

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

Councillors: Helen Brown, Carol Ellis, Dennis Hutchinson,
Nancy Matthews, Neville Phillips OBE, Tony Sharps,
Nigel Steele-Mortimer, Matt Wright

Your Ref /
Eich Cyf

ur Ref / Ein Cyf ^{ST 0}

Date / Dyddiad 12/01/2011

Ask for / Gofynner am Nicola Gittins

Direct Dial / Rhif Union 01352 702345

Fax / Ffacs

Dear Sir / Madam,

A meeting of the **EXECUTIVE** will be held in the **CLWYD COMMITTEE ROOM, COUNTY HALL, MOLD** on **TUESDAY, 18 JANUARY 2011** at **09:30** to consider the following items.

Yours faithfully



Democracy and Governance Manager

A G E N D A

1. **APOLOGIES**

2. **MINUTES**

To confirm as a correct record the minutes of the meetings held on 14 December 2010 and 21 December 2010 (copies enclosed).

3. **DECLARATIONS OF INTEREST**

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4. REVIEW OF THE STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES (SARC)

Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management

County Hall, Mold. CH7 6NA
Tel. 01352 702400 DX 708591 Mold 4
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NR
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5. STRATEGIC PARTNERSHIP PERFORMANCE - MID YEAR REVIEW
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management
6. REGIONAL PROTOCOL FOR MANAGING UNAUTHORISED GYPSY ENCAMPMENTS
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management
7. HOUSING REVENUE ACCOUNT 2011/12
Report of the Head of Finance, Chief Executive and Head of Housing - Portfolio of the Leader and Executive Member for Finance & Asset Management (copy to follow)
8. SHELTERED HOUSING IMPROVEMENT PROJECT
Report of the Director of Community Services - Portfolio of the Executive Member for Housing

OPERATIONAL REPORTS

9. LEISURE ACTION PLAN - UPDATE
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Leisure Services & Public Protection (copy to follow)
10. IMPROVEMENT TARGETS REVIEW
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management
11. REVENUE BUDGET MONITORING 2010/11 (MONTH 7)
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
12. DELIVERING PRIVATE SECTOR HOUSING RENEWAL - INTRODUCING AN INTEREST BEARING REVOLVING LOAN FUND
Report of the Director of Community Services - Portfolio of the Executive Member for Housing
13. 2011 CENSUS
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management
14. FLINTSHIRE BUSINESS WEEK 2010 EVALUATION REPORT
Report of the Director of Environment - Portfolio of the Executive Member for Regeneration and Tourism
15. AGRICULTURAL ESTATE
Report of the Director of Environment - Portfolio of the Deputy Leader and Executive Member for Environment
16. CONTAMINATED LAND - GREENFIELD LANDFILL
Report of the Director of Environment - Portfolio of the Executive Member for Leisure Services and Public Protection

17. CONTAMINATED LAND - FORMER CASTLE LANDFILL, FLINT
Report of the Director of Environment - Portfolio of the Executive Member for Leisure Services and Public Protection
18. EXERCISE OF DELEGATED POWERS
Report of the Chief Executive enclosed
19. FORWARD WORK PROGRAMME - FOR INFORMATION
A copy of the Executive Forward Work Programme (months 11/10 to 04/11) 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 items are 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).

STRATEGIC REPORTS

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).

20. ENVIRONMENT DIRECTORATE ORGANISATIONAL REVIEWS
Report of the Director of Environment - Portfolio of the Deputy Leader and Executive Member for Environment and Executive Member for Leisure Services and Public Protection and Executive Member for Waste Management and Executive Member for Regeneration and Tourism

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).

21. THE STREETSCENE SERVICE
Report of the Director of Environment - Portfolio of the Deputy Leader and Executive Member for Environment

OPERATIONAL REPORTS

The following item is considered to be exempt by virtue of Paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

22. VOLUNTARY SECTOR FUNDING - UPDATE REPORT
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management

EXECUTIVE
14 DECEMBER 2010

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 14 December 2010.

PRESENT: Councillor A. Woolley (Chairman)

Councillors: H. Brown, C. A. Ellis, H. D. Hutchinson, N. M. Matthews, N. Phillips, L. A. Sharps, N. Steele-Mortimer and M. G. Wright

ALSO PRESENT:

Councillors: K. Armstrong-Braun, J. B. Attridge, J. C. Cattermoul, F. Gillmore, R. G. Hampson, R. Hughes, D. I. Mackie, A. P. Shotton and C. A. Thomas

IN ATTENDANCE:

Chief Executive, Director of Environment, Director of Lifelong Learning, Head of Legal & Democratic Services, Head of Finance, Head of Human Resources and Organisational Development, Head of ICT & Customer Services, Head of Housing and Team Manager – Committee Services

158. MINUTES

The Executive Member for Leisure Services and Public Protection asked that it be recorded that he declared a personal non-prejudicial interest in agenda item number 13, Transport to Denominational Schools.

Subject to the above, the minutes of the meeting of the Executive held on 16 November 2010 were confirmed as a correct record.

159. DECLARATIONS OF INTEREST

The Executive Member for Leisure Services and Public Protection declared a personal non-prejudicial interest in agenda item number 8, Transforming Transport Project.

160. LOCAL GOVERNMENT PROVISIONAL SETTLEMENT 2011/12 AND BUDGET 2011/12

The Head of Finance introduced the report which provided details of the Provisional Welsh Local Government Settlement 2011/12 and an update on the arrangements for the Budget 2011/12. The final settlement date had been set for 9 February 2011.

The timetable for consideration of the Budget was explained with specific provision for consultation with Overview and Scrutiny, Business Ratepayers, the Schools Budget Forum and the Flintshire Joint Trades Union Committee (FJTUC). Draft proposals would be considered at the Executive meeting on 21 December with Directorate presentations being delivered to Overview and Scrutiny Committee from 18-27 January 2011. Final recommendations would be made to the Council on 1 March 2011, which would be considered by the Executive on 15 February 2011.

The Chief Executive added that the report to Executive on 21 December would contain details of emerging proposals for the 2011/12 Budget which would be put into context following any further information received. He emphasised that overall the revenue gap was approximately £12M. A formal response would be made to the Welsh Assembly Government (WAG) before the end of December.

In response to a comment by the Executive Member for Social Services, the Chief Executive said that if a 'cap' was placed on domiciliary care services, he would expect the Authority to be fully reimbursed by WAG.

RESOLVED:

- (a) That the 2011/12 Provisional Settlement information be noted;
- (b) That the timetable for establishing budget proposals for 2011/12 be noted; and
- (c) That the Head of Finance be provided with any comments on the Provisional Welsh Local Government Settlement by 20 December 2010 in order that the comments, together with those of Overview and Scrutiny, can be reported to the Assembly by 4 January 2011 (end of the consultation period)

161. OUTCOME AGREEMENT WITH WELSH ASSEMBLY GOVERNMENT (WAG)

The Chief Executive introduced the final draft of the Outcome Agreement for submission to Welsh Assembly Government (WAG). He explained that the Improvement Agreement (2008-2010) had received the full level of grant funding (£1.49M) based on performance during 2009/10.

He explained that the Outcome Agreement replaced the Improvement Agreement which had its final year of performance related grant during 2010/11. The Outcome Agreement would attract similar levels of funding over three years i.e. £1.47M.

The Chief Executive thanked the Policy, Performance and Partnerships Team for their work on the Outcome Agreement and added that WAG officials had been supportive of the work carried out.

RESOLVED

- (a) That the final draft of the Outcome Agreement for submission to WAG be approved; and
- (b) That it be noted that the Improvement Agreement (2008-2010) had received the full level of grant funding (£1.49M) based on performance during 2009/10

162. LEISURE ACTION PLAN

The Director of Lifelong Learning introduced the report on the outcome of initial consultations undertaken on the development of a Leisure Action Plan against budgetary pressures.

He issued a full statement, extracts of which were:

“Given changes to availability of revenue and capital funding, we know that the status quo is not sustainable. We need to review and renew facilities to maximise usage, increase customer satisfaction and continue to earn the right to continued high levels of participation and enjoyment from Flintshire’s people.

The 2009 leisure strategy debates had extensive consultation and engagement from service users, staff, partner organisations and Councillors in its development. The strategy was discussed extensively in Scrutiny and approved by Executive. Discussions focused on the key role of leisure in delivering health, wellbeing and economic development. They recognised the importance of outdoor provision such as the Walks programme and cycle ways in addition to centre based provision. The strategy set out key priorities for participation and progression in Sport. It also stressed the importance of improving customer experience and providing appropriate leisure environments.

I’d like to thank the many service users, partner organisations and staff who have contributed their thoughts and ideas during the consultation so far. Many ideas have come forward which can be considered in both this process and subsequent service planning. Subsequent to this report being written a number of petitions have also been received. Two petitions were to save Hope Sports Centre, one was to save Saltney Leisure Centre and one was to save Connah’s Quay Leisure Centre. The petitioners’ support for their local centres was clear.

The report’s recommendations provide an opportunity for all involved to work together to put provision at the centres on a legal sustainable basis for the future. However, to do this, more rapid collective progress needs to be made than over recent years.

Further petitions have been received in relation to proposed changes from staffed to vending catering at leisure centres. Expressions of interest have been made during consultation in relation to new ways of operating a staffed café at Flint. They range from developing a cooperative model for service delivery with community partners to interest from a major high street brand. There are realistic proposals to take forward for evaluation. At this stage, there are not equivalent expressions of interest in relation to other catering outlets and so consultation continues.

Some big questions remain for shared Public Services. For example, at Connah’s Quay there are some facilities at the school and more extensive leisure facilities next door at the College. At a time of public funding restraint

we should continue to look at the feasibility of every opportunity to collaborate across the public sector to make it easy for people to efficiently access services, such as through single local booking and operational arrangements.

In 2011, it is important that we continue our development programme, with a renewed Leisure Strategy, featuring wide ranging discussions on where we go next in regenerating local leisure provision. That way, we will continue to have a range of high quality leisure opportunities of which local people will rightly be proud”.

RESOLVED

That the following actions in relation to the Action Plan be approved:

- **Changes in Cafeteria Provision:**

Consultation to be continued, with a report back in January, on the feasibility of the options raised in 3.03 of the report in relation to Flint.

Cafes will continue to be open during the consultation period, which will include consultation with the affected employees and their trade union representatives.

- **Closure of the Creche at Flint:**

Continue consultation with affected employees and their trade union representatives, with a view to closure of the facility at the end of the financial year.

- **Reduction of Duty Managers:**

Continue consultation with affected employees and their trade union representatives, with a view to authorising the new staffing model.

- **Swimming Development:**

Welcome new financial contributions from Swim Wales and Swim Flintshire.

Continue to maintain the Elite programme as currently established.

Continue to work with Swim Wales and Swim Flintshire on finalisation of the revised business plan for the programme.

With regard to the swimming development officer post, continue consultation with the affected employee and their trade union representative with a view for implementing the staffing change following consultation.

- **Small Dryside Dual Use Centres:**

Authorise a detailed options appraisal and recommendation on the two lower cost operating models of reducing duty attendants and incorporating cleaning with the attendant role.

Continue discussions with Governing Bodies and local partners to finalise Transfer of Control Agreements or alternative governance models prior to the start of the next financial year.

Consultation to continue with the affected employees and their Trade Union representatives.

- **Additional Ideas:**

Authorise a full appraisal of facilities development opportunities in partnership with ALS.

Commission a renewal of the 2009 Leisure Strategy in early 2011.

163. DEESIDE LEISURE CENTRE: PHASE 2

The Director of Lifelong Learning introduced the report which explained the Development Proposals for Phase 2 of the improvement works at Deeside Leisure Centre. Approval was sought for commissioning of the Phase 2 works.

The proposals for a second phase of improvements to Deeside Leisure Centre focused on the provision of Fitness, Health and Spa facilities. A presentation was made available in the background which illustrated the proposed redevelopment facilities.

Detailed financial information was contained within the appendix to the report and the Director explained that the rental levels required to repay the investment costs could be met from the projected net operating surplus detailed in the business plan.

RESOLVED

That the redevelopment proposals for Fitness/Health/Spa provision at Deeside Leisure Centre be approved and the completion of a second Works Contract to implement the work be authorised

164. TRANSFORMING TRANSPORT PROJECT

The Director of Lifelong Learning introduced the report on the regional Transforming Transport Project and explained how it could contribute and extend plans to obtain greater efficiency and improvement from more rationally planned and delivered transport services, in addition to the changes made locally.

Transforming Transport was a regional project involving all North Wales authorities. The project would support opportunities for change and greater efficiency in the sphere of:

- Mainstream home-school and college transport
- Transport for pupils with additional learning needs
- Social Services transport

- The public subsidised bus network

The Chief Executive added that this was one of the largest regional projects underway which had the support of the Welsh Assembly Government (WAG). He had attended a meeting of the Environment and Regulatory Services Programme Board the previous day where the importance of the project was reinforced.

The Executive Member for Leisure Services and Public Protection left the room during the discussion, as at minute number 159 (declarations of interest).

RESOLVED

That regular reports on the progress of the project as part of the update on the work of the Environment and Regulatory Services Programme Board be received from the Director of Lifelong Learning.

165. FLINT REGENERATION AND FLINT MAISONNETTES

The Executive Member for Housing introduced the report which provided an update on the preparatory work for a potential regeneration scheme for central Flint and the choices around the future of the maisonettes social housing land and units. The report was made in the public interest given the recent media coverage. She highlighted that the management of vacant maisonettes was carried out in the same way as any other vacant property. In addition, she added that it was a decision of the County Council on 2 March 2010 to form a Working Group to review the options at the instigation of local Members.

The Chief Executive said the maisonettes, alongside the future of the Council's housing stock, was a contentious part of the business case for the ballot. Any decision on the future of the homes would be made before Council tenants were balloted on transfer of the housing stock.

The maisonettes were capable of being improved to meet the Welsh Housing Quality Standard (WHQS) according to past technical reports. However, they were of a dated design, offered a limited quality of life and made poor use of land in central Flint.

There were a number of options for the Council to either retain the land for an alternative use/development or to retain an option for the direction of use of the land and assets in the event of transfer. The Working Group was exploring the options for a regeneration scheme which could be a mixed civic, commercial/retail, health and social housing scheme. The Group, which had no decision making powers, would advise the Council on the options for the maisonettes in advance of the agreement of the two business cases required; one for transfer and one for non-transfer.

The Head of Housing added that there had been three vacancies in the maisonettes in the last three months. One had been re-let, one would cost in

excess of £6,000 to repair and was therefore on hold at the moment and the third was a recent abandoned property which was currently being assessed. She stressed that the letting of the maisonettes was carried out in the same way as any other vacant properties.

RESOLVED

That the update on the preparatory work for a potential regeneration scheme for central Flint and the implications for choices over the future of the maisonettes social housing units be noted.

166. UNIVERSAL CREDIT: WELFARE THAT WORKS

The Head of Finance presented the report which contained a summary of the Government's proposals on Welfare Reform and the implications of the White Paper – "Universal Credit: Welfare that Works". The report also highlighted potential budget considerations.

Benefits were currently administered by a range of sources on behalf of the Department of Work and Pensions (DWP). The impact for local authorities was significant and the DWP would be holding further detailed discussions with local authorities and their associations about the implications for Universal Credit for their housing benefit operations and the new approach to council tax costs.

An indicative table for key dates around Welfare Reform affecting Housing and Council Tax Benefit was detailed in the report.

The Council would need to be instrumental in informing and shaping the programme for the introduction of Universal Credit, the localised Council Tax Scheme and the decommissioning of the national Housing Benefit, Council Tax Benefit and Discretionary Housing Payments.

