for nursery forms would be earlier in 2010. This would mean most forms would be in before we had to declare our numbers to resources for staffing budgets to be worked out. This year schools had to give projected numbers in to the LEA during the last week in January and nursery forms are still coming in through February. This means our numbers are never accurate for funding.

2. Secondly I like the idea of parental choice for nursery places, I think it is in the best interests of children. There are a growing number of parents who are not using school nurseries at all, rather preferring to wait for a reception place in their chosen school. We have a number of children who join us in reception and these children do need extra support to settle compared to children who have been in school from age 3 in our nursery.

People who live on the edge of catchment areas have over the years been caused a great deal of distress because their family, friends and even neighbours are at a different school. Often this has implications for their child care. Child care arrangements are often complicated and families need to make the best arrangements that they can for their young children. We have complicated matters for many families with our limitations on access to nursery.

I am aware that my school might gain from this change and others feel they may lose out but I think that the numbers would probably balance out overall. Most families who want to come here do so in reception regardless of the admission restriction. We also take early entitlement children here and they are entitled to come to us at 3 years but then not to nursery. I have discouraged people from doing that because it is not in the best interests of the children, but it is another anomaly.

7. Custom House Lane Junior School, Connah's Quay

The county admissions policy was initially implemented in its present format in 2003. This is when parental preference was first looked at for primary pupils and where the criteria for admissions were to be applied to pupil admissions when the school that they were applying to was oversubscribed. This replaced the old "catchment area" system.

On looking at the rationale behind this new policy I felt at the time it was a fairer method of distribution of pupil placements as the intention was to stop overcrowding and to increase occupancy in schools where there were surplus places.

As a school that is now suffering from falling rolls, that is 246 pupils in 04-05 to a predicted 161 in 09-10, and one that has faced up to a redundancy situation and now a possible amalgamation with Dee Road Infants' School, I do feel that the admissions policy/system has not worked efficiently in the Connah's Quay area. There are schools within this area that have a high proportion of "out of area" children. There is a school with a mobile classroom and there are schools with large surplus places. This cannot just be put down to natural movement ie social economic groups bettering themselves in the housing market or to appeals being granted but must be due to the policy not being effectively adhered to in the first instance.

At this moment I am not totally convinced this policy or rather the policing of it are working effectively. Parents' viewpoints are that the schools where pupils are oversubscribed have better standards of education; this certainly is not the case and is supported by recent Estyn inspections. Perceptions are all too important to gain parental confidence and trust. As a headteacher in Flintshire I have always been supportive of the Council's policy and practice to ensure that all children of Flintshire have an equal deal in educational terms. I am sure that the County will be able to answer my concerns about how certain schools are allowed to go over their admission numbers when in the same locality surplus places are available.

I have no objection to the policy of nursery school parents now being able to express a preference for their child, although I do believe parents may be disappointed if their child is able to attend the nursery of a specific school and then forced to change schools at the age of four. Headteachers certainly need to ensure parents are fully aware of this.

8. Derwenfa primary school

As a head teacher of a school of 160 children where the county wide problem of falling roles is affecting the numbers of children coming in to school, I feel the proposed change to the current policy regarding allocation of nursery places may have a detrimental effect not just on Ysgol Derwenfa, but many schools across the County. Parental choice for nursery could see a further reduction in the children that are admitted to Ysgol Derwenfa. This has a knock on effect in reducing our budget allocation and could ultimately mean a reduction in staffing, having a detrimental effect on staff morale. The list is endless. It could also result in an imbalance of admissions for nursery education across Flintshire, at the detriment of some smaller schools who are facing the threat of closure.

On the contrary, the proposed change in policy could see the opposite effect.

9. Personal response from primary Headteacher

There is nothing more important than choosing a school for your child, a school in which they will spend the most formative years of their life. It has been difficult to deny parents a place for their child in our Nursery as we are not considered to be the nearest school - even though we may have had places available. We have even had to turn down parents who live backing on to our school. The impact of the policy has been negligible as far as staffing etc. is concerned as we have still had 50 -58

children in our Nursery. Many parents who were refused entry sent their child to private Nursery before enrolling them at our school for Reception.

The introduction of the policy would probably lead to us still having to refuse parents as I am pretty sure that we would be oversubscribed. This would in itself bring its own problems for us. I can fully understand the current policy's aims to ensure that every school in Flintshire remains viable and have supported this aim. I am also aware of the difficulties that the proposed change in the policy would create for some schools - particularly the rural schools with small numbers in their Nurseries. With this in mind I have come to the opinion that as far as the County is concerned that the current policy would best serve ALL of its schools.

10. Sealand CP School

The Governors of Sealand CP have expressed concern about the proposed change to the nursery policy. The present arrangements whereby parents can only secure a place at their nearest nursery ensure that local children go first to their local school. There are those who would encourage parents to send their children to other establishments for a variety of reasons, some of which are not educational. Account should also be taken of the social aspect of education, where children would expect to be educated along with their peers in the locality, so that they live reasonably near to the friends they have made in school. It may sometimes be dubious as to whether decisions made in this respect are in the genuine interest of the child or to suit the convenience of the parent, childminder or other interested adult.

As far as schools are concerned, it is difficult enough to contact the parents of pre-school children to give them messages about when nursery applications should be made, where and when to obtain forms, etc, without the added problems of finding out where potential "customers" are who may live outside the normal catchment area of the school. The system could also cause more than the normal rise and fall in pupil numbers from year to year, causing further difficulties with staff retention and/or redundancy. There are many reasons why the youngest children should be educated as close to their home as possible and the governors feel that the status quo should be maintained at nursery level.

We would ask that you bear these comments in mind when reaching a final decision.

11. Ysgol Bryn Deva, Connah's Quay and Ysgol Glanrafon

Comments have been received from these schools regarding their Admission Numbers (the maximum number of children that can be admitted to each year group). Officers are working with the schools to address these concerns.

12. Ysgol Bryn Garth

The Governing Body have expressed concern about the admissions policy for secondary schools and the Admission Number for their school. Officers are addressing these issues direct with the Headteacher and governors.

260209

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 6

REPORT TO: EXECUTIVE
DATE : 10 MARCH 2009
REPORT BY: DIRECTOR OF COMMUNITY SERVICES
SUBJECT : DISCRETIONARY DISABLED FACILITIES GRANTS

1.00 PURPOSE OF REPORT

- 1.01 To seek approval for a pilot project trialling Discretionary Disabled Facilities Grants at a ceiling of £5K per grant rather than the current £3K limit.

2.00 BACKGROUND

- 2.01 Providing a Mandatory Disabled Facilities Grant is a complex process requiring the provision of set information by the Grant Applicant. The Applicant can often find that the information is difficult to provide (such as 52 weeks of bank statements or a certificate of title signed by their mortgage company) and many feel that the provision of such detailed information is an intrusion on their privacy. However since the introduction of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002, Housing Authorities have had a discretion to give help in different ways and this means such help does not have to be by giving a Mandatory Grant. It may supplement this with Discretionary Assistance.
- 2.02 The Council already utilises this power. It currently provides smaller Discretionary Disabled Facilities Grants (referred to as Minor DFGs) to help with adaptation schemes costing less than £3K. The customer experience is better with these types of grant because they are not means tested and there is no requirement to provide the detailed information needed to process a Mandatory Grant. However Officers are finding that as costs rise fewer applicants are becoming eligible for the scheme. Discretionary Grants are much quicker to process
- 2.03 Bearing both of these factors in mind, Officers have been exploring the options on how to use the discretionary powers available to the Council to improve the overall customer experience for the applicant. This paper outlines the current thinking and is a product of the close joint working being undertaken by the Housing Grants Team and Social Services for Adults and Children.

3.00 CONSIDERATIONS

- 3.01 The use of Discretionary Grants has the power to remove many complicated processing steps, shortening waiting times and greatly improving perceptions by vulnerable people on how the Council is helping them. It makes sense

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that we should utilise our powers as widely and as effectively as we can. However the risk is that in doing so the Council could accelerate demand and expectations beyond the ability of the Council to respond effectively. The ultimate risk is that demand outstrips all available resources. This would lead us back to a situation of frustration and negative perceptions, depleting the customer experience rather than adding to it.

- 3.02 In this light, the cautious widening of Discretionary Grants seems prudent. One option is to increase the threshold value so that more applicants can access the grant but without endangering the capacity of existing resources to respond. Alternatively, we could consider making certain types of common non- contentious adaptations discretionary.
- 3.03 After due consideration of both options it is recommended to uplift the discretionary threshold from £3K to £5K. This is because a very large proportion of the Grants Work falls into this range and it therefore has the potential to improve the customer experience for a large number of applicants. The second option was discounted because it was felt it would be too blunt in its approach, lead to unmanageable demand and make schemes difficult to administer where they consisted of a mix of discretionary and mandatory types of work.
- 3.04 By adopting the option recommended in this report it is considered that processing, and therefore waiting times, will fall and this will support Council policy. Mandatory Grants will remain, but these will be reserved for larger scale schemes of adaptation where works are more complex or contentious. Extensions to dwellings where there are planning and land charges considerations, will necessarily remain in the Mandatory scheme, as will all schemes needing planning approval. The Grant will be tenure neutral so it will be available to private sector occupants and council tenants.
- 3.05 To take the approach forward Officers are recommending the Council approves a pilot scheme for 2009/ 2010 ring fencing £0.3m for private sector occupants and £0.3m for council tenants within the existing budgets. The scheme would be subject to a quarterly review so that the benefit of the approach can be properly understood as well as its implications for future resources.
- 3.06 The following table indicates the type of adaptations and their average costs (08/09 figures):

2008/2009					
Estimated value of works based on quotes received to date					
Type of works	Av cost £	Estimated Total No. for year	Estimated Total value for year £		
Wet floor shower	5,539	380	2,104,820		
Clos-O-mat	4,000	15	60,000		
Straight stairlift	5,000	74	370,000		
Central heating	5,000	6	30,000		
Hardstandings	4,000	15	60,000		
Ramps & steps	4,000	72	288,000		
Intercom/door entry	750	6	4,500		
Door widening	750	12	9,000		

3.07 A target of 196 days from notification to completion is being set for this type of work. Further consideration is being given to the minor works grant budget which could be raised from £500 to £1K giving the potential to accelerate the provision of smaller items like door entry systems and door widening even further. This will be the subject to a separate report.

3.08 Because the scheme will be limited it will operate on a date order basis with all life threatening cases taking priority. If available sums are committed Officers will review and report back to Members for the consideration of closure or extension of the scheme by the Council. Any suggestions for alteration will also be made.

4.00 RECOMMENDATIONS

- 4.01 It is recommended that Members approve the undertaking of a pilot scheme to extent the use of Discretionary Disabled Facilities Grants as detailed in this report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The pilot scheme is ring fenced to £0.3m general capital funding and £0.3m housing capital funding. This is drawn from existing budgets and there will be no impact on budgets during the life of the pilot. The future financial implications will be reviewed during the pilot and the financial implications of the pilot reported at its completion.

6.00 ANTI POVERTY IMPACT

- 6.01 These grants are targeted to the most vulnerable applicants and will improve efficiency and uptake.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None on this report

8.00 EQUALITIES IMPACT

- 8.01 These grants are targeted to the most vulnerable applicants and will improve efficiency and uptake.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None

10.00 CONSULTATION REQUIRED

- 10.01 Internal staff discussions will take place to prepare for implementation.

11.00 CONSULTATION UNDERTAKEN

- 11.01 These proposals were considered by a meeting of the Community & Social and Health Overview Scrutiny Committee 7th February and was welcomed and given in principle support

12.00 APPENDICES

- 12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

None

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 7

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **HEAD OF FINANCE AND CHIEF EXECUTIVE**
SUBJECT : **GENERAL FUND CAPITAL PROGRAMME 2009/10 TO 2012/13**

1.00 PURPOSE OF REPORT

- 1.01 To provide an update on resources available to fund the Capital Programme for the four year period 2009/10 to 2012/13, against a backdrop of declining capital receipts.
- 1.02 To outline the proposed process for consideration of the re-profiling of schemes already included within the indicative Programme and new schemes identified in the last 12 months.

2.00 BACKGROUND

- 2.01 The 2008/09 Capital Programme Budget, as approved by Council on 4th March 2008, included indicative priorities for the period 2009/10 to 2011/12, to be funded (in part) by capital receipts from asset disposals; the capital receipt values were those forecasted as at January 2008.
- 2.02 Since approval in March 2008, the impact of the economic downturn has significantly reduced levels of anticipated capital receipts for the whole of the period 2009/10 to 2012/13, on top of a shortfall in 2008/09.

3.00 CONSIDERATIONS

- 3.01 The programme agreed last year was put together on the best estimate available at that time of capital resources available over the four year period 2008/09 to 2011/12. This identified new resources of just over £64m excluding specific capital grants. No unsupported (prudential) borrowing was assumed. Twelve months on there is a need to forecast resources in 2012/13 to maintain a four year programme.
- 3.02 It was always anticipated that as a rolling capital programme, it would need to be kept under constant review in the light of actual resource levels and the identification of new or revised schemes coming forward. Schemes were included for 2008/09 but future years were shown as indicative.

3.03 The four items making up total capital resources were:-

- General Capital Grant (from WAG)
- Supported borrowing (funding provided to meet borrowing costs)
- Capital receipts
- Capital expenditure funded from revenue account (CERA)

3.04 General capital grant and supported borrowing amount to just less than £10.5m per annum, CERA to £1m (in 2008/09 only), with the remaining £21m over the four year period to come from capital receipts. The economic downturn has resulted in a situation whereby the anticipated funding resources are now considerably short of the required amounts anticipated last year when the capital programme was put together because of the downturn in capital receipts. An economic downturn of this severity could not have been anticipated when setting the indicative Capital Programme. There is a projected shortfall of £6m in 2008/09, and a total shortfall of £5m across the years 2009/10 to 2011/12.

3.05 In the light of this changed funding position, the Corporate Asset Management Group (CAMG), which is a multi-disciplinary group of officers, chaired by the Director of Environment, have undertaken a critical review of the capital programme. The approach has been recognised by those involved as both rigorous and corporate and one which has taken every opportunity possible to review all schemes whether they be already in the capital programme or are new for consideration. This has involved detailed examination of:

- Whether schemes are contractually committed
- The urgency, priority and phasing of schemes
- Indicative costings for schemes
- Opportunities to eliminate non-critical schemes
- New schemes which have come forward in the last 12 months

3.06 This work is now nearing completion prior to being brought forward to Members for consideration. If we were able to re-prioritise the programme (as reviewed by CAMG) over the four year period 2009/10 to 2012/13, there would be £1m available for new schemes. The work on re-prioritisation will need to be undertaken with a significant amount of rigour taking account of a number of factors, e.g. Health & Safety, Disability Discrimination Act and the need to wind and weather-proof buildings to protect our assets. Once this work is complete, we will know the extent of any funding gaps in particular years over the four year programme.

- 3.07 It is proposed that the outcome of the work from the Corporate Asset Management Group, once received and endorsed by Corporate Management Team, comes forward to Executive on 21st April 2009, prior to detailed consideration by Overview & Scrutiny. Finalisation of the Capital Programme for 2009/10 - 2012/13 will be by Council following Overview & Scrutiny.

4.00 RECOMMENDATIONS

- 4.01 Members are asked to:-
- a. Note the update on resources available to fund the Capital Programme.
 - b. Note the proposed process for consideration of re-profiling of schemes already included within the indicative programme and new schemes identified in the last 12 months.

5.00 FINANCIAL IMPLICATIONS

- 5.01 As set out in the report.

6.00 ANTI POVERTY IMPACT

- 6.01 None.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None.

8.00 EQUALITIES IMPACT

- 8.01 None.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None.

10.00 CONSULTATION REQUIRED

- 10.01 None.

11.00 CONSULTATION UNDERTAKEN

- 11.01 None.

12.00 APPENDICES

- 12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 8

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **PRUDENTIAL INDICATORS 2009/10 TO 2011/12**

1.00 PURPOSE OF REPORT

1.01 To present proposals for setting a range of prudential indicators to be used in order to establish that the level of future capital investment is affordable, prudent and sustainable.

2.00 BACKGROUND

2.01 The prudential system for local authority capital finance was introduced on 1st April 2004. Its legislative base is contained within the Local Government Act 2003, and the regulations subsequently made by the National Assembly enable local authorities to determine their own levels of affordable borrowing for capital expenditure.

2.02 Decisions to undertake capital investment by way of unsupported (prudential) borrowing will be limited by a local responsibility to determine whether such capital investment is affordable, prudent and sustainable. The Prudential Code for Capital Finance in Local Authorities is the main instrument that demonstrates that authorities have satisfied these obligations. The code:

- Sets out the factors that should be taken into account when deciding to borrow and make capital investments
- **Identifies a range of indicators that should be used to establish that the level of investment is affordable, prudent and sustainable**
- Details the main features of the corporate governance arrangements that need to be put in place in order to make the code function effectively
- Attempts to capture the main qualities of sound decision making on capital investment strategies

3.00 CONSIDERATIONS

3.01 The prudential indicators are designed to support and record local decision making; they are not designed to be comparative performance indicators - the use of them in this way would be likely to be misleading and counter productive.

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- 3.02 Indicators have been calculated in three areas; capital expenditure, external borrowing, and treasury management. In considering its programme for capital investment, the Council is required within the Prudential Code to have regard to:
- affordability, e.g. implications for Council Tax and Council housing rents
 - prudence and sustainability, e.g. implications for external borrowing
 - value for money, e.g. option appraisal
 - stewardship of assets, e.g. asset management planning
 - service objectives, e.g. strategic planning for the authority
 - practicality, e.g. achievability of the corporate plan
- 3.03 Affordability is the ultimate constraint on the amount that a local authority can spend or borrow. In practice, when making a decision to invest in a capital asset, the authority must do more than simply determine whether it can afford the immediate cost. In order to ensure long-term affordability, decisions have also to be prudent and, in the long term, sustainable. Borrowing has to be prudent because, since future interest rates and revenue streams are uncertain, it must involve an element of risk. Furthermore, if the Council is unable to deliver its capital programme, or to afford the cost of running and maintaining the new facilities, the chosen level of capital investment will not be sustainable in the long term. Prudence and affordability are related concepts.
- 3.04 The Prudential Code specifies that prudential indicators are required to be calculated **for the forthcoming financial year and two subsequent financial years**. This process links in with the development of the Medium Term Financial Strategy.
- 3.05 Based on those resources currently allocated (including specific grants, but excluding any rephasing), the estimates of capital expenditure to be incurred in 2009/10 and the following two years are as indicated in the table below; **no unsupported (prudential) borrowing has been assumed in the three year period.**

CAPITAL EXPENDITURE			
	2009/10	2010/11	2011/12
	Estimate	Estimate	Estimate
	£m	£m	£m
Housing Revenue Account (HRA)	4.460	6.020	5.196
Non-HRA	30.803	21.299	18.625
Total	35.263	27.319	23.821

The prudential indicators for capital expenditure, based on the Council's capital programme that takes into account the Council's asset management and capital investment strategies, are the starting point for the calculation of the prudential indicators. The capital expenditure totals essentially provide the base financial data from which all other indicators follow.

- 3.06 Estimates of the ratio of financing costs to net revenue stream for 2009/10 and the following two years, based on those expenditure assumptions outlined in the general fund and housing revenue account budget reports included elsewhere on the agenda, are as included in the table below; these indicators of affordability address the revenue implications of the Council's financial strategy.

RATIO OF FINANCING COSTS TO NET REVENUE STREAM			
	2009/10	2010/11	2011/12
	Estimate	Estimate	Estimate
	%	%	%
HRA	10.347	9.414	8.559
Non-HRA	5.790	5.622	4.995

The HRA net revenue stream is the amount to be met from Welsh Assembly Government (WAG) grants and from rentpayers, and the non-HRA equivalent is the amount to be met from WAG grants and local taxpayers. The HRA ratio as calculated, reflects reducing financing costs attributable to the continuing reduction in HRA debt outstanding as a percentage of an increasing level of revenue stream income. The non-HRA ratio reflects an increasing burden of total external interest being borne by the general fund due to the continuing reduction in HRA debt outstanding, as a percentage of an increasing level of revenue stream income. The estimates of financing costs include current commitments and the proposals included in the capital programme report.

- 3.07 Estimates of the capital financing requirement, as described in Section 3.08 below, for 2009/10 and the following two years are:

CAPITAL FINANCING REQUIREMENT			
	2009/10	2010/11	2011/12
	Estimate	Estimate	Estimate
	£m	£m	£m
HRA	28.394	27.685	27.019
Non-HRA	143.344	144.631	145.642
Total	171.738	172.316	172.661

3.08 The capital financing requirement measures the authority's underlying need to borrow for a capital purpose. In accordance with best professional practice, Flintshire County Council does not associate borrowing with particular items or types of expenditure. The authority has an integrated treasury management strategy and has adopted the CIPFA *Code of Practice for Treasury Management in the Public Services*. Flintshire County Council has, at any point in time, a number of cash flows both positive and negative, and manages its treasury position in terms of its borrowings and investments in accordance with its approved treasury management policy and strategy. In day to day cash management, no distinction can be made between revenue cash and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast, the capital financing requirement reflects the authority's underlying need to borrow for a capital purpose.

