

EXECUTIVE
17TH NOVEMBER 2009

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

PRESENT: Councillor A. Woolley (Chairman)

Councillors: C.A. Ellis, N. Matthews, N. Phillips, L.A. Sharps, N.R. Steele-Mortimer and H. Yale.

PRESENT: Councillors: F. Gilmore and M. Wright were also present for Agenda Item 11 – Improvement Targets Review and Agenda Item No. 18 – Review of Flintshire Bus Service, respectively.

ALSO PRESENT: Councillors: K. Armstrong-Braun, R.B. Attridge, G. Hardcastle, R.G. Hampson, R. Hughes, D. Mackie, Mrs. D. Mackie, A.P. Shotton and Mrs. C.A. Thomas.

IN ATTENDANCE:

Director of Community Services, Director of Lifelong Learning, Head of Legal and Democratic Services, Head of Finance, Head of ICT and Customer Services, Head of Human Resources and Organisational Development and Head of Committee, Member and Electoral Services.

APOLOGIES: Councillor: H.D. Hutchinson and Chief Executive.

160. MINUTES

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

161. DECLARATIONS OF INTEREST

No declarations of interest were made by Members

162. COMMUNITY STRATEGY AND LOCAL SERVICE BOARD : MID-YEAR REVIEW

The Director of Lifelong Learning presented the Chief Executive's report, which provided an update on the progress of the Community Strategy, the Community Strategy Work Plan and the Local Delivery Agreements and also sought endorsement of the work of the Flintshire Local Service Board.

The Director referred to the report and to the LSB focussing on four main areas and made particular reference to the consistent and effective governance and performance of strategic partnerships such as the Community Safety Partnership, Health, Social Care and Well-Being Partnership, Children and Young People's Partnership and the Regeneration Partnership. Reference was also made to the Local Delivery Agreement for carbon reduction in Flintshire.

RESOLVED:

That the Executive support and endorse the work of the LSB including:

- The work by the LSB support team on developing the key issues, gaps and solutions that would form the Community Strategy Work Plan.
- The proposed framework for the Strategic Partnership Governance.
- Progress being made on a Local Delivery Agreement on the carbon reduction project

163. NORTH WALES REGIONAL PARTNERSHIP BOARD – VISION

The Leader introduced the Chief Executive's report, the purpose of which was to share the North Wales Regional Partnership Board's vision on collaboration and to seek endorsement for this to be presented to the County Council meeting on 24th November 2009.

The Leader referred to the Partnership Board which comprised the Leaders and Chief Executives of all six North Wales Councils. The vision was to achieve a balance and demonstrate that there was a case for protecting the six democratic councils from re-organisation but with the use of collaboration both at regional and sub-regional levels. The report outlined a number of successful collaboration projects, such as the North Wales Residual Waste Treatment project and also to a number of emerging projects.

The Regional Partnership Board had questioned what opportunities existed for Councillors of the constituent authorities to consider collaboration and each Leader had agreed to take the Vision back to its Executive for Members to express their views and support prior to a presentation of the vision on collaboration being made to the County Council at its meeting on 24th November 2009.

RESOLVED:

That the presentation of the NWRPB Vision on Collaboration, being presented to the County Council at its meeting to be held on 24th November 2009, be endorsed.

164. MAKING THE CONNECTIONS – SPECIALIST PLANNING SERVICES

The Director of Environment presented a report, the purpose of which was to inform Members of the proposals in relation to this project and to secure an in principle agreement to progress the recommendations of the North Wales Planning Officers' Group. This Group consisted of the seven local planning authorities in North Wales which were Anglesey, Conwy, Denbighshire, Flintshire, Gwynedd and Wrexham County Councils and the Snowdonia National Park.