RESOLVED

- (a) That the report be noted; and
- (b) That further reports be submitted to inform the ongoing debate about the implication of this significant reform, to afford early opportunity to Executive for decisions as details emerge from the Government and to consider in depth the financial implications as these become clear.

167. PEOPLE STRATEGY UPDATE

The Head of Human Resources and Organisational Development explained the progress achieved in relation to the implementation of the current People Strategy (2009-2012) Action Plan. The update covered the first and second quarters of 2010-11.

She provided details on the following: Management Development Programme, Managing Change Programme, Volunteering for Development

Programme, HR Policies and Procedures, The Planning and Implementation of Phase II of HRMIS (Midland Trent), People/Workforce Workstream – Flintshire Futures Programme, Single Status, Trent Improvement Programme, Establishment Control and Casual/Relief Worker Review and the HR Service Review.

RESOLVED

That the progress made in relation to the delivery of the People Strategy be noted.

168. CLWYDIAN RANGE AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN

The Director of Environment introduced the report which sought approval for the Clwydian Range AONB Management Plan 2009-2014.

The Plan set out a framework for the conservation and enhancement of the area. It was a revised and updated version of the 2004-2009 Statutory Management Plan. The Plan defined features and qualities that made the area special and identified some of the challenges for the future.

RESOLVED

That the Management Plan be approved.

169. BUSINESS CONTINUITY PLAN TESTING

The Chief Executive provided an overview of the Corporate Business Continuity Plan and the supporting Mission Critical Service Plans.

Following the development of the Corporate Business Continuity Plan and the Mission Critical Plans, a programme of testing took place using scenarios. The key issues which emerged in testing the Plan, and the key issues from testing the Mission Critical Services Business Continuity Plan, were detailed in the report.

RESOLVED

That the overview of the Corporate Business Continuity Plan and the supporting Mission Critical Service Plans be noted.

170. QUARTER 2 PERFORMANCE REVIEW 2010/11

The Chief Executive presented the 2010/11 Quarter 2 performance reports which had been produced at the Head of Service/Divisional level under the adopted business model of the Council. The update of the Strategic Assessment of Risks and Challenges (SARC) summary was contained within the performance reports.

Appendix 1 of the report contained a scheduled of all of the Improvement Targets which were reported on a quarterly basis. This was in line with the revised list of Improvement Targets endorsed by Executive on 5 January 2010.

RESOLVED

That specific issues for consideration be referred for management action and/or referral to the appropriate Overview and Scrutiny Committee.

171. REVENUE BUDGET MONITORING 2010/11 (MONTH 6)

The Head of Finance introduced the report which provided the most up to date revenue budget monitoring information (Month 6) for the Council Fund and the Housing Revenue Account in 2010/11.

The projected year end position as estimated at Month 6 was a net overspend on the Council Fund of £0.574M and a net overspend on the Housing Revenue Account of £0.068M. Since Month 5, significant work had been undertaken by Directors and Heads of Service to identify ways of significantly reducing the projected overspend on the Council Fund of £2.388M. Arising from this, there was an improvement of £1.764M resulting in the net overspend of £0.574M.

The Out of County Placement budget projected overspend formed a large part of Community Services and Lifelong Learning's total overspend, however this had reduced by £0.268M compared to Month 5.

The movements to date on unearmarked reserves and the estimated level of contingency sum were detailed in the appendix to the report. As a result of those movements currently projected, the net amount available in the Contingency Reserve was £2.220M, of which £1.786M was ringfenced for Flintshire Futures investment costs.

The Chief Executive added that it was the aim of the Authority to balance the budget by year close. A lot of the reduction in the overspend on the Council Fund was due to management action in addition to market action outside of the control of the Council. He stressed the continued need for management actions to ensure a balanced budget.

RESOLVED

- (a) That the report be noted;
- (b) That the estimated Council Fund Contingency Sum as at 31 March 2011 be noted; and
- (c) That the projected final level of balances on the Housing Revenue Account be noted

172. CAPITAL PROGRAMME 2010/11 (MONTH 6)

The Head of Finance introduced the report which provided the latest capital programme information for 2010/11.

Details of how the programme had changed during 2010/11 were provided in the report. The previously reported programme total of £37.697M had decreased to £36.317M, a net decrease of £1.380M which arose through net reduced schemes and contractually uncommitted, released funding, schemes.

RESOLVED

That the report be noted.

173. COUNCIL TAX AND BUSINESS RATE POLICIES 2011-12

The Head of Finance introduced the report which sought approval for various policies for the administration of Council Tax and Business Rates for the financial year 2011-12. The policies listed in the report were required by statute.

On the Discretionary Rate Relief Policy for Charitable and Non Profit Making Organisations, the Head of Finance explained that the Flintshire Futures programme included a commitment to consider a revised policy from 2012-13 which could realise potential efficiencies. Statutory provisions which governed Discretionary Rate Relief arrangements placed a legal requirement for the Council to give one year's notice of an impending change to the scheme or decision to potentially end or vary the level of rate relief awarded to organisations. In order to allow Members the opportunity to review the policy and effect any agreed changes from the financial year 2012-13, it was necessary to issue appropriately worded letters to all ratepayers in March 2011 to revoke the current relief from 31 March 2012.

RESOLVED

- (a) That the continuation of the current Local Taxation Policies for 2011-12 be agreed;
- (b) That the payment dates for Precepting/Levying bodies and payment dates for Council Tax and Business Rates, giving support to the introduction of weekly direct debits from April 2010, be noted; and
- (c) That in order to facilitate a review of the Discretionary Rate Relief Policy, the revocation of current awards from 31 March 2011, thereby giving statutory notice to ratepayers, prior to the formulation of a new policy that could then take effect from 2012-13, be approved

174. WORKFORCE INFORMATION REPORT

The Head of Human Resources and Organisational Development provided an update for the second quarter Workforce Information Report of 2010/11. The report provided details on establishment, headcount, agency numbers, turnover, diversity and absence.

In response to feedback from Members, the Turnover Summary Report had been amended and now showed cumulative totals over the whole period from the beginning of the financial year. In addition, the report now included the total number of leavers and the Stability Index. The Stability Index was an industry standard measure that showed the extent to which the experienced workforce was being retained.

On sickness absence, the Authority was exceeding the performance target set for the quarter 2.

RESOLVED

That the Workforce Information Report for the second quarter of 2010/11 be noted.

175. PLAY AREAS MATCH FUNDING SCHEME 2011/12

The Executive Member for Leisure Services and Public Protection introduced the report which identified the responses from Town and Community Councils to the invitation to submit bids for the 2011/12 Match Funding Scheme to improve Play Areas.

He explained the criteria and methodology used to prioritise the bids, which was detailed in the report.

The Director of Lifelong Learning said 18 responses were received and the total amount of funding represented by those bids far outweighed the sum available from the Council. A full list of responses was attached as an appendix to the report.

A list of projects for further consideration from within the bids received was detailed in the report.

The Chief Executive said a decision was required before the end of the year to enable confirmation to be sent to the relevant Town and Community Councils in advance of their meetings in January 2011 when their precepts (matching funds) would be set.

RESOLVED

That the list of improvement schemes detailed in the report be approved.

176. PROPOSED AMALGAMATION OF BROUGHTON INFANT AND JUNIOR SCHOOLS

The Executive Member for Education introduced the report on the amalgamation of Broughton Infant and Junior Schools in accordance with the Statutory proposal.

The Director of Lifelong Learning explained that the scheme required a modification to the library which would be subject to a cost of £600,000, which could be procured using the revenue savings from the amalgamation to fund Prudential borrowing in accordance with the Council scheme for Prudential Borrowing.

The Chief Executive added that a corporate approach would be taken on future schemes requiring Prudential Borrowing.

RESOLVED

That the amalgamation of the existing Infant and Junior Schools to create a new through Primary School as of 1 September 2011 be approved.

177. PROPOSED AMALGAMATION – WATS DYKE INFANT AND MYNYDD ISA JUNIOR SCHOOLS

The Executive Member for Education introduced the report on the outcome of the statutory period for objections to the proposal to amalgamate Mynydd Isa Infant and Junior Schools.

The Director of Lifelong Learning said extensive consultation had taken place and no objections had been received.

RESOLVED

That the amalgamation of Mynydd Isa Infant and Junior Schools on 1 September 2011 to form a new through primary school using the same school buildings be approved.

178. GREEN DRAGON: ENVIRONMENTAL MANAGEMENT SYSTEM

The Chief Executive introduced the report and said Flintshire County Council had been successful in retaining the Green Dragon Level 3 accreditation.

The audit and assessment confirmed the Authority had retained Level 3 compliance without any conditions which confirmed good environmental performance. The auditors also reported that some of the requirements for Levels 4 and 5 were already in place.

RESOLVED

That the success of the Council in retaining Green Dragon at Level 3 which confirmed good environmental performance across the organisation be acknowledged.

179. DURATION OF MEETING

The meeting commenced at 9.30am and ended at 11.35a.m.

180. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were 2 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: 14 DECEMBER 2010
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MEMBER	ITEM	MIN. NO. REFERS
Councillor H. D. Hutchinson	Transforming Transport Project	159

EXECUTIVE
21 DECEMBER 2010

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 21 December 2010.

PRESENT: Councillor A. Woolley (Chairman)

Councillors: H. Brown, C. A. Ellis, H. D. Hutchinson, N. M. Matthews, N. Phillips, L. A. Sharps and N. Steele-Mortimer

ALSO PRESENT:

Councillors: J. B. Attridge and C. A. Thomas

IN ATTENDANCE:

Chief Executive, Director of Environment, Director of Lifelong Learning, Head of Legal & Democratic Services, Head of Finance, Head of Human Resources and Organisational Development, Head of ICT & Customer Services, Head of Development and Resources and Team Manager – Committee Services

181. DECLARATIONS OF INTEREST

None were received.

182. CAPITAL PROGRAMME 2011/12 TO 2014/15

The Director of Environment introduced the report and explained that the Council Fund Capital Programme proposals included in the report took account of the Welsh Assembly Government's (WAG's) Provisional Settlement for 2011/12. The base settlement had reduced by 19.03%.

He explained, in detail, the appendices to the report which covered:

- Appendix A – Capital Programme 2011/12 - 2014/15: Schemes per 2010/11 Budget Book (excluding specific grants) – Reviewed and updated via the Corporate Asset Management Group (CAMG)
- Appendix B – Released Funding – 2010/11 Schemes: Funding identified within the 2010/11 Capital Programme (totalling £0.681m) that could be released for 2011/12 funding purposes
- Appendix C – Projected Available Funding 2011/12 - 2014/15 (totalling £51.439M over the four year period)
- Appendix D1 – Summary of Capital Funding Applications (scored) totalling a net £8.596M in 2011/12
- Appendix D2 – Summary of Capital Funding Applications for larger projects which were likely to need Unsupported (Prudential) Borrowing. The estimated net cost of those projects totalled £32.175M over the four year period (£54.675M over the five year period 2011/12 to 2015/16).

Appendix C also provided details of all available funding resources across a four year period from WAG Unhypothecated Supported Borrowing

(USB) and General Capital Grant, Capital Receipts and Released Funding from 2010/11.

He highlighted that a major part of the Council's future Capital Programme would be 21st Century Schools and WAG was due to make a statement on how it proposed to finance school modernisation plans across Wales. In addition, there were other schemes which would require capital funding including projects arising from the Flintshire Futures Programme.

To increase capital resources to fund the Capital Programme, the Council would take forward a more aggressive asset management strategy. The overall programme would be cross subsidised by the disposal of assets in line with the Council's approved Asset Management Plan. As a result of this, it was proposed that the available funding of £4.624M be left uncommitted until there was greater clarity, and for fuller consideration of competing priorities. A further report would be then submitted to the Executive for consideration and approval. It was proposed that the Executive approve Appendix A which would allow core Council functions such as Schools and Highways Maintenance to continue whilst the remainder of the Programme was developed.

The capital budget process would be reported to Overview and Scrutiny Committee on 20 January (Housing Revenue Account) and 27 January (Council Fund), followed by a recommendation of the final budget proposals to Executive on 15 February 2011, before being considering by County Council on 15 February 2011 for the Housing Revenue Account and 1 March 2011 for the Council Fund.

The Chief Executive stressed the need for flexibility and said the current base level of building assets could not be maintained. There was variability in financial planning which was beyond the control of the Authority, such as 21st Century Schools. Appendix D2, on Prudential Borrowing, included some commitments made and some aspirations. A clear set of priorities were needed before any Prudential Borrowing could be approved. There had been no Capital Programme commitment at this stage on Clwyd Theatr Cymru. A feasibility study was being carried out on the future of the Theatr but if capital investment was to be required, it would be on the basis of significant contributions from the Arts Council for Wales and WAG.

Members supported the recommendations in Appendix A for the Council Fund 2011/12 but requested further reports, when available, on funding for future years.

RESOLVED:

- (a) That Appendix A for the Council Fund 2011/12 to 2015/15 be approved;
- (b) That the retention of Unhypothecated Supported Borrowing within the Council Fund be approved;

- (c) That the HRA Capital Programme be approved; and
- (d) That it be noted the work is in progress in developing the Council Fund and HRA capital programmes and that a further report be brought back to Members at a later stage, seeking approval to commit the residual Council Fund Programme

183. COUNCIL FUND REVENUE BUDGET 2011/12

The Leader introduced the report and stressed that further savings were required beyond the proposals to balance the 2011/12 budget as there was still a shortfall of £2.687M at this stage in the budget process.

The Chief Executive provided detailed information on the Provisional Local Government Settlement, the Local Budget Strategy for 2011/12 and the Local Budget Strategy for 2012/13 onwards.

The Council had commended the Welsh Assembly Government (WAG) on its recognition of the importance of local government and the local public services for which it was responsible in balancing its first budget in the wake of the Comprehensive Spending Review (CSR).

The combined target for efficiencies and savings for 2011/12 was approximately £12M. The position on specific grants was not definitive; the intention to retain some grants had been confirmed with detail on the amount of grant and any conditions awaited. On some other grants, neither the intent nor the detail was clear at this stage.

The indicative Aggregate External Finance (AEF) allocations for Flintshire were -0.4% in 2012/13 and +1.1% in 2013/14. Locally, there would be significant pressures in these two financial years from a number of areas, which were highlighted in the report.

The WAG settlement assumed a 1% protection for schools. Whilst the specific and enhanced services in the Education Main Expenditure Group were being protected, there was no visible uplift in the Local Government Main Expenditure Group (MEG) to meet any expectation to protect schools. Therefore, it was fully justifiable to propose a manageable reduction in school budgets noting that there was no specific protection in the settlement for schools inflation including the third and final year of the pay settlement for teaching staff.

The WAG settlement also assumed a 1% protection for social services and there was no visible uplift in the Local Government MEG to meet any expectation to protect social services. Therefore, it was justifiable to propose a manageable reduction in social services budgets noting that there was no specific protection in the settlement for social services inflation or for the growth in demand for services.

The Council had an outline Flintshire Futures Strategy for changing the way it works to make significant efficiencies and savings over a number of

years. Regardless of the pace of organisational change, 'front-line' services could not be shielded in their entirety. The five most challenging areas were schools, libraries, leisure, social services and charging policy. The Director of Lifelong Learning, the Head of Development and Resources and the Head of Finance provided detailed updates on the key issues on those challenging areas.

The Head of Finance explained the budget process for 2011/12 which had been set within the context of the national budget position and the Medium Term Financial Strategy, which continued to be based on a corporate and strategic approach. Whilst the budget proposals looked forward to 2012/13 and 2013/14, the full year effects of the proposed pressures and efficiencies for 2011/12 were indicative only at this stage.

The budget proposals, as set out in the report, were based on the latest information and at this stage there was a projected budget shortfall of £2.687M for 2011/12. This shortfall would be addressed through a combination of reviewing pressures, considering options for further efficiencies and from refinement of figures as further information became available both locally and from WAG.