3.09 CIPFA's *Prudential Code for Capital Finance in Local Authorities* includes the following as a key indicator of prudence:

"In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional financing requirement for the current and next two financial years."

The Head of Finance reports no difficulty in meeting this requirement for the future period to which the prudential indicators apply. This view takes into account current commitments, existing plans, and all budget proposals.

3.10 In respect of its external debt, it is recommended that the Council approves the following authorised limits for its total external debt gross of investments for the next three financial years. These limits separately identify borrowing from other long term liabilities such as finance leases. The Council is asked to approve these limits and to delegate authority to the Head of Finance, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long term liabilities, in accordance with option appraisal and best value for money for the authority.

Any such changes made will be reported to the Council at its next meeting following the change.

AUTHORISED LIMIT FOR EXTERNAL BORROWING			
	2009/10	2010/11	2011/12
	Estimate	Estimate	Estimate
	£m	£m	£m
All Borrowing (Capital/Revenue)	177.800	179.900	182.000
Other Long Term Liabilities	1.000	1.000	1.000
Total	178.800	180.900	183.000

The Head of Finance reports that these authorised limits are consistent with the authority's current commitments, existing plans and the proposals in the capital programme report, and with its approved treasury management policy and strategy statement. The Head of Finance confirms that they are based on the estimate of most likely, prudent but not worse case scenario, with in addition sufficient headroom over and above this to allow for operational management, for example unusual cash movements. Risk analysis and risk management strategies have been taken into account; as have plans for capital expenditure, estimates of the capital financing requirement and estimates of cashflow requirements for all purposes.

- 3.11 The Executive is also asked to approve the following operational boundary for external debt for the same time period. The proposed operational boundary for external debt is based on the same estimates as the authorised limit but reflects directly the Head of Finance's estimate of the most likely, prudent but not worse case scenario, without the additional headroom included within the authorised limit to allow for example for unusual cash movements, and equates to the maximum of external debt projected by this estimate. The operational boundary represents a key management tool for in year monitoring by the Head of Finance. Within the operational boundary, figures for borrowing and other long term liabilities are separately identified. The Council is also asked to delegate authority to the Head of Finance, within the total operational boundary for any individual year, to effect movement between the separately agreed figures for borrowing and other long term liabilities, in a similar fashion to the authorised limit. Any such changes will be reported to the Council as its next meeting following the change.

OPERATIONAL BOUNDARY FOR EXTERNAL DEBT			
	2009/10	2010/11	2011/12
	Estimate	Estimate	Estimate
	£m	£m	£m
All Borrowing (Capital/Revenue)	175.800	177.900	180.000
Other Long Term Liabilities	1.000	1.000	1.000
Total	176.800	178.900	181.000

- 3.12 It should be noted that actual external debt is not directly comparable to the authorised limit and operational boundary, since the actual external debt reflects the position at one point in time.

The Council is asked to note that the authorised limit determined for 2009/10 (see Section 3.10 above) will be the statutory limit determined under section 3 (1) of the Local Government Act 2003.

- 3.13 The estimate of the incremental impact of capital investment decisions as proposed in the capital budget report for the period 2009/10 to 2011/12, over and above capital investment decisions that have previously been taken by the Council are:

- for the Band D Council Tax - nil in each year (2009/10, 2010/11 and 2011/12)
- for average weekly housing rents - nil in each year (2009/10, 2010/11 and 2011/12).

- 3.14 **An extract from Flintshire County Council's Treasury Management Policy & Strategy Statement for 2009/10 (as reported elsewhere on the agenda).**

Flintshire County Council has approved and adopted the CIPFA *Code of Practice for Treasury Management in the Public Services* on 1st April 2002 for 2002/03 onwards.

It is recommended that the Council sets an upper limit on its fixed interest rate exposures for 2009/10, 2010/11 and 2011/12 of 100% of its net outstanding principal sums.

It is further recommended that the Council sets an upper limit on its variable interest rate exposures for 2009/10, 2010/11 and 2011/12 of 35% of its net outstanding principal sums.

It is recommended that the Council sets the implied boundary of fixed rate exposures at between 65% and 100% and of variable rate exposures at between 0% and 35%

It is recommended that the Council sets upper and lower limits for the maturity structure of its borrowing as follows.

Amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate:

PROJECTED FIXED RATE BORROWING		
	Lower	Upper
	Limit	Limit
	%	%
Under 12 months	0	10
12 months and within 24 months	0	10
24 months and within 5 years	0	30
5 years and within 10 years	0	50
10 years and above	10	100

It is recommended that the Council sets a limit for sums invested for periods longer than 364 days of £40m for 2009/10, 2010/11 and 2011/12.

4.00 RECOMMENDATIONS

4.01 That Members approve and recommend to County Council on 31st March 2009 -

(a) the prudential indicators as detailed in Section 3 of the report -

- Capital expenditure (Section 3.05)
- Ratio of financing costs to net revenue stream (Section 3.06)
- Capital financing requirement (Section 3.07)
- Net borrowing and the capital financing requirement (Section 3.09)
- Authorised limit for external debt (Section 3.10 and 3.12)
- Operational boundary for external debt (Section 3.11)
- Incremental impact of capital investment decisions on the council tax (Section 3.13)
- Incremental impact of capital investment decisions on housing rents (Section 3.13)
- Adoption of the CIPFA Code of Practice for Treasury Management in the Public Services (Section 3.14)

- The upper limit on interest rate exposures - fixed and variable rate interest (Section 3.14)
- Maturity structure of borrowing (Section 3.14)
- Prudential limits for sums invested for periods longer than 364 days (Section 3.14)

(b) delegated authority for the Head of Finance to effect movements between the separately agreed limits within the authorised limit for external debt and the operational boundary for external debt (Sections 3.10 and 3.11).

5.00 FINANCIAL IMPLICATIONS

5.01 As set out in the report.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Various Welsh Assembly Government and CIPFA papers.

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 9

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **VOLUNTARY SECTOR MID YEAR REVIEW**

1.00 PURPOSE OF REPORT

1.01 To update Members on the progress made in the development of the one and three year Core Funding Arrangements with voluntary organisations as approved by Executive on the 29th of October 2008.

2.00 BACKGROUND

2.01 Flintshire County Council and Flintshire Local Health Board (FLHB), with the support of Flintshire Local Voluntary Council (FLVC), have simultaneously completed a review of support provided to the voluntary sector.

2.02 At Executive on the 29th of October 2008 it was agreed that 24 voluntary organisations receive a three year Core Funding Arrangement (CFA) and 3 voluntary organisations receive a one year CFA to be reviewed by the service manager and PPPU, potentially moving to a three year agreement after 12 months.

2.03 These Core Funding Arrangements are required to be in place by the 1st April 2009.

3.00 CONSIDERATIONS

Progress

3.01 All 27 organisations have had initial meetings with their sponsoring officer to discuss the content of the CFA and the Monitoring and Evaluation pro-formas.

3.02 16 of the organisations have held or have submitted the date for the second meeting to discuss the CFA; a summary is attached at appendix A.

3.03 It is anticipated that the majority of organisations will have their CFA in place for the 1st of April 2009.

3.04 Further consideration is being given to three organisations which may extend the timescale. A summary is provided for each below:

Flintshire Citizens Advice Bureau (FCAB)

FCAB have submitted a business case to FCC in support of a request for additional funding which will be considered at Executive on the 17th of February. The completion of their CFA by the 1st of April 2009 is subject to the outcome of this meeting.

Flintshire Local Voluntary Council (FLVC)

FLVC have submitted a business case to FCC in support of a request for additional funding which will be considered at Executive on the 17th of February. The completion of their CFA by the 1st of April 2009 is subject to the outcome of this meeting.

Flintshire Disability Forum (FDF)

FDF are in the process of developing a business case for consideration by FCC, relating to additional responsibility arising from the outcome of the voluntary sector funding review.

- 3.05 Despite the potential delays for these three organisations the arrangements should be in place early in the new financial year.

Core Funding Arrangement

- 3.06 The model CFA was developed in consultation with four key voluntary organisations and will be used with all organisations, including joint arrangements with the Local Health Board (LHB), please see appendix B.
- 3.07 For the purposes of these agreements core funding is defined as the resource which supports the core management and administrative functions of an organisation and allows it to oversee and develop projects and services to achieve its mission.
- 3.08 The agreement is in recognition of the major contribution that the funded organisation makes to one or more priorities of FCC.
- 3.08 In carrying out this agreement, the grantee is acting in its own right as an independent organisation, and not as an agent of FCC.

Monitoring and Evaluation

- 3.09 As part of the CFA the grantee will be expected to submit monitoring reports, on a six monthly basis (to report back on key activities/outputs) and evaluation reports on an annual basis (to report back on outcomes/what difference the service has achieved to date). These reports will be in a standard format, and agreed in advance, between the grantee and the funding bodies (please see appendix B).
- 3.10 This review process will need, where relevant, to take into account: changes in community needs, feedback from service users and/or other stakeholders, changes in the council's corporate objectives and any other relevant factors beyond the control of the grantee, such as the availability of staff.

3.11 The funding bodies' contact officers will arrange and meet with the grantee's contact officer twice a year, to review the CFA.

3.12 If necessary the CFA may be amended as part of the ongoing monitoring and review process, subject to consultation between and agreement of the grantee and FCC. Any amendments will need to be negotiated and agreed in writing by both parties.

3.13 A summary of the mid year and end of year reviews will be submitted to Executive as part of the Voluntary Sector Mid Year Review Report.

4.00 RECOMMENDATIONS

4.01 Members are asked to note the progress made in the development of the one and three year Core Funding Arrangements with voluntary organisations approved by Executive.

5.00 FINANCIAL IMPLICATIONS

5.01 The enhanced funding requests described under 3.04 are the subject of a separate report. However, due to the previous review of grant awards made to the voluntary sector there is capacity within the corporate voluntary sector grants budget to meet both requests without having an impact on the total General Fund budget.

6.00 ANTI POVERTY IMPACT

6.01 There are no direct anti poverty implications resulting from this report

7.00 ENVIRONMENTAL IMPACT

7.01 There are no direct environmental implications resulting from this report

8.00 EQUALITIES IMPACT

8.01 There are no direct equalities implications resulting from this report

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications resulting from this report

10.00 CONSULTATION REQUIRED

10.01 Feedback and support will be provided to the organisations on an on-going basis.

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation has been undertaken with all organisations throughout the process.

12.00 APPENDICES

12.01 Appendix A: Summary of progress by organisation
Appendix B: Model Core Funding Arrangement

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

None

Contact Officer: Karen Armstrong
Telephone: 01352 702740
E-Mail: karen_armstrong@flintshire.gov.uk

APPENDIX A

Organisation	Sponsoring Officer	Directorate	Initial Meeting	Second Meeting	Agreement Finalised
Menter Iaith Sir Y Fflint	Caren Prys Jones	Corporate Services	24/01/2009	25/02/2009	12/03/2009
Mudiad Ysgolion Meithrin, Wales PPA Flintshire	Claire Homard	Lifelong Learning	13/11/2008	30/01/2009	CFA Agreed
Estuary Voluntary Car Scheme	David Bloore	Environment	25/11/2008	26/01/2009	CFA Agreed
Flintshire Neighbourhood Watch Association	Debbie Davies	Community Services	27/01/2009		
Refurbs Flintshire	Eryl House	Environment	13/01/2009	03/02/2009	23/02/2009
Flintshire Community Parents	Gill Harrison	Community Services	07/01/2009	04/02/2009	
Home Start Flintshire	Gill Harrison	Community Services	14/01/2009	12/03/2009	12/03/2009
Delyn Womens Aid (1 Year)	Jackie Goundrey	Corporate Services	11/12/2008	26/01/2009	
Domestic Abuse Safety Unit (1 Year)	Jackie Goundrey	Corporate Services	04/02/2009	27/02/2009	13/02/2009
Flintshire Disability Forum	Kevin Ayriss	Community Services	03/02/2009	26/02/2009	13/02/2009
Vision Support	Kevin Ayriss	Community Services	29/02/2009		
Wales Council for Blind	Kevin Ayriss	Community Services	04/02/2009		
North Wales Deaf Association	Kevin Ayriss	Community Services	05/02/2009		
British Red Cross	Lin Hawtin	Community Services	09/02/2009		
Flintshire Crossroads	Lin Hawtin	Community Services	Jan-09		
Shelter Cymru	Pam Davies	Community Services	Jan-09		
Flintshire Forum for Learning Disabilities (1 Year)	Pat Humphreys	Community Services	29/01/2009	19/02/2009	
Citizens Advice Bureau	Rebecca Mead	Corporate Services	05/02/2009	19/02/2009	10/03/2009
Age Concern North East Wales	Sheila Lyons	Community Services	09/01/2009	17/02/2009	
Alzheimer's Society-Flintshire Branch	Sheila Lyons	Community Services	09/01/2009		
			16/12/2008		

NEWCIS	Sheila Lyons	Community Services	04/12/2008	10/02/2009	
Cruse Bereavement Care	Sheila Lyons	Community Services	12/12/2008		
Flintshire Local Voluntary Council	Trevor Jones	Corporate Services	09/01/2009	17/02/2009	
Flintshire Victim Support	Trevor Jones	Corporate Services	08/12/2008	04/02/2009	
Relate North Wales	Trevor Jones	Corporate Services	26/01/2009	13/02/2009	
Stepping Stones	Vicky Foreman	Community Services	21/01/2009		30/01/2009

APPENDIX B: Model CFA

VOLUNTARY SECTOR CORE FUNDING AGREEMENT (CFA)

ORGANISATION:

SERVICES TO BE PROVIDED:

FUNDING BODY:

Flintshire County Council (FCC)

PERIOD OF AGREEMENT:

Start date: 1st April 2009
End date: 31st March 2012 (Subject to annual review or unless terminated under 1.16)

FUNDING TO BE PROVIDED:

£..... Corporate Budget

PAYMENT ARRANGEMENTS:

REVIEW PERIOD:

Annually

NOTICE TO TERMINATE:

90 Days

CONTACTS:

Organisation contact details:

Contact Officer's details:

Funder contact details:

PURPOSE OF THE AGREEMENT

For the purposes of this agreement core funding is defined as the resource which supports the core management and administrative functions of an organisation and allows it to oversee and develop projects and services to achieve its mission.

FCC agrees funding for the provision of... [INSERT SERVICES TO BE PROVIDED] as set out in this agreement. This is a local agreement with the Flintshire branch of...

This agreement is in recognition of the major contribution that the funded organisation makes to one or more priorities of FCC.

INTRODUCTION

The objectives of [NAME OF ORGANISATION] are [INSERT OBJECTIVES]

[NAME OF ORGANISATION] deals with approximately clients/ service users in Flintshire, a year.

[NAME OF ORGANISATION] also receives funding for core services from..... and

[NAME OF ORGANISATION] also receives funding for projects from, and

This funding is used to provide, and (in that order).

These additional services do not form part of this agreement. However whilst the council does not directly contribute towards these activities, [NAME OF ORGANISATION] might not be in a position to provide them without this CFA.

CONTENTS

- Part 1 – General conditions
- Part 2 – Service objectives and specification
- Part 3 – Financial and resourcing arrangements
- Part 4 – Declaration

PART 1 – GENERAL CONDITIONS

1.1 PARTIES

This is an agreement between FCC and [NAME OF ORGANISATION] (from hereon, referred to as 'grantee').

1.2 THE PARTIES' OBLIGATIONS

- a) The grantee agrees to provide the services specified in Part 2 of this agreement (Service Objectives and Specifications).
- b) FCC agrees to make the grant payments specified in Part 3 of this agreement.
- c) The grantee is encouraged to obtain financial support from a variety of sources and try not to rely solely on FCC for funding.
- d) No part of the grant shall be used for party political purposes, and no aspect of the grant aided activities shall be party political in intention, use or presentation.
- e) Freedom of Information: The funding bodies may disclose information if the law permits or if they have a duty to do so. Information received is not subject to a duty of confidentiality within the meaning of Section 41 of the Freedom of Information Act. Requests for disclosure under that Act will be handled in accordance with the Code of Practice under Section 45 of the Freedom of Information Act, having due regard for the data protection principles in the Data Protection Act 1998 in respect of personal data.
- f) In its publicity material, the grantee shall acknowledge the financial contribution made to its activities by the funding bodies. However the grantee shall not use the funding bodies' copyright logos on any publicity material or documents, unless consent has been obtained in advance (seek guidance from the named contact officers).

1.3 STATUS OF AGREEMENT

It is not the intention of either party that this agreement shall be legally binding and therefore neither party shall have any liability to the other for any failure to observe the terms of this agreement.

1.4 STATUS OF SERVICE PROVIDER

In carrying out this agreement, the grantee is acting in its own right as an independent organisation, and not as an agent of FCC.

1.5 MANAGEMENT

Responsibility for the management of the grantee is vested in the organisation's trustee board.

1.6 PARTIES' REPRESENTATIVES

FCC and the grantee will each appoint a contact officer.

- a) The role of the funding bodies' contact officers is to:
 - Be the initial point of contact within FCC for the grantee;
 - Inform the grantee of any issues which may have an effect on the implementation of the service provision in this agreement;
 - Provide a liaison role to ensure joined up communication between the different departments within FCC;
 - Set up monitoring meetings with the grantee's contact officer to consider the information set out in Part 1.14 of this agreement;
 - Inform the grantee of any change in the funding bodies' contact officers.
- b) The role of the grantee's contact officer is to:
 - Provide the information required in Part 1.14 of this agreement;
 - Inform the funding bodies' contact officers, in writing, if the grantee: proposes to change or reduce the core services set out in Part 2 of this agreement;
 - Inform the funding bodies' contact officers of any major changes to the grantee's financial budget and/or a change in the grantee contact officer.

1.10 STAFFING

- a) Paid and volunteer staff will be recruited and selected with full regard to equalities legislation.
- b) The Provider will carry out enhanced criminal record and other employment checks when appropriate.

1.11 HEALTH AND SAFETY

The grantee shall have regard to the requirements of the Health and Safety at Work Act, 1974 (and any other Acts, Regulations, Directives or Orders, concerned with health and safety issues).

1.12 INSURANCES

The grantee will arrange adequate insurances to cover such liabilities as may arise in the course of the organisation's work.

1.13 DISPUTE RESOLUTION

If either party considers the other to be in breach of their duties under this agreement or has a grievance about some aspect of the agreement's operation, the parties shall make every effort to resolve the issue through joint discussions. Where this fails:

- The party wishing to make the complaint should provide the other with written details, including proposals for resolving it;
- A written response should be sent to the initiating party within 14 days;

- If the response is not considered to resolve the issue, the initiating party may request in writing to the contact officer a meeting of the authorised signatories (or their successor);
- Where possible the meeting should be held within 14 days of the contact officer receiving the request;
- Where the meeting does not resolve the complaint, the issue should be considered by the grantee's trustee board or the relevant FCC committees as a confidential item. Any submissions should be sent in advance to the other party and representation permitted;
- If either party is dissatisfied with the outcome as notified to it in writing within seven days of the meeting, arbitration can be requested and this will take place with a mutually acceptable external party.

1.14 MONITORING & REVIEW PROCESS

- a) As part of this CFA the grantee will be expected to submit monitoring reports, on a six monthly basis (to report back on key activities/outputs) and evaluation reports on an annual basis (to report back on outcomes/what difference the service has achieved to date). These reports will be in a standard format, and agreed in advance, between the grantee and the funding bodies¹.
- b) This review process will need, where relevant, to take into account: changes in community needs, feedback from service users and/or other stakeholders, changes in the council's corporate objectives and any other relevant factors beyond the control of the grantee, such as the availability of staff.
- c) The funding bodies' contact officers will arrange and meet with the grantee's contact officer twice a year, to review the CFA.
- d) If necessary the CFA may be amended as part of the ongoing monitoring and review process, subject to consultation between and agreement of the grantee and FCC. Any amendments will need to be negotiated and agreed in writing by both parties.

1.15 RENEWAL

The extension of this agreement beyond the initial three years shall be subject to a formal review beginning in **2011** with the aim of establishing the conditions applying for the period commencing **1st April 2012**.

1.16 NOTICE

The notice required to terminate this agreement is **90 days** in writing by either party without penalty.

¹ Please see Appendices A & B for further detail about what the grantee will be expected to report back on).