The Director explained that specialist planning service areas were small scale and fragmented and difficulties were experienced because of the small number of offices and the difficulties in covering leave, and vacancies arising out of career progression. The Specialist Planning Services project was initiated by the North Wales Planning Officers' group and represented a good example of collaboration which had been referred to in the previous agenda item. The four specialist planning services were, waste and minerals planning, landscape architecture and tree management, bio-diversity and ecology management and advice and building conservation advice.

The Director referred to the key recommendations of the project which would be to create a single waste and mineral service to serve the region with Flintshire being the lead authority. Secondly, to create a bio-diversity and ecology service on a sub-regional basis and in respect of landscape and trees, it was proposed to seek to develop three sub-regional landscape architecture services whilst leaving tree services as a local service. Building Conservation would work together more formally without changing management structures through joint projects.

The Executive Member for Environment, Regeneration and Tourism, whilst supporting the recommendations of the report and stated that collaboration was in place and gave examples as transport through Taith and the waste strategy but also expressed a note of caution in relation to the financial implications of the report and the necessary funding from the Welsh Assembly Government being maintained.

RESOLVED:

That the Head of Planning be authorised, in working with the North Wales Planning Officers Group, to prepare a proposal to form a Regional Planning Partnership to improve planning services and develop the range of jointly delivered services including the proposed way forward for the four specialist planning services project as described in the report.

165. BUSINESS CONTINUITY MANAGEMENT

The Director of Lifelong Learning presented the Chief Executive's report, the purpose of which was to seek endorsement to the approach taken to improve the consistency and robustness of Business Continuity Management within the Council.

The Director reported that Business Continuity Management was a process that helped manage risks to the smooth running of an organisation or delivery of service, ensuring continuity of critical services in the event of a disruption and effective recovery afterwards. Section 3.02 of the report identified the services which were defined as critical and having to be restored within 24-48 hours and the Business Continuity Management Strategic Plan would be reported to a future Executive meeting.

RESOLVED:

That the approach taken to improve the consistency and robustness of Business Continuity Management within the Council, be endorsed.

166. FLINTSHIRE'S DRAFT MUNICIPAL WASTE STRATEGY

The Executive Member for Waste Management, Strategy and Function introduced a report to enable consideration to be given to the draft Municipal Waste Strategy, to place the Strategy out for consultation and receive feedback and to update, if necessary, and report back on any amendments prior to formal adoption.

The Executive Member referred to the current Waste Strategy which had been adopted in 2005 and to the support for the delivery of a number of initiatives all of which had led to continuously increasing levels of recycling and reducing tonnages of municipal waste to landfill. Once approved the revised Strategy would be submitted for consultation with the wider population of Flintshire, Overview and Scrutiny Committee and Town and Community Councils.

RESOLVED:

- (a) That the revised Municipal Waste Management Strategy, be approved for consultation; and
- (b) That further reports be received following consultation noting areas of amendment, if applicable, in preparation for formal adoption.

167. FOLLOW UP TO THE COUNCIL'S RESPONSE TO THE PENNINGTON REVIEW (ON E.COLI)

The Director of Environment presented a report which provided Members with an updated position in respect of the implementation of the relevant recommendations from the Public Inquiry report published in March 2009 into the South Wales E.Coli 0157 outbreak of September 2005. Secondly, to provide Members with a detailed Improvement Plan relating to the relevant recommendations which required further action by the Local Authority and to seek Members' support and approval to the Improvement Plan circulated with the report.

The Director reminded Members that following publication of the South Wales E.Coli 0157 Public Inquiry report, in March 2009 an Executive report had been submitted to the Executive on 13th May 2009. The report outlined an action plan which detailed the timescales within which the recommendations of the Pennington report would be considered, together with a checklist of the critical questions to be asked. This report described the actions necessary to address the key recommendations and the Director drew Members' attention to the Improvement Plan which showed the Pennington recommendations, the outcomes and actions, the critical questions, the evidence, improvement actions and the date to achieve these actions.

RESOLVED:

That the Improvement Plan be supported and approved.