Further information was provided on the details of the Base Budget Build Up, which was detailed in the report. Also contained within the report was information on the earmarked and unearmarked reserves.

Meetings of the Overview and Scrutiny Committees had been scheduled to take place between 18 and 27 January to consider the budget proposals. The comments of the Schools Budget Forum, being held on 13 January 2011, would be reported to Executive on 15 February 2011. Consultation with business ratepayers would be carried out between 15 December 2010 and 14 January 2011 and any comments would also be reported to Executive on 15 February 2011. A presentation to the Flintshire Joint Trade Union Committee on the budget proposals was scheduled for 11 January 2011.

The outline of the Council's response was as follows:

- (i) Broadly welcome and support the Provisional Settlement
- (ii) Reinforce the general principles expressed by the Welsh Local Government Association, including that new initiatives be fully funded by WAG
- (iii) Request that any specific grants transferred into the settlement be passported at the full previous value
- (iv) Request that the First Steps allocation with the Revenue Support Grant at the Final Settlement stage, fully compensates the Council's current and future loss of income

Discussions were taking place with the voluntary sector on opportunities for future volunteer sector growth. In addition, there were a number of large Town and Community Councils that could potentially run some services.

If a 'cap' was placed on domiciliary care services, he would expect the Authority to be fully reimbursed by WAG.

RESOLVED:

- (a) That the budget proposals and items under consideration pending further consultation be endorsed;
- (b) That the arrangements in place for consultation on the budget proposals be endorsed;
- (c) That the Council's outline response to the Provisional Settlement, with Officers formally responding to WAG, be endorsed; and
- (d) That the investment made to date and the requirement going forward to deliver key changes projects up to the limit set in previous Executive reports be noted.

184. DURATION OF MEETING

The meeting commenced at 9.30am and ended at 11.00a.m.

185. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were 2 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: 21 DECEMBER 2010
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MEMBER	ITEM	MIN. NO. REFERS
	None	

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 4

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **REVIEW OF THE STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES (SARC)**

1.00 PURPOSE OF REPORT

- 1.01 To endorse the revised Strategic Assessment of Risks and Challenges (SARC).

2.00 BACKGROUND

- 2.01 The Council's Strategic Assessment of Risks and Challenges (SARC) document was created during 2007/08 and has provided a detailed assessment of the Council's risks and challenges and a basis for action. Over time, there has been a need to refresh the SARC to reflect changing circumstances and amendments to the risk description, title and deletions, mergers and new risks.

The SARC needed to fully and accurately reflect the 'cause' of each risk and be fully up to date.

- 2.02 The SARC refresh has taken into account:

- a review of the risk description - its accuracy and reflection of the 'cause' of the risk;
- a review of the risk actions; and
- a review of the Red, Amber, Green (RAG) status, taking into account the entirety of the risk description and reviewing the status against the new likelihood and impact matrix.

- 2.03 A Scrutiny workshop was held last year which gave Members the opportunity to contribute to the review.

3.00 CONSIDERATIONS

- 3.01 The review exercise has resulted in the following proposals:

- deletion of 8 risks which had been fully mitigated and achieved 'Green' (low) risk status;
- creation of 5 new risks that pose a challenge to the Council going forward;
- merging of 8 risks having similar task based activities;

Date: 12/01/2011

- amendments to 32 risks to ensure the risk was captured in its entirety; and
- retention of 14 existing risks, being still current and appropriate.

3.02 Risks within these categories are as follows:

Deletions

CL02: Flintshire in Partnership
CL08: Older People Independent Sector
CD09: Cemetery Provision
CD25: Direct Payments
CG01: Corporate Project Management
CG02: Performance Management/Business Planning
CG03: Strategic Policy
CG17: Health and Safety Management Strategy

Creations

CG21: Government Spending Review
CD34: Impact of Severe Winter Weather
CD35: Grant Funding
CD37: Food Waste Treatment Project
CL14: North Wales Regional Waste Treatment Partnership

Mergers

CL13: NHS Restructuring (to be included in CL07: Local Health Boards and Public & Primary Health).
CD01: Energy (to be included with CL08: Climate Change and Flood Risk Management).
CD11: Communities Facilities Stock (to be included with CG05: Asset Management).
CD18: Supporting People (to be included in CD35: Grant Funding).
CD27a: Waste Management Strategy and CD27b: Waste Management (Participation) to be amalgamated to become CD27: Waste Management Targets.
CD33: Greenfield Valley Reservoir (to be included with CL08: Climate Change and Flood Risk Management).
CG09a: Information Management Strategy (to be included with CG09b: Information, Security, Governance and Sharing and to be renamed Information Assurance).

Amended

CL08: Climate Change and Flood Risk Management
CL09: Economic Regeneration
CL10: Decline of Town Centre
CL11: Integrated and Public Transport Infrastructure
CD02: Streetscene
CD03: Transition from UDP - LDP
CD04: Planning Protocol

CD05: Highways Infrastructure
CD06: Transport Arranged for Service users
CD07: Depot Provision
CD08: Connah's Quay, Shotton & Deeside Renewal Area
CD10: Leisure - Future Provisions
CD12a: Housing Strategy
CD12b: Housing Management
CD12c: Housing Repairs and Maintenance Services
CD12d: Homelessness
CD12e: Sheltered Housing
CD14: Housing Ballot
CD20: School Buildings/School Modernisation
CD22: School Effectiveness Framework and School Improvement Service
CD23: Procurement of Independent Sector Placements for Looked after Children
CD24: Social Care Recruitment & Retention of Staff
CD27: Waste Management Targets
CD27c: Waste Management (Operations)
CD27d: Waste Management (AD Waste)
CG05: Asset Management
CG08: ICT Strategy
CG09: Information Governance
CG12: County Hall Campus Management
CG18: Procurement
CG19: Business Continuity (including Winter Disruption) - change of category from Council Delivery to Council Governance
CG20: Business Performance of Semi Commercial Functions - change of category from Council Delivery to Council Governance

No change

CL03: Voluntary Sector Compact and Grants Review
CL04: Affordable Housing
CL05: Social Care for Older People
CL12: Skills Needs of Employers
CD19: Gypsies and Travellers
CD26: Disabled Grant Facilities
CG04: Risk Management
CG06: Medium Term Financial Strategy
CG07: Financial Management and Control
CG10: Human Resources and Management
CG11: Single Status and Terms and Conditions of Employment
CG13: Customer Focus
CG14: Code of Corporate Governance
CG16: Management Change, Organisation Stability and Succession Planning

3.03 The full SARC document incorporating the templates and mitigating actions

will be on deposit in the Members' Library from 17th January 2011 and will subsequently be published on the infonet.

- 3.04 The contents of the SARC and the actions to mitigate the risks will continue to be reported quarterly within the Quarterly Performance Reports by each Head of Service as is standard practice.

4.00 RECOMMENDATIONS

- 4.01 Members endorse the revised Strategic Assessment of Risks and Challenges (SARC).

5.00 FINANCIAL IMPLICATIONS

- 5.01 Financial implications will be assessed with each individual risk.

6.00 ANTI POVERTY IMPACT

- 6.01 Disadvantaged communities will be protected by the risk assessment.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Any environmental impact will be minimised from the actions relating to the risk assessment.

8.00 EQUALITIES IMPACT

- 8.01 Disadvantaged communities will be protected by the risk assessment.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Personnel implications will be assessed with each individual risk.

10.00 CONSULTATION REQUIRED

- 10.01 Corporate Management Team, Scrutiny Committees and Audit Committee.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Corporate Management Team, Scrutiny Committees and Audit Committee.

12.00 APPENDICES

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

Strategic Assessment of Risks and Challenges

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 5

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **STRATEGIC PARTNERSHIP PERFORMANCE - MID YEAR REVIEW**

1.00 PURPOSE OF REPORT

- 1.01 For Executive to receive a mid year overview of:
- i. the progress of the Strategic Partnerships and;
 - ii. the priorities for each of the Strategic Partnerships and the key milestones for the year ahead.
- 1.02 To provide an update on the implementation of a strategic partnership governance framework.

2.00 BACKGROUND

- 2.01 The LSB terms of reference are based on five principal roles:
- a. Effective and trusting partnership relationships as a set of local leaders.
 - b. Discharging the responsibilities of the LSB - this includes producing a meaningful and fit for purpose Community Strategy.
 - c. Consistent and effective governance and performance of strategic partnerships, e.g., Children and Young People's Partnership, Community Safety Partnership, Health, Social Care and Well Being Partnership, Housing Partnership, Local Safeguarding Children Board, Regeneration Partnership and Youth Justice Service.
 - d. Identifying common issues as public bodies/employers.
 - e. Promoting collaboration in the design and provision of local public services and to make best economic use of local partner's resources, such as people, money, assets and technology.
- 2.02 Working alongside the Flintshire Local Service Board (LSB) are six key Strategic Partnerships:
- Children & Young People's Partnership and Plan (2008 to 2011)
 - Community Safety Partnership and Strategic Plan (2008 to 2011)
 - Flintshire Housing Partnership
 - Health, Social Care and Well-being Partnership and the Good Health, Good Care Strategy (2008 to 2011)
 - Regeneration Partnership

Date: 12/01/2011

- Voluntary Sector Compact

Collectively, the LSB and these Strategic Partnerships are known as 'Flintshire in Partnership'. Flintshire's Strategic Partnerships are critically important in contributing towards the quality of life for the County of Flintshire. It is important that members are aware of each of the partnerships' priorities and work programmes.

- 2.03 The Strategic Partnerships exist for a number of reasons:
- a. Statutory provisions i.e. Children and Young People's Partnership; Community Safety Partnership; Health, Social Care and Well-being Partnership;
 - b. National agreement e.g. Voluntary Sector Compact; and
 - c. Local agreement to ensure a more strategic and integrated approach, e.g. Regeneration Partnership, Housing Partnership.
- 2.04 The last summary on strategic partnership performance was reported to Executive in July 2010.
- 2.05 In October 2009, the LSB agreed that a Strategic Partnership Governance Framework be developed to provide a consistent approach to Strategic Partnership Governance. This Framework is now being used (or implementation is planned) by the following:
- Children & Young People Partnership
 - Community Safety Partnership
 - Flintshire Housing Partnership
 - Health, Social Care & Well-being Partnership
 - Regeneration Partnership
 - Youth Justice Service Executive Management Board

3.00 CONSIDERATIONS

Partnership Updates

3.01 Children & Young People's (CYP) Plan – 2008 to 2011

Requirement for the Strategy

The Local Authority has a statutory duty to publish a plan setting out its strategy for discharging its functions for children and young people as required by Section 26 Children Act 2004. The current Plan was developed by the Children and Young People's Partnership, in consultation with stakeholders.

A comprehensive needs assessment and public engagement and consultation were also undertaken to inform the Plan. The needs assessment is currently being updated to inform the development of the emerging 2011 to 2014 Plan. The 2008 to 2011 Plan was approved by the

Executive, Flintshire Local Health Board, North East Wales NHS Trust in June / July 2008, and was adopted by the County Council in July 2008.

How and When the Strategy will be Reviewed

The current strategy is operational until 31st March 2011. The new plan for 2011 to 2014 has been developed using an outcome focused approach.

The draft proposed outcomes are being consulted on and the consultation will inform the development of a new plan, the implementation date for which is 1st April 2011.

A mid term review of the (2008 – 2011) Plan was completed in October 2009 which has enabled the CYP to update priorities.

Current Key Priorities

- Supporting Parenting.
- Reduction of behaviour and / or conditions that put children and young people at risk.
- Supporting vulnerable individuals and groups in their access to services.
- Safeguarding children and young people.
- Raising children and young people's attainment in learning settings.
- Inclusion of **all** children and young people.
- Reducing the impact of poverty and deprivation through: Financial literacy; Employment (access and support); Affordable and suitable housing; Good and safe transport links.
- Workforce development.
- Information to be more available and accessible to all.

The above are being delivered via a partnership approach. Some of the above are recognised as joint priorities with other key strategies for Flintshire, e.g., joint priorities shared with the Health, Social Care & Well-Being Partnership ('Good Health, Good Care' Strategy).

Progress Made in the Last 6 Months

- a. The Ffynnon performance management system has been further developed and utilised.
- b. The Draft Child Poverty Strategy (WAG May 2010) has been consulted on and reported back to WAG and WLGA from Flintshire CYPP. The feedback will help to inform the development of the 2011 to 2014 Plan.
- c. The Flintshire Children and Young People's Partnership are engaged as a Partner in the pioneer area for the emerging Families First initiative. Families First will develop integrated approaches to family support to improve short and long term outcomes for parents, children and young people living in poverty.
- d. The emerging changes to the CYMORTH funding have been managed by the Cymorth Management Board to minimise the effect on service providers and to enable a service review.

- e. The completion of the website for the CYP Partnership www.youngflintshire.co.uk/fflntyirifanc.co.uk and further development of systems which are bilingual and children and young people friendly have been supported by the updating of the Flintshire CYP Participation Strategy.
- f. Parenting Strategy – building on the delivery of existing Parenting Programmes and workforce development considerations. The introduction of the National Occupational Standards accredited training programmes via the parenting strategy groups.
- g. Workforce development - development of collaborative approaches to develop our workforce plan in line with other strategies.
- h. Advocacy – developments to take forward the advocacy model for Flintshire. This is in line with National Guidance by working on a regional basis and included the promotion and engagement with the National Advocacy project 'MEIC'.
- i. Obesity in children and young people – developed a DVD to support the Public Health Wales action plan. Families and young people are featured in the DVD which has been bilingually narrated by a young Flintshire student.
- j. Regional developments of systems to engage with new Betsi Cadwaladr University Health Board and the proposed regional approach for the CYP Plans.
- k. Further development of the Childcare Action Plan and the development of the Child Care Sufficiency Audit which is an extensive work programme.
- l. Supporting the implementation of the review of Youth Service in Flintshire and the YPP development to complement this.
- m. Assessing the CYP's equality commitments, for example, a worker has been appointed to within the 3rd sector for Welsh and language/bilingual youth support provision via the 3rd sector providers.
- n. The engagement of the CYP coordinators with the 14 – 19 inspection for January 2011.

Key Milestones for the Year Ahead

- a. Advocacy – take forward the advocacy model for Flintshire in line with regional and national plans.
- b. Obesity in children and young people – Public Health Wales (PHW) lead – continue to work to develop action plans. Work with the HSCWB on the 'Creating an Active Wales' Programme to support this work area.
- c. Develop robust systems to engage with new BCUHB.
- d. Workforce development – agree a workforce development plan in line with other strategies and partners needs.
- e. Further development of the Childcare Action Plan.
- f. Further delivery and development of the Parenting Strategy.
- g. Sustain strong effective links with Youth Service to support the review of Youth Service in Flintshire.

- h. Assess the CYP's equality commitments together with the Councils race, gender and disability schemes and Welsh Language Scheme.
- i. Introduce an outcomes focussed plan and performance management system for our future CYP Plan.
- j. Hold 2 development days for the CYP Board.
- k. Hold development days for the sub groups of the CYP Board.
- l. The development of the new Children and Young People's Plan for 2011 to 2014 in consultation with stakeholders and partners.
- m. Work to support the governance needs for the CYP Board including 4 to 19 inspection support for the network and self assessment exercise for the partnership.

3.02 Community Safety Strategic Plan – 2008 to 2011

Requirement for the Strategy

The 1998 Crime and Disorder Act, and the subsequent amendments by the 2002 Police Reform Act and 2006 Police and Justice Act, place a statutory duty on the local authority, police authority, police service, local health board and fire service to work together for community safety.