PART 2 – SERVICE OBJECTIVES AND SPECIFICATIONS

2.1 AIMS OF THE SERVICE

The aims of [INSERT NAME OF ORGANISATION] are:

-
-
-

2.2 PRINCIPLES UNDER WHICH THE SERVICES ARE PROVIDED

a) EQUALITIES

The service provided by the grantee should be operated with full regard to equalities legislation. This will include the development and implementation of an inclusive Equal Opportunities Policy which would cover aspects such as Race, Gender, Disability, Welsh Language and Sexual Orientation in accordance with statutory minimum requirements.

b) WELSH LANGAUGE

In line with the principles of The Welsh Language Act (1993) the grantee should undertake a positive commitment to raise the visual and audible profile of the welsh language and further improve its image as a Welsh organisation (please see Appendix C of this CFA).

c) SUSTAINABILITY

In line with the Welsh Assembly Government's (W.A.G's) 'National Sustainable Development Plan', the grantee should undertake a positive commitment to sustainability (please see Appendix D of this agreement).

2.3 CORE SERVICES FUNDED UNDER THIS AGREEMENT

The following services will be provided by the grantee as part of this agreement:

-
-
-
-

Aspects which will not be included as part of this agreement, include:

-
-
-

2.4 MEANS OF ACCESSING THE SERVICE

The core service shall be available (*delete all of the following which are not applicable*):

a) By letter and fax;

b) To personal callers on a drop-in basis at:

Locationhours of opening

Location..... hours of opening

c) By face-to-face appointments for general help at on

d) By telephone, on [INSERT TEL. NO] during the hours of

All these services shall be clearly advertised.

2.5 QUALITY ASSURANCE

The grantee should refer to good practice in the following areas of work:

- Governance;
- Operational management (i.e. through developing a robust business and development plan);
- Finance and resource management;
- Volunteers and paid staff;
- Workforce development;
- Working in partnership;
- Complaints and suggestions;
- Client-centred service;

This should include any service standards related to national organisations that the provider is affiliated to.

The grantee will ensure that they operate in line with the requirements of the Data Protection Act (1998).

2.6 CIRCUMSTANCES BEYOND THE GRANTEE'S CONTROL

a) The grantee will not be held responsible for any interruption in or disruption to the core services due to circumstances beyond its control.

PART 3 – FINANCIAL AND RESOURCING ARRANGEMENTS

- 3.1** The funding bodies have agreed that the grant to be paid to the grantee for the financial year beginning April 2009 (year 1) will be £.....
- 3.2** In calculating the grants for the second and subsequent years covered by this agreement, the only adjustments which will be made to the amount given in 3.1 are:
- a) An increase for inflation (the Council shall have regard to the inflationary increases provided by the Assembly in the annual Local Government Settlement);
 - b) An opportunity to make changes to the grant following an amendment to the specified service after the annual review under 1.14 (d).
- 3.3** Together with the funds from [INSERT OTHER FUNDING BODIES AS APPROPRIATE], these grants shall be construed as being sufficient to fund those core services referred to in Part 2 of this agreement and for the purposes of this agreement are deemed to be the grantee's 'core funding'².
- 3.4** Service developments and additional services over and above those supported by the core funding, and described in Part 2 of this agreement, can be considered for additional funding by the funding bodies if appropriate. If the funding bodies do fund these developments or additions in any one year, such funding will not affect the core funding arrangements and shall not be taken into account when calculating the core funding grants in the succeeding year.
- 3.5** All payments to be made under this agreement are exclusive of VAT. In the event of the grantee becoming liable for VAT during the period of the operation of this agreement, the council will enter into discussions with the grantee with the aim of reaching a mutually acceptable outcome.
- 3.6** The core funding grant awarded to the grantee under this agreement will be paid in two instalments, subject to full compliance with the terms of Part 1.14 of this agreement by the grantee. There will be no need for the grantee to invoice or otherwise apply for the payments.
- 3.7** The grantee agrees to submit at the start of the financial year, a copy of its latest approved accounts (must not be older than 12 months), within the meaning of the Charities Act, 1992 and 1993.
- 3.8** Any change to the core funding provided by [INSERT OTHER FUNDING BODIES AS APPROPRIATE] referred to in 3.3 could cause the grantee to be unable to provide the services specified in part 2 of this agreement. In this case the grantee will contact the FCC at the earliest opportunity.
- 3.9** Where the grantee gains a surplus of income from grants, fundraising or other sources in any one year, FCC will not seek repayment of any part of the grant. The

² This sentence may be changed following feedback from some organisations and consultation with Legal.

grantee will maintain a level of reserves appropriate to meet its financial responsibilities.

PART 4 – DECLARATION

On behalf of Flintshire County Council I confirm that I have read the agreement as set out above and the council will comply with the terms and conditions contained within.

Signed:

Date:

Name of authorised signatory for Flintshire County Council:

Address to which communications relating to this agreement should be sent:

Flintshire County Council, County Hall, Mold, CH7 6ND

On behalf of [INSERT NAME OF ORGANSATION] I confirm that I have read the agreement as set out above and will comply with the terms and conditions contained within

Signed:

Date:

Name of authorised signatory for [INSERT NAME OF ORGANSATION]:

Address to which communications relating to this agreement should be sent:

APPENDIX A

FLINTSHIRE VOLUNTARY SECTOR SUPPORT (2008- 09) Monitoring Form

Name of Organisation:

Period of agreement:

1st April 2009 – 31st March 2012

This monitoring form covers:

April – September 2009

*Please return this form to [insert name of sponsoring officer] **by e-mail**, before.....; thank-you.*

Planned Activities	Information you said you would record to demonstrate that these activities have been carried out	Summary of Activities <i>actually carried out</i> during this quarter
	•	
	•	
	•	
What are the areas for future development of this service?		
Additional comments: ³		

Completed by:

Date

Agreed by:
(Sponsoring officer

Date:

³ 'Additional comments' should report on whether you achieved more/less than you hoped to do in this quarter. If you achieved less than you had hoped, please explain the reasons for this (i.e. have you identified any barriers relevant to the successful delivery of this project? If so how do you plan to overcome them)?

APPENDIX B

FLINTSHIRE VOLUNTARY SECTOR SUPPORT (2008- 09) Evaluation Report

Name of Organisation(s):

Period of Agreement:

1st April 2009 – 31st March 2012

This evaluation covers:

1st April 2009 – 31st March 2010

*Please return this report to [insert name sponsoring officer] **by e-mail**, by....., thank-you.*

Plan for evaluation:

What specific differences/ impacts / outcomes / did you anticipate as arising from the activities of this agreement?	Information you said you would record to demonstrate these differences have been made?	Summary of information obtained:
•		
•		
What are the areas for future development of this service?		
Additional comments: ⁴		

⁴ **‘Additional comments’** should include how well you thought this project did overall (i.e. did it achieve more or less than you had hoped)? Please summarise what you perceived went particularly well. Or, if the project achieved less than you had hoped, please explain the reasons for this, for e.g. were there any barriers that prevented the successful delivery of this project?

Completed by:

Date

**Agreed by:
(Sponsoring officer)**

Date:

APPENDIX C

Please Note: This table is intended to be used as a guide, to help organisations comply with the principles of the Welsh Language Act (1993).

Welsh Language: Considerations for Funding

Name of Organisation: _____
Funding Stream: _____

Activity	Current Practice	Achieved Year 1	Achieved Year 2	Achieved Year 3
Public Identity e.g. Name, Logo, stationery, ID cards, etc				
Correspondence e.g. standard letters, circulars, responses				
Email e.g. auto-signature, disclaimer, out of office reply, etc.				
Telephone Services e.g. greeting, answer-phone message, enquiries, etc				
Reception / Counter e.g. Greeting, enquiries				

Activity	Current Practice	Achieved Year 1	Achieved Year 2	Achieved Year 3
Employees / Members / Volunteers e.g. recruit Welsh-speakers				
Printed Material e.g. Application Forms, leaflets, tickets, brochures				
Publicity / Promotional Material e.g. T-shirts, Mugs, Advertisements, Posters				
Signs				
Exhibitions, Displays and Information Boards				
Website				

Please note: It would be helpful if you could complete the following table, to be discussed within your six monthly meeting with

your FCC contact officer.

Please outline the benefits to your business of achieving the above:

YEAR 1
YEAR 2
YEAR 3

APPENDIX D

Please Note: This table is intended to be used as a guide, to help organisations comply with W.A.G's 'National Sustainable Development Plan'.

Sustainability: Considerations for Funding

Name of Organisation: _____

Funding Stream: _____

Activity	Current Practice	Achieved Year 1	Achieved Year 2	Achieved Year 3
Create and implement a travel plan Support the use of public transport, cycling and walking to improve health				
Be energy efficient Introduce a system to: Turn off lights when not needed Turn off computer monitors when not using Turn off all electrical items before going home Monitor your progress by reading your bills				
Local and ethical purchasing of goods and services Specify when buying , local goods and services,				

Activity	Current Practice	Achieved Year 1	Achieved Year 2	Achieved Year 3
<p>that will help promote local people for local jobs Support Fair Trade goods where local ones are not available to assist the Fair Trade coalition maintain its Fair Trade Status</p>				
<p>Be Wise About Waste Change the focus on what you do with your waste Reduce what you know becomes a waste item.(You pay for the item as new and you pay to dispose of it as a waste) Reuse or repair before consigning things to the bin Recycling whenever you can. Finally disposal at a legal site</p>				
<p>Keeping abreast with how the organisation will adapt to the permanent impact of Climate Change Responding to environmental pressure eg.Flooding and financial markets, insurance claims, loss of homes, loss of agricultural land Heatwave and loss of work, reduction of clean water supply, greater</p>				

Activity	Current Practice	Achieved Year 1	Achieved Year 2	Achieved Year 3
numbers of immigrants because of loss of countries to flooding, increase of tropical disease				

Please note: It would be helpful if you could complete the following table, to be discussed within your six monthly meeting with your FCC contact officer.

Please outline the benefits to your business of achieving the above:

YEAR 1
YEAR 2
YEAR 3

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 10

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **PERFORMANCE REPORTING - A NEW APPROACH**

1.00 PURPOSE OF REPORT

1.01 To introduce Members to a new style of quarterly performance report to improve performance reporting.

2.00 BACKGROUND

2.01 The content and format of performance reports has varied over the last couple of years as requests for changes to analysis and information to be included have been responded to and data capture, analysis and reporting systems have become more sophisticated. Data reporting needs to be to a high standard of rigour and consistency.

2.02 Historically the Council's quarterly performance reports have concentrated on:

- performance indicators; some of which are confusing and perhaps more suitable for management information purposes
- an over-emphasis on an analysis of numbers as opposed to service performance issues

Quarterly performance reports have been outdated with a time-lag in reporting.

3.00 CONSIDERATIONS

3.01 Performance reporting needs to provide the reader with the 'story' of quarterly performance putting into context key areas of overall performance. In effect these reports will become our 'quarterly business reviews.' Any improved approach should avoid the over production of performance data.

3.02 Research has been undertaken into developing a new approach. The finalised approach will be innovative and will need to evolve over time.

3.03 The following principles are proposed from which a reporting framework can be developed:-

- Services report by policy objectives / 'themes'

Date: 05/03/2009

- Performance and progress is balanced across the following three areas:
 1. Is anyone better off? (impact)
 2. What/how much we do? (process)
 3. How well we do it? (results)
- Explanations of any obstacles which prevent us from delivering our objectives
- Outline what we intend to do to improve the situation ('turn the curve')
- Look ahead and predict.

3.04 The development of a quarterly performance report which is not based solely on performance indicators will include where appropriate:

- actions / milestones in relation to the Strategic Assessment of Risks and Challenges
- resource management (HR, budget, ICT, Assets)
- internal / external audit regulation – key findings
- awards / accreditations
- customer feedback
- managerial assessment

3.05 To demonstrate the new approach officers are working on one example from each of the Directorates plus one from Corporate Services. These model examples will be shared with Executive at a coming meeting.

3.06 It is proposed that the new model of reporting would begin for the first quarter (April to June) in 2009/10. In the meantime, members can access the performance data for quarter three for our 'Improvement Targets' from Member's Services.

3.07 In addition the year end performance report for 2008/09 and targets for 2009/10 will be presented to the Executive in June.

4.00 RECOMMENDATIONS

4.01 Members endorse the decision to develop an improved and more meaningful style of performance reporting.

4.02 Members endorse the principles of the new approach to performance reporting and note that the model examples to be presented to the Executive in April.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no financial implications for this report.

6.00 ANTI POVERTY IMPACT

6.01 There are no anti poverty implications for this report.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no environmental implications for this report.

8.00 EQUALITIES IMPACT

8.01 There are no equalities implications for this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no personnel implications for this report.

10.00 CONSULTATION REQUIRED

10.01 Full consultation will be undertaken with Overview and Scrutiny Committees as part of the development of the approach.

11.00 CONSULTATION UNDERTAKEN

11.01 Corporate Management Team have supported the principles of the new approach and the development of the model examples.

12.00 APPENDICES

12.01 None

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

None

Contact Officer: Karen Armstrong
Telephone: 01352 702740
E-Mail: karen_armstrong@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 11

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **REVENUE BUDGET MONITORING 2008/09 (MONTH 9)**

1.00 EXECUTIVE SUMMARY

- 1.01 The report updates members on the Council's financial position for 2008/09 in respect of the General Fund and the Housing Revenue Account.
- 1.02 Members are requested to note the projected net overspend of £0.666m (£0.763m at month 8) on the General Fund and the projected overspend of £0.418m (£0.903m at month 8) on the Housing Revenue Account.
- 1.03 Although nine months into the year there are still many risks associated with the projection, and these are identified in the report (para 2.17).
- 1.04 Members are requested to note that unallocated Non Standard Inflation of £1.000m in the General Fund for energy is currently assumed to be spent and future allocations will be monitored through subsequent monitoring reports (section 3).
- 1.05 The estimated Contingency Sum available at 31st March 2009 (above the base level of £5.112m) is £0.962m (para 4.01). This is after assuming that the projected overspend of £0.666m is taken from Unearmarked Reserves.
- 1.06 Direct effects of the current unstable economic climate are estimated to be in the region of £1m, with probably more indirect effects reflected within a range of service budgets (2.17).
- 1.07 Taking into account the projected overspend of £0.418m on the Housing Revenue Account the level of balances at 31st March 2009 will be £0.832m which at 3.7% is higher than the recommended level (para 5.09).

2.00 PURPOSE OF REPORT

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

GENERAL FUND

- 2.02 The table below shows an in-year overspend of £0.666m, which is a decrease of £0.097m on the figure reported at month 8.

Date: 05/03/2009

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 8	Month 9	Month 8	Month 9	Month 8	Month 9
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	48.176	48.468	0.468	0.414	(0.329)	(0.415)	0.797	0.829
Community & Housing	15.431	15.776	0.536	0.262	0.632	0.433	(0.096)	(0.171)
Lifelong Learning	104.216	104.144	1.023	1.123	0.569	0.606	0.454	0.517
Environment	17.089	17.413	0.491	0.323	0.491	0.323	-	-
Support Services								
Chief Executive	0.772	0.785	-	0.002	-	0.002	-	-
Corporate Strategy	8.336	8.571	0.044	0.031	0.044	0.031	-	-
Financial, Legal & Democratic Services	7.205	7.294	(0.027)	(0.040)	(0.027)	(0.040)	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	-	-	-	-	-	-
Total Services	202.226	203.452	2.535	2.115	1.380	0.940	1.155	1.175
Central and Corporate Finance	25.915	24.689	(1.772)	(1.449)	(1.772)	(1.449)	-	-
Total	228.141	228.141	0.763	0.666	(0.392)	(0.509)	1.155	1.175

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

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

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

	Mth 8 £m	Mth 9 £m	Variance £m
Non Ringfenced			
(Underspends)	(2.128)	(1.904)	0.224
Overspends	1.736	1.395	(0.341)
	(0.392)	(0.509)	(0.117)
Ringfenced			
Overspends/(Underspends)	1.155	1.175	0.020
General Fund Revenue Account in-year (under)/ overspend	0.763	0.666	(0.097)

Significant New Variances

Community Services - Residential Services (S for OP) – Underspend of £0.309m (£0.162m at Month 8)

- 2.06 The variation of £0.147m in the projection for Residential Services is due to lower than anticipated client activity within the Independent Sector throughout month 9.

Community & Housing (now Environment) - Design Services - Overspend of £0.076m (£0.194m at Month 8)

- 2.07 The improvement of £0.118m on the position at month 8 within Design Services is due to a significant increase in the projected level of fee income. The improved fees are as a result of confirmed tender prices which were higher than anticipated and additional projects not previously forecast.

Community & Housing (now Environment) - Corporate Property Maintenance - Underspend of £0.059m (£0.127m at Month 8)

- 2.08 The decrease in the projected underspend is mainly due to refurbishment works undertaken within Member Services at County Hall.

Lifelong Learning - Out of County Pooled Budget - Overspend of £0.517m (£0.454m at Month 8)

- 2.09 The projected overspend at month 9 on special education and recoupment has increased by £0.063m from month 8 to £0.517m. The number of children in out of county special schools has remained unchanged, however at month 8 the projection was still based on estimated costs as the Council were yet to receive invoices from the other LEAs involved. The increase is due to the following changes to the projections following receipt of some of these invoices:

- a) The net effect of invoices relating to six joint funded placements are greater than had been estimated (£0.037m).
- b) The projection for one education placement has been revised due to an increase in the child's care package (£0.017m).

- c) The actual cost of one education placement is greater than previously estimated (£0.009m).

An officer task and finish group has been established to take forward the issues identified in the Executive Report of 29th October 2008.

Lifelong Learning - Leisure Centres & Pools - Overspend of £0.322m (£0.242m at Month 8)

- 2.10 The level of cancellations of direct debits has not decreased since month 8 which has led to a further reduction in the projected income figure for Leisure Services.

Lifelong Learning - Primary Non-Delegated – Underspend of £0.007m (Overspend of £0.043m at Month 8)

- 2.11 The projection for the end of year recharge for historic teacher's pensions has previously been based on last year's shortfall. Indicative figures for 2008/09 recharge have now been received, resulting in an improved position of £0.050m.

REQUEST FOR CARRY FORWARD - COMMUNITY & HOUSING (now Environment) - DILAPIDATION CHARGE

- 2.12 A dilapidations charge in respect of Expressway 2 has been received totalling £0.025m, with approximately £0.005m being spent in the current financial year. Permission is sought to carry forward the remaining balance to fund the repairs and maintenance.

REQUEST FOR CARRY FORWARD - COMMUNITY & HOUSING (now Environment) - NORTH WALES WASTE PARTNERSHIP

- 2.13 An amount of £0.300m is included in the budget on a one-off basis for consultancy costs in respect of the North Wales Waste Partnership. A small amount will be spent by the end of March and permission is sought to carry forward the remaining balance.

REQUEST FOR CARRY FORWARD - ICT & CUSTOMER SERVICES -

- 2.14 Permission to carry forward a balance of £0.030m previously set aside to pay for a registrars online booking system. Delays in a number of large projects have meant that the procurement process hasn't commenced as early as planned.

REQUEST FOR CARRY FORWARD - ICT & CUSTOMER SERVICES -

- 2.15 Permission to carry forward a balance of up to £0.035m to fund the move from Novell to Windows in the Environment Directorate. This is an essential project that will standardise the ICT environment across the organisation and allow staff within the Environment Directorate to access all corporate ICT facilities. The project is underway but will not be completed in 2008/09.

REQUEST FOR CARRY FORWARD - ICT & CUSTOMER SERVICES -

- 2.16 Permission to carry forward £0.105m for the review and procurement of replacement network technologies. Placing an order with our current network technology and support provider is high risk as from April we will be with a new provider (selection in progress current provider has chosen not to tender).

STATEMENT ON RISK

- 2.17 Even though we are over half way through the year, there are still many unknowns that could have a significant impact on the final position, with the following of particular note:-

- a) The pay award whilst paid has still not been agreed nationally and is subject to arbitration. Any final settlement above or below 2.5% will change the projection.
 - b) There is an amount of £1m for energy non standard inflation held at the centre (see section 3) which is currently assumed as being required. The amount required from this allocation will not be known until the end of the winter months.
 - c) Fuel costs increased significantly in the early part of the year and no specific additional resource was included in the budget. This impacts across many services of the council such as local bus service contracts, school transport, refuse collection and client contract costs within Social Services for Adults. However, it is apparent that the cost of fuel has dropped and the impact on council services will continue to be monitored closely.
 - d) The effects of recent changes in interest rates have a significant impact on the amount of interest receivable on investment income and interest payable on debt. The implications of this will continue to be reported in future monitoring reports.
 - e) The impact generally of the current unstable economic climate, and in particularly the housing market is beginning to affect various council services and the direct effects of this are estimated to be in the region of £1m, with probably more indirect effects reflected within a range of service budgets.
- 2.30 Taking into account the overall projected overspend and all of the risks identified above, it is important that the monitoring process ensures that all changes to the projection are reported early. This will help ensure that where necessary corrective action can be implemented, and also that information is available for future financial planning. Finance Procedure Rules require an action plan to be submitted to the Head of Finance in respect of those Departments projecting an overspend.