168. CARBON REDUCTION STRATEGY

The Director of Environment presented a report, the purpose of which was to seek approval to the Carbon Reduction Strategy jointly developed with the Carbon Trust. He referred to the world wide challenge of climate change and this strategy set out Flintshire could respond to the challenge. He also referred to consideration of the previous item on waste strategy and to the Corporate Asset Plan which was to be considered in the New Year and other strategies such as the Regional Transport Plan which were all linked.

The Director referred to the carbon reduction commitment which had now been re-named the CRC Energy Efficiency Scheme and this was a carbon trading scheme that would commence in April 2010 and would require the Council to buy carbon allowances to cover its emissions. After an introductory period of three years, the independent body overseeing the scheme would reduce the number of allowances available in order to encourage energy reduction. The purpose of this being to incentivise larger organisations to invest in energy efficiency projects to reduce their carbon footprint rather than buying allowances at an ever increasing cost.

In conclusion, and following the adoption of the strategy, a revised action plan would be developed to ensure as far as was reasonably practicable, that energy was utilised as efficiently as possible with the absolute minimum of wastage.

RESOLVED:

That the Carbon Reduction Strategy be approved.

169. IMPROVEMENT TARGETS REVIEW

The Leader introduced the report of the Chief Executive and welcomed Councillor F. Gillmore, the Chairman of the People and Performance Overview and Scrutiny Committee who would present the report.

Councillor Gillmore thanked the Executive for the opportunity to present the report and referred to the joint workshop with the Chairs and Vice-Chairs of the other four Overview and Scrutiny Committees held on 5th November 2009. The Workshop's purpose was to review and challenge the classification of targets, review and challenge the 2010 /11 provisional targets and longer term aspirational targets and to review the adequacy of the action plans for all improvement targets. The session provided the opportunity for a greater understanding of the data to enable Members to engage their legitimate role to challenge the data provided by the service areas. In addition it enabled a discussion between Officers and Members to reach a consensus on classification allowing future targets to be set

and to review past performance and rationale to inform the setting of future targets taking into account the most current factors of change.

The Workshop had been successful in that it gave both Members and Officers the opportunity for full and open dialogue regarding individual indicators and help joint understanding of the indicators' context and meanings.

The Head of ICT and Customer Services referred to the approach to target setting which had been under development for some time and expressed his appreciation of the work undertaken by the People and Performance Overview and Scrutiny Committee. He referred to a gap on further targets from Human Resources and once completed this would go through the same process. He also referred to the summary of the outputs from the Workshop and copies of notes from the Workshop would be made available in the Members Library later in the day.

RESOLVED:

- (a) That the Executive endorse:
- Re-classification of targets.
 - The definitive improvement target list.
 - Targets reaffirmed for 2009/10
 - The 2010/11 provisional and aspirational targets
 - The premise that all improvement targets had appropriate action plans
- (b) That the Overview and Scrutiny Committees undertake further detailed consideration of improvement targets and their action plans as appropriate to their forward work programmes.

170. WORKFORCE INFORMATION REPORT

The Head of Human Resources and Organisational Development presented a report which provided an update of the second quarter of 2009/10 Workforce Information reports which contained reports on head count, establishment, turnover summary, diversity summary and absence. She also referred to a data definition document which needed to be read in conjunction with the Work Force Information reports and this was attached as Appendix 2 to the report.

The Head of Human Resources and Organisational Development explained that the report focused on two areas. Firstly, the labour turnover figures which had shown an increase but needed further analysis on the data. Secondly, the sickness absence had reduced from 2.77 days lost in quarter 1 to 2.66 days lost in quarter 2. The Human Resources Team were developing an attendance management strategy as part of the revised people strategy and its aims were set out in paragraph 3.09 of the report but included support for Managers in the identification of trends and issues in order to develop tailored action plans. The development of the proposed strategy would be part of the implementation of the new Attendance Management Policy which would be rolled out between January and March 2010.

Work was also ongoing to cleanse the data held for accurately recording the Council's establishment on the Midland Trent system.