Collectively, these bodies make up the Community Safety Partnership (CSP), along with the Probation Service and Voluntary Sector Representatives, and each year they are required to produce a 'Strategic Assessment' and a Strategic Plan.

How and When the Strategy will be Reviewed

The current Strategic Plan was approved by the Executive in October 2009. It is reviewed on an annual basis. For the forthcoming year, the Community Safety Executive have agreed to the formulation of a Flintshire / Wrexham Strategic Assessment and Plan. These documents will be more meaningful for all partners as it will contain North East Wales crime and disorder information, in one standard format.

Current Key Priorities

- Violent Crime
- Domestic Abuse
- Serious Acquisitive Crime
- Anti Social Behaviour
- Alcohol Related Crime
- Community Reassurance
- Road Safety
- Prolific and Other Priority Offenders

Progress Made in the Last 6 Months

- a. Development and implementation of a local media protocol between all Partnership agencies.

- b. Creation and delivery of a Community Safety Training module designed to mainstream Community Safety and Partnership working ethos across the organisation.
- c. Continued multi agency work towards the set timeline determined by the Home Office for the Flintshire Neighbourhood Agreements within Saltney, Sealand Manor and Flint Cornist.
- d. Implementation of the statutory duty placed on CSPs to reduce reoffending. A joint strategy has begun to be developed between Flintshire and Wrexham CSP.
- e. Launch of the Community Safety Partnership website.
- f. Member development sessions have taken place during the Crime and Disorder Overview and Scrutiny committee meetings giving Members a greater insight into the work of the Partnership, as well as planning for future meetings.
- g. Review of the CSP target hardening service. This has now been streamlined across the services which were offering this service individually, giving the CSP a greater buying power, and ease of referring for members of the public and referring organisations.
- h. Successful Operation Lockout was run concentrating on properties with insecure doors and windows during the Summer months.
- i. Commissioning of Community Cohesion projects based on strategic gaps. These projects have now commenced and due to complete their work by 31st March 2011.
- j. Cats Paw Theatre company have performed at most Flintshire Schools during this period promoting healthy relationships to young people. The drama focuses on serious sexual violence supported by a multi agency post performance panel offering help and guidance to any young person who requires it. This has been funded through the Children and Young People's Cymorth grant administered by the CYPP.
- k. The CSP has worked jointly with Wrexham CSP to develop a model for Integrated Offender Management. This work links closely with the development of the reducing reoffending joint strategy.
- l. Support at the North Wales Area Planning Board for Substance Misuse.
- m. Review of Anti Social Behaviour minimum standards locally has taken place to feed into the North Wales review being led by North Wales Police.
- n. Launch and enforcement of Operation Pooper Snooper to tackle dog fouling, and Alcohol Control Zones.
- o. Operation gingerbread was launched during the Summer months by the CSP aimed at reducing vandalism to Education properties.
- p. Review of the CSP Planning Cycle for the production of the Strategic Assessment and Plan - This will now be undertaken jointly between Flintshire and Wrexham CSP to prevent duplication of statutory partners time, increase cross county working, with view to giving both Partnerships a greater understanding of the emerging needs of North East Wales.

- q. Development of multi agency monitoring tool to record the incidences of disguised drug paraphernalia, in order to reduce harm within the community.
- r. Delivery of training to multi agency groups around the use of the CAADA Dash Risk Assessment tool for Domestic Abuse.
- s. Completion of the annual Partnership Self Assessment including risk management for the partnership for the forthcoming financial year.

Key Milestones for the Year Ahead

- a. Revision of the Strategic Assessment and Plan to produce a North East Wales Community Safety Assessment and Plan.
- b. Implement the preferred model for the delivery of Integrated Offender Management across North East Wales.
- c. Identify criminogenic need for Flintshire reoffenders in order to tackle gaps/barriers in service provision and minimise the occurrence of reoffending within the County.
- d. Begin to work with Housing to look at the forthcoming requirement to implement the Wales Management Standard for Anti Social Behaviour.
- e. Implement the recommendations following the decisions made by the Governance Board in the North Wales Partnership Review.
- f. After receiving Flintshire's grant allocations for 2011/12, the Community Safety Executive will meet to make decisions on what the implications will be on service delivery should there be a reduction or termination in specific grants which have been traditionally awarded.
- g. Support the development of a Third Party Reporting System for Flintshire, to monitor incidences of hate crime within our communities.
- h. Launch of Operation Christmas which focusses on crime prevention during the festive season.

3.03 Good Health, Good Care Strategy – 2008 to 2011

Requirement for the Strategy

The Health, Social Care and Well-Being (HSCWB) Strategy is a statutory requirement in accordance with the 'Health, Social Care & Well-being Strategies (Wales) (Amendment) Regulations 2007' and associated guidance from the Welsh Assembly Government (WAG).

The guidance states that there is a statutory requirement for a partnership between the Local Authority and the Local Health Board to formulate a local Health, Social Care and Well-Being Strategy for their area. This includes collectively developing strategic approaches to improve the health, social care and well being of the local population in partnership with other organisations in the voluntary, private and public sector.

How and When the Strategy will be Reviewed

The current strategy is operational until 31st March 2011. The Welsh Assembly Government confirmed that a third Health, Social Care and Well-being Strategy will continue to be required at a local authority level covering the period 2011-2014.

Final guidance is awaited (November 2010) to support the development of the next strategy. However, due to the work required and associated timescales, the partnership is currently consulting on its draft strategy based on the contents of the draft guidance that has been published.

Current Key Priorities

- Health improvement and protection
- Social inclusion – people with a disability
- Carers
- Older people with a mental health problem
- Chronic conditions
- Access to services

Shared priorities with Children and Young People's Partnership

- Mental health of children and young people
- Transition for young people into adult services

Progress Made in the Last 6 Months

Over the last 6 months, progress has continued on a number of the actions against the priority areas and these have been reported to the Partnership Board as part of the performance management process.

During the last 6 months, organisational changes and demands placed upon lead officers from a number of partner organisations have been significant. Therefore, it has been necessary to focus on maintaining and sustaining existing activity in many areas rather than seeking further developments.

In addition, the officers involved in supporting the partnership have been working to develop the draft strategy currently out for consultation.

Key Milestones for the Year Ahead

- a. To develop the next strategy for implementation from April 2011.
- b. To maintain progress against priorities within the current strategy.
- c. To renew/develop effective partnership and working relationships with appropriate senior management and colleagues within the newly formed Betsi Cadwaladr University Health Board.

3.04 Housing Partnership

Requirement for the Strategy

The Flintshire Housing Partnership (FHP) was established to provide a consultative forum for strategic housing matters and provide direction to the

Flintshire Local Housing Strategy. The partnership provides opportunities for member organisations to work collectively on housing and related projects and to influence the Flintshire Local Housing Strategy accordingly.

How and When the Strategy will be Reviewed

The FHP has now met on three occasions, and will next meet in March 2011 to review progress on key priority projects and further develop its work programme to determine how this can link into the review of the existing Strategy.

Current Key Priorities and Progress Made in the Last 6 Months

The FHP agreed the following work programme:

- a. Carry out a housing needs assessment to reflect current and future housing demand in Flintshire. The partnership will also use this to input into the Local Development Plan process by focusing upon issues around affordability, supply and deliverability.
- b. Improve liaison with RSLs on the Social Housing Grant Programme and the development of alternative delivery models.
- c. Establish a common housing register for all social housing in Flintshire (feasibility stage).
- d. Supporting People and homelessness and prevention services in Flintshire - meeting the housing needs of vulnerable groups and improving matching of properties and services to client needs.
- e. Establishing a database of adapted housing.
- f. Reflect the national housing strategy emphasis on job creation / training around new build and refurbishment of housing and joint procurement.
- g. Addressing implications for housing functions as a result of welfare reform.

The above form the core of the initial FHP work programme and will link to the review of the existing Flintshire Local Housing Strategy which is currently being conducted.

In addition, the FHP also established links with the LSB's 'Maximising Opportunities' project which has acknowledged the relationship between housing conditions and the benefits that accrue to residents. Specific actions that will contribute to the Maximising Opportunities project through the activities of the FHP include:

- a. Establishing effective links with agencies involved in LSB projects.
- b. Establishing effective links with agencies involved in:
 - i. energy efficiency work
 - ii. identification of vulnerable properties
- c. Promoting best practice in respect of 'homes for life'.

It has previously been noted that a number of different networks, forums and working groups are already in place and that the work of these groups will

feed into the FHP which will provide a strategic steer to the work of these groups.

Key Milestones for the Year Ahead

- a. Update on FHP work programme – March 2011
- b. Partnership self-assessment to be concluded – April 2011
- c. Project milestones:
 1. Housing needs assessment - Spring 2011
 2. RSL liaison - March 2011
 3. Common housing register (feasibility stage) - June 2011
 4. Adapted housing register - September 2011
 5. Welfare reforms - March 2011

3.05 Regeneration Partnership

Requirement for the Strategy

The Flintshire Regeneration Partnership was established in September 2005 to bring together the wide range of organisations and initiatives involved in regeneration in Flintshire, to ensure a more strategic and integrated approach. The preparation of a holistic approach to tackling the county's needs and for this to be set out in an agreed long-term strategy, were early recommendations of the Partnership.

The Flintshire Regeneration Strategy was produced in 2008/09 and subsequently approved by the Executive in October 2009, it is of particular importance at a time of economic uncertainty. It sets out those actions that will be taken to facilitate recovery, to ensure that Flintshire is prepared for the challenges to be faced as the economy emerges from recession and to ensure that a focused and coordinated approach brings together the actions and resources of all relevant partners for maximum local benefit.

How and When the Strategy will be Reviewed

Progress in delivering the Strategy is reported to the Regeneration Partnership on a quarterly basis and the Strategy itself is reviewed annually. The Partnership is holding its first Economic Regeneration Conference on 11th February 2011 at Clwyd Theatr Cymru, when partners and stakeholders will be invited to review progress and identify priority actions for the next 2 to 3 years.

Current Key Priorities

Current priorities for the Regeneration Partnership are:

- To develop the high added value business sector and secure a sufficient skills base in the workforce.
- To develop vibrant and viable town centres that are attractive to local people, investors and visitors.
- Support the development of the social enterprise sector.
- Improve the image of the County.

Progress Made in the Last 6 Months

Business

- h. Responded to 2021 business enquiries, an increase of 3% over the previous year.
- i. Out performed all other Welsh counties in securing Single Investment Funding for local businesses; 14 businesses supported.
- j. Flintshire Business Week 2010 delivered 53 events, attracting 1601 SME delegates (increase of 41% since its inception in 2007).
- k. Advanced Materials Research and Training centre opened at Hawarden Business Park.
- l. Delivered WAG Improvement Agreement targets in conjunction with Public Protection to provide high quality support for new start-ups and existing SMEs to reduce regulatory burdens and improve business competitiveness and promote higher standards of trading.
- m. Appointment of a dedicated officer for Deeside Industrial Park enabling greater level of co-ordination, networking and business support.
- n. Managed two business centres at Greenfield and Deeside and increased occupancy from 66% to 78%.
- o. Delivered two events to business studies students in local High Schools and Colleges; 210 delegates attended;
- p. Membership of the Flintshire Tourism Association business group grown from 25 to 60.

Places

- a. Town Partnerships established in Buckley, Connah's Quay, Flint, Holywell, Mold, Queensferry and Shotton, Saltney to follow.
- b. Sense of Place study completed for Mold.
- c. Environmental improvement plan complete for Queensferry.
- d. Masterplan for Buckley currently in development to ensure future development brings the maximum benefit to the town.
- e. Masterplan for Connah's Quay and Shotton currently underway to guide future investment to raise the environmental quality of the towns and to steer future investment opportunities.
- f. Study currently underway in Holywell to identify actions required to halt the decline of the town centre and reposition it for the future.
- g. Completed review of street and indoor markets in Flintshire to guide future support for the sector.
- h. Developing bids for ERDF support to regenerate town centres and tourism destinations - total project value if approved approximately £3.3m.

People

- a. Implemented the Employment Training Action Team project in rural Flintshire – 42 participants secured employment, 36 became volunteers and 269 received training.

- b. Deeside College, with Yale College, delivering the Skills for the Workplace project.
- c. Community-based training being delivered in Communities First areas by a wide range of partners. Levels range from basic skills to foundation degree.
- d. Communities First has provided Jobsfairs, in conjunction with Jobcentre plus, providing information to link 1000 local people to vacancies.
- e. Future Jobs Fund project established to provide a 'Green Team' for Deeside, six jobs for local young people.

Key Milestones for the Year Ahead

Business

- a. Maximise the value to Flintshire of investments at Warren Hall and Northern Gateway Business Parks (ongoing), together the largest employment site development in Wales. Masterplan for Northern Gateway is anticipated in early 2011, whilst the first phase of access works to Warren Hall is near completion.
- b. Complete study to examine the potential for development of Zone 4 on Deeside Industrial Park (June 2011) as Deeside Renewable Energy Park.

Places

- a. Continue to develop support for the designation of a Regeneration Area for Deeside to bring about a large comprehensive renewal area in the county – jobs/housing improvement/town centre renewal/environmental upgrade.(ongoing).
- b. Explore the potential of a Local Asset Backed Vehicle as a means of securing the long-term regeneration of Flintshire (ongoing).
- c. Development of Towns Action Plans for eight main towns (ongoing).
- d. Implementation of Town Action Plan projects (ongoing).
- e. Develop markets operational plan to steer next 2-3 years. (March 2011).
- f. Receive approval for Rural Development Plan 2nd Business Plan (December 2010).
- g. Complete studies for Mold, Holywell (November 2010), Connah's Quay / Shotton (December 2010) and Buckley (January 2010) and implement recommendations.

People

- a. Improve links between Communities 1st and the LSB (ongoing).
- b. Work with partners to improve Communities First outcomes (ongoing).
- c. Develop new opportunities for social enterprise and for intermediate labour market initiatives (ongoing).

3.06 Voluntary Sector Compact

The Compact is a way to supporting collaboration between statutory bodies and the voluntary (or third) sector. It was originally established as a national agreement between central government and the voluntary and community sector in 1998.

Current Key Priorities / Progress Made in the Last 6 Months

- a. Continue to support the development of a strategic approach to 1) advice provision in Flintshire, 2) maximising external funding opportunities, and 3) efficiency programme.
- b. Develop and supported the implementation of the Flintshire County Council Employee Volunteer Scheme in partnership with FLVC.
- c. Re-introduction of the Voluntary Sector Forum.

Key Milestones for the Year Ahead

Work will continue on the above workstreams.

Strategic Partnership Governance Framework

- 3.07 Appendix A shows a timetable for the implementation of the Framework that includes:

- i. **Strategic Partnership Scorecard** - used to assess partnership significance.
- ii. **Strategic Partnership Register**
- iii. **Partnership Agreements** - used to specify the aims and principles of the partnership, roles and accountabilities of each of the partners represented on each partnership and procedures under which the partnership will operate including resource management and decision making.
- iv. **Risk Management Action Plan** - used at Partnership Board meetings to record issues, gaps or opportunities that arise at Board meetings to address issues of risk.
- v. **Annual Partnership Self Assessment** - used by Strategic Partnerships and Partners to review their partnership working to determine how well each partnership helps to achieve statutory responsibilities, corporate objectives and the 'County Vision' (Community Strategy).

- 3.08 The Local Service Board (LSB) has committed to undertaking the self assessments within each relevant partnership by April 2011. Where necessary the LSB will intervene to improve the governance and performance of partnerships at risk.

North Wales Partnership Review

- 3.09 The report to Executive on 16th November 2010 entitled 'Community Strategy and Local Service Board - Mid Year Review' provided an outline of

a review of partnerships across North Wales led by North Wales Police and commissioned by the six North Wales local authorities, North Wales Police, Betsi Cadwaladr University Health Board, North Wales Fire and Rescue Service and the Welsh Ambulance Service.