3.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

NON STANDARD INFLATION

- 3.01 Included in the budget is an amount of £2.606m, which, as in previous years is being held centrally until the actual need is known.
- 3.02 All allocations have now been allocated to the relevant directorate with the exception of:-
- a) Energy Inflation (£1m)
 - b) School Transport (£0.490m)
- 3.03 The energy budget is projected to be fully utilised and will be distributed out when the actual increase is known. The school transport allocation is shown as a projected underspend within Central and Corporate.

CENTRAL CONTINGENCIES

- 3.04 The budget for 2008/09 included £0.269m in respect of Central Contingencies. It was agreed that these items be held centrally and only allocated out to services when the actual increase in cost is known. All of the allocation has now been transferred to the relevant directorate and have been previously reported.

4.00 UNEARMARKED RESERVES

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

	£m	£m
Un-earmarked Reserves as at 1 April 2008		10.737
Less – Base Level (Includes increase as per budget report 2008/09)		<u>5.112</u>
Amount Available for Delegation to Executive		5.625
<u>Less other approvals in 2008/09 budget report</u>		
One – Off expenditure	(1.901)	
Contribution to Capital Programme	<u>(1.000)</u>	
		<u>(2.901)</u>
Contingency Reserve at 1 st April 2008		2.724
Less In-year approvals previously reported		<u>(1.096)</u>
		1.628
Less Month 9 Overspend		<u>(0.666)</u>
Amount Remaining		0.962
<u>2009/10 Budget</u>		
Review of earmarked reserves (para 2.16)	1.385	
Review of 2008/09 budget monitoring (paras 2.17 – 2.20)	<u>0.869</u>	
		2.254
Funding of one-off pressures	(2.097)	
Increase in Base Reserves	<u>(0.157)</u>	
		<u>(2.254)</u>
Level of Contingency Reserve at 31 st March 2009 (above base level of £5.112m)		0.962

5.00 HOUSING REVENUE ACCOUNT

- 5.01 On 19th February, 2008, the Council approved a Housing Revenue Account budget for 2008/09 of £22.613m.
- 5.02 The budget provided for a closing balance at 31st March, 2009 of £0.986m which at 4.36% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.
- 5.03 Since the 2008/09 budget was agreed, the accounts for 2007/08 have been closed (subject to audit) and the closing balance at the end of 2007/08 was

£1.342m which was £0.264m higher than the estimate of £1.078m. This has the effect of increasing the opening balance for 2008/09 by the same amount.

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

Significant New Variance

Building Maintenance Trading Account - Overspend of £0.223m (£0.341m at Month 8)

- 5.05 The favourable movement of £0.118m from the reported position at month 8 is due to several factors.

- a) Increased income forecast of £0.053m
- b) A reduction in salary costs of £0.042m
- c) A reduction of £0.034m on subcontractor payments.

Housing Subsidy (Deficit) - Underspend of £0.303m (£0.133m at Month 8)

- 5.06 A revision in the calculation methodology for Capital Finance charges has resulted in 96% of Capital Financing Charges now becoming eligible for offset against the Housing Subsidy, an increase of 6% from month 8. This has the effect of reducing the amount payable to WAG by £0.170m.

Estate Management - Underspend of £0.193m (£0.137m at Month 8)

- 5.07 The improved position of £0.056m is due to a reduction in the provision for Court costs. The imprest account held at each court will now only require an additional £0.005m each until year end.

Repairs and Maintenance - Overspend of £0.168m (£0.328m at Month 8)

- 5.08 A review of the repair & maintenance work in progress has resulted in a reduction in the level of projected expenditure of £0.140m. Analysis undertaken on voids work has concluded that an additional £0.060m needs to be reclassified from revenue to the capital programme. Additional expenditure across other areas of the service of £0.040m account for the improved position of £0.160m.

- 5.09 The net effects of the revised balance brought forward and the projected outturn is that there would be balances in hand at the end of the year of £0.832m (budget £0.986m) which at 3.7% of budgeted expenditure is greater than the minimum level of 3% recommended by the County Finance Officer.

6.00 RECOMMENDATIONS

- 6.01 Members are recommended to:-

- a) Note the overall report.
- b) Approve the requests for carry forward identified in paras 2.12/2.16.

- c) Note the General Fund Contingency Sum available as at 31st March 2009. (Section 4).
- d) Note the projected final level of balances on the Housing Revenue Account.(para 5.06)

7.00 FINANCIAL IMPLICATIONS

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

8.00 ANTI-POVERTY IMPACT

8.01 None.

9.00 ENVIRONMENTAL IMPACT

9.01 None.

10.00 PERSONNEL IMPLICATIONS

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 General Fund Variances - Appendices 1-11.

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

Month 9 Monitoring Papers

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APPENDIX 1

EXPENDITURE	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 8	Month 9	Month 8	Month 9	Month 8	Month 9
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	61.453	61.569	2.658	2.686	1.861	1.857	0.797	0.829
Community & Housing	34.204	34.562	0.914	0.878	1.010	1.049	(0.096)	(0.171)
Lifelong Learning	129.496	129.123	4.225	4.248	3.771	3.731	0.454	0.517
Environment	38.903	39.452	(0.075)	(0.147)	(0.075)	(0.147)	-	-
Support Services								
Chief Executive	0.783	0.809	(0.018)	(0.004)	(0.018)	(0.004)	-	-
Corporate Strategy	11.175	11.658	(0.150)	(0.195)	(0.150)	(0.195)	-	-
Financial, Legal & Democratic Services	42.710	42.996	0.302	0.221	0.302	0.221	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	0.193	0.193	0.193	0.193	-	-
Total Services	319.725	321.170	8.049	7.880	6.894	6.705	1.155	1.175
Central and Corporate Finance	32.659	32.481	(0.732)	(1.772)	(0.732)	(1.772)	-	-
Total Expenditure	352.384	353.651	7.317	6.108	6.162	4.933	1.155	1.175
INCOME								
Direct Services								
Community Services (Exc Housing)	(13.277)	(13.101)	(2.190)	(2.272)	(2.190)	(2.272)	-	-
Community & Housing	(18.773)	(18.786)	(0.540)	(0.616)	(0.540)	(0.616)	-	-
Lifelong Learning	(25.280)	(24.979)	(3.202)	(3.125)	(3.202)	(3.125)	-	-
Environment	(21.814)	(22.039)	0.450	0.470	0.450	0.470	-	-
Support Services								
Chief Executive	(0.011)	(0.024)	0.018	0.006	0.018	0.006	-	-
Corporate Strategy	(2.839)	(3.087)	0.194	0.226	0.194	0.226	-	-
Financial, Legal & Democratic Services	(35.505)	(35.702)	(0.329)	(0.261)	(0.329)	(0.261)	-	-
Clwyd Theatr Cymru Contribution	-	-	(0.193)	(0.193)	(0.193)	(0.193)	-	-
Total Services	(117.499)	(117.718)	(5.792)	(5.765)	(5.792)	(5.765)	-	-
Central and Corporate Finance	(6.744)	(7.792)	(0.762)	0.323	(0.762)	0.323	-	-
Total Income	(124.243)	(125.510)	(6.554)	(5.442)	(6.554)	(5.442)	-	-
Net Expenditure	228.141	228.141	0.763	0.666	(0.392)	(0.509)	1.155	1.175

COMMUNITY SERVICES (EXCLUDING HOUSING)

APPENDIX 2

Budget Monitoring as at Month 9 - Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Children's Services					
-4	Children's Training	119	181	175	(6)	(2)
15	Family placement	1,526	1,475	1,487	12	(3)
-1	Grants	162	125	125	-	1
16	Family Support	290	281	297	16	-
	Prevention and Support	75	116	115	(1)	(1)
-257	Other Residential	709	709	451	(258)	(1)
-67	Professional Support	5,553	5,586	5,517	(69)	(2)
	Youth Offending Team	376	393	393	-	-
48	Special Investigation	38	-	2	2	(46)
(250)	Sub-Total - Children's Services	8,848	8,866	8,562	(304)	(54)
	Services for Older People					
(22)	Community Re-enablement	380	381	359	(22)	-
17	Day Services	1,216	1,194	1,220	26	9
(24)	Intermediate Care Beds	155	155	129	(26)	(2)
141	Domiciliary Support	6,435	6,435	6,582	147	6
(68)	Extra Care	-	190	128	(62)	6
	- Meal Services	1	1	-	(1)	(1)
	- Supporting People Income	(847)	(847)	(847)	-	-
(162)	Residential Services	9,602	9,540	9,231	(309)	(147)
100	Professional Support	2,390	2,472	2,618	146	46
(18)	Sub-Total - Services to Older People	19,332	19,521	19,420	(101)	(83)
	Physical Disability & Sensory Impairment					
(20)	Vulnerable Adults	106	106	83	(23)	(3)
(24)	Day Centres	137	137	110	(27)	(3)
41	Equipment - Stores	314	314	369	55	14
	- ESF Transition	-	-	-	-	-
16	Domiciliary Support	1,450	1,450	1,476	26	10
	- Minor Adaptations	126	126	126	-	-
	- Supporting People Income	(219)	(219)	(219)	-	-
193	Residential Services	641	641	838	197	4
108	Professional Support	1,205	1,205	1,329	124	16
(8)	Visual Impaired	11	11	3	(8)	-
(16)	Supported ABI	39	54	39	(15)	1
290	Sub-Total - PDSI	3,810	3,825	4,154	329	39
	Learning Disability Services					
83	Work Opportunities	1,775	1,770	1,827	57	(26)
(31)	Community Living	7,165	7,029	7,011	(18)	13
26	Day Services	957	962	993	31	5
78	Sub-Total - Learning Disability Services	9,897	9,761	9,831	70	(8)
	Mental Health Services					
	- Contracts	19	19	19	-	-
(7)	Day Services	233	233	219	(14)	(7)
(9)	Grants	130	130	121	(9)	-
(50)	Supported Accommodation	426	426	377	(49)	1
12	Supported Living	330	330	342	12	-
	- Supporting People Income	(567)	(390)	(390)	-	-
(60)	Residential Services	470	412	350	(62)	(2)
40	Professional & Support	819	802	848	46	6
(15)	Substance Misuse	223	225	230	5	20
(12)	Work Schemes	394	394	383	(11)	1
(101)	Sub-Total - Mental Health Services	2,477	2,581	2,499	(82)	19
	Ringfenced Budgets					
838	Out of county Pooled Budget - Children's Services	2,545	2,545	3,404	859	21
(49)	Learning Disability	570	570	518	(52)	(3)
(26)	Mental Health	391	391	376	(15)	11
34	Older People	-	-	37	37	3
797	Sub-Total - Ringfenced Budgets	3,506	3,506	4,335	829	32
	Partnerships and Performance					
(29)	Business Systems and Financial Assessments	977	945	912	(33)	(4)
(23)	Supporting People	-	136	112	(24)	(1)
(300)	Business Services - Income	(2,684)	(2,685)	(2,996)	(311)	(11)
(17)	Finance	331	330	311	(19)	(2)
(2)	Good Health	28	28	26	(2)	-
58	Management & Support	1,030	1,030	1,108	78	20
(15)	Public Information & Planning	438	438	421	(17)	(2)
	- Training	186	186	186	-	-
(328)	Sub-Total - Business Services	306	408	80	(328)	-
468	TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)	48,176	48,468	48,881	413	(55)

COMMUNITY SERVICES (EXCLUDING HOUSING)

Budget Monitoring as at Month 9 - Objective Analysis

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
564	Employees	27,089	27,480	28,147	667	103
155	Premises	740	756	889	133	(22)
532	Transport	1,977	2,002	2,546	544	12
793	Supplies and Services	1,939	1,985	2,684	699	(94)
577	Third Party Payments	27,020	26,677	27,258	581	4
-	- Transfer Payments	2,568	2,603	2,634	31	31
36	Support Services	36	66	97	31	(5)
1	Capital Financing	84	-	-	-	(1)
(2,190)	Income	(13,277)	(13,101)	(15,374)	(2,273)	(83)
468	TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)	48,176	48,468	48,881	413	(55)

COMMUNITY & HOUSING

APPENDIX 3

GENERAL FUND

Budget Monitoring as at Month 9 - Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Business & Support - Operational					
	- Cemeteries	464	464	464	-	-
	- Sub-Total - Business & Support - Operational	464	464	464	-	-
	Customer & Housing Services					
(13)	Community Services	200	197	179	(18)	(5)
	- Grants & Contributions	94	94	94	-	-
(29)	Homelessness - Non Ringfenced	325	331	298	(33)	(4)
(175)	Homelessness - Ringfenced	336	336	165	(171)	4
33	Housing Grants	(123)	(123)	(78)	45	12
(14)	Housing Strategy	-	68	61	(7)	7
	- Neighbourhood Wardens	245	250	239	(11)	(11)
(198)	Sub-Total - Customer & Housing Services	1,077	1,153	958	(195)	3
	Technical Services - Operational					
65	Waste Collection	2,722	2,713	2,788	75	10
94	Waste Disposal	4,604	4,606	4,691	85	(9)
(8)	Agricultural Estates	(142)	(142)	(175)	(33)	(25)
(15)	Fly Tipping	83	83	68	(15)	-
1	Sustainable Waste Management	235	283	314	31	30
53	Markets	(93)	(93)	(33)	60	7
209	Property Holdings	(27)	(27)	180	207	(2)
71	Recycling	504	504	572	68	(3)
182	Civic Amenity Sites	1,610	1,712	1,883	171	(11)
2	Public Conveniences	169	169	172	3	1
(270)	Industrial Units	(1,802)	(1,802)	(2,100)	(298)	(28)
3	Animal & Pest Control	121	128	129	1	(2)
387	Sub-Total - Technical Services - Operational	7,984	8,134	8,489	355	(32)
	Technical Services - Support					
58	Administrative Buildings	1,201	1,201	1,262	61	3
194	Design Services	(69)	(69)	7	76	(118)
7	Energy Services	217	217	221	4	(3)
(127)	Corporate Property Maintenance	2,523	2,532	2,473	(59)	68
(35)	Valuation and Estates	517	517	468	(49)	(14)
97	Sub-Total - Technical Services - Support	4,389	4,398	4,431	33	(64)
	Supporting People					
26	Carelink	125	128	154	26	-
4	Community Centres	126	126	128	2	(2)
136	General	(1,371)	(1,371)	(1,236)	135	(1)
2	Management & Admin.	253	222	224	2	-
(1)	Relief Wardens	215	219	219	-	1
	- Tenants Gardens	231	231	231	-	-
2	Resident Wardens	973	1,189	1,183	(6)	(8)
169	Sub-Total - Supporting People	552	744	903	159	(10)
	Business Units					
(18)	Waste Collection - Contractor	(195)	(195)	(195)	-	18
(63)	Administration Support	1,160	1,078	988	(90)	(27)
(81)	Sub-Total - Business Units	965	883	793	(90)	(9)
374	TOTAL - COMMUNITY & HOUSING	15,431	15,776	16,038	262	(112)

COMMUNITY & HOUSING

Budget Monitoring as at Month 9 - Objective Analysis

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(182)	Employees	9,974	10,171	9,988	(183)	(1)
762	Premises	8,450	8,458	9,134	676	(86)
344	Transport	1,611	1,611	1,956	345	1
(122)	Supplies and Services	6,481	6,391	6,804	413	535
(48)	Third Party Payments	7,666	7,909	7,376	(533)	(485)
21	Transfer Payments	24	24	38	14	(7)
2	Support Services	(240)	(240)	(234)	6	4
137	Capital Financing	238	238	378	140	3
(540)	Income	(18,773)	(18,786)	(19,402)	(616)	(76)
374	TOTAL - COMMUNITY & HOUSING	15,431	15,776	16,038	262	(112)

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Out County Pooled Budget					
454	Special	1,278	1,278	1,795	517	63
454	Sub-Total - Out County Pooled Budget	1,278	1,278	1,795	517	63
	Libraries, Culture and Heritage					
13	Libraries and Arts	2,407	2,403	2,416	13	-
31	County Record office and Records Management	422	426	457	31	-
(6)	Museums and Heritage Service	380	380	374	(6)	-
	- Schools Library Service	334	334	334	-	-
38	Sub-Total - Libraries,Culture & Heritage	3,543	3,543	3,581	38	-
	Leisure Services					
242	Leisure Centres and Pools	2,483	2,483	2,805	322	80
23	Recreational Grounds and Amenities	415	415	438	23	-
23	Leisure services	267	267	286	19	(4)
(4)	Play Development	333	333	329	(4)	-
284	Sub-Total - Leisure Services	3,498	3,498	3,858	360	76
	Delegated Schools Budgets					
	- Nursery	1,073	1,073	1,073	-	-
	- Primary	36,662	36,711	36,711	-	-
	- Secondary	32,263	32,263	32,263	-	-
	- Special	3,016	3,016	3,016	-	-
	- Sub-Total - Delegated Schools	73,014	73,063	73,063	-	-
	School Improvement Service					
	- Early Years	-	-	-	-	-
43	Primary - non delegated	766	766	759	(7)	(50)
46	Secondary non - delegated	538	538	544	6	(40)
2	Inclusion	5,755	5,706	5,708	2	-
(67)	School Improvement Service	1,323	1,323	1,226	(97)	(30)
2	ICT Unit	1,083	1,083	1,085	2	-
	- Schools Related	1,379	1,379	1,389	10	10
34	Sports Development	136	136	170	34	-
60	Sub-Total - School Improvement	10,980	10,931	10,881	(50)	(110)
	Development and Resources					
	- Youth and Community	1,276	1,276	1,276	-	-
45	Pupil/Student Transport	6,147	5,992	6,064	72	27
	- Student Finance	108	108	108	-	-
	- Service Units	2,040	2,040	2,040	-	-
187	Facilities Services	1,190	1,335	1,522	187	-
(45)	Management and Administration	1,142	1,080	1,079	(1)	44
187	Sub-Total - Development & Resources	11,903	11,831	12,089	258	71
1,023	TOTAL - LIFELONG LEARNING	104,216	104,144	105,267	1,123	100

LIFELONG LEARNING

Budget Monitoring as at Month 9

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Balances	-	-	-	-	-
2,132	Employees	100,937	100,658	102,708	2,050	(82)
(638)	Premises	7,651	7,652	7,014	(638)	-
132	Transport	5,204	5,001	5,205	204	72
1,666	Supplies and Services	7,955	8,031	9,667	1,636	(30)
853	Third Party Payments	7,055	6,270	7,186	916	63
(32)	Transfer Payments	85	869	837	(32)	-
108	Support Services	409	442	550	108	-
4	Capital Financing	200	200	204	4	-
(3,202)	Income	(25,280)	(24,979)	(28,104)	(3,125)	77
1,023	TOTAL - LIFELONG LEARNING	104,216	104,144	105,267	1,123	100

ENVIRONMENT

APPENDIX 5

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Highways & Transportation					
	- Maintenance Works					
	- Structural Maintenance	939	702	702	-	-
	- Routine Maintenance	2,108	2,653	2,653	-	-
	- Environmental Maintenance	2,198	1,890	1,890	-	-
	- Winter Maintenance	488	488	488	-	-
	- Street Lighting	750	819	819	-	-
	- Structures	73	73	73	-	-
	- Car Parks	64	64	64	-	-
25	Fleet Services	75	75	100	25	-
100	Neighbourhood Services	935	1,190	1,278	88	(12)
(75)	Transportation	1,052	1,052	977	(75)	-
	- Concessionary Fares	269	270	270	-	-
	- Trunk Road Management Unit	(38)	(38)	(38)	-	-
20	Environmental Maintenance Trading Account	-	-	25	25	5
	- Highways Maintenance Trading Account	-	-	-	-	-
70	Sub-Total - Highways & Transportation	8,913	9,238	9,301	63	(7)
	Engineering Services					
	- Consultancy	46	6	6	-	-
(60)	Highways Strategy	1,047	908	848	(60)	-
(20)	Land Drainage Works	229	229	209	(20)	-
(80)	Traffic Services	519	497	417	(80)	-
	- Traffic Works	170	192	177	(15)	(15)
(160)	Sub-Total - Engineering Services	2,011	1,832	1,657	(175)	(15)
	Planning					
375	Planning Control	12	(18)	322	340	(35)
	- Service Development and Control	243	242	242	-	-
	- Policy and Implementation	518	752	752	-	-
	- Environment and Conservation	293	328	318	(10)	(10)
175	Land Charges	(234)	(219)	(29)	190	15
	- Countryside Service	359	318	318	-	-
550	Sub-Total - Planning	1,191	1,403	1,923	520	(30)
	Public Protection					
(5)	Pollution Control	317	285	280	(5)	-
	- Environmental Control	341	341	341	-	-
(5)	Food Safety	362	399	394	(5)	-
(20)	Health & Safety	293	255	235	(20)	-
	- Trading Standards	646	646	646	-	-
	- Building Control	261	261	261	-	-
	- Building Regulations Charging Account	-	-	-	-	-
(30)	Sub-Total - Public Protection	2,220	2,187	2,157	(30)	-
	Management Support & Performance					
	- Finance & Performance	684	615	615	-	-
(30)	Directorate Support	705	774	744	(30)	-
	Information Services	148	148	148	-	-
	Electronic Services	154	153	153	-	-
(15)	Geographical Information Services	88	88	73	(15)	-
(45)		1,779	1,778	1,733	(45)	-
	Regeneration					
(10)	Economic Development	485	485	475	(10)	-
	- Tourism	132	132	132	-	-
	- European Partnership	-	-	-	-	-
	- Flintshire Business Services	358	358	358	-	-
	- Communities First	-	-	-	-	-
(10)	Sub-Total - Regeneration	975	975	965	(10)	-
375	TOTAL - ENVIRONMENT	17,089	17,413	17,736	323	(52)