The Executive Member for Environment, Regeneration and Tourism referred to the Attendance Management Strategy that would ensure that employees were treated fairly and consistently in the management of their attendance at work and fully supported this. He also referred to the Council's introduction of healthy eating for staff and the provision of cycles and gym equipment which was intended to improve the overall fitness of the workforce but despite this, the sickness rate was not improving as quickly as he would expect and expressed his disappointment .

The Head of Human Resources and Organisational Development responded to the comment which she noted and referred to the desire of both Managers and Members to see a quicker improvement but emphasised that the outcomes of such strategies needed time to work through but was confident that the figures would improve in 2010.

RESOLVED:

That the Workforce Information Report for the second quarter and the proposals for the development of an Attendance Management Strategy for the Council, be noted.

171. COUNCIL TAX BASE FOR 2010 – 11

The Head of Finance presented a report, the purpose of which was to approve the Council Tax base for the financial year 2010-11. She referred to the setting of the Council Tax base for the next financial year which allowed the County Council, North Wales Police Authority and Town/Community Councils to calculate next years Council Tax charges based on the estimated chargeable properties, expressed as the equivalent number of band "D" properties in the Council's area. Council Tax base was set as at 31st October each year and for 2010-11 needed to be notified to the Welsh Assembly Government by 20th November 2009.

The Head of Finance referred to the considerations of the report and that an assumed collection rate of 99% had been used in the calculation of the tax base which then allowed a 1% allowance for uncollectible debts. This 99% collection rate continued to be one of the highest levels in Wales and demonstrated the ongoing successes in the collection of Council Taxes within Flintshire despite the current economic uncertainty. The Council Tax Base for 2010-11 was 60,528 and the breakdown for each Town/Community Council area was shown in the Appendix to the report.

The Leader referred to the assumed collection rate of 99% which was one of the highest collection rates in Wales and paid tribute to the staff involved and the hard work that had been undertaken to achieve this level and more importantly to maintain the high level.

RESOLVED:

That the tax base of 60,528 chargeable Band 'D' equivalent properties as shown in Appendix A to the report for 2010-11, be approved.

172. CUSTOMER ON-LINE ACCESS TO REVENUES AND BENEFITS INFORMATION

The Head of Finance presented a report, the purpose of which was to inform Members of software developments in the Revenues and Benefits Service that would enable the Council to offer an on-line interactive information service to Council Tax and Business Rate payers and customers in receipt of Housing and Council Tax Benefit.

The Head of Finance referred to the development undertaken in conjunction with IT which was to go live in December. In accordance with the corporate design adopted by the Council's Web Development Group, this product had been re-branded as "My Accounts" and once registered, customers would access the system via a seamless link on the Council's website.

The development had been split into three phases, details of which were set out in the report and at Section 3.00, the Customer Service improvements were summarised.

The Head of ICT and Customer Services welcomed the report which built on the success of the facilities already available on-line. He referred to website developments for contacting the Council and the aspiration that this would be the main source of contact by 2013. He also referred to a number of other on-line services that would come into operation in the near future.

RESOLVED:

That the service enhancement set out in the report be endorsed and supported.

173. FLINTSHIRE REGISTRATION SERVICE REVIEW

The Head of ICT and Customer Services presented a report which informed Members of the outcomes of the review of the Flintshire Registration Service and for Members to consider the proposed changes to the service arising from the review. He referred to the meeting of the County Council on 27th October 2009 which had previously considered this matter. The report outlined the findings of a customer opinion of the service which had been issued to over 200 customers in November 2008. An analysis of the survey had identified that 85% of the customers were extremely pleased and 14% satisfied with the current level of service provided. A further analysis of the suggestions for improvement had been undertaken and the main areas identified for improvement were, longer opening hours and later appointments, improved car parking at the Mold Register Office and telephone access.