- 3.10 The aim of the Review was to determine a vision for partnership working across North Wales supported by clear outcomes, performance measures and a positive commitment to saving management time and improving governance and accountability by reducing the number of meetings and considering more regional engagement at the strategic level whilst focussing local interaction on operational delivery.
- 3.11 The partnerships replicated in each local authority that are subject to this review include:
- Local Service Boards
 - Community Safety Partnerships
 - Youth Justice Service
 - Children and Young People's Partnerships
 - Health, Social Care and Well-Being Partnerships
 - Local Safeguarding Children Board
- 3.12 The review arose as the current system was unsustainable:
- i. The reductions in funds for public services mean that there will have to be fewer priorities, underpinned by fewer meetings and in some areas, less funding to support partnership employees.
 - ii. Some grants enabling local authorities to provide functions to support certain partnerships have been reduced.
 - iii. Radical reductions in funding available to statutory partners, e.g. the Police and the Health Board impacts on their capacity to support the current volume of partnerships at local level.
- 3.13 It was recognised at the commencement of the review that there was a high degree of duplication in the content, delivery and production of statutory plans. In addition, the performance of the current partnership structure has been challenged in terms of delivering change and agreed outcomes.
- 3.14 Recent mergers of some partnerships has demonstrated significant savings in time and effort with maintained or improved outcomes, e.g., Conwy and Denbighshire Community Safety Partnerships (CSP) reduced meetings from 40 to 10 and costs from £359k to £162k, a 55% reduction (reduced costs are in management time which can be redeployed to other priorities rather than direct cashable savings).
- 3.15 The Welsh Assembly Government is encouraging local authorities and other public service providers to work together on a cross boundary basis to achieve greater critical mass for strategic planning and better outcomes for citizens. In addition, the Home Office and the Ministry of Justice are driving a

consolidation of Community Safety Partnerships (CSP) and Youth Justice Boards (YJB).

3.16 Changes being implemented resulted from this review in Phase 1 will include:

- The introduction of a new Regional Leadership Board (RLB).
 - i. To build on the good examples of leadership and collaboration at a regional level, the North Wales Leadership Board will provide a more public service area based approach, professional and political leadership, as well as support and vision for working in partnership.
 - ii. Links with the national Efficiency and Innovation Programme work streams will be maintained but with a whole public service approach to championing the Programme and ensuring engagement at the highest level.
 - iii. This Board will seek to co-ordinate and lead the process of negotiating rationalisation of partnerships and monitor progress in implementing the partnership review recommendations. The Board, by consensus, will be formed in January 2011.
- A move to a regional Safer Communities Board by April 2011. This Board will take responsibility for governance, regional commissioning and formal accountability and oversight of operational delivery arrangements of CSP's and Youth Justice Services. This will enable the testing and evaluating of a regional approach for CSP and Youth Justice Board work.
- There will also be sub-regional consolidation of LSBs, CYPPs, HSCWBs and LSCBs with linked delivery roles for CSP. The timetable for sub-regional consolidation of these bodies will be developed by April 2011 with implementation to be agreed at a sub-regional level, with consideration given around local determination and choice.

3.17 Councils and partner organisations will be asked to endorse the review proposals in the period January to March 2011 with implementation of the proposals between April and June 2011.

3.18 Phase 2 of the review provides the potential to move to regional Boards to encompass the governance, regional commissioning and formal accountability and oversight of operational delivery arrangements of HSCWB and CYPP's.

3.19 Potential efficiencies that complement this review have already been highlighted locally. For example, the Community Safety Partnership, the Local Safeguarding Children's Board and the Youth Offending Team as shared partnerships across both Flintshire and Wrexham.

4.00 RECOMMENDATIONS

That Executive note:

- 4.01 The mid year review of the Strategic Partnerships and support the key priorities and the work programmes to achieve them.
- 4.02 The development and implementation of a Strategic Partnership Governance Framework.
- 4.03 The North Wales Partnership Review and endorse the review proposals detailed in this report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no financial implications directly associated with this report.

6.00 ANTI POVERTY IMPACT

- 6.01 The needs assessments that underpin the Strategic Plans include a consideration of poverty and deprivation and its impact on the population.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no environmental impacts directly associated with this report.

8.00 EQUALITIES IMPACT

- 8.01 The Strategic Plans will be subject to an Equalities Impact Assessment and its findings will be used to inform their implementation

9.00 PERSONNEL IMPLICATIONS

- 9.01 The on-going coordination and implementation of the Strategic Plans, Partnership Work Programmes and Strategic partnership Governance Framework will be taken forward by designated officers within the relevant Partnership teams.

10.00 CONSULTATION REQUIRED

- 10.01 None required.

11.00 CONSULTATION UNDERTAKEN

11.01 None required.

12.00 APPENDICES

12.01 Appendix A - Timetable for Implementation for Implementation of Strategic Partnership Governance Framework.

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

None.

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APPENDIX A

TIMETABLE FOR IMPLEMENTATION OF STRATEGIC PARTNERSHIP GOVERNANCE FRAMEWORK

Partnership	Scorecard	Register	Partnership Agreement	Annual Self Assessment	Risk Register
Children & Young Peoples Partnership					
CYP Partnership Board	Completed – April 2010	To be completed – May 2010	Completed	Autumn 2010	Autumn 2010
Child and Adolescent Mental Health Strategy (CAMHS) Group	Autumn 2010				
Parenting Strategy Group					
Childrens Integrated Disability Service					
National Service Framework (NSF) for Children and Young People Steering Group					
Information and Involvement Sub Group					
Play Forum					
Childcare Development Group					
Voluntary Sector Forum					
Flintshire Youth Forum					
Community Safety Partnership					
Community Safety Executive	Completed – April 2010	Completed – April 2010	Completed – April 2010	September / October 2010	September / October 2010
CSP Implementation Group	Completed – April 2010	Completed – April 2010	Not Required – Medium Significance	December 2010	September 2010

Partnership	Scorecard	Register	Partnership Agreement	Annual Self Assessment	Risk Register
Health, Social Care and Well-being Partnership					
HSCWB Partnership Board	Completed for approval by PB – April 2010	Completed – April 2010	Presented to Board in July 2010 but not signed off	April 2011	July 2010
Adult Partnership Group	To be completed – April / May 2010	To be completed – April / May 2010	To be determined – April / May 2010	April 2011	To be determined – April / May 2010
	Group not met since the beginning of the year. The future of the group will be decided in the coming months in line with the emerging priorities from the HSCWB Strategy Review.				
Health Improvement and Protection Priority Group	Completed - July 2010	Completed - July 2010	Not required – Medium Significance	To be determined.	To be determined.
Chronic Conditions Steering Group	Group is currently not operating. It is anticipated that a different mechanism may be established to drive the chronic conditions agenda forward in partnership.				
Housing Partnership					
Flintshire Housing Partnership Board	Completed August 2010	Completed August 2010	Awaiting final approval from FHP (November 2010)	<ul style="list-style-type: none">• Commence December 2010• Conclude by April 2011	November 2010
Regeneration Partnership					
Regeneration Partnership Board	Completed – April 2010	Completed – April 2010	December 2010	December 2010	Sept 2010
Rural Partnership	Completed – April 2010	Completed – April 2010	By April 2011	October 2010 to April 2011	May / June 2010
7 Town Partnerships	Completed – April 2010	Completed – April 2010	Not needed – Medium significance (30/03/10)	To be reviewed by Regeneration Partnership Board	May / June 2010
Employment Strategy Group	Completed – April 2010	Completed - 2010	Not needed – Low significance (30/03/10)	To be reviewed by Regeneration Partnership Board	May / June 2010

Partnership	Scorecard	Register	Partnership Agreement	Annual Self Assessment	Risk Register
Others					
Youth Justice Service Executive Management Board	Completed – July 2010	Completed – July 2010	Timetable being re-assessed.		
			(Originally September 2010)	(Originally October 2010)	Post self assessment
Local Safeguarding Children Board	To be determined.				

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 6

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **REGIONAL PROTOCOL FOR MANAGING UNAUTHORISED**
 GYPSY ENCAMPMENTS

1.00 PURPOSE OF REPORT

- 1.01 To present the Regional Protocol for Managing Unauthorised Encampments and to seek approval for Flintshire County Council to be a signatory to this Protocol.

2.00 BACKGROUND

- 2.01 Attached as an appendix to this report is the draft North Wales Protocol on Managing Unauthorised Encampments. The aim of this protocol is to ensure that relevant public authorities in North Wales manage unauthorised Gypsy encampments consistently across the region and meet the needs of the travelling, business and settled community.
- 2.02 This Protocol has been developed in partnership with public bodies across North Wales including Local Authorities, North Wales Police, BCUHB, North Wales Fire and Rescue, Welsh Ambulances Services National Health Service Trust, Snowdonia National Park Trunk Road Agency, Welsh Assembly Government's Highways Division and the Department for Economy and Transport.
- 2.03 Members have recognised the need for a protocol to manage unauthorised encampments and approved the Flintshire Multi Agency Protocol for Managing Unauthorised Encampments in November 2009.

3.00 CONSIDERATIONS

- 3.01 The Regional Protocol is a document setting out minimum standards. It is anticipated that each public body will have their own detailed operational procedures for responding to unauthorised encampments.
- 3.02 Flintshire County Council is already meeting the requirements of the regional protocol through the implementation of the Flintshire Multi Agency Protocol for Managing Unauthorised Encampments.
- 3.03 North Wales Police, as the co-ordinating body of the Regional Protocol, are now seeking each public body's commitment to conform to the standards set out in the document.

Date: 12/01/2011

3.04 The regional protocol has been circulated for wider consultation; within the Council it has been shared with the following services:

- Housing Services
- Legal Services
- Planning
- Public Protection
- Social Services for Adults
- Valuation and Estates.

4.00 RECOMMENDATIONS

4.01 Executive approve the Protocol and agree to Flintshire County Council becoming a signatory .

5.00 FINANCIAL IMPLICATIONS

5.01 There are no specific financial implications to this report.

6.00 ANTI POVERTY IMPACT

6.01 Implementing the policy will have a positive impact on the Travelling families who experience poverty.

7.00 ENVIRONMENTAL IMPACT

7.01 Responding to and managing unauthorised encampments will reduce the impact of domestic and commercial waste that can be associated with some unauthorised encampments.

8.00 EQUALITIES IMPACT

8.01 An equality impact assessment was undertaken by North Wales Police. This Protocol will have a positive impact on the Travelling, settled and business communities. It will also contribute to promoting good community relations.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no additional personnel implications other than a re-alignment of responsibilities.

10.00 CONSULTATION REQUIRED

10.01 No further consultation is required

11.00 CONSULTATION UNDERTAKEN

- 11.01 Consultation has been undertaken with the Travelling community and with the public sector organisations who are being asked to be signatories to the Protocol.

12.00 APPENDICES

- 12.01 Appendix 1 Regional Protocol for Managing Unauthorised Encampments

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

Report To Executive 17th November 2009
Regional Protocol For Managing Unauthorised Encampments

Contact Officer: Fiona Mocko
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Contact Officer: Trevor Jones
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North Wales Joint Protocol on Managing Unauthorised Encampments

Introduction

1. Unauthorised Encampments have existed for many years and for many reasons. This protocol does not reflect on the reasons why they exist, or whether other measures should be taken to reduce them, but focuses on managing all unauthorised encampments in North Wales in a positive and consistent way, for the benefit of all people concerned and affected by them.
2. There is a wide range of legislation in addition to the Race Relations Amendment Act 2000 (RRAA) and the Human Rights Act 1998 (HRA) that bears on the management of unauthorised encampments. The basic principles arise from the recognition of Gypsies and Irish Travellers as distinct racial groups under the RRAA, the rights of all people under the HRA, and the 'Guidance on Managing Unauthorised Encampments' 2005, Welsh Assembly Government (**The Guidance**¹). This protocol is based on the minimum requirements of legislation and The Guidance
3. The aim of this protocol is to ensure that relevant Public Authorities in North Wales manage unauthorised encampments consistently, in conformity with legislation, and to a standard that meets the basic needs of all involved. It addresses ways of achieving consistency in operational practice.

The Public Authorities

4. The signatories (*List of stakeholders, e.g. Local Authorities, North Wales Police, Betsi Cadwalader Local Health Board, North Wales Fire and Rescue, Welsh Ambulances Services NHS Trust, WAG Dept for Economy & Transport, Trunk Road Agency, WAG Highways Division, Snowdonia National Park*) agree to conform to the following minimum standards when responding to unauthorised encampments
5. They will ensure that all actions and decisions are in the spirit of The Guidance (as amended).

In particular they will:

6. Nominate a single point of contact (SPOC) for the organisation to enable reliable receipt and processing of information, including co-ordination between departments.

The SPOC will, where possible, be a person or role who is involved in the direct management of Unauthorised Encampments with 24 hour cover provided by an emergency 24 hour post.

7. During normal hours the SPOC will be an operational officer, with a fall back to an emergency 24 hour post. The detailed arrangements within each Authority will ensure that where possible contact will be with an individual with responsibility to take action required by this protocol, and when that is not possible contact will be with a consistent role that has responsibility to ensure that action is taken.
8. Ensure that all signatories are aware of their organisations SPOC, and update Signatories SPOCs of all changes, including temporary changes, to this role holder.
9. Follow The Guidance and ensure that all interactions with both the Travellers and settled community are conducted in a positive and sensitive manner, treating all people with courtesy and respect.
10. Produce their own detailed Policies and Procedures reflecting their own structures and procedures, and taking this protocol as the minimum standard for managing unauthorised encampments.
11. Encampments will be kept under review, and if circumstances change any decision regarding the encampment will be reviewed. The risk to the Travellers of moving them on will be taken into account when eviction is being considered. Sections 5.3 to 5.5 Unacceptable Encampment Locations, and Sections 5.18 to 5.20 Reaching Decisions (on whether eviction is appropriate) of The Guidance will guide decision making. Any decision to evict will be in conformity with the requirements of the Human Rights Act 1998 and Race Relations Amendment Act 2000,
12. When an eviction is considered the impact on the Travellers and surrounding community will be assessed.
13. If circumstances arise that demand an eviction takes place under Section 61 or 62 of the Criminal Justice and Public Order Act 1994, North Wales Police will, in consultation with all other involved Authorities enforce an eviction in conformity with the requirements of the Human Rights Act 1998 and Race Relations Amendment Act 2000, however these powers apply in particular circumstances. North Wales Police will also attend when called to prevent a breach of the peace.

Where the Encampment is on Public/Local Authority land:

Local Authorities and North Wales Police will:

14. Ensure that a decision on whether an encampment is in a location that will be tolerated is made swiftly, taking into account the results of welfare needs assessments, availability of alternative authorised sites, 'acceptable' sites and clauses 5.3 & 5.4 of The Guidance which clarifies locations that are unacceptable for encampments, and provides criteria for assessing the suitability of a location.

15. Develop a code of conduct for the Travellers and settled community and businesses affected, outlining Traveller history and culture, setting out the standards of service, behaviour and community relations expected from all people in the area, and contact details for local services and advice sources. This will be distributed to the Travellers and people affected (residents and businesses etc.) on initial visits or as soon as possible thereafter.