ENVIRONMENT

Budget Monitoring as at Month 9

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(80)	Employees	17,532	17,394	17,269	(125)	(45)
-	Premises	1,574	1,713	1,706	(7)	(7)
110	Transport	5,321	5,173	5,278	105	(5)
(10)	Supplies and Services	5,439	5,554	5,544	(10)	-
(95)	Third Party Payments	8,577	9,087	8,977	(110)	(15)
-	- Transfer Payments	6	6	6	-	-
-	- Support Services	454	525	525	-	-
-	- Capital Financing	-	-	-	-	-
450	Income	(21,814)	(22,039)	(21,569)	470	20
375	TOTAL - ENVIRONMENT	17,089	17,413	17,736	323	(52)

CHIEF EXECUTIVE**APPENDIX 6****Budget Monitoring as at Month 9****Objective Analysis**

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
17	Management & Administration	440	440	457	17	-
(17)	Corporate Communications	332	345	330	(15)	2
-	TOTAL - CHIEF EXECUTIVE	772	785	787	2	2

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
11	Employees	482	482	507	25	14
(1)	Premises	1	1	1	-	1
3	Transport	3	3	6	3	-
8	Supplies and Services	201	219	229	10	2
-	- Third Party Payments	-	-	-	-	-
-	- Transfer Payments	-	-	-	-	-
(39)	Support Services	96	104	62	(42)	(3)
-	- Capital Financing	-	-	-	-	-
18	Income	(11)	(24)	(18)	6	(12)
-	TOTAL - CHIEF EXECUTIVE	772	785	787	2	2

SERVICES WITHIN FORMER CORPORATE STRATEGY

APPENDIX 7

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management					
17	Management	294	209	226	17	-
17	Sub-Total - Management	294	209	226	17	-
	Human Resources & Organisational Development					
	- CRB Checks	74	74	74	-	-
(25)	Corporate Training & Development	278	278	253	(25)	-
44	Payroll	333	404	448	44	-
(3)	Human Resources	819	874	875	1	4
1	Job Evaluation	78	78	75	(3)	(4)
	- Temporary HR Projects	54	150	150	-	-
17	Sub-Total - HR & Org Development	1,636	1,858	1,875	17	-
	Occupational Health & Safety					
(19)	Occupational Health & Safety	679	679	659	(20)	(1)
(11)	Counselling Support	60	60	40	(20)	(9)
(30)	Sub-Total - Occupational Health & Safety	739	739	699	(40)	(10)
	Policy, Performance & Partnerships					
(25)	Civil Contingencies	136	136	111	(25)	-
	- Policy Grants	-	-	-	-	-
(67)	Policy, Performance & Partnerships	1,063	1,059	988	(71)	(4)
(92)	Sub-Total - Policy, Performance & Partnerships	1,199	1,195	1,099	(96)	(4)
	ICT & Customer Services					
12	Information Communication Technology	3,773	3,801	3,820	19	7
(1)	Customer Services	695	695	687	(8)	(7)
121	Design & Print	-	74	196	122	1
132	Sub-Total - ICT & Customer Services	4,468	4,570	4,703	133	1
44	TOTAL - CORPORATE STRATEGY	8,336	8,571	8,602	31	(13)

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(186)	Employees	7,054	7,069	6,845	(224)	(38)
10	Premises	44	44	54	10	-
10	Transport	83	83	95	12	2
53	Supplies and Services	3,593	3,839	3,890	51	(2)
11	Third Party Payments	173	303	314	11	-
	- Transfer Payments	-	-	-	-	-
(41)	Support Services	208	216	167	(49)	(8)
(6)	Capital Financing	21	104	98	(6)	-
193	Income	(2,840)	(3,087)	(2,861)	226	33
44	TOTAL - CORPORATE STRATEGY	8,336	8,571	8,602	31	(13)

FINANCE AND LEGAL & DEMOCRATIC SERVICES

APPENDIX 8

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management & Secretariat - Finance					
55	Management & Secretariat	495	309	368	59	4
	Financial Management & Audit					
(9)	Corporate & Capital Accounting	314	314	304	(10)	(1)
(39)	Financial Planning	195	195	156	(39)	-
(3)	Service Accounting	571	571	567	(4)	(1)
(23)	Internal Audit	578	550	514	(36)	(13)
17	Procurement	154	157	176	19	2
(57)	Sub-Total - Financial Management & Audit	1,812	1,787	1,717	(70)	(13)
	Funds & Customer Accounts					
5	Pensions & Funds	(8)	(8)	(3)	5	-
7	Insurance & Risk Management	18	18	25	7	-
(34)	Customer Accounts	1,164	1,179	1,160	(19)	15
(33)	Housing Benefit/Council Tax Benefit	(23)	(23)	(56)	(33)	-
(55)	Sub-Total - Funds & Customer Accounts	1,151	1,166	1,126	(40)	15
	Management & Secretariat - Legal & Democratic Services					
49	Management & Secretariat	-	190	239	49	-
	Legal Services					
(13)	Legal Services	825	853	830	(23)	(10)
	Democratic Services					
(1)	Business Development	79	77	76	(1)	-
2	Committee, Member & Electoral Services	2,160	2,224	2,220	(4)	(6)
(5)	Administration	494	499	491	(8)	(3)
(2)	Scrutiny	189	189	187	(2)	-
(6)	Sub-Total - Democratic Services	2,922	2,989	2,974	(15)	(9)
(27)	TOTAL - FLADS	7,205	7,294	7,254	(40)	(13)

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
30	Employees	7,401	7,414	7,411	(3)	(33)
(1)	Premises	23	17	22	5	6
(15)	Transport	100	100	86	(14)	1
(168)	Supplies and Services	2,029	2,311	2,107	(204)	(36)
	- Third Party Payments	-	-	-	-	-
439	Transfer Payments	32,961	32,961	33,387	426	(13)
17	Support Services	196	193	204	11	(6)
	- Capital Financing	-	-	-	-	-
(329)	Income	(35,505)	(35,702)	(35,963)	(261)	68
(27)	TOTAL - FLADS	7,205	7,294	7,254	(40)	(13)

Budget Monitoring as at Month 9**Objective Analysis**

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Clwyd Theatr Cymru					
(148)	General Administration	(164)	(164)	(312)	(148)	-
(18)	Production Overheads	828	828	810	(18)	-
166	Clwyd Theatr Cymru Productions	497	497	663	166	-
-	- Other Art Forms	(16)	(16)	(16)	-	-
-	- Other Earned Income	(144)	(144)	(144)	-	-
-	TOTAL - CLWYD THEATR CYMRU	1,001	1,001	1,001	-	-

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
51	Employees	2,966	2,966	3,017	51	-
-	- Premises	268	268	268	-	-
(5)	Transport	31	31	26	(5)	-
147	Supplies and Services	1,636	1,636	1,783	147	-
-	- Third Party Payments	-	-	-	-	-
-	- Transfer Payments	-	-	-	-	-
-	- Support Services	-	-	-	-	-
-	- Capital Financing	-	-	-	-	-
(193)	Income	(3,900)	(3,900)	(4,093)	(193)	-
-	TOTAL - CLWYD THEATR CYMRU	1,001	1,001	1,001	-	-

CENTRAL & CORPORATE FINANCE

APPENDIX 10

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Central & Corporate Finance					
(30)	Coroners	210	210	170	(40)	(10)
(1)	Central Services - Other	3	-	-	-	1
(926)	Central Loans & Investment Account	12,323	12,223	11,310	(913)	13
(7)	Financing & Funding (insurance, banking etc.)	3,611	3,711	3,724	13	20
-	Development Grants	292	279	279	-	-
(14)	Corporate Discretionary Rate Relief	95	95	81	(14)	-
(1,135)	Corporate Other	7,109	6,947	5,833	(1,114)	21
(2,113)	Sub-Total - Central & Corporate Finance	23,643	23,465	21,397	(2,068)	45
	Levying Bodies					
-	North West/Wales Sea Fisheries Committee	27	27	27	-	-
-	Fire Service	6,739	6,739	6,739	-	-
-	Sub-Total - Levying Bodies	6,766	6,766	6,766	-	-
	Other					
(250)	Central Service Recharges	(1,618)	(1,618)	(1,868)	(250)	-
869	Contribution to / (from) Balances	(2,876)	(3,924)	(3,055)	869	-
619	Sub-Total - Other	(4,494)	(5,542)	(4,923)	619	-
(1,494)	TOTAL - CENTRAL & CORPORATE FINANCE	25,915	24,689	23,240	(1,449)	45

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
(676)	Employees	7,529	7,487	6,780	(707)	(31)
45	Premises	49	1,044	1,044	-	(45)
(490)	Transport	-	490	-	(490)	-
(130)	Supplies and Services	3,410	1,902	1,700	(202)	(72)
(30)	Third Party Payments	7,771	7,758	7,801	43	73
-	Transfer Payments	-	-	-	-	-
(250)	Support Services	(1,618)	(1,618)	(1,868)	(250)	-
(70)	Capital Financing	15,518	15,418	15,252	(166)	(96)
107	Income	(6,744)	(7,792)	(7,469)	323	216
(1,494)	TOTAL - CENTRAL & CORPORATE FINANCE	25,915	24,689	23,240	(1,449)	45

HOUSING REVENUE ACCOUNT

APPENDIX 11

Budget Monitoring as at Month 9

Objective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Income					
72	Rents (Council Houses & Garages)	(22,074)	(22,074)	(22,001)	73	1
87	Capitalised Salaries	(443)	(443)	(354)	89	2
-	- Interest	(4)	(4)	(4)	-	-
159	Sub-Total - Income	(22,521)	(22,521)	(22,359)	162	3
	Expenditure					
341	Building Maintenance Trading Account	300	300	523	223	(118)
(133)	Housing Subsidy (Deficit)	6,688	6,688	6,385	(303)	(170)
(137)	Estate Management	1,017	1,017	824	(193)	(56)
32	Home Ownership (Right to Buy)	(4)	(4)	30	34	2
(23)	Allocations and Welfare	347	347	295	(52)	(29)
328	Repair and Maintenance	8,059	8,059	8,227	168	(160)
132	Capital Financing	2,411	2,411	2,585	174	42
204	Finance and Support	2,125	2,125	2,330	205	1
-	- Capital Expenditure from Revenue Account (CERA)	1,340	1,340	1,340	-	-
-	- Supporting People Transitional Costs	330	330	330	-	-
744	Sub-Total - Levying Bodies	22,613	22,613	22,869	256	(488)
903	Net Expenditure before use of/to balances	92	92	510	418	(485)
903	Contribution to / (from) Balances	92	92	510	418	(485)
-	Net Expenditure after use of/to balances	-	-	-	-	-
	Balances					
(1,342)	Opening Balance	(1,078)	(1,342)	(1,342)		
903	Contribution to / (from) Balances	92	92	510	418	(485)
903	TOTAL - HOUSING REVENUE ACCOUNT	(986)	(1,250)	(832)	418	(485)

Subjective Analysis

Month 8 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
(367)	Employees	6,687	6,687	6,251	(436)	(69)
294	Premises	7,595	7,595	7,704	109	(185)
25	Transport	788	788	814	26	1
738	Supplies and Services	3,888	3,888	4,562	674	(64)
-	- Third Party Payments	-	-	-	-	-
(26)	Transfer Payments	229	229	199	(30)	(4)
96	Support Services	1,449	1,449	1,545	96	-
130	Capital Financing	3,811	3,811	3,983	172	42
13	Income	(24,355)	(24,355)	(24,548)	(193)	(206)
903	TOTAL - HOUSING REVENUE ACCOUNT	92	92	510	418	(485)

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 12

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **CAPITAL PROGRAMME 2008/09 (MONTH 9)**

1.00 PURPOSE OF REPORT

1.01 To provide Members with the latest capital programme information for 2008/09.

2.00 BACKGROUND

2.01 The Council approved a capital programme for 2008/09 of £48.590m at its meeting of 4th March 2008.

3.00 CONSIDERATIONS

3.01 Programme - Movements

3.01.1 The table below sets out how the programme has changed during 2008/09.

	General Fund	Housing Revenue Account (HRA)	Total
	£m	£m	£m
Council 04.03.08.			
Original Capital Programme	40.316	8.274	48.590
Executive 07.10.08.			
Revised Capital Programme	44.722	10.903	55.625
Executive 09.12.08.			
Revised Capital Programme	44.826	8.915	53.741
Latest Monitoring			
As previously reported	44.826	8.915	53.741
Change this Period	0.289	0	0.289
	45.115	8.915	54.030
Rephasing/Rollover to 2009/10	(2.345)	0	(2.345)
Contractually Uncommitted	0.000	0	0.000
Identified Savings	(1.542)	0	(1.542)
Revised Programme	41.228	8.915	50.143

Date: 19/03/2009

3.01.2 From the table it can be seen that the previously reported programme total of £53.741m has decreased to £50.143m; this net reduction of £3.598m arises by way of -

	£m
Net additional General Fund schemes, as detailed in Section 3.02	0.289
General Fund rephasing/rollover to 2009/10, as detailed in Sections 3.02.3 and 3.02.4.	(2.345)
Identified General Fund savings, as detailed in Section 3.04	<u>(1.542)</u>
	<u>(3.598)</u>

3.01.3 Detailed cumulative information relating to each programme area is provided in Appendix A, and summarised below -

REVISED PROGRAMME	Original Budget	Rollover (from 2007/08)	Movements	Contractually Uncomm'd	Rollover (to 2009/10)	Savings	Revised Budget
	£m	£m	£m	£m	£m	£m	£m
Community Services (Excluding Housing)	1.498	0.077	0.004	0	0	0	1.579
Ex Community & Housing	5.228	0.249	0.900	(1.796)	0	(0.015)	4.566
Lifelong Learning	14.858	0.102	2.391	0	(0.137)	(0.539)	16.675
Environment	13.831	1.473	1.746	(0.160)	(2.208)	0	14.682
Central Divisions/Clwyd Theatr Cymru	0.980	0.127	0.144	0	0	(0.060)	1.191
	36.395	2.028	5.185	(1.956)	(2.345)	(0.614)	38.693
Housing - General Fund	3.921	0.556	(0.400)	0	0	(1.542)	2.535
General Fund Total	40.316	2.584	4.785	(1.956)	(2.345)	(2.156)	41.228
Housing Revenue Account	8.274	2.605	0.024	0	(1.988)	0	8.915
Programme Total	48.590	5.189	4.809	(1.956)	(4.333)	(2.156)	50.143

3.01.4 Since approval of the current capital programme in March 2008, the impact of the economic downturn has significantly reduced levels of anticipated capital receipts for the period 2008/09 through to 2012/13.

3.01.5 In the light of this changed funding position, work continues in 'stage profiling' all programme schemes i.e. assessing at what stage each scheme is at in terms of readiness for letting contracts and commencing works. This information together with the 'time profiling' of all anticipated funding resources, feeds related discussion at meetings of the Corporate Asset Management Group (CAMG) and assists the capital monitoring and reporting processes (see General Fund Capital Programme 2009/10 to 2012/13 report also on this agenda).

3.01.6 The immediate (2008/09) impact on the reduction in capital receipts is detailed in Section 3.05.3 below.

3.02 Movements During This Period

3.02.1 The Community Services programme has increased by £0.004m in respect of residual 2007/08 Mental Health programme works which are to be funded by way of a contribution from the revenue budget.

3.02.2 The ex Community and Housing's programme has increased by £0.184m in respect of -

	£m
Replacement toilets at Connah's Quay (consequent to the sale of land to the rear of the shopping precinct) – funded by way of a Section 106 agreement linked to the associated capital receipt.	0.115
The acquisition of 4,949 (no.) wheeled bins (Sustainable Waste Management), funded through prudential borrowing in place of leasing for which revenue cover exists; on this occasion operating lease funding was inappropriate for the required purpose.	0.069
	0.184

3.02.3 The Lifelong Learning programme increase (£1.099m) takes account of -

	£m
The introduction of the new Learning Pathways, WAG grant funded programme.	0.113
Library headquarters roof renewal works – contract tender value over and above the budget provision of £0.250m, with funding to be provided from the 2008/09 General Funding total (as agreed at CAMG 10 th December 2008).	0.100
Primary Schools (Croes Atti, Flint), Roof renewal works – unbudgeted expenditure, with funding to be provided from the 2008/09 General Funding total (as agreed at CAMG 10 th December 2008).	0.527
Secondary Schools - works at John Summers High School, Queensferry, funded by way of a ringfenced (pre-2008/09 revised capital receipts policy) receipt.	0.200
The inclusion of Community Youth Club works funded by WAG grant (£0.137m), and Flint Youth Club renewal works (£0.022m) over and above the original budget provision of £0.065m, with funding to be provided from the 2008/09 General Funding total.	0.159
	1.099

- Rephasing into 2009/10 of £0.137m has been identified in respect of Leisure Centres (Saltney Sports Centre).
- The programme also reflects the movement of budget from Education General (£4.200m) to Primary Schools (£2.614m), Secondary Schools (£1.386m), Special Education (£0.100m) and Minor Works (£0.100m), taking account of the now programmed schools repairs and maintenance backlog works (£4.000m), and other specific works (£0.200m).

3.02.4 Environment's net programme increase (£0.619m) relates to -

	£m
Adjusted General Environmental Enhancement programme works, reflecting additional Empty Homes funding by way of owner contributions (£0.080m), offset by a reduction of £0.020m in general programme works, due to the reclassification of some related schemes as revenue expenditure.	0.060
Additional Ranger Services, grant funded works.	0.043
Reduced WAG funded Transport Grant works	(0.722)
	<u>(0.619)</u>

- Rephasing into 2009/10 has been identified in respect of Engineering (Land Drainage/Coast Protection) works (£2.186m), and Highways (Match Funding) works (£0.022m).
- The programme also reflects the movement of budget from Planning Grant Schemes to Regeneration (£0.026m), to take account of the project support activity relating to Holywell Townscape Heritage Initiative Phase II.

3.02.5 The Central Divisions programme has increased by £0.021m in respect of grant funded Building Safer Communities works (Policy Performance & Partnership). Clwyd Theatr Cymru's programme remains unchanged.

3.02.6 The Housing General Fund programme has reduced by £0.400m to reflect the removal of WAG Renewal Areas grant funding, which will not be taken up until 2009/10. The programme also reflects the transfer of £0.075m from Renovation Grants to Special Initiatives for Renewal Area preliminary works funding purposes, and savings of £1.542m as detailed in Section 3.04.

3.02.7 The Housing Revenue Account (HRA) programme remains unchanged at £8.915m. The significant decline in the level of anticipated 2008/09 capital receipts (land sales and Right to Buy [RTB] dwelling sales), shows no signs of reversing; the situation will continue to be closely monitored during the final months of the financial year. The decline in RTB sale numbers over the last four financial years is noted below -

Year	Sales (No.)
2008/09 (to date)	6 (4 as at last quarter)
2007/08	45
2006/07	71
2005/06	107

The current average property sale price is £64,000 of which 25% (£16,000) is usable for HRA capital expenditure funding purposes.

3.03 Contractually Uncommitted (Generally Financed) Budgets

3.03.1 Latest budget monitoring information indicates that a General Fund total of £1.956m funded by way of general (non-specific) financing resources (unhypothecated supported borrowing/general capital grant/capital receipts), will not be contractually committed during 2008/09 (unchanged from the position noted in the Month 6 report).

3.04 Identified Savings

3.04.1 Savings totalling £1.542m have been identified during the quarter, in respect of Housing General Fund Renovation Grants. The savings reflect the lower take up of grants as a result of the introduction of the new (and more stringent) grants policy, and form part of the net reduced funding requirement total as referred to in Section 3.05.2.