In order to respond to customer feedback and to allow an increase in opening hours and provide later appointments, this could only be achieved without increasing costs, by reducing the total opening times across the out stations. The proposals therefore were to close out stations in Caergwrle, Buckley and Flint with effect from 1st November but this had not been implemented as a result of the County Council decision.

In response to the report, the Leader referred to discussions he had had with other Members, many of which had not been aware of the facilities available at out stations and there was therefore a need for a greater awareness of these premises and suggested that any adjustments be put on hold and be re-visited in approximately 12 months. In this regard, the Executive Member for Waste Management, Strategy and Function supported this view and the need for media coverage and for the Council's own publicity to provide information on the availability of the Registration Service out stations.

The Executive Member for Environment Regeneration and Tourism thanked the Officer for a comprehensive report and did not agree with the suggestion that this should be reviewed in 12 months. He paid tribute to the role of the service, particularly in that it provided a local service but agreed the need to provide more publicity particularly in relation to the out stations which would then have an impact on their usage. Other Members spoke in support of the issues raised. There was a general consensus that there was a need for an awareness raising exercise to take place to ascertain whether this would have any affect on the usage figures. Accordingly, it was:

RESOLVED:

- (a) That the status quo remains;
- (b) That greater publicity be given to the existence of the service;
- (c) That the use of the out stations be then reviewed; and
- (d) That a further report be submitted to the Executive for further consideration.

174. SHELTERED HOUSING IMPROVEMENT PROJECT

The Executive Member for Housing Management and Function introduced a report which provided an update on the work of the Members and Officer Working Group aimed at improving the Sheltered Housing and Warden Services and to seek approval for a series of improvement actions recommended by the group.

The Executive Member referred to a number of housing improvement seminars held during July and August 2009 and the Working Group had produced a report on the outcomes from the seminars and this was attached at Appendix 1 to the report.

The membership of the Working Group was set out in the Appendix and this needed to be amended to include Claire Budden, the Head of Housing Services

who had recently taken up her position with the Council. The Executive Member commented on the positive contribution of the Community and Housing Overview and Scrutiny Committee and Members who were part of the Working Group, including the Chairman. The Executive Member commented that the Chair of Community and Housing Overview and Scrutiny Committee could be invited to a future Executive to comment on the contribution of Scrutiny Members to the Improvement Project.

The Executive Member for Social Services referred to the Sheltered Housing Visioning Day held in November 2008 and the work that had been ongoing since then to put forward recommendations for key service improvements.

The Director of Community Services referred to the membership of the Working Group and to Maureen Harkin the temporary Head of Housing Services who would shortly be leaving the Authority. She also referred to the Member Officer Working Group which had accepted a revised and extended terms of reference which would enable the Group to continue to oversee the improvement programme to expand the Warden Support Service and this was reflected in the recommendations of the report.

RESOVLED:

- (a) That the recommendations set out in paragraph 3.01.1-3.01.4 in the report, be approved;
- (b) That the continuation of the Member Officer Working Group to oversee the Sheltered Housing Improvement Project, be supported; and
- (c) That the Executive receive a further report on the service expansion plan as referred to in paragraph 3.01.3 of the report in due course.

175. PASSENGER TRANSPORT IN FLINTSHIRE

The Director of Environment presented a report which detailed progress on a review of the way in which the Council's passenger transport functions operated taking into account collaboration issues and the local and regional efficiencies agenda. He reported that he and the Directors of Lifelong Learning and Community Services were presently reviewing the way in which the Council undertook its passenger transport functions of public, school and social services transport. In addition, the North Wales Procurement Partnership had been promoting collaboration to improve transport administration. This focussed upon the ways in which Authorities could collaboratively reduce administration and the Director of Lifelong Learning was the Regional Project Sponsor. Since April 2009, Flintshire and Denbighshire Councils had collaborated closely on passenger transport and consideration was being given to extending this to include Conwy County Borough Council.