Local Authorities will:

16. Make initial welfare needs enquiries, wherever possible within 24 hours of first notification of an unauthorised encampment. The consequences of eviction will be considered in the welfare needs assessment.
17. Consider the provision of services for health, sanitary and environmental protection, and consider seeking a contribution to costs from the Travellers for these services. (Good practice has shown that investing in proactive waste collection is several times more cost effective than allowing the accumulation of waste and then having to instigate a clear up operation later.)
18. All welfare needs enquiries will be made and assessed before a decision whether to evict is considered unless there are overriding safety considerations.
19. Refer any further and/or specialist welfare needs enquiries that are needed to the relevant partner without delay.
20. Relevant parts of welfare needs assessments will be circulated to partners who are involved in managing the encampment and need them to inform their decision making role, subject to the Data Protection Act, Human Rights Act and other relevant legislation.
21. When welfare needs assessments are completed the Local Authority will consult with all involved SPOCs, and decide on and coordinate further welfare needs enquiries and action to provide consistent management of the encampment. They will then take a decision, in conformity with the requirements of the Human Rights Act 1998 and Race Relations Amendment Act 2000, on whether to tolerate the encampment for a limited period or to evict the Travellers .
22. If there is a decision to evict the Travellers from an unauthorised location the Local Authority will try to identify an alternative location within a reasonable distance if welfare needs assessments indicate the need for a longer stay. The Local Authority will liaise with North Wales Police on the date and time of any proposed eviction.
23. Develop a media strategy in which the Local Authority will take the lead in issuing statements, providing information etc. that has been jointly prepared/approved by SPOCs involved with the particular encampment and/or issues. North Wales Police will respond to questions that are in

the police remit, and where appropriate will provide a link to Local Authority press releases on their web pages.

North Wales Police will:

24. Monitor local community tensions as appropriate and ensure that all parties receive fair and equal treatment under the law. Issues of behaviour and criminality will be investigated equally for the Travellers and settled community with a view to identifying perpetrators and taking action against those individuals, not against groups of people. All action will be proportionate in the particular circumstance of each case.
25. Liaise with the Local Authority SPOC particularly regarding any developments in community tensions or associated matters.
26. Attend any eviction to maintain the peace and prevent disorder if circumstances require it.

Betsi Cadwaladr University Local Health Board will:

27. Assess and carry out any relevant welfare needs assessments and/or provide services identified in initial welfare needs assessments within a reasonable timescale.

Where the Encampment is on land owned by Public Authorities other than Local Authorities (e.g. Welsh Assembly Government, Snowdonia National Park, Health Authorities etc.)

28. Public authorities other than local authorities should liaise with local authorities to arrange welfare needs enquiries, and local authorities should be prepared to help. The type and level of welfare needs enquiries will be the same as for Local Authorities.

Where the Encampment is on Private Land

29. Local authorities will consider making welfare needs enquiries.
30. Local authorities will inform private landowners:-
 - a. of their rights to recover land from trespassers but not offer detailed legal advice,
 - b. to inform the police of any intention to evict, and
 - c. refer the Travellers to Citizens' Advice Bureaux or solicitors for advice.
31. North Wales Police will advise the landowner, where possible, on whether it is inappropriate to carry out an eviction, ensure that no more than reasonable force is used and act to prevent any breach of the peace. They will take action if any criminal offences are committed or become apparent during the eviction.

Geoff Richardson
(Coordinator)
John Roberts

Mike Evans

Diversity Development Officer,
North Wales Police
Senior Solicitor,
Anglesey County Council
Senior Planning Policy Officer,

Paul Quirk	Ynys Mon County Council Head of Housing Services,
Jeremy Grant	Denbighshire County Council Private Sector Policy Officer, Strategic Housing Unit,
Fiona Mocko	Conwy County Borough Council Policy Officer – Equalities,
Trevor Jones	Flintshire County Council Community Cohesion Officer,
Bethan Wyn Jones	Flintshire County Council Gypsy Traveller Liaison Officer,
Cathie Butler	Gwynedd County Council Portfolio Surveyor, Department for Economy and Transport,
Gill Grainger	Welsh Assembly Government Community Cohesion Coordinator, Wrexham County Council

¹ 'Guidance on Managing Unauthorised Encampments' 2005, Welsh Assembly Government
<http://www.adjudicationpanelwales.org.uk/dsjlg/publications/localgov/guidecamping/guidee.pdf;jsessionid=QQ6cKLnNQlgBZpK1yHRjXyTGrsbCCGbcTVrvPyQ1ZSWvRw96jFpT!-555192600?cr=6&lang=en&ts=4>

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 8

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **HEAD OF HOUSING**
SUBJECT : **SHELTERED HOUSING IMPROVEMENT PROJECT**

1.00 PURPOSE OF REPORT

- 1.01 To update the Executive on the outcomes from the comprehensive consultation programme that took place with sheltered housing tenants during the Spring, Summer and Autumn of 2010 and to seek approval for the decision making process on the continuation or cessation of the service tenancy arrangements at individual schemes to commence.

2.00 BACKGROUND

- 2.01 The work to introduce improvements to the warden support service commenced in November 2008 at the Sheltered Housing Visioning Day. At this event, local members critically appraised the warden service and put forward their suggestions of where and how the service could be improved. The aim for an improved warden service was described as, "a service that is able to provide accommodation support services that are accessible, based on support needs, quality assured, and help older people {tenants} to live independently and safely within their own homes for as long as practical".
- 2.02 A Working Group comprising of Members and Senior Officers, was established in May 2009 and tasked to develop and improve the warden support service. The Working Group's proposals on how the warden support service could be developed were subject to thorough examination by the tenants, staff and local members who attended ten Sheltered Housing Improvement Seminars that were held during the summer of 2009.
- 2.03 The participants at the improvement seminars gave their support for a series of key service improvements being introduced. On the 17 November 2009, the Executive gave its approval to a recommendation from the Member and Officer Working Group for work to commence on implementing these improvements. However, at a County Council meeting held on the 16 December 2009, one of the proposed improvements was questioned by Members. This related to the ending of warden service tenancy arrangements and Members voiced serious concerns over the lack of consultation with tenants from schemes that had a resident warden. The debate concluded with Members resolving to recommend to the Executive that decisions on the service tenancy arrangements should be subjected to consultations with tenants living on schemes that are served by a resident warden. At their meeting on the 5 January 2010 the Executive approved this

Date: 12/01/2011

recommendation and tasked the Member and Officer Working Group to develop and manage the necessary tenant consultation programme.

- 2.04 In April 2010 the Housing Overview and Scrutiny Committee gave its support to the Member and Officer Working Group's consultation implementation plan and to their proposal for an improved service delivery model within the warden service. For information, the aims and objectives of the proposed improved service delivery model is attached at appendix 1.
- 2.05 At the Housing Scrutiny Committee on 8th December 2010 members received a report on the outcomes of the consultation events. They endorsed that from their own personal perspectives the consultation had been thorough and to a high standard and there was support for the service being modernised and expanded (offered to Council tenants not currently living in sheltered housing and to non council tenants).
- 2.06 A report detailing how the warden support service could be expanded further into an equitable service, accessible by all Flintshire residents, (irrespective of tenure), who have an assessed need for low-level accommodation support, will be presented to the Executive for their consideration in the summer of 2011.

3.00 CONSIDERATIONS

- 3.01 All of the council's sheltered housing tenants were invited to attend one of fifty-five consultation events that were held during the period May 27 to October 14 2010. Local members were invited to attend all the consultation events that were taking place in their ward. In total six hundred and seventy tenants and forty local members attended these fifty-five events.
- 3.02 In line with the recommendation set out in point 2.03, i.e., to ensure the individual needs of a scheme could be considered when the service tenancy arrangements were debated, forty consultation events took place with tenants from schemes with a resident warden. These events were usually held on the particular scheme. The remaining fifteen events were delivered to tenants from schemes served by an off-site warden. These events were attended by tenants from several schemes within a locality and held at a central location.
- 3.03 All the venues used to stage a consultation event were fully accessible and at the invitation stage tenants with special requirements were identified and appropriate arrangements made to ensure that their individual requirements were met. For example, transport was provided to take tenants to and from the venue, large print materials were available and attendance at an event by relatives of tenants was particularly welcomed. It was recognised that some tenants would not be able to attend any of the consultation events and other tenants would be uncomfortable discussing issues within a group setting. Therefore, tenants were offered the opportunity to be visited in their own

homes to discuss the service improvements and thirty-five tenants took up this offer.

- 3.04 The letter tenants received inviting them to attend a consultation event had a simple but important message, that their help was needed to improve 'their warden service'. This message was reinforced during the delivery of each consultation event and the officers leading the events encouraged tenants to participate and to have confidence that their opinions counted and would be used to direct the introduction of improvements to the warden support service. It is extremely pleasing to note that the analysis of the evaluation received from individual tenants confirms that 100% of tenants who returned their feedback forms {54% response rate} either strongly agreed or agreed that the consultation event they attended was designed and delivered in a professional manner that encouraged them to take part.

Consulting on the service improvements

- 3.05 At each of the fifty-five consultation events, a presentation was delivered on the proposed service objectives of an improved warden service. The presentation provided information on the type of support services that would be provided and how these services would be delivered. Following the presentation, the tenants took part in an interactive group exercise discussing the merits of the proposed service improvements and prioritising the improvements that they wanted to see introduced within their warden service. The tenants were asked to rank the proposals, with a score of one representing the least important proposal and a score of nine representing the most important. Tenants were also actively encouraged to put forward their own ideas of how their warden support service could be improved.
- 3.06 The summary of the collective outcomes from the interactive group exercises are attached at appendix 2 for information. The outcomes demonstrate that tenants have a very strong preference for the introduction of a community-based warden support service. In particular the tenants liked the idea that such a service would be delivered by small teams of 'familiar' staff. This factor was deemed by the tenants to be the essential element of an effective warden support service. The tenants also welcomed the fact that this type of service would have a strong community focus.
- 3.07 Alongside their support for the community-based support service, the tenants expressed strong collective support for the future service to be accessible to older tenants within the council's general needs housing stock. It was asserted by tenants that the preventative support services provided by their warden proactively maintained their own independent and safe living within the community and it was a sensible suggestion, {in the future}, to offer the same positive support services to other older council tenants not residing in sheltered housing. Many tenants also proposed that the warden support service ought to be available to older people within the wider community, i.e., non-council tenants, especially those living in very isolated communities.

However, it was recognised that it would be a prudent move by the authority for any service expansion to be implemented incrementally.

- 3.08 The collective outcomes demonstrate that tenants found the majority of the nine improvement proposals to be of significant importance. Based upon the tenant's opinions the Member and Officer Working Group has drafted a forward work programme. This programme details the processes that will need to be undertaken in order to implement the improvements the tenants wish to see introduced. The proposed work programme is attached for information at appendix 3.
- 3.09 Following the Housing Scrutiny Committee at the request of members officers have been considering the options to expand the service to non council tenants. One of the factors which will need to be discussed further by members in the future will be policies around charging for services. (There are currently inconsistencies across the authority). Should service charges be introduced for this service then those "in receipt of benefits" could receive the service "free" (funded by the Supporting People grant) while those ineligible for financial support would pay for this preventative service.
- 3.10 Officers have been modelling the community team based approach to service delivery endorsed by tenants during the consultation exercises and believe that there will be capacity to offer the service to, approximately, an additional 50 (based on need) council tenants initially. (see the financial implications section of this report).

Consulting on the service tenancy arrangements

- 3.10 At the forty consultation events with tenants from schemes that have a residential warden, the tenants, alongside discussing the proposed service improvements, discussed {following a brief presentation on the historical background} the service tenancy arrangements for their scheme.
- 3.11 These proved to be very useful debates. Many tenants commented that not only had they now properly understood the historical background to the service tenancy arrangements but they had also benefited from the opportunity of expressing their feelings, and in particular, any concerns about proposals to end tied tenancies.
- 3.12 From the collective analysis of the tenant evaluation forms, it can be evidenced that 94% of the tenants who returned their forms {55% response rate} either strongly agreed or agreed that they had the opportunity to discuss and give 'their views' upon the service tenancy arrangements at their scheme. In addition, the outcomes demonstrate that 74% of tenants believed that their warden support service would not be adversely affected if their warden no longer lived on the scheme during their off-duty hours {with only 12% expressing concerns that the service would be adversely affected}. The

summary of the collective outcomes from the tenant's evaluation of the service tenancy arrangements is attached for information at appendix 4.

- 3.13 Scheme by scheme reports on the outcomes from all the consultation events have been drafted. These reports provide a summary of the tenant's opinions on the service improvements and upon the question of whether the service tenancy arrangements at their scheme ought to continue or cease. The reports are currently being distributed to all tenants on the individual schemes. This will provide an opportunity for those tenants, who chose not to attend the consultation event, to learn more about the proposed service improvements and to ask any questions or put forward any comments that they may have. Local members will receive copies of the reports that relate to schemes within their wards. This will enable those local members who were not able to attend a consultation event the opportunity to read the opinions of the tenants and provide their own comments.

4.00 RECOMMENDATIONS

- 4.01 That the Executive acknowledge the professional, sensitive and effective manner in which officers managed and delivered the comprehensive tenant consultation programme.
- 4.02 That the Executive gives approval for the decision making process on the continuation/cessation of the service tenancy arrangements at individual schemes to commence. {These decisions will be made in accordance with the Executive decision, dated the 05 January 2010, and with the conditions as outlined in a letter sent by the Leader of the Council to the local members who called-in this decision.}
- 4.03 That the Executive gives approval to the improved service delivery model and resolves to receive further reports as the improvement programme is implemented, and specifically on options to take forward proposals to implement a tenure neutral service .

5.00 FINANCIAL IMPLICATIONS

- 5.01 It has always been the objective of the Member and Officer Working Group to carry out the modernisation of the warden support service within its existing service budget. Officer's views are that an improved service can be provided to existing tenants and an incremental expansion of the service can commence (initially) to council tenants in non sheltered housing, with a 5% efficiency in operating costs overall. (This is in keeping with service efficiencies being made across the whole Council, and assumes that the Supporting People Grant is not reduced and that there continues to be a Council Fund contribution to the service, until longer term decisions about charging policies are made).

6.00 ANTI POVERTY IMPACT

- 6.01 The proposal to improve and to expand the warden support service will mean an increased number of older people will have access to enhanced support services that will proactively lessen the likelihood of them experiencing social isolation or falling into poverty.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None specifically associated with the content of this report.

8.00 EQUALITIES IMPACT

- 8.01 The proposed incremental development of an expanded warden support service will ensure that an increased number of older people from Flintshire's diverse communities will {over time} be able to access the service.

9.00 PERSONNEL IMPLICATIONS

- 9.01 The introduction of improvements to the role of the Sheltered Housing Warden will be developed in conjunction with staff.
- 9.02 If a decision is taken to cease the contractual requirement of staff members to be a service tenant, decisions on their future housing options, for example, their right to remain as a secure tenant within their service accommodation will be based upon a combination of the requirements of the authority, the terms of the Councils Housing Allocations policy and the personal circumstances of an individual staff member.

10.00 CONSULTATION REQUIRED

- 10.01 Should a decision be taken that the service tenancy arrangements at an individual scheme ought to cease, then the employment contract of the warden involved will need to be varied. This will be achieved through formal consultation with the employee and their Union representative.
- 10.02 Any changes to the duties and responsibilities within the role of a Sheltered Housing Warden will be implemented following formal consultation with wardens and their Union representative.

11.00 CONSULTATION UNDERTAKEN

- 11.01 The commitment from the Member and Officer Working Group to engage in positive and effective consultation with tenants, staff, and local members on potentially contentious and sensitive issues has been continuously demonstrated throughout their management of the service improvement programme. To date effective consultations have been undertaken with tenants, staff and local members at numerous events.

12.00 APPENDICES

12.01

1. Aims and objectives of an improved warden support service {2nd draft}
2. Tenant's collective opinions on future support services
3. Future work programme
4. Tenant's evaluation of the consultation event and of the service tenancy arrangements

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

None

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**DEVELOPING & IMPROVING THE
WARDEN SUPPORT SERVICE**

AIM:

To develop the sheltered housing warden support service into a '*Community Based Accommodation Support Service*' operating from within Flintshire's local communities delivering an in-person accommodation related support services to sheltered housing tenants and, in due course, to tenants in the council's general needs housing.