3.05 Financing

3.05.1 The capital programme is financed as summarised below.

FINANCING RESOURCES			
	General Financing	Specific Financing	
	Supported Borrowing / General Capital Grant / Capital Receipts	Grants & Contributions / CERA /Reserves/ Prudential Borrowing	Total Financing
	£m	£m	£m
Latest Monitoring			
General Fund	21.040	24.489	45.529
Housing Revenue Account	4.263	6.640	10.903
	25.303	31.129	56.432
Contractually Uncommitted			
General Fund	(1.956)	0	(1.956)
Housing Revenue Account	0	0	0.0
	(1.956)	0.000	(1.956)
Rephasing			
General Fund	(0.424)	(1.921)	(2.345)
Housing Revenue Account	(1.988)	0	(1.988)
	(2.412)	(1.921)	(4.333)
Total Financing Resources	20.935	29.208	50.143

3.05.2 General Fund Capital Receipts

That element of the General Fund total financed from general (non-specific) financing resources - unhypothecated supported borrowing, general capital grant and capital receipts (£21.040m) - relies on total general fund capital receipts of £6.300m (rollover of £1.425m, and in-year receipts of £4.875m), on top of which a further budgeted capital receipts figure of £3.361m provides additional funding capacity (headroom) for any new/additional capital scheme expenditure requirements that may arise during in the year. A total capital receipts figure of £9.661m is therefore required, comprising the original approved budget figure of £8.745m, a rollover total of £1.425m and an in-year net reduced funding requirement of £0.509m (as reported progressively within this and previous 2008/09 capital monitoring reports).

3.05.3 Latest monitoring information indicates a net shortfall of £6.255m in 2008/09 receipts against the approved budget total (£8.745m), more than wiping out the available headroom total of £3.361m. The balance of the shortfall £2.894m will be covered at this stage within the aggregate value of the contractually uncommitted total (£1.956m, as referred to in Section 3.03.1), and the General Fund rephasing total of £2.345m (as identified in Section 3.01.3). The value of the shortfall (£2.894m) has been taken account of in assessing the available funding total for 2009/10 Capital Programme purposes. Regular monitoring of capital receipts is undertaken as part of the overall monitoring of the capital programme.

3.05.4 The deterioration in the HRA capital receipts position continues - the 2008/09 requirement of £2.275m (as reduced, and reported last quarter), is looking increasingly unachievable. This figure will continue to be closely monitored during the remaining part of the year.

3.06 Capital Expenditure

3.06.1 Recorded capital expenditure across the whole programme stands at just £21.180m at the nine months stage (as detailed in the table below), which is explained to some extent by the year-end loading of many schemes (in terms of budget profiling). However, the low year-to-date spends means that expenditure approaching £29m would be required during the final quarter of the year, in order to achieve full budget spends i.e. 57.76% of the revised budget total of £50.143m.

EXPENDITURE	Revised Budget	Cumulative Expenditure Month 9	Spends (%)
	£m	£m	%
Community Services (Excluding Housing)	1.579	0.116	7.35
Ex Community & Housing	4.566	1.136	24.88
Lifelong Learning	16.675	9.469	56.79
Environment	14.682	2.946	20.07
Central Divisions/Clwyd Theatr Cymru	1.191	0.444	37.28
	38.693	14.111	
Housing - General Fund	2.535	1.253	49.43
General Fund Total	41.228	15.364	
Housing Revenue Account	8.915	5.816	65.24
Programme Total	50.143	21.180	42.24

4.00 RECOMMENDATIONS

4.01 The Executive is requested to note and approve the report.

5.00 FINANCIAL IMPLICATIONS

5.01 As set out in sections 2 and 3 of the report.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 Many of the schemes in the programme are designed to improve the environment, infrastructure and assets of the Authority.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Appendix A : Capital Programme - Movements

Appendix B : Capital Programme - Financing

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Capital Programme Monitoring Papers 2008/09

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CAPITAL PROGRAMME - MOVEMENTS

	Original Budget	Rollover from 2007/08	Adjustments (Previous)	Adjustments (Current)	Revised Budget	Contractually Uncomm'd	Rollover to 2009/10	Revised Budget	Projected Outturn	Savings
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
General Fund :										
Community Services (Excl. Housing)										
Partnerships & Performance	0	0	0.002	0	0.002	0	0	0.002	0.002	0
Services to Older People	0.178	0.045	0.027	0	0.250	0	0	0.250	0.250	0
General	0.200	0	(0.137)	0	0.063	0	0	0.063	0.063	0
Learning Disability	0	0.032	0.102	0	0.134	0	0	0.134	0.134	0
Mental Health	0	0	0.006	0.004	0.010	0	0	0.010	0.010	0
Physical & Sensory Disability	1.120	0	0	0	1.120	0	0	1.120	1.120	0
	1.498	0.077	(0.000)	0.004	1.579	0.000	0.000	1.579	1.579	0.000
Ex Community & Housing										
Administrative Buildings	1.670	0.154	0.027	0	1.851	(0.358)	0	1.493	1.493	0
Agricultural Estates	0.213	0.041	0	0	0.254	0	0	0.254	0.254	0
Cemeteries	0.971	0	0	0	0.971	0	0	0.971	0.971	0
Depots	1.438	0	0	0	1.438	(1.438)	0	0	0	(0)
Markets	0.025	0	0	0	0.025	0	0	0.025	0.010	(0.015)
Industrial Units	0.120	0	0	0	0.120	0	0	0.120	0.120	0
Public Conveniences	0.015	0	0	0.115	0.130	0	0	0.130	0.130	0
Sustainable Waste Management	0.753	0	0.689	0.069	1.511	0	0	1.511	1.511	0
Other	0.023	0.054	0	0	0.077	0	0	0.077	0.077	0
	5.228	0.249	0.716	0.184	6.377	(1.796)	0.000	4.581	4.566	(0.015)

Adjustments : Previous = cumulative as at previous quarter. Current = this quarter

CAPITAL PROGRAMME - MOVEMENTS

	Original Budget	Rollover from 2007/08	Adjust- ments (Previous)	Adjust- ments (Current)	Revised Budget	Contractually Uncomm'd	Rollover to 2009/10	Revised Budget	Projected Outturn	Savings
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Lifelong Learning										
Leisure Centres	1.201	0.048	0	0	1.249	0	(0.137)	1.112	1.112	0
Swimming Pools	0.017	0.009	0	0	0.026	0	0	0.026	0.026	0
Learning Pathways 14-19 Network	0	0	0	0.113	0.113	0	0	0.113	0.113	0
Recreation Grounds	0.170	0.026	0	0	0.196	0	0	0.196	0.196	0
Play Areas	0.350	0.018	0	0	0.368	0	0	0.368	0.368	0
Libraries	0.400	0	0	0.100	0.500	0	0	0.500	0.500	0
Education - General	4.360	0.017	0.009	(4.200)	0.186	0	0	0.186	0.186	(0)
Primary Schools	0.100	0	0	3.141	3.241	0	0	3.241	3.241	0
Community Youth Clubs	0.065	0.001	0	0.159	0.225	0	0	0.225	0.225	0
Secondary Schools	0	0	0.045	1.586	1.631	0	0	1.631	1.631	0
Special Education	0	(0.025)	0.025	0.100	0.100	0	0	0.100	0.100	0
New Opportunities Funding	0	0.112	(0.096)	0	0.016	0	0	0.016	0.016	0
Mobile Classrooms	0	(0.026)	0.026	0	0	0	0	0	0	0
School Improvement	1.741	0.063	0.573	0	2.377	0	0	2.377	2.377	0
Minor Works, Furniture & Equipment	0.078	0.021	0	0.100	0.199	0	0	0.199	0.199	0
Early Years	0	(0.162)	0.162	0	0	0	0	0	0	0
Schools - Additional Funding	6.376	0	0.548	0	6.924	0	0	6.924	6.385	(0.539)
	14.858	0.102	1.292	1.099	17.351	0.000	(0.137)	17.214	16.675	(0.539)

APPENDIX A (Cont'd .)

CAPITAL PROGRAMME - MOVEMENTS

	Original Budget	Rollover from 2007/08	Adjustments (Previous)	Adjustments (Current)	Revised Budget	Contractually Uncomm'd	Rollover to 2009/10	Revised Budget	Projected Outturn	Savings
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Environment										
Engineering	3.788	0.209	(0.095)	0	3.902	0	(2.186)	1.716	1.716	0
General Environmental Enhancement	1.015	0.226	(0.479)	0.060	0.822	0	0	0.822	0.822	0
Highways	2.934	0.446	(0.002)	0	3.378	(0.160)	(0.022)	3.196	3.196	0
Planning Grant Schemes	0.194	0	0	(0.026)	0.168	0	0	0.168	0.168	0
Ranger Services	0.100	0.015	0.019	0.043	0.177	0	0	0.177	0.177	0
Regeneration	0.880	0.023	0	0.026	0.929	0	0	0.929	0.929	0
Transportation	4.920	0.546	2.922	(0.722)	7.666	0	0	7.666	7.666	0
Economic Development	0	0.008	0	0	0.008	0	0	0.008	0.008	0
	13.831	1.473	2.365	(0.619)	17.050	(0.160)	(2.208)	14.682	14.682	0.000
Central Divisions										
Information Technology	0.386	0.032	0.063	0	0.481	0	0	0.481	0.481	0
Human Resources - Information Technology	0.175	0.086	0	0	0.261	0	0	0.261	0.261	0
Policy, Performance & Partnership	0	0	0	0.021	0.021	0	0	0.021	0.021	0
Reception/Customer Access - County Hall	0.230	0	0.060	0	0.290	0	0	0.290	0.230	(0.060)
Theatre										
Clwyd Theatr Cymru	0.189	0.009	0	0	0.198	0	0	0.198	0.198	0
	0.980	0.127	0.123	0.021	1.251	0.000	0.000	1.251	1.191	(0.060)

CAPITAL PROGRAMME - MOVEMENTS

	Original Budget	Rollover from 2007/08	Adjustments (Previous)	Adjustments (Current)	Revised Budget	Contractually Uncomm'd	Rollover to 2009/10	Revised Budget	Projected Outturn	Savings
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Housing General Fund										
Renovation Grants	3.521	0.548	(0.052)	(0.075)	3.942	0	0	3.942	2.400	(1.542)
Special Initiatives	0.400	0.008	0.052	(0.325)	0.135	0	0	0.135	0.135	0
	3.921	0.556	0.000	(0.400)	4.077	0.000	0.000	4.077	2.535	(1.542)
Housing Revenue Account :										
Housing Revenue Account Programme										
	8.274	2.605	0.024	0	10.903	0	(1.988)	8.915	8.915	0
	8.274	2.605	0.024	0.000	10.903	0.000	(1.988)	8.915	8.915	0.000

Totals :

General Fund	40.316	2.584	4.496	0.289	47.685	(1.956)	(2.345)	43.384	41.228	(2.156)
Housing Revenue Account	8.274	2.605	0	0	10.903	0	(1.988)	8.915	8.915	0
Grand Total	48.590	5.189	4.520	0.289	58.588	(1.956)	(4.333)	52.299	50.143	(2.156)

CAPITAL PROGRAMME - FINANCING

	Latest Monitoring	Contractually Uncommitted	Rephasing /Rollover to 2009/10	Total Financing
	£m	£m	£m	£m
General Fund	45.529	(1.956)	(2.345)	41.228
Financing :				
General				
Unhypothecated Supported Borrowing (USB)	7.827	0	0	7.827
General Capital Grant	5.371	(1.956)	(0.424)	2.991
Capital Receipts	7.842	0	0	7.842
	21.040	(1.956)	(0.424)	18.660
Specific				
Grants & Contributions	22.567	0	(1.921)	20.646
CERA/Reserves	1.781	0	0	1.781
Prudential Borrowing	0.141	0	0	0.141
	24.489	0	(1.921)	22.568
Total Financing - General Fund	45.529	(1.956)	(2.345)	41.228
	£m	£m	£m	£m
Housing Revenue Account :	10.903	0	(1.988)	8.915
Financing :				
General				
Capital Receipts	4.263	0	(1.988)	2.275
	4.263	0	(1.988)	2.275
Specific				
Grants & Contributions	5.300	0	0	5.300
CERA/Reserves	1.340	0	0	1.340
	6.640	0	0	6.640
Total Financing - Housing Revenue Account	10.903	0	(1.988)	8.915
Total Financing - All	56.432	(1.956)	(4.333)	50.143

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 13

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **COUNCIL PLANNING FRAMEWORK**

1.00 PURPOSE OF REPORT

1.01 To present to Members the relationships, timing and processes of our developing Council Planning Framework.

2.00 BACKGROUND

2.01 The Council's last Council Plan has been under review. An improved approach to the Council Plan is being developed which ties together the changes to governance and business planning the Council has adopted over the last 12 months. These include:

- development of the model for presentation and review of the Strategic Assessment of Risks and Challenges
- development of accountability frameworks across the Council's structures
- service planning and new directorate planning arrangements
- categorisation of targets
- consistent approach to target setting methodology
- Improvement Agreement with Welsh Assembly Government (WAG)
- development of the Medium Term Financial Strategy
- development of the People Strategy
- development of the Asset Management Plan
- strategic partnership commitments and governance arrangements.

3.00 CONSIDERATIONS

3.01 The Council Planning Framework is a family of co-related documents which state ambition, priorities and targets within a governance framework of values, roles and responsibilities.

3.02 It is comprised of three main parts:

- the Council (Plan) governance framework
- annual statements
- service and directorate planning

The relationships, timing and process within each of these elements is described below.

3.03 **The Council (Plan) Governance Framework**

Date: 05/03/2009

This describes how the Council is run and governed and identifies organisational values, roles and responsibilities. The series of documents which comprise our governance arrangements include:

- Annual Governance Statement
- Business Planning (including Strategic Assessment)
- Organisational Change Strategy
- Medium Term Financial Strategy
- People Strategy
- ICT Strategy
- Customer Services Strategy
- Asset Management Plan
- Procurement Strategy
- Value for money / efficiencies
- Public relations, communications and engagement
- Social Policy (equalities, welsh language, sustainable development)

Some of these documents are already in place (ICT Strategy), others are under development (People Strategy). This Governance Plan will describe for each of the sections listed above the specific process, commitments, roles, responsibilities and timings of the various elements of governance arrangements. These documents will be prepared and available as part of the overall Council Planning Framework around the start of the financial year.

3.04 **Annual Statements**

The annual statements are already in existence and are committed to throughout the reporting year. These statements have both a historical (backward-looking) and predictive (forward-looking) context. Some of these statements are required by statute, for example the Improvement Plan; others we have developed as good practice e.g. quarterly reporting on risk and challenges.

The predictive (forward-looking) documents will be available around the start of the financial year; including the budget, risks and challenges, and performance targets both in-year and aspirational longer term improvement targets. Other statements made throughout the year will be on quarterly assessment of risks and challenges and historical reporting of our previous year's performance as required as part of the Improvement Plan by 30 October.

3.05 **Service and Directorate Planning**

All council service areas will have reviewed and completed their service plans before the end of the first quarter. Many will be complete around the start of the financial year. These will be annual plans which are reviewed and refreshed periodically throughout the year; at least quarterly to inform ongoing budget planning. Some plans will have longer term considerations when considering sustainable services, business continuity and longer term performance and improvement commitments.

In addition the three service Directorates will also have produced Directorate Plans which summarise the critical performance, risk and improvement activity for the Directorate as well as reflecting key aspects of delivery commitments for the strategic partnerships.

The individual components of the service plan are as follows:

- business continuity
- risk
- priorities and planning
- performance
- resources (finance, people, IT, buildings)
- customer

The relationship between the service plan and the individual will be described within each personal development and appraisal plan; thus providing accountability for delivery and development support as required.

3.06 Executive will be advised as to when all elements of the Council Planning Framework have been completed and the Governance Framework and Annual Statements will be accessible on the council's intranet.

4.00 RECOMMENDATIONS

4.01 Executive to support and endorse the new approach, relationships, timing and processes of the Council Planning Framework.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no direct financial implications to this report; although financial resources will be considered as part of the specific elements within this framework.

6.00 ANTI POVERTY IMPACT

6.01 There are no direct anti poverty implications to this report; although these will be considered as part of the specific elements within this framework.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no direct environmental implications to this report; although environmental resources and impact will be considered as part of the specific elements within this framework.

8.00 EQUALITIES IMPACT

8.01 There are no direct equalities implications to this report; although equalities will be considered as part of the specific elements within this framework.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications to this report; although personnel implications will be considered as part of the specific elements within this framework.

10.00 CONSULTATION REQUIRED

10.01 All aspects of the Council Planning Framework require consultation with relevant officers and members at periodic times throughout the year.

11.00 CONSULTATION UNDERTAKEN

11.01 Corporate Management Team have developed and refined this model.

12.00 APPENDICES

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

None

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 14

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **TIDY TOWNS**

1.00 PURPOSE OF REPORT

- 1.01 To update Members of the progress made in delivering the Welsh Assembly Government (WAG) Tidy Towns programme to date and to set out a suggested approach for 2009/2010.

2.00 BACKGROUND

- 2.01 The Tidy Towns programme was launched by the Welsh Assembly Government (WAG) on 15 May 2008. The Tidy Towns programme "will provide money for Local Authorities to run a wide range of projects to improve their local environment and transform areas of neglect into positive places for people to spend time." The programme has a strong emphasis on local communities playing an active role in identifying projects, undertaking improvement work and becoming involved in the long term care of sites in their neighbourhoods. This approach fits well with the Council's own Town Action Plan process and accordingly, it has been merged within the TAP programme.
- 2.02 Flintshire County Council submitted a bid in June 2008 providing proposed actions with outcomes for 2008/2009, with outline activities proposed for 2009/2010 and 2010/2011.
- 2.03 The bid was successful and £138,309 was allocated by WAG for the 2008/2009 financial year, with similar sums indicated for the 2009/2010 and 2010/2011 financial years.
- 2.04 The programme was split into 3 strands for 2008/2009 as follows:
- Strand 1 - £120,000 was allocated to invest in clean-up activities and small-scale environmental improvements in the towns in Flintshire, integrated with the wider development of Town Action Plans;
- Strand 2 - £10,000 was allocated to support community actions to maintain and improve the rivers in Flintshire; and
- Strand 3 - £8,000 was allocated to support community clean-up activities across the whole of the County.

3.00 CONSIDERATIONS

Date: 05/03/2009

- 3.01 Under Strand 1 for 2008/2009, funding has been made available to community groups in Mold, Shotton, Connah's Quay and Flint to undertake projects. Priority was given to environmental groups with suitable projects that met the programme criteria and that could be implemented immediately due to constrained timescale for the programme. Strands 2 and 3 were available across Flintshire.
- 3.02 It is expected that all of the available funding will be allocated and spent by the 31 March 2009 and that full draw down from WAG will be achieved. A list of projects supported to date is appended.
- 3.03 Formal confirmation is awaited from WAG that funding will be available for 2009/2010. It is expected that approximately £138,000 will again be made available. It is suggested that the allocation of funding under the three Strands outlined above is repeated, with the focus for the main £120,000 going to those towns that did not share in the 2008/2009 allocation, that is Buckley, Queensferry and Holywell. Greater promotion is needed for Strand 3, where take-up was poor.
- 3.04 It is expected that all of the available funding will be allocated and spent by the 31 March 2009 and that full draw down from WAG will be achieved. A list of projects supported to date is appended.

4.00 RECOMMENDATIONS

- 4.01 That progress to date in implementing the Tidy Towns programme is noted.
- 4.02 That Members consider allocating, on an equitable basis, Tidy Towns funding for 2009/2010, in line with the definitions advised within 2.04.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Expenditure in 2008/2009 was fully funded by a confirmed WAG Tidy Towns grant allocation of £138,309. Funding for 2009/2010 is still to be confirmed but is likely to be at a similar level and will again pay 100% of project costs.

6.00 ANTI POVERTY IMPACT

- 6.01 Town centres play a key role in providing accessible goods and services for those most vulnerable. Town centres are also a key source of local employment. The Tidy Towns programme will contribute to the attractiveness and viability of our town centres.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The Tidy Towns programme will make environmental improvements to sites across Flintshire, in town centres and in rural areas. It will also contribute to the longer term management of sites to prevent problems reoccurring.

8.00 EQUALITIES IMPACT

8.01 The Tidy Towns programme will contribute to the attractiveness and vitality of the town centres. These centres provide important locally based services, especially to those without access to private transport.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 It is expected that Tidy Towns will be implemented in conjunction with other town centre regeneration activity. The ongoing Town Action Plan process will undertake detailed consultation in each town, the results of which will guide Tidy Towns project development.

11.00 CONSULTATION UNDERTAKEN

11.01 Projects have been identified and implemented by members of the communities affected.

12.00 APPENDICES

12.01 List of 2008/2009 projects.

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

Tidy Towns bid for funding 2008/2009.