The Director referred to the report and to the diagrams which illustrated that Flintshire's supplier school transport costs were the highest. The illustrations also gave comparisons between school and adult social care between Flintshire and its

neighbours which revealed an imbalance of staff dealing with school transport and inappropriate ratio of staff to contracts/escorts. Flintshire had the highest budget for school transport, the number of contracts and escorts but had the fewest resources. There appeared to be a direct correlation between staff and the quality/control of each authority's respective networks. He explained that releasing savings for a school network review would require additional staff on an "invest to save" basis. This additional staffing resources supported existing staff to undertaken the review would allow a number of issues to be addressed which were outlined in paragraph 3.10 of the report.

The Executive Member for Environment, Regeneration and Tourism supported the report and the invest to save proposals which could be re-invested in service provision.

The Executive Member for Education and Youth Services referred to the higher costs on school transport in Flintshire and welcomed the work that was to be undertaken. He referred to the e-tendering process and to some issues that had been raised which would be looked into but also it was important to reduce costs but maintain the high quality of service that was being provided.

The Director of Lifelong Learning reported that other local authorities were examining similar solutions and confirmed that Flintshire would not want to reduce the quality of service being provided and if possible it would attempt to enhance service provision. He emphasised the importance of procurement and to using tenderers which provided high quality of service.

RESOLVED:

- (a) That the work undertaken to date, particularly in relation to e-tendering, be noted; and the review and implementation be continued;
- (b) That there be continued collaboration with Denbighshire and, as the associated work of the NWPP unfolds under the Director of Lifelong Learning, further areas of collaboration be identified; and
- (c) That the additional staff resource to support colleagues in the Environment, be engaged on an "invest to save" basis, to drive the necessary changes initially on a fixed term appointment.

177. REVIEW OF FLINTSHIRE BUS SERVICE

Councillor M. Wright, as the Chairman of the Environment and Regeneration Overview and Scrutiny Committee presented a report to update the Executive on the outcomes following a review of bus services within Flintshire by a Task and Finish Group set up by the Overview and Scrutiny Committee. He explained that the report represented 12 months work by the Overview and Scrutiny Committee and the Task and Finish Group Members had carried out research through Task Group meetings, workshops, site visits, interviewing external experts, working with senior officers of the Environment Directorate and surveying service users and Town and Community Councils.

The Environment and Regeneration Overview and Scrutiny Committees report had been circulated with the Agenda and its recommendations were set out in section 3.4. He commended these recommendations to the Executive and thanked the Overview and Scrutiny Committee and officers involved for the work undertaken.

The Executive Member for Environment, Regeneration and Tourism thanked the Overview and Scrutiny Committee under the Chairmanship of Councillor Matt Wright for an excellent report and said that the recommendations would be acted upon.

RESOLVED:

- (a) That the 14 recommendations listed, be approved; and
- (b) That in approving the recommendations, the five recommendations within the report identified by the Task and Finish Group and Officers as priorities, be agreed.

178. WELSH PUBLIC LIBRARY STANDARDS – ANNUAL REPORT 2008/09

The Executive Member for Education and Youth Services introduced the report which presented the Council's Welsh Public Library Standards Annual Report for 2008/09 and the response to the Welsh Assembly Government. The Council's submission was attached as Appendix A and the Welsh Assembly Government's response was attached as Appendix B to the report.

The Executive Member referred to the report and that the Council was achieving 8 of the 14 standards but was only partly achieving 3 of the 14 standards. He specifically referred to WPLS5 which related to the number of collection items available for public use, the number of childrens items were met but the number of items for adult use was not met. He explained that space constraints in many of the Council's libraries made it impossible to accommodate the additional 60,000 items required to meet the Wales benchmark. WPLS12 related to expenditure on buildings and their management and included the requirement to undertake an asset/condition/disability survey for service points or internally review such surveys on one occasion in the three year cycle. This would be undertaken as part of the Service Plan Review. The WPLS 14 measured compliance with the citizens entitlement for public library users and the service complied with six of the eight entitlements.