OBJECTIVES:

The Community Based Accommodation Support Service would be developed in line with the following key objectives:

- I. to continue the positive elements found within the current warden service. For example, providing person-centred support services delivered by familiar staff, which enable tenants to live independently and safely within their own homes and delay the need for more intensive interventions.
- II. to ensure that service resources are being utilised as effectively and efficiently as possible and to amend working practices as necessary in order to reduce unproductive hours and provide an enhanced support service from within current resources that will:-
 - a. deliver an increased level of support to tenants within sheltered housing accommodation that is appropriate to their assessed individual needs;
 - b. extend the warden support service to other older tenants living in general needs housing who have an assessed need for support;
 - c. extend the operational hours of the weekday support service, moving gradually towards a service that can operate 7 days a week.
- III. to assist with the management of council owned community facilities such as community centres and to support tenants and other older people to make best use of these facilities thus promoting community involvement and introducing measures to address social isolation.
- IV. to promote and implement partnership working with complementary services, such as Wellcheck, Neighbourhood Warden Service, Advice Services, etc, thus increasing access to these services amongst tenants and other older people within Flintshire's local communities.

Appendix 2: Sheltered Housing Consultation Events

Tenant's Evaluation - Service Proposals

Proposal	Tenant's Score¹
There should be small teams of wardens based within local communities so tenants are supported by familiar staff who know them and their local community.	8
The warden service should be available to all older people living in council housing who need support to live independently and safely within their home.	7
Wardens should provide support services that encourage tenants to become independent and not services that encourage tenants to become dependent.	6
The warden service should develop a comprehensive out of hour's rapid response service so tenants who contact Carelink during the night can be visited & assessed by a warden.	6
The support service provided to tenants should be flexible and based, as far as possible, upon an assessment of the support that an individual tenant needs.	6
The operational hours of the warden service should be extended so tenants can have a warden visiting them on weekday evenings and during the weekend.	6
The warden service should work with other services {e.g. Age Concern and Advice Services, etc} so more tenants {and other older people within the local community} can access the support provided by these services.	5
The service should help tenants {and other older people within the local community} to organise {and attend} social activities within their communities.	4
On some sheltered housing schemes it will be important for a warden to live on the scheme, e.g., be employed as a service tenant.	3

1 The tenants ranked each proposal with a score of 1 being least important and a score of 9 being most important. The scores in the above table represent the 'average score' that tenants ascribed to each proposal when the results from all the consultation events were analysed.

Sheltered Housing Improvement Programme Forward Work Plan

ACTION	Introducing a community based warden support service
Aim:	To improve the warden support service through developing the role of the warden, using teams of wardens based within local communities to deliver the support services and by beginning the expansion of the service, initially to older tenants in the council's general needs housing but ultimately to older people living within the wider community irrespective of their tenure type.
Objectives:	<p>To ensure the warden support service is:</p> <ul style="list-style-type: none"> ✓ making efficient and effective use of its service resources and demonstrating value for money ✓ consistently providing an excellent standard of service to all tenants ✓ delivered by professional staff who are familiar to the tenants and who understand the needs of the tenant's local community ✓ providing tenants with flexible support services that are based upon an assessment of the tenant's individual support needs ✓ able to measure service outcomes through robust service performance management systems ✓ ensuring staff have appropriate levels of skills and knowledge through an effective staff development and training programme ✓ playing a leading role in enabling the council to meet its commitment to help Flintshire residents to live as independently as possible in a home of their choice ✓ able to keep pace with the development of new technologies, for example, Telecare & Telehealth ✓ maximising the potential take-up of Supporting People Grant funding.

Appendix 3:

Sheltered Housing Improvement Programme Forward Work Plan

Key Activities	By When?	By Whom?	Progress/Commentary
⇒ Update Overview & Scrutiny on the outcomes of the tenant consultations on the proposed service improvements.	Dec 2010	SHO TMAHS	Complt: Report to Scrutiny on the 08/12/2010
⇒ Update staff on the outcomes of the tenant consultations on the proposed service improvements.	Dec 2010	SHO TMAHS	Complt: Presentation to Staff on the 08/12/2010
⇒ Seek support and approval from Executive to commence the development of an improved service delivery model based upon the outcomes of the tenant consultations.	Jan 2011	HOH	Report to Executive on the 18/01/2011
⇒ Using the collective outcomes from the tenant's needs assessment objectively identify service capacity within the warden support service.	April 2011	SHO SPM	
⇒ Produce the improved role/job description/job title for wardens. Hold staff focus groups to agree the role/job description.	May 2011	SHO TMAHS	
⇒ Produce a business plan for the community based warden support service that includes comprehensive details of budget, staffing levels, service standards, needs assessment, anticipated demand for access to expanded service, charging policy, etc.	June 2011	SHO TMAHS	

Appendix 3:**Sheltered Housing Improvement Programme
Forward Work Plan**

⇒ Formally consult with staff and Unions to reach agreement on new service delivery model and the introduction of the revised job description. ⇒ Commence the process of varying current contracts of employment as necessary. ⇒ Begin to implement the revised job description throughout the service.	July 2011	SHO HRM	
⇒ Communicate the service improvements that the revised service delivery model/job descriptions will generate to all interested parties.	July 20 11	SHO CSSM	
⇒ Develop and design a medium size pilot of the community based support service to test the robustness of the improved service delivery model (including the delivery of support to older tenants in general needs housing).	Sept 2011	SHO CSSM	
⇒ Report to Overview & Scrutiny to seek support & to Executive for approval to run the pilot project.	Sept 2011	HOH	
⇒ Implement the six-month pilot project to assess the robustness of the service delivery model & evaluate the outcomes from the pilot.	Oct 2011	SHO CSSM	
⇒ Report to Executive to seek approval for countywide implementation of the service delivery model.	April 2012	HOH	
⇒ Commence the introduction of the community based service delivery model throughout the County.	May 2012	SHO CSSM	

Sheltered Housing Improvement Programme Forward Work Plan

ACTION	Determine whether contractual service tenancies continue/cease
Aim:	To enable informed and objective decisions on a scheme by scheme basis to be made on whether the current practice of employing {some} wardens as service tenants is to be continued or ceased.
Objectives:	<ul style="list-style-type: none"> ⇒ To ensure the recommendations within the Executive decision {made in Jan 2010} that was founded upon the resolution of the County Council {made in Dec 2009} are implemented. ⇒ To ensure that the needs and circumstances of tenants residing on individual sheltered housing schemes with a residential warden are central factors within the decision making process on whether service tenancies continue/cease ⇒ To seek tenants views on whether an efficient warden support service could be provided from an office base within their scheme or elsewhere within the wider community ⇒ To implement a policy that ensures transparent decisions can be made on a staff member's housing options when either they leave the service or a decision is taken to cease a service tenancy

Appendix 3:

Sheltered Housing Improvement Programme Forward Work Plan

Key Activities	By When?	By Whom?	Progress/Comments
⇒ Update Overview & Scrutiny on the outcomes of the consultations on the service tenancy issues.	Dec 2010	SHO TMAHS	Complt Report to Scrutiny on the 08/12/2010.
⇒ Update staff on the outcomes of the consultations on the service tenancy issues.	Dec 2010	SHO TMAHS	Complt Presentation to Staff on the 08/12/2010.
⇒ Agree policy for dealing with an employee's housing needs if a service tenancy ceases.	Jan 2011	SHO TMAHS	
⇒ All reports complied on the outcomes from the individual scheme consultations and distributed to tenants and local members.	Jan 2011	SHO TMAHS	
⇒ All decisions on whether service tenancies continue/cease at individual schemes to be made by Head of Housing and Executive Member or by the Executive.	April 2011	HOH EM EXEC	
⇒ Communicate decisions to all interested parties.	On-going	SHO	
⇒ Complete formal consultation with any affected employees & Unions. Prepare contracts with appropriate variations.	On-going	SHO HRM	
⇒ Manage the process of implementing the contractual changes.	On-going	SHO HRM	

Appendix 3:

Sheltered Housing Improvement Programme Forward Work Plan

Key

CSSM	Community Support Services Manager
EM	Executive Member
EXEC	Executive
HOH	Head of Housing
HRM	Human Resources Manager
TMAHS	Team Manager Advice & Homeless Services
SHO	Sheltered Housing Officer (Lead Officer - Improvement Project)
SPM	Supporting People Manager

Appendix 4:

Sheltered Housing Consultation Events Tenant's Evaluation

	Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree	Total
Q1} The consultation event was designed and delivered in a professional manner that encouraged me to take part?	175 (49%)	186 (51%)	1 (0.0%)	-	-	362
Q2} At the consultation event, I had the opportunity to discuss and comment upon the proposed improvements to my warden service?	164 (45%)	195 (54%)	3 (1%)	-	-	362
Q3} At the consultation event, I had the opportunity to discuss and give views upon how I would feel if my warden no longer lived on my scheme?	108 (40%)	146 (54%)	13 (5%)	2 (1%)	1	270
Q4} I am confident that if my warden chose to live away from my scheme, the warden support service that I currently receive would not be reduced?	83 (31%)	116 (43%)	39 (14%)	24 (9%)	8 (3%)	270
Note Questions 1 and 2 were answered by all tenants and questions 3 and 4 were only answered by those tenants from schemes with an on-site warden.						

Appendix 4:

Sheltered Housing Consultation Events Tenant's Evaluation

- Total of 670 evaluation forms issued & 362 returned {54% response rate}
- On-site warden scheme consultations 470 forms issued & 270 returned {57% response rate}
- Area consultations 200 forms issued & 92 returned {46% response rate}

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 10

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **IMPROVEMENT TARGETS REVIEW**

1.00 PURPOSE OF REPORT

1.01 To endorse the review of targets by:

- reclassifying targets to reset our Improvement Targets;
- endorsing the targets set for 2010/11;
- endorsing the 2011/12 provisional and aspirational targets.

1.02 To approve the re-set Improvement Targets.

1.03 To endorse the reporting of indicators for which outturn performance is not the sole responsibility of the Council, to the Community Profile and Partnership Scrutiny Committee.

2.00 BACKGROUND

2.01 To reflect the approach to reviewing targets as endorsed by Executive 16 November 2010.

2.02 The performance targets reported to the Executive and considered by the Overview and Scrutiny Committees comprise: -

- National Indicators as prescribed by Welsh Assembly Government (WAG); and
- Local Indicators set by the council as meaningful to monitor performance over and above the prescribed measures.

2.02 The categorisation of targets (described below) has been applied to these indicators.

1. **improvement target** - where performance is currently unsatisfactory;
2. **incremental target** - where a marginal improvement in performance is sought as a business objective where performance is currently satisfactory; and
3. **maintenance target** - where performance is currently good and needs to continue.

Date: 12/01/2011

3.00 CONSIDERATIONS

3.01 To reflect the approach to reviewing targets as endorsed by Executive 16 November 2010: -

- targets will be set once each year and included in service plans;
- the review and categorisation of targets will take place in November by Executive when the previous financial year's national data is available. No alterations will be made to classifications outside of this time;
- consistent referencing will be used in all reports (i.e the national references supplemented by a separate referencing system for local measures);
- all targets set will be supported by an action plan; some targets may be grouped together within the same action plan e.g. where the same set of actions will deliver improvements in performance to a 'set' of indicators;
- all quarterly performance reports will include progress against the 'Improvement' Targets as well as listing those that are only reported annually; and
- any changes to national data sets will be reported to Executive as soon as practicable after WAG have published the sets, (usually undertaken on an annual basis).

3.02 The review of targets includes consideration of the 'in-year' target for 2010/11, a provisional target for 2011/12, and a longer-term 'aspirational' target where applicable, such as for national standards. Action plans have been prepared for proposed Improvement Targets.

3.03 The review of the categorisation and setting of targets has been undertaken by Heads of Service with management input. Internal challenge of these proposals and consideration of the action plans has been undertaken by Overview and Scrutiny members at a workshop held on 22 November 2010. Challenge is based on the direction and amount of improvement in performance and whether it can be sustained.

3.04 A schedule of the proposed Improvement Targets as a result of the workshop is attached at Appendix 1. In summary the proposals are listed below, but the overall effect on the number of Improvement Targets will be a nett reduction of 9 (from 61 to 52 indicators): -

- 9 new Improvement Targets;
- 5 reclassified as Improvement Targets (from 2 Incremental, 2 Maintenance and 1 previously unclassified);
- 12 Improvement Targets reclassified down to 5 Maintenance, 4 Incremental and 3 Management Information;

- 11 Improvement Targets have been deleted. (Deletions are primarily performance indicators where targets have been achieved or which have been deleted from the national set as they are no longer considered to be useful.)

A full schedule of the outcomes of the target setting exercise for all performance indicators is available in the Member's Library.

- 3.05 Overview and Scrutiny Committees will undertake further detailed consideration of Improvement Targets and progress against their action plans during monitoring and review of the quarterly performance reports.
- 3.06 Some indicators represent performance by other partners and not just the Authority e.g. SCC/020 (Looked after children teeth checks). As these indicators are not the sole responsibility of the Council, it is proposed that these be within the portfolio of the new Community Profile and Partnerships Scrutiny Committee.
- 3.07 The Welsh Assembly Government (WAG) are currently considering our draft Outcome Agreement and, once approved, the measures within it will be classified as Improvement Targets.

4.00 RECOMMENDATIONS

- 4.01 To endorse the review of targets by:
- reclassifying targets to reset our Improvement Targets;
 - endorsing the targets set for 2010/11;
 - endorsing the 2011/12 provisional and aspirational targets.
- 4.02 To approve the re-set Improvement Targets.
- 4.03 To endorse the reporting of indicators for which outturn performance is not the sole responsibility of the Authority, to the Community Profile and Partnership Scrutiny Committee.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None directly related to this report.

6.00 ANTI POVERTY IMPACT

- 6.01 None directly related to this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None directly related to this report.

8.00 EQUALITIES IMPACT

8.01 None directly related to this report.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly related to this report.