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Town Action Plans 2008/9 approved project list
as of 6 February 2009

Ref	Project	Funding
C01	<u>QuayCat allotments</u> Clearance of the allotment site in Connah's Quay town centre to create a community garden and the potential for new allotments. Groundwork, local schools and voluntary groups involved.	£ 29,100
F01	<u>Castle Heights garden</u> Flint Castle Communities First working with residents of Castle Heights to create a community garden. Groundwork supporting the project.	£ 24,000
F11	<u>Castle Heights garden (addition to F01)</u> Additional funding to F01	£ 3,000
FC14	<u>Big Dee Day</u> Support for clean up day along the Dee.	£ 7,000
M01	<u>Landscaping New St Car Park</u> Soft and hard landscaping and new seating in New Street car park. (Part of environmental improvement plan for Mold)	£ 7,475
M02	<u>Bus Station landscaping</u> Enhanced seating and landscaping at Mold Bus Station. (Part of environmental improvement plan for Mold)	£ 3,000
M04	<u>Fire and ambulance station site landscaping</u> Landscaping works to prominent town centre site. (Part of environmental improvement plan for Mold)	£ 1,000
M05	<u>Mold Spring Clean</u> New event to involve community groups and companies in looking after town. (Part of environmental improvement plan for Mold)	£ 3,000
M06	<u>Club House community garden</u> Bryn Gwalia Communities First helping local residents to create a new community garden and community allotment at the Club House.	£ 14,733
M07	<u>Bryn Gwalia MUGA</u> Bryn Gwalia Communities First improving facilities for young people in Bryn Gwalia.	£ 10,000
M22	<u>Mold Club House community garden (addition to M06)</u> Additional funding to M06	£ 300
M23	<u>Bryn Gwalia MUGA (addition to M07)</u> Additional funding to M07	£ 400
S01	<u>Higher Shotton green spaces</u> Higher Shotton Communities First helping residents to make improvements to green spaces around the Higher Shotton estate.	£ 18,439
S08	<u>Higher Shotton green spaces (addition to S01)</u> Additional funding to S01	£ 380

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 15

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **HEATHER AND HILLFORTS LANDSCAPE PARTNERSHIP**
 SCHEME

1.00 PURPOSE OF REPORT

- 1.01 To update the Executive on the progress of the Heather and Hillforts Landscape Partnership Scheme which has secured an investment of over £2 million for conserving and improving the upland heritage of Flintshire and Denbighshire, increasing people's enjoyment and understanding of the area, and improving tourism opportunities.
- 1.02 For Members to note and approve the second years work programme and to designate a Member representative to the Heather and Hillforts Landscape Partnership Board.

2.00 BACKGROUND

- 2.01 The Heather and Hillforts Landscape Partnership aims to provide a strategic approach to restore and maintain the historic and natural heritage of the uplands as a sustainable landscape through:
- The conservation and restoration of the heritage of the hillforts and heather moorland, demonstrating sustainable agriculture in harmony with a landscape of outstanding historic and biodiversity value;
 - Reconnecting people to and increasing their enjoyment of the heritage of the uplands, through education, interpretation, events and audience development initiatives;
 - Increasing our understanding of the hillfort and moorland heritage which will provide the basis for future management, restoration and interpretation projects.
- 2.02 Key interest groups ranging from Local Authorities, businesses, farming, access, community and conservation sectors came together to develop the scheme. In 2003, the Heather and Hillforts Partnership Board was successful in submitting a project planning phase application to the Heritage Lottery Fund for their Landscape Partnership Scheme programme. The project planning phase involved undertaking a condition survey of both the heather and hillforts, together with the development of a Conservation Plan, Access and Audience Development Plan, Training Plan, Business Plan and

Date: 05/03/2009

Landscape Character Assessment, required to accompany the Stage 1 Application by the Heritage Lottery Fund.

- 2.03 The Heather and Hillforts Landscape project planning application received a Stage 1 Pass from the Heritage Lottery Fund in October 2005, providing further funding to proceed to the project development phase. Partners were commended on the quality of the application submitted and the work is now being used as an exemplar application for other projects throughout the UK. The quality of the work undertaken during the project planning phase also resulted in the presentation of a prestigious Pan European Cultural Heritage Award (Europa Nostra). The Heather and Hillforts Project Officer began work on the development phase in April 2006.
- 2.04 In June 2007 the Heather and Hillforts Landscape Partnership Board's final application to the Heritage Lottery Fund was approved securing a grant of £1.5 million over three years towards the implementation of the project. The permission to start form was received from the Lottery in November 2007.
- 2.05 Flintshire County Council has been a key member in the Partnership Board as almost 20% of the Core Project Area is in Flintshire and 50% of the hillfort site areas are located within the County. The Partnership Board is made up of the following members.

Denbighshire County Council
Flintshire County Council
Countryside Council for Wales
Campaign for the Protection of Rural Wales
Clwydian Range AONB Joint Advisory Committee
Landowners
CADW
Ramblers
Cadwyn Clwyd
Royal Commission for Ancient & Historic Monuments Wales
North Wales Fire & Rescue Service
Clwyd Powys Archaeological Trust
National Museum & Galleries of Wales
Coleg Llysfasi
Friends of Moel Findeg and MADRA
RSPB
HLF Monitor
HLF Officer

- 2.06 A comprehensive programme complement has been developed by the project planning and development phases, which includes:
- habitat and hillfort restoration work;
 - education and training projects;

- community based study projects;
- improvement to footpath routes;
- cultural tourism initiatives;
- transport initiatives, audience development schemes and access projects;

2.07 Flintshire County Council have agreed a contribution of £25,000 per annum for each of the three years of the project implementation phase. This is around 3.5% of the total project costs and represents excellent leverage and value for money for the Council.

2.08 Key achievements of the first year of the Heather and Hillforts Landscape Partnership scheme include:

- £20,000 volunteer in-kind contributions have been received;
- 378 young people involved in the scheme;
- 16 training events arranged;
- 1416 number of people involved in the project;
- 4 ha of habitat management completed and 700 acres of bracken management;
- 580m² acres of archaeological surveys;
- 4 Cultural Tourism initiatives;
- 1 joint transport project based on the Clwydian Range bus service
- 2 access management projects complete.

2.09 Elements of the work achieved that specifically relate to Flintshire are:

Our Hillforts Heritage	
Hillforts Restoration	Hillfort conservation work and footpath improvements have been completed at Moel Arthur.
Understanding Our Hillforts	Events arranged for people to become involved in archaeological survey work.
Bronze Age Barrow	Trial excavation trench at Penycloddiau Hillfort to discover if the site is a Bronze Age barrow or a boundary mount. The site is currently being eroded by Offa's Dyke National Trail.
Archaeology Volunteers Scheme	Establishment of an Archaeology Volunteers Scheme.
Our Moorland Heritage	
Moorland Restoration	5 moorland conservation projects completed.

Moorland Watch Scheme	Moorland Watch Scheme established and promotional material produced.
Moorland Management Demonstration	Moorland management equipment purchased and demonstration events held.
Understanding Our Uplands	
Education Chest Schemes	Consultation meetings held with stakeholder to produce resources during the 2nd year of the project.
Accessible Interpretation	Electronic interpretation material produced for the project.
Young Volunteers	Programme established to target young people to become involved in conservation projects.
Exhibition	Exhibition created.
Clwydian Ranger Bus Service	Additional promotion undertaken for the Clwydian Ranger Service.
Heritage Access Programme	Access scheme established and promoted across Denbighshire and Flintshire.
Programme of Events	A comprehensive programme of events coordinated, including events for schools.

3.00 **CONSIDERATIONS**

3.01 Key elements of the second year work programme that specifically relate to Flintshire are:

Our Hillforts Heritage	
Hillforts Restoration	Hillfort conservation work and footpath improvements will be completed at Moel Fenlli Hillfort within the Clwydian Range AONB.
Understanding Our Hillforts	Events arranged for people to become involved in archaeological survey work.
Bronze Age Barrow	Further excavation at Penycloddiau Hillfort based on the results of the trial excavation, with an increased opportunity for members of the local community to become involved.
Archaeology Volunteers Scheme	Delivery of the second year programme under the Archaeology Volunteers Scheme.
Our Moorland Heritage	
Moorland Restoration	5 moorland conservation projects completed. Burning plans established.

Moorland Watch Scheme	Moorland Watch Scheme and "Don't leave home without it" campaign promoted.
Moorland Management Demonstration	Demonstration events held.
Understanding Our Uplands	
Education Chest Schemes	Collation of material to be made available to schools.
Accessible Interpretation	Electronic interpretation material produced for the project, including the completion of the aerial flyover project.
Young Volunteers	Programme established to target young people to become involved in conservation projects.
Exhibition	Exhibition available to tour.
Clwydian Ranger Bus Service	Additional promotion undertaken for the Clwydian Ranger Service and new leaflet produced.
Heritage Access Programme	Access scheme established and promoted across Denbighshire and Flintshire.
Programme of Events	A comprehensive programme of events coordinated, including a flagship Heather and Hillforts Challenge.
Heritage Hosts	To produce taster day site visits for tourism providers in Flintshire and Denbighshire so that they will be able to capitalise on the outstanding natural and historic heritage of the area within their businesses.

3.02 The Heather and Hillforts Project will directly contribute to attaining the strategic aims and goals of many cross cutting policy areas, including the Flintshire Local Biodiversity Action Plan and the Clwydian Range Area of Outstanding Natural Beauty Management Plan. In addition it will deliver outcomes related to the lifelong learning, economic prosperity and tourism in Flintshire.

3.03 The Heather and Hillforts initiative is a flagship partnership project for the integrated heritage management. The project is the first Landscape Partnership Scheme in Wales, a great achievement for all the project partners and Flintshire County Council. The Project's work was commended through a Certificate of Recognition under the WLGA Excellence Wales Award Scheme in 2007. It will also, together with Halkyn Mountain be featured as an exemplar area during a National Nature Conservation Conference that is to be held in March 2009 at Bodelwyddan.

4.00 RECOMMENDATIONS

- 4.01 That Members express their support for the Heather and Hillforts Project, approves the 2nd year work programme and nominates a Member to sit on the Heather and Hillforts Landscape Partnership Board.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Heather and Hillforts Implementation Phase will result in a £2.028 million investment in heritage restoration, management and interpretation, together with audience development and access projects to be spent over three years. A summary of the costs is set out below:

Our Hillforts Heritage	£340,931
Our Moorland Heritage	£493,531
Understanding our Uplands	£507,409
Improving Access	£239,560
Project Management	£257,123
Contingency	£188,356
TOTAL PROJECT COST	£2,026,910

- 5.02 The funding package over the three years of the project is as follows:

HLF	£1,500,000
Denbighshire County Council	£220,668*
Flintshire County Council	£75,000
Countryside Council for Wales	£45,000
Cadw	£40,000
Other (SDF and Cadw)	£18,253
Cadwyn Clwyd	£15,000
CCW/WAG and other (S.15 and Tir Gofal)	£122,989
TOTAL FUNDING	£2,026,910

* amended to cover ineligible expenditure as approved with HLF.

- 5.03 Whilst the project currently stands at around £2m investment in our heritage, further opportunities will emerge to add further value to the project or to extend the scope of the works. For example, most of the funding is eligible as match funding for future EU Convergence or Rural Development Plan

projects. Every effort will be made during the life of the project to exploit all such opportunities. The £25,000 annual funding package from the Council was awarded from 2007/08 onwards and is part of the Countryside Service base budget provision.

- 5.04 Robust project management means that the project budget and achievements are on track.

6.00 ANTI POVERTY IMPACT

- 6.01 The Heather and Hillforts Landscape Partnership Scheme will develop access projects that will provide opportunities for people from disadvantaged areas to visit and learn about the natural and historic heritage of the project area.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The Project will deliver under the targets of Flintshire County Council's Local Biodiversity Action Plan. Upland heath has been identified as a priority habitat within the LBAP. The Heather and Hillforts Landscape Partnership Scheme would also contribute towards the delivery of the Clwydian Range Area of Outstanding Beauty Management Plan. The project will mitigate the effect of certain recreation pressures within the project area through footpath improvement projects.

8.00 EQUALITIES IMPACT

- 8.01 The Heather and Hillforts Access and Audience Development Plan has undertaken a detailed study of the current audiences to the heritage of the project area and have identified the target audiences for the scheme with projects designed to overcome current barriers to their participation.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Flintshire County Council will be expected to provide Councillor and Officer representation to the Heather and Hillforts Landscape Partnership Board, which aims to meet a maximum of 3 times a year. A project team has been established to deliver the Heather and Hillforts Landscape Partnership Scheme, which involves a Project Manager, Hillforts Conservation Officer, Moorland Field Officer, Interpretation Officer and an Administration Officer.

10.00 CONSULTATION REQUIRED

- 10.01 Extensive consultation has already been undertaken as part of the project planning phase.

11.00 CONSULTATION UNDERTAKEN

- 11.01 The Heather and Hillforts Project has been developed within an inclusive framework. Representatives from Flintshire and other statutory bodies (such as the Countryside Council for Wales, Cadw and the Royal Commission of Ancient and Historic Monuments Wales), interest groups, local businesses, landowners and members of the local community have contributed towards the development of the Project Programme through themed focus groups and through the Landscape Partnership Board.
- 11.02 A survey of the Flintshire 1,000 has also been undertaken to ask representatives of the local community about their feelings towards the uplands, their knowledge about local heritage, and their priorities for spending any new grant money secured. The survey received a very positive response rate of 37%. The survey was also undertaken in shows and events last year and was made available in local libraries.
- 11.03 The results of the Heather and Hillforts residents questionnaire clearly demonstrates the importance of the upland heritage to the residents of Flintshire and Denbighshire. 88% of local residents felt that the countryside was part of their heritage. 81% of respondents strongly agreed that it was important to conserve the heritage of the uplands, whilst 77% strongly agreed that education about local heritage was vital. A very positive response was also given in terms of the interest in participating in future heritage events. In response to the question as to what should be the emphasis of actions within the Heather and Hillforts project, erosion management was given the highest priority followed by the provision of more information, heather moorland management and education.
- 11.04 A further comprehensive community consultation programme was undertaken through the Countryside Exchange Scheme. The Heather and Hillforts Project hosted a visit from a team of international delegates who provided advice and guidance relating to developing community links within the project. Three well attended public open meetings were arranged as part of the Exchange, again clearly demonstrating the importance of the upland areas to the local communities.
- 11.05 During the Heather and Hillforts Development Phase, pilot community archaeology days were undertaken for members of the public and school groups. The events were fully booked within one week demonstrating clearly the demand and interest people have in their local heritage. Very positive feedback was received from the participants, especially the school groups involved in the scheme.
- 11.06 Community presentations have also been given related to the scheme.

12.00 APPENDICES

- 12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Clwydian Range Area of Outstanding Natural Beauty Management Plan

The Memorandum of Agreement between Flintshire County Council and Denbighshire County Council for the Clwydian Range Area of Outstanding Natural Beauty.

Heather and Hillforts bidding documents to HLF.

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: **EXECUTIVE**
DATE : **10 MARCH 2009**
REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **VOID PROPERTY MANAGEMENT**

1.00 PURPOSE OF REPORT

- 1.01 To highlight issues relating to current performance and trends in empty (void) property management and to seek approval from the Executive to adopt a revised Flintshire County Council Property Lettable Standard, and to support the Empty Property Action Plan.

2.00 BACKGROUND

- 2.01 Void Property Management is a key area of activity for the Housing Division within Community Services, and is a significant element of the service in terms of financial and human resources.

Each year, there are approximately 600 void properties across the County. This equates to a little over 7.5% of the stock being empty at some point in the year. This average figure compares well with many local authorities and housing associations.

The total number of void properties was 217 at 1st January 2009, a figure that has increased from a total of 162 in April 2007, and 203 in April 2008. The most recent figures include 27 voids in Jasmine Crescent which will not be re-let once the scheme is decommissioned.

- 2.02 A detailed review of the void property operations has recently been undertaken and a report outlining the findings of this review was presented to the Community and Housing Overview and Scrutiny Committee on 10 February 2009. That report identified that performance on void management on two of the key national performance indicators: the average time taken to re-let void properties; and the amount of rent loss due to properties being void, were in the lowest quartile for Welsh local authorities. Those PIs are significant because if relet times are improved, the authority will be in a better position to both increase income to the Housing Revenue Account and meet the needs of more people on the housing waiting list.
- 2.04 Members of the Overview and Scrutiny Committee welcomed the report and generally supported the recommendations of the review and the Action Plan which has been developed to implement them.

3.00 CONSIDERATIONS

3.01 In summary, the void property report identified four main areas in which action can be taken to improve performance on managing void properties.

3.1.1 Management Issues

- Further work needs to be undertaken around the work of Housing Officers and Allocations Officers as part of wider work on the structure of the Housing Division, to reduce duplication of effort and provide a more streamlined approach to manage property.
- Changes to the allocation policy previously discussed will also have a positive impact on voids management.
- Continuing improvement in the performance of the Repairs and Maintenance Service will be critical to improving performance on voids.

3.1.2 Investment Issues

- Further work is needed to re-align the Housing Division's capital programme to help tackle the major investment requirements of void properties. As a first step, it is proposed that 25% of the capital programme allocation for Housing is committed to be spent on void properties, and that the responsibility for control of this funding should rest with the Housing and Property Maintenance Manager.
- A revised empty property lettable, standard has been developed and is attached as appendix 1. This would enable properties to be brought up to an interim standard and re-let more quickly, and at a lower cost, with the potential to bring the property up to full Welsh Housing Quality Standard (WHQS) at a later date.
- Stock considered "hard to let" has a detrimental effect on the Council's overall void performance and should be considered as part of a long term comprehensive asset management Strategy. Appendix 2 shows the level of voids at 16th January 2009.

3.1.3 Systems Issues:

- Current procedures and processes for managing voids are complex and cut across many teams. The intention is to simplify processes and cut out duplication of effort as part of considerations taking place on the structure of the Housing Division.

3.1.4 **Performance Issues**

- The intention is to reduce the average relet times for all void properties to 64 days by 2010, and to reduce the average relet time excluding hard to let properties, to 42 days by 2010. These targets have previously been agreed by Members.
- Additional local indicators of performance need to be set to include targets for in-house repair staff and contractors, and also financial (cost) targets.

3.02 An Empty Properties Action Plan is attached at appendix 3, setting out the actions which are recommended in order to improve performance.

4.00 **RECOMMENDATIONS**

4.01 That Executive notes the intention to realign duties and responsibilities among officers for property management.

4.02 That Executive supports 25% of the Housing Capital Programme to be committed for expenditure on void properties with control of this budget allocated to the Housing Property Maintenance Manager.

4.03 That Executive adopts the new Flintshire Empty Property Lettable Standard for the future voids in the County.

4.04 That Executive supports the implementation of a Flintshire Interim Kitchen Standard which can at a later date be upgraded to meet the Welsh Housing Quality Standard.

4.05 That Executive notes the need for a comprehensive Asset Management Strategy for the Housing Stock in the County with a view to this directing investment decisions from 2010.

4.06 That Executive endorses the Housing Department's Empty Property Action Plan as a means of tracking the systematic and operational issues affecting void property management.

4.07 That Executive support progress against the Empty Property Action Plan being reported to the Community and Housing Overview and Scrutiny Committee on a regular basis.

5.00 **FINANCIAL IMPLICATIONS**

5.01 None directly arising from this report.

6.00 **ANTI POVERTY IMPACT**

6.01 None as direct impact of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None as direct impact of this report.

8.00 EQUALITIES IMPACT

8.01 None as direct impact of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 Recommendations for structural changes will have impact for staff in housing department. These will be presented in detail at a later date.

10.00 CONSULTATION REQUIRED

10.01 Once detailed structural proposals are drafted, consultation will be necessary with Trades Unions on structures and grades etc.

11.00 CONSULTATION UNDERTAKEN

11.01 The report has been to the Community and Housing Overview and Scrutiny Committee on 10 February 2009.

12.00 APPENDICES

12.01 Appendix 1 - Empty property lettable standard
Appendix 2 - Voids Property Analysis
Appendix 3 - Empty Properties Action Plan

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Community and Housing Overview and Scrutiny Report - Void Property Management 10th February 2009.

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EMPTY PROPERTY LETTABLE STANDARD

Introduction and Context

Flintshire County Council owns 7,500 homes and of these approximately 600 properties become vacant and available for re-letting each year. When properties become empty, it provides an excellent opportunity to undertake an inspection with a view to identifying and addressing maintenance issues.

Inspection of and carrying out of repairs in empty properties is just one element of the housing maintenance programme undertaken by the Council, alongside responsive day-to-day repairs, and the delivery of capital works programmes.

Repairs to void properties are an expensive element of this work, with approximately £2.5 million spent during 2007/2008. This represents an average spend of £3500 per void property. By comparison, the responsive repairs budget equates to approximately £500 per property per year.

Recognising these facts, it is important that the Council establishes an agreed minimum standard to which all void properties should adhere, a standard which reflects the expectations of the incoming tenants, but which balances this with the needs for prudent and equitable spending plans. This document sets out the minimum standard which is to be used as a point of reference by all staff with responsibility for managing the empty property procedures.

As a policy, Flintshire County Council agrees the following statements on the subject.

- i) Flintshire County Council is committed to providing good quality accommodation to its tenants.
- ii) Flintshire County Council recognises that investment in its housing stock ensures that it preserves the value of the assets it owns.
- iii) Flintshire County Council adopts this minimum standard for void properties to ensure that no offer of a property is reasonably refused on the grounds of its condition.
- iv) Flintshire County Council seeks to achieve value for money, and in striving towards this, will focus on repair rather than replacement as a principal.
- v) Flintshire County Council accepts that in the short term and subject to other funding being available, properties will be necessarily let to new tenants which do not satisfy the requirements of the Welsh Housing Quality Standards.