The two outstanding elements were the provision of free reservations for books available anywhere in Wales and arrangements for borrowing and returning books anywhere in Wales. Both of these were under consideration involving a pilot project in North Wales and negotiations with other Library Authorities.

The Executive Member referred to the Council not achieving two of the 14 standards and in respect of WPLS9, this service aim was to be met in the current

year. In the case of WPLS11 in respect of the number of qualified staff, this remained as an identified service budget pressure to be considered as part of the budget building processes.

The Director of Lifelong Learning referred to the recommendations that the Council was providing high standards of service and also referred to the range of PIs on which the Council was assessed but were regarded as less important. He emphasised the importance of having high quality stock and to providing high quality access to ICT facilities which were available.

RESOLVED:

- (a) That the Welsh Public Library Standards Annual report, be approved and the response noted; and
- (b) That the proposals in 3.03, 3.04 and 3.05 of the report, be endorsed.

179. MANAGING UNAUTHORISED ENCAMPMENTS PROTOCOL

The Head of ICT and Customer Services presented the Chief Executive's report which recommended for adoption, following the consultation process, the Flintshire Multi-Agency Protocol for Managing Unauthorised Encampments and secondly, to endorse additional actions to support effective implementation of the Protocol. A copy of the Protocol was available for Members.

The Head of ICT and Customer Services referred to the Protocol which had been circulated to partner agencies, Town and Community Councillors, Assembly Members, Members of Parliament and the Gypsy Council. Workshops had been held with Elected Members, Town and Community Councillors, Tenant and Resident Associations and Employees. Face to face discussions had also taken place with the travelling community, including those on permanent sites and those on unauthorised encampments. The lack of accommodation for gypsy and travellers contributed to the continuation of unauthorised encampments and therefore the Protocol alone would not reduce the number of encampments. He made reference to the considerations in the report and the feedback from consultation events. The Protocol had been revised to take account of the feedback and these changes were highlighted in the report.

It had been suggested that there was a need for a dedicated gypsy and traveller liaison officer to deal with all enquiries relating to unauthorised encampments. This role was currently being undertaken by the Community Cohesion Officer and Policy Officer Equalities and this role would be incorporated within the considerations for the Housing Service redesigned capacities.

In conclusion, it was reported that the Protocol was still to be endorsed by both the North Wales Police and the Betsi Cadwaladr University Health Board.

The Executive Member for Housing Management and Function referred to the officers reference to a dedicated Gypsy and Traveller Liaison Officer being

considered within the Housing Service re-design capacities and would discuss this outside the meeting.

RESOLVED:

- (a) That the multi-agency protocol for managing unauthorised encampments, be adopted; and
- (b) That the following additional actions to support effective implementation of the Protocol, be endorsed:-
 - The Protocol to be endorsed by North Wales Police and Betsi Cadwaladr University Health Board
 - The Chief Executive, Head of Legal and Democratic Services and Head of Housing determine the appropriate capacity for implementation of the Protocol and responding to unauthorised encampments; and
 - That a gypsy and traveller fact sheet is developed and distributed to Elected Members and published in Your Community, Your Council.

180. EXERCISE OF DELEGATED POWERS

An information report of the Chief Executive was submitted, the purpose of which was to inform Members of the actions taken under delegated powers. The actions taken were as set out below:-

Environment	Renewal of leasehold premises for Communities First, Shotton
Community Services	Approval to 5 temporary specialist support worker posts funded via the intermediate care continuing health grant
	Authorisation to advertise for an accommodation support officer (Youth Justice Service) on a 12 month secondment

181. DURATION OF MEETING

The meeting commenced at 9.30 am and ended at 11.22 am.

182. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press in attendance.

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Chairman

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

EXECUTIVE	DATE: 17TH NOVEMBER 2009
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MEMBER	ITEM	MIN. NO. REFERS
NO DECLARATIONS WERE MADE		