The Void Standard

1. SERVICES

Electric

- Electric safety check carried out on all void properties and all defects put right.
- NIC periodic electric test to be completed in accordance with latest regulations (17th edition) and all defects put right.
- Full electrical rewiring will only be carried out in exceptional circumstances, but where this is done, it will comply with the WHQS.
- Electrical cables should, wherever possible, be chased below surface.
- Electricity meters, if not located in a cupboard, will be boxed in.

Gas

- Gas safety check will be conducted on all void properties and all defects put right to enable safety certificate to be issued.
- Gas meter will be capped.
- Any gas fire not fitted by Flintshire County Council will be tested and if safe, left in situ (new tenant will be asked to sign disclaimer that these are not responsibility of Flintshire County Council.)
- Gas meters, if not located in a cupboard, will be boxed in.

Heating

- Fitting of new central heating systems will only be undertaken when current heating arrangements unsafe.
- Properties with partial central heating will not be upgraded whilst void (subject to discretion over the needs of a vulnerable or disabled tenant).
- Properties with solid fuel fire, where this is the only form of heating, will have the chimney swept and smoke tests carried out, but will also be considered for replacement with an appropriate central heating system
- Radiators will not be replaced for paint damage.
- Hot water cylinders will be lagged.
- In winter months, water systems will be drained down.
- Properties with oil heating systems will be safety checked prior to letting

2. Floors, Walls and Ceilings.

- Any defective internal finishes will be made good and suitable for tenant to redecorate.
- Polystyrene ceiling tiles will be removed and surface made good.
- Missing floorboards will be replaced and any loose or protruding boards will be made safe.
- Laminate flooring or quarry tiles will be left in situ, if considered to be in a safe condition
- Broken or missing floor tiles will be replaced to the nearest available matching tile
- Carpets and underlay will be removed unless considered to be in exceptional condition.

- Replastering will be kept to a minimum, but if extensive plastering work is required, dry lining will be considered.

3. Kitchens

- All kitchen units will be clean and serviceable.
- Kitchens will be fitted to a minimum interim standard with appropriate units and working surfaces and space available for the installation of a cooker, fridge and automatic washing machine.
- Kitchens will have a minimum of four double socket outlet points.
- Kitchens will have one electric cooker point.
- Any fitted appliances left by previous tenant such as built –in oven and hob units will be tested and, if safe, left in situ (new tenant will be asked to sign disclaimer that these are not responsibility of Flintshire County Council).
- Damaged or missing wall tiles will be replaced.

4. Bathrooms and Toilets

- All fittings and appliances will be clean serviceable, and safe.
- Any showers above bath not fitted by Flintshire County Council will be checked and tested, and if safe and in good order left in situ (new tenant will be asked to sign disclaimer that this is not responsibility of Flintshire County Council).
- Minimum of one level of splash tiles will be fitted around bath and basin.

5. Fires and Fireplaces

- In properties with solid fuel fires, which also have a separate central heating system, the fires will be taken out and wall made good.
- Any upstairs fireplaces will be removed.
- In sheltered properties, electric fire will be checked and replaced if necessary.

6. Windows and Doors

- All windows and doors will be inspected to ensure they are safe and serviceable and fitted with appropriate locks and closures (with keys available to new tenant)
- Any damaged glass or failed double glazing unit will be replaced.
- Wooden or metal window frames will only be replaced where they are deemed unsafe, and replacement will be with double glazed PVC units.
- Keys to front and back doors will be replaced only when not surrendered by previous tenant.

7. Roof Space

- Roof space will be inspected and cleared of any rubbish.
- Roof will be checked for water penetration and repairs ordered as necessary.
- Roof insulation will be checked, and reported to Energy Conservation Officer if thickness is less than 200mm.

8. Stairs/Staircases

- Checks will be made to all treads, risers, balustrades and handrails to ensure they are all safe, and any defects made good.

9. External Fabric

- Visual checks will be made to brickwork, chimney, roof covering, guttering, downspouts, overflows and drains and missing or damaged components replaced.

10. Sheds, Outhouses and Garages

- Outbuildings will be checked to ensure they are weather tight and secured with locks.
- Any free standing shed, greenhouse, or garage not supplied by Flintshire County Council will, if considered safe and in good condition, be left in situ (new tenant will be asked to sign disclaimer that these are not the responsibility of Flintshire County Council).

11. Gardens

- Gardens will be left free from rubbish.
- Gardens will be left in condition where incoming tenant can reasonably be expected to maintain.
- Any trees, shrubs or climbing plants affecting the foundation or structure of the property will be removed.
- Where side or rear gardens border a public footpath, boundary fence will be provided.
- Paths and steps to property will be checked to ensure they are safe.

12. Clearance/Cleaning

- All properties will be cleared of rubbish, internally and externally.
- Any property found to be infested or where sharps are evident will be subject to a controlled clearance or de-infestation.
- All properties will be subject to a thorough clean prior to letting, with kitchens and bathrooms subject to an additional 'deep clean'.

13. Decoration

- In properties left in a poor decorative order, the incoming tenant will be awarded decoration vouchers at the discretion of the housing officer/senior housing officer.
- Full re-decoration will be undertaken in sheltered accommodation where required, consisting of emulsion to all walls and ceilings and gloss to all woodwork.

VOID PROPERTY ANALYSIS

VOIDS	MOLD OFFICE	HOLYWELL OFFICE	CONNAHS QUAY OFFICE
<u>PROPERTY TYPE</u>			
Flat	9	7	7
Bungalow			
a) Sheltered	42	18	54
b) Over 50	5	2	6
House	21	32	14
TOTALS	77	59	81
<u>VOID PERIOD</u>			
Less than 4 Weeks	16	11	11
4-8 Weeks	15	14	14
8-12 Weeks	9	10	8
More than 12 Weeks	37	24	48

Empty Property Action Plan

Appendix 3

	Issue	Actions	Lead Officer	Target Date
Management Issues				
	Duplication of duties and responsibilities across department	Establishment of new post of Voids and Repairs Manager	Head of Housing / Housing and Property Maintenance Manager	Jul-09
	Separation of responsibilities within housing management division	Creation of new generic posts of Housing Management Officer within the housing management division	Head of Housing / Housing Estates Manager	Jul-09
	Diversified management arrangements across the various divisions of the housing department	Establishment of new generic posts of Neighbourhood Manager, accountable for all activities of local housing teams	Head of Housing / Housing Estates Manager	Jul-09
	Shortage of appropriate skilled tradesmen working on empty property maintenance	Recruitment of additional skilled labour and realignment of repairs teams at Canton depot	Property and Maintenance Manager	Apr-09
Investment Issues				
	Potential for disjointed alignment between various expenditure programmes for empty properties	Allocate 25% of Housing Capital Programme in future years for capital expenditure on void properties under direction of Housing and Property Maintenance Manager	Head of Housing	Apr-09
	Inconsistent approach to standards of empty properties returned for letting, and pressure for additional works from tenants and others	Adoption of a Flintshire Empty Property Lettable Standard	Head of Housing / Property and Maintenance Manager	Apr-09
	Excessive expenditure on kitchen replacements and improvements on empty properties	Adoption of the Flintshire interim kitchen standard for empty properties	Property and Maintenance Manager	Apr-09
	No comprehensive asset management strategy in place to direct investment priorities in future	Development of asset management strategy, co-ordinating investment with a range of sustainability indicators	Head of Housing / Property and Maintenance Manager	Sep-10

Systems Issues

	Inefficient procedures in place for empty property management	Review of empty property procedures and processes to reduce delays and duplication	Housing Estates Manager / Property and Maintenance Manager	May-09
	Delays in empty property works due to keys passing between parties	Introduction of pilot programme for use of safe key deposits for empty properties	Property and Maintenance Manager	Apr-09
	Confusing void categorisation system and target times	Review of systems and introduction of new void categories and meaningful and measurable timescales	Property and Maintenance Manager	May-09

Performance Issues

	Inconsistent data sources for recording and monitoring empty properties	Review of recording systems and information systems supporting empty property management and development of bespoke system	Housing Estates Manager	Jun-09
	Shortage of measurable performance indicators for empty property management	Review of performance framework for empty properties, and development of a suite of performance targets and reports	Housing Estates Manager	Jun-09

EXECUTIVE FORWARD WORK PROGRAMME **MONTHS 12/08 to 04/09**

The following reports are included in the Forward Work Programme for submission to this meeting of the Executive. However, the reports are not included on the agenda for the reasons stated:-

Chief Executive Update

- Target Setting 2009/10
(Deferred until 2 June)
- Improvement Agreement
(This was considered by Executive on 17 February)

Finance Update

- Capital Programme 2008/09 (Month 9)
(This report needs to match up with the 2009/10 – 2012/13 Capital Programme report to be discussed at LSG and will be finalised after that discussion)

Community Services Update

- Looked After Children Work Placements
(Work is being undertaken on this project and a report will be submitted to Executive in the summer)
- Progress on Mold Extra Care Scheme
(The Extra Care Scheme in Mold is progressing and a report is targeted to be submitted to Executive in April)

Environment Update

- Flintshire County Council and the National Air Quality Strategy
(An Upgrading, Screening and Assessment Report (USA) is currently being undertaken for WAG as part of statutory duties under the UK Air Quality Strategy. The report to Executive requires information from the USA which will not be available until April. It is anticipated that the report will be submitted to Executive in June)
- North Wales Waste Treatment Partnership
(The NWWTP is currently going through a critical phase, as the Project Director is being recruited. This process will culminate with the Joint Committee decision on 11 March and hence it is considered appropriate to delay the report until April)

Lifelong Learning Update

- Modernisation of Flintshire Schools
(Awaiting information for completion of the report and therefore will be deferred until April)

HR & Organisational Development Update

- Workforce Information
(The first draft workforce reports have been successfully produced from the new HRMIS/Payroll system and are currently subject to detailed review by Corporate Management Team. The workforce reports detailing the final quarter of 2008/09 and the full year of people data will be provided to Executive on 21 April 2009)

ICT/Customer Services Update

- IT Strategy Progress
(The ICT Service Plan is currently being reviewed. This will have an impact on the ICT Strategy in terms of prioritisation of work within it)
- Outcome of the Review of Mobile Office Provision
(Outstanding information is awaited for compilation of the report which will be reported in April)
- Outcome of the Review of the Registration Service
(Deferred to 21 April Executive due to further information being required for the preparation of the final review report)

**FLINTSHIRE COUNTY COUNCIL
FORWARD WORK PROGRAMME
EXECUTIVE
December 2008 to April 2009**

MEETING DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE	PORTFOLIO
9 December 2008	Chief Executive	<ul style="list-style-type: none"> ➤ Housing Strategy Review Board Progress Report ➤ Improvement Agreement ➤ Q2 Performance Reporting 	Strategic Strategic Operational	Housing Strategy & Planning Corporate Governance & Strategy “ “
9 December 2008	Finance	<ul style="list-style-type: none"> ➤ Medium Term Financial Strategy / Budget 2009/10 ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 6) ➤ Capital Programme 2008/09 (Month 6) 	Strategic Operational Operational	Finance & Asset Management “ “ “ “
9 December 2009	Community Services	<ul style="list-style-type: none"> ➤ Housing Update – Tenant Participation, Allocations and Homelessness ➤ National Services Framework – Older People ➤ Supporting People Operational Plan 	Strategic Operational Operational	Housing Strategy/Social Services Social Services Estate Management Social Services/Housing Strategy

		<ul style="list-style-type: none"> ➤ Appointment of new postholder to undertake responsibilities in relation to the Supporting People Revenue Grant 	Operational	Social Services
9 December 2008	Environment	<ul style="list-style-type: none"> ➤ Flint Conservation Area Appraisal and Conservation Area Management Plan ➤ Completion of Stage 1 of the Holywell THI 	Strategic Operational	Housing Strategy & Planning Housing Strategy & Planning
9 December 2008	Lifelong Learning	<ul style="list-style-type: none"> ➤ Leisure Strategy – Progress Report ➤ Deeside Leisure Centre – Outline Project Plan 	Strategic Operational	Leisure and Public Protection Leisure and Public Protection
6 January 2009	Chief Executive	<ul style="list-style-type: none"> ➤ Phase II of Organisational Change and Re-design: Priority Service Reviews ➤ Organisational Change and Re-design: Efficiencies Statement ➤ Strategic Assessment of Risks and Challenges ➤ Relationship Manager's Letter ➤ PwC Contractor Functions ➤ Disability Equality Scheme – Annual Report ➤ Equality Progress Report 	Strategic Strategic Strategic Strategic Strategic Operational Operational	Corporate Governance & Strategy “ “ “ “ “ “ “ “ “ “
6 January 2009	Finance	<ul style="list-style-type: none"> ➤ Medium Term Financial Strategy / Budget 2009/10 ➤ Procurement Strategy Update ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 7) 	Strategic Strategic Operational	Finance & Asset Management “ “ “ “

6 January 2009	Community Services	➤ PARIS Social Services Business System – Joint Report with Corporate IT	Operational	Social Services
6 January 2009	Environment	➤ Traffic Management Act – Update and Policies	Strategic	Environment
		➤ Mold to Saltney Greenway	Operational	Environment
6 January 2009	Lifelong Learning	➤ Education Asset Management Plan: Proposed Fit-for-Purpose Criteria	Operational	Education & Youth
		➤ Welsh Education Scheme	Operational	Education & Youth
		➤ School Place Planning - Pupil Forecasts	Operational	Education & Youth
27 January 2009	Chief Executive	➤ Depot Rationalisation Strategy	Strategic	Finance & Asset Management
		➤ Voluntary Sector Grant Management Review	Strategic	Corporate Governance & Strategy
27 January 2009	Finance	➤ Initial Budget Proposals 2009/10	Strategic	Finance & Asset Management
27 January 2009	HR & Organisational Development	➤ Workforce Information Report	Operational	Corporate Governance & Strategy
		➤ HRMIS Progress Report	Operational	“ “
27 January 2009	ICT/Customer Services	➤ Improving Access to Services for the Customer (County Hall)	Strategic	Corporate Governance & Strategy
27 January 2009	Community Services	➤ Sheltered Housing Review	Strategic	Estate Management
		➤ Housing Division Structure	Operational	“ “
		➤ Progress on Shotton Extra Care Scheme	Operational	Social Services
27 January 2009	Environment	➤ Progress on Flintshire Waste Management Strategy	Strategic	Waste Strategy & Management
		➤ Report on CADW Delegation Scheme	Operational	Housing Strategy & Planning
		➤ Review of Consents	Operational	“ “
		➤ Asset Management Planning - Progress	Operational	Estate Management

27 January 2009	Lifelong Learning	➤ Outline Mid and Long Term School Capital Programme	Operational	Education & Youth
17 February 2009	Chief Executive	➤ Draft Community Strategy ➤ Local Service Board – Progress Report ➤ Changing Climate, Changing Places	Strategic Strategic Strategic	Corporate Governance & Strategy “ “ “ “
17 February 2009	Finance	➤ Final Budget Proposals 2009/10 ➤ Treasury Management Policy & Strategy Statement Report 2009/10 ➤ Prudential Indicators 2009/10 ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 8) ➤ Minimum Revenue Provision 2009/10	Strategic Strategic Strategic Operational Operational	Finance & Asset Management “ “ “ “ “ “
17 February 2009	HR & Organisational Development	➤ People Strategy Progress	Strategic	Corporate Governance & Strategy
17 February 2009	Community Services	➤ Voids Review ➤ Mental Health / Learning Disabilities and Substance Misuse Service Integration ➤ NRA Progress ➤ Progress on the NHS	Operational Operational Operational Operational	Estate Management Social Services Estate Management Social Services
17 February 2009	Environment	➤ TAIH Regional Transport Plan ➤ Review of Flintshire County Council's Contaminated Land Strategy ➤ Recycling Performance & Initiative ➤ Energy Conservation – Progress	Strategic Strategic Operational Operational	Environment Leisure & Public Protection Waste Management & Strategy Estate Management

		➤ Agricultural Estates – an Overview of Performance	Operational	Estate Management
17 February 2009	Lifelong Learning	➤ 2009-10 School Capital Programme	Operational	Education & Youth
10 March 2009	Chief Executive	➤ Draft Council Plan	Strategic	Corporate Governance & Strategy
		➤ Target Setting 2009/10	Strategic	“ “
		➤ Improvement Agreement	Strategic	“ “
		➤ Q3 Performance Reporting	Operational	“ “
		➤ Voluntary Sector Mid Year Review	Operational	“ “
10 March 2009	Finance	➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 9)	Operational	Finance & Asset Management
		➤ Capital Programme 2008/09 (Month 9)	Operational	“ “
10 March 2009	HR & Organisational Development	➤ Workforce Information Report	Operational	Corporate Governance & Strategy
10 March 2009	ICT/Customer Services	➤ IT Strategy Progress	Strategic	Corporate Governance & Strategy
		➤ Outcome of Review of Registration Service	Operational	“ “
		➤ Outcome of Review of Mobile Office Provision	Operational	“ “
10 March 2009	Community Services	➤ Looked After Children Work Placements	Operational	Social Services
		➤ Progress on Mold Extra Care Scheme	Operational	“ “
		➤ Social Services Performance Evaluation	Operational	“ “
10 March 2009	Environment	➤ Flintshire County Council and the National Air Quality Strategy – Progress Report and Forward Planning	Strategic	Leisure & Public Protection

		➤ North Wales Waste Treatment Partnership	Operational	Waste Strategy & Management
10 March 2009	Lifelong Learning	➤ Modernisation of Flintshire Schools: Consultation Proposals	Operational	Education & Youth
1 April 2009	Chief Executive	➤ Organisational Change/Redesign - Progress Report ➤ Theatr Clwyd Forward Strategy ➤ Regulatory Plan Mid Year Review	Strategic Strategic Operational	Corporate Governance & Strategy “ “ “ “
1 April 2009	Finance	➤ Procurement Strategy Progress Report ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 10)	Strategic Operational	Finance & Asset Management “ “
1 April 2009	Community Services	➤ Housing Strategy Inc Private Sector	Strategic	Housing Strategy & Planning
21 April 2009	Chief Executive	➤ Community Strategy ➤ Council Plan Review	Strategic Strategic	Corporate Governance & Strategy “ “
21 April 2009	HR & Organisational Development	➤ HRMIS Progress Report	Operational	Corporate Governance & Strategy
21 April 2009	Community Services	➤ National Service Framework Children's Service ➤ Inspection of the Independent Reviewing Officer Function	Operational Operational	Social Services “ “
21 April 2009	Environment	➤ Consideration of UDP Inspectors Report	Operational	Housing Strategy & Planning

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 10 March 2009

AGENDA ITEM NO: 18



REPORT OF: (Director of originating Department)

Head of Finance

SUBJECT:

Finance Function Review

The report on this item is NOT FOR PUBLICATION because it is considered to be exempt information in accordance with the following paragraph(s) of Schedule 12A to the Local Government Act 1972.

	<u>Para</u>	
Information relating to a particular individual *	12	
Information likely to reveal the identity of an individual *	13	
Information relating to financial/business affairs of a particular person * See Note 1	14	
Information relating to consultations/negotiations on labour relations matter *	15	
Legal professional privilege	16	
Information revealing the authority proposes to:	17	
(a) give a statutory notice or		
(b) make a statutory order/direction *		
Information on prevention/investigation/prosecution of crime *	18	
<u>For Standards Committee meetings only:</u>	Sec.	
Information subject to obligations of confidentiality	18a	
Information relating to national security	18b	
The deliberations of a Standards Committee in reaching a finding	18c	
<u>Confidential</u> matters which the County Council is not permitted to disclose	Sec. 100A(3)	

PLEASE TICK APPROPRIATE BOX

* Means exempt only if the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Note 1: Information is not exempt under paragraph 14 if such information is required to be registered under Companies Act 1985, the Friendly Societies Acts of 1974 and 1992, the Industrial and Provident Societies Act 1965 to 1978, the Building Societies Act 1986 or the Charities Act 1993.

**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

REPORT: Finance Function Review
AUTHOR: Kerry Feather
MEETING AND DATE OF MEETING: Executive on 10 March 2009

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

Paragraphs 12 and 15.

Factors in favour of disclosure:

Transparency.

Prejudice which would result if the information were disclosed:

Prejudice to the Council's reputation as an Employer and its relationship with staff and unions.
Prematurely raising expectations of some staff.

My view on the public interest test is as follows:

It would be contrary to normal HR practices for proposals to be made public at this stage and this would not be in the public interest.

Recommended decision on exemption from disclosure:

Exempt from disclosure under paragraphs 12 and 15.

Date: 18/02/2009



Post: Democratic Services Manager

I accept the recommendation made above.



Proper Officer

Date: 18/02/2009