10.00 CONSULTATION REQUIRED

10.01 Consultation within Directorates and internal and member challenge has been built into the process.

11.00 CONSULTATION UNDERTAKEN

11.01 Directorates have had an input into the methodology and timing.

12.00 APPENDICES

12.01 Appendix 1: Improvement Target Schedule

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Executive report 16 November 2010

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Ref.	Short Description
HUMAN RESOURCES	
CHR/002	The number of working days/shifts per full time equivalent (FTE) local authority employee lost due to sickness absence
REM3	Increase the percentage of employees receiving an annual appraisal with Individual Development Plan to 100%
CUSTOMER SERVICES	
CUSM1	Efficient Complaints Handling - The percentage of initial complaints responded to within 10 working days
FINANCE	
BNF/004	Time taken to process Housing Benefit and Council Tax Benefit new claims and change events
ASSETS & TRANSPORTATION	
EEF/002a	Percentage reduction in carbon dioxide emissions in the non domestic public building stock
IA3.1L1	(Improvement Agreement 3.1) Increase the Standard Assessment Procedure (SAP) Rating in Council housing stock
PLANNING	
PLA/003bi	The percentage of these determined appeals that upheld the authority's decision, in relation to planning application decisions
PLA/004b	The percentage of minor planning applications determined during the year within 8 weeks
PLA/005	The percentage of enforcement cases resolved during the year within 12 weeks of receipt
REGENERATION	
IA4.2L3	Develop targets for increasing satisfaction levels by 5% per year over baseline overall Satisfaction Rate of 78% identified in 2009/10
HOMELESSNESS	
HHA/002	Average number of working days between homeless presentation & discharge of duty for households found to be statutorily homeless
HHA/016	The average number of days all homeless families with children spent in Bed & Breakfast accommodation HHA/016 replaces HHA/014 a & b in the national set for 2010/11
HHA/017b	The average number of days that all homeless households spent in other forms of temporary accommodation. Replaces HHA/015 a and b in the national set for 2010/11

HOUSING	
HLS/010bL	Average number of calendar days taken to complete urgent repairs
HLS/010cL	Average number of calendar days taken to complete non-urgent repairs
HLS/013L	The total amount of rent lost due to lettable units of permanent accommodation being empty as a percentage of the total rent debit for the financial year
HLS/014L	Average number of calendar days taken to let lettable units of permanent accommodation during the financial year
HPMM7 (Local PI)	Percentage of gas safety checks completed (cumulative)
IA3.2L1	The number of void properties achieving zero defects on work undertaken
ADAPTATIONS	
PSR/006	The average number of calendar days taken to deliver low cost adaptation works in private dwellings where the Disabled Facilities Grant process is not used
PSR/009a	The average number of calendar days taken to deliver a Disabled Facilities Grant for children and young people New indicator for the national set for 2010/11
PSR/009aL1	Average number of calendar days from referral to end of assessment (when request of works made to Housing)
PSR/009aL2	Average number of calendar days from receipt of request in Housing to completion of the DFG
PSR/009b	The average number of calendar days taken to deliver a Disabled Facilities Grant for adults New indicator for the national set for 2010/11
PSR/009bL1	Average number of calendar days from referral to end of assessment (when request of works made to Housing)
PSR/009bL2	Average number of calendar days from receipt of request in Housing to completion of the DFG
SOCIAL CARE FOR ADULTS	
SCA/007	The percentage of clients with a care plan at 31 March whose care plans should have been reviewed that were reviewed during the year
SCA/018a	The percentage of carers of adult service users who were offered an assessment or review in their own right during the year
SCA/018c	The percentage of identified carers of adult service users who were assessed or reassessed in their own right during the year who were provided with a service
IA1.1L4	Increase the number of people receiving a direct payment

SOCIAL SERVICES FOR CHILDREN	
SCC/001b	For those children looked after whose second review (due at 4 months) was due in the year, the percentage with a plan for permanence in place
SCC/016	The percentage of reviews of child plans for children in need carried out in accordance with the statutory timetable
SCC/024	The percentage of children looked after during the year with a Personal Education Plan within 20 school days of entering care or joining a new school in the year ending 31 March
SCC/025	The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations
SCC/028	The percentage of children looked after who had a fully completed and updated Assessment and Progress Record at their third review
SCC/030a	The percentage of young carers known to Social Services who were assessed
SCC/030b	The percentage of young carers known to Social Services who were provided with a service
SCC/033c	The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19
SCC/039	The percentage of health assessments for Looked After Children due in the year that have been undertaken
SCC/042a	The percentage of initial assessments completed within 7 working days
SCC/042b	The average time taken to complete initial assessments that took longer than 7 working days to complete
EDUCATION	
EDU/002ai	The number of pupils (including those in local authority care) in any local authority maintained learning setting, who attain the age of 16 during the school year and leave full-time education, training or work based learning without an approved external qualification
EDU/002aii	The number of pupils in local authority care in any local authority maintained learning setting, who attain the age of 16 during the school year and leave full-time education, training or work based learning without an approved external qualification
EDU/002bi	The percentage of all pupils (including those in local authority care) in any local authority maintained learning setting, who attain the age of 16 during the school year and leave full-time education, training or work based learning without an approved external qualification
EDU/002bii	The percentage of pupils in local authority care in any local authority maintained learning setting, who attain the age of 16 during the school year and leave full-time education, training or work based learning without an approved external qualification

EDU/009a	The average number of school days that permanently excluded pupils did not receive an offer of full time appropriate education provision during the year
EDU/009b	The average number of school days that permanently excluded pupils did not receive an offer of part time appropriate education provision during the year
EDU/011	The average external qualifications point score for 15 year olds, in learning settings maintained by the local authority
EDU/015a	The percentage of final statements of special education need issued within 26 weeks, including exceptions
EDU/015b	The percentage of final statements of special education need issued within 26 weeks, excluding exceptions
SCC/002	The percentage of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March
SCC/044b	The average number of days spent out of school on fixed term exclusions for children looked after who were excluded during the previous academic year Replaces SCC/023a and b in the national set for 2010/11

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 11

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **REVENUE BUDGET MONITORING 2010/11 (MONTH 7)**

1.00 PURPOSE OF REPORT

1.01 To provide members with the most up to date revenue budget monitoring information (Month 7) for the Council Fund and the Housing Revenue Account in 2010/11.

1.02 INDEX OF CONTENTS

Section 2	Executive Summary
Paragraph 3.01	Council Fund Summary Table
Paragraph 3.06	Risks and Assumptions
Section 4	Non Standard Inflation / Central Contingencies
Section 5	Unearmarked Reserves
Section 6	Housing Revenue Account
Appendix 1	Council Fund - Movement in Variances from Month 6
Appendix 2	Community Services - Variances Summary
Appendix 3	Environment - Variances Summary
Appendix 4	Lifelong Learning - Variances Summary
Appendix 5	Corporate Services - Variances Summary
Appendix 6	Central & Corporate Finance - Variances Summary
Appendix 7	Council Fund Unearmarked Reserves Summary
Appendix 8	Housing Revenue Account - Variances Summary

2.00 EXECUTIVE SUMMARY

2.01 Members are requested to note the projected year end position as estimated at Month 6 which is :

Council Fund - Net overspend of £0.525m (Overspend of £0.574m at Month 6)

Housing Revenue Account - Net underspend of £0.242m (Overspend of £0.068m at Month 6)

3.00 CONSIDERATIONS

COUNCIL FUND

3.01 The table below shows a projected in-year overspend of £0.525m.

Date: 12/01/2011

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 6	Month 7	Month 6	Month 7	Month 6	Month 7
	£m	£m	£m	£m	£m	£m	£m	£m
Directorates								
Community Services	54.996	54.498	0.552	0.589	0.467	0.537	0.085	0.052
Environment	33.527	32.955	0.164	0.180	0.164	0.180	-	-
Lifelong Learning	109.598	109.103	1.280	1.280	0.436	0.436	0.844	0.844
Corporate Services	17.872	17.511	(0.030)	(0.096)	(0.030)	(0.096)		
Total Directorates	215.993	214.067	1.966	1.953	1.037	1.057	0.929	0.896
Central and Corporate Finance	25.897	27.823	(1.392)	(1.428)	(1.392)	(1.428)		
Total	241.890	241.890	0.574	0.525	(0.355)	(0.371)	0.929	0.896

- 3.02 The Original Budget column reflects the budget approved by Council on the 2nd March 2010. The Revised Budget column reflects in-year virements which have been approved in compliance with Financial Procedure Rules.
- 3.03 The overall in-year projected variances to date are detailed in Appendices 2 - 6 (Council Fund), and Appendix 8 (HRA), and in addition to giving the reasons for the variances, the actions required to address each variance is provided.
- 3.04 The overall projected overspend of £0.525 represents a further improvement of £0.049m compared to the month 6 position of £0.574m. Details of this change are detailed in Appendix 1. The net overspend of £0.525m comprises £1.953 on services (of which £1.329m relates to out of county placements and £0.624m on other services) offset by a contribution of £1.428m from Central and Corporate Finance. Management will continue to try and identify opportunities to reduce the currently projected overspends and minimise budget pressures in future years in order to minimise the impact on the Council's overall financial position. The outcomes will continue to be reported on in future reports.
- 3.05 The Out of County Placement budget projected overspend (ring-fenced) forms a large part of Community Services and Lifelong Learning's total overspend (£0.485m and £0.844m respectively) and is still the largest area of overspend across the total budget. The total projected overspend on Out of County Placements is £1.329m at month 7, a reduction of £0.026m compared to month 6. Senior Officers are continuing to meet regularly to review actions aimed at reducing the overspend during remaining of the year. In particular, the results of the review of current providers, placements and subsequent renegotiations of contracts should be complete by February. It is hoped this work will have a positive impact both in year and on next year's projection.

RISKS / ASSUMPTIONS

3.06 The in-year over / (under) spends shown in the table at paragraph 3.01 reflect the following risks and assumptions :-

1. Community Services

Social Services for Adults

- o Projections based on current client numbers / care packages
- o Demand led services susceptible to changes outside the Directorate's control e.g. severity of winter, flu epidemics
- o Local Health Board income cannot be guaranteed at the levels assumed

Development & Resources

- o Domiciliary and Property client income is dependent on individual client circumstances
- o Wider economic recession may have an impact

Social Services for Children - Out of County Placements

- o Length of current placements uncertain - court led timeframes
- o Number of new placements difficult to predict - needs led
- o High cost of any new placements can have an adverse impact on outturn
- o Uncertainty of income level from Local Health Board

Social Services for Children - Family Placement

- o Service dependent on sufficient numbers of carers being attracted and retained

Other Residential - Care for Children with Disabilities

- o Timing of new service at Arosfa becoming operational - delays would impact on the projected outturn position

2. Environment

Planning Control

- o Assumed that number of applications will not recover to pre-recession levels during 2010/11

Winter Maintenance

- o Early/prolonged severe weather and market costs of alternative salt supplies

3. Lifelong Learning

Out of County Placements

- o Uncertainty of lengths of current placements
- o Difficult to predict number of new placements
- o High cost of any new placements can have an adverse impact on outturn
- o Varying income levels from Local Health Board

Youth Service

- o Delay to deletion of a post to achieve previous year efficiency saving budget

Inclusion Service

- o Reductions in available grant streams and reserves has resulted in a risk of overspend on providing pupil support to schools

4. Corporate Services

All Service Areas

- o Assumed that there will be no Pay Award for 2010/11

4.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

NON STANDARD INFLATION

- 4.01 Included in the budget was an amount of £0.060m in respect of fuel costs, £0.094m in respect of National Foster Care Allowances and £0.105m in respect of increased fire levy. These items have been allocated to meet the additional known costs. Therefore, there is no centrally held non standard inflation available for 2010/11.

CENTRAL CONTINGENCIES

- 4.02 The budget for 2010/11 included £0.968m in respect of non-teacher pay award. This amount is being held centrally until the announcement of the national pay award. The employers current offer is for no increase in the Pay Award for 2010/11. On this basis it is currently assumed that this contingency will not be required and is therefore shown as an underspend within Central and Corporate.

5.00 UNEARMARKED RESERVES

- 5.01 The 2009/10 final outturn reported to Executive on 10th August showed unearmarked reserves at 31st March 2010 (above the base level of £5.269m) of £1.008m, after the setting aside of funding for 2010/11 one-off pressures of £0.352m.
- 5.02 Appendix 7 details the movements to date on unearmarked reserves and the estimated level of contingency sum. As a result of these movements currently projected, the net amount currently available in the Contingency Reserve is £2.137m (of which £1.654m is ringfenced for Flintshire Futures investment costs).

6.00 HOUSING REVENUE ACCOUNT

- 6.01 On 17th February, 2010, the Council approved a Housing Revenue Account budget for 2010/11 of £23.716m. The budget provided for a closing balance at 31st March, 2010 of £1.153m, and a closing balance at 31st March 2011 of £1.186m, which at 5% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.
- 6.02 The 2009/10 final outturn reported to Executive on 10th August showed a closing balance at the end of 2009/10 of £1.451m, which was £0.298m higher than the estimate of £1.153m when the 2010/11 budget was set.
- 6.03 Appendix 8 details the reasons for significant variances occurring to date and the actions planned to deal with them.
- 6.04 The variances detailed at Appendix 8 include a projected underspend of £0.150m against the budgeted amount of CERA (£2.150m) to provide additional funding towards the HRA Capital Programme. It is recommended that this sum be allocated to fund additional revenue repairs and maintenance. The Council's Financial Procedure Rules in respect of budget virements require Executive approval where the aggregate movement on a service budget is greater than £0.075m. If approved the additional revenue repairs budget would be used specifically on void properties.
- 6.05 If Executive approve the recommendation in 6.04, the net effects of the revised balance brought forward, the additional allocations from balances and the projected outturn is that there would be balances in hand at the end of the year of £1.136m which at 4.7% of budgeted expenditure is greater than the minimum level of 3% recommended by the Head of Finance. This projected year end balance is £0.050m less than the £1.186m which was assumed when the 2010/11 HRA budget was finalised.

7.00 RECOMMENDATIONS

- 7.01 Members are recommended to:-

- a) Note the overall report.
- b) Note the estimated Council Fund Contingency Sum as at 31st March 2011. (Section 5).
- c) Allocate the projected underspend of £0.150m on Capital Expenditure from Revenue Account (CERA) for use on revenue repairs and maintenance - specifically for use on void properties.
- d) Note the projected final level of balances on the Housing Revenue Account. (para 6.05)

8.00 FINANCIAL IMPLICATIONS

8.01 The financial implications are as set out in Sections 3.00 - 6.00 of the report.

9.00 ANTI-POVERTY/ENVIRONMENTAL IMPACT

9.01 None.

10.00 PERSONNEL IMPLICATIONS

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Council Fund - Movement in Variances from Month 6 - Appendix 1
Council Fund Variances - Appendices 2 - 6
Council Fund - Movements on unearmarked reserves - Appendix 7
Housing Revenue Account Variances - Appendix 8

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

Month 7 Monitoring Papers

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COUNCIL FUND - REVENUE BUDGET 2010/11
FLINTSHIRE COUNTY COUNCIL

Budget Monitoring (Month 7)
Summary of Movement from Month 6

	£M	£M
Month 6		
Out of County Ringfenced Budget	1.355	
Service Directorates	0.611	
Central and Corporate Finance	(1.392)	
Variance as per Executive Report		0.574
Month 7		
Out of County Ringfenced Budget	1.329	
Service Directorates	0.624	
Central and Corporate Finance	(1.428)	
Variance as per Directorate Returns		0.525
Change Requiring Explanation		(0.049)
<u>Community Services</u>		
• Domiciliary Support (Services for Older People) - Increase in the amount of support to clients in need of double manning and complex care	0.086	
• Residential Services (Services for Older People) - Further increase cost of agency cover and energy usage.	0.065	
• Community Living (Learning Disabilities Service) - Increase cost of cover for absences.	0.023	
• Substance Misuse (Mental Health Services) - Vacancy savings	(0.050)	
• Residential Services (Mental Health Services) - Additional funding agreed from Health	(0.058)	
• Management & Support (Development and Resources) - One-off redundancy and pension strain costs	0.051	
• Further reduction in Ringfenced Out of County projection based on revised projected end dates for some placements	(0.026)	
• Professional Support (Physical Disability and Sensory Impairment Service) - Planned vacancy savings	(0.033)	
• Residential Services (Physical Disability and Sensory Impairment Service) - Delay in projected start date for a number of large care packages	(0.035)	
• Other minor changes of less than £20k	0.014	
		0.037
<u>Environment</u>		
• Waste Collection - Adjustment for Domestic Property numbers	(0.042)	
• Waste Trading Account - Adjustment for Domestic Property numbers correcting an overcharge on Waste Collection client account	0.047	
• Industrial Units - Renegotiated reduced lease rates due to economic climate at Belfield Units	0.023	
• Other variations less than £20k	(0.012)	
		0.016

Lifelong Learning

- No changes

-

Corporate Services

- Finance - Mainly additional costs of software maintenance due to legislative changes and purchase of Accounts Payable add-on. 0.023
- Legal & Democratic - Mainly additional vacancy savings (0.027)
- HR and Organisational Development - increased projection for Trent Improvement Programme 0.055
- ICT and Customer Services - Reduction in estimated Design and Print deficit (-£0.028m) and increased vacancy savings (-£0.093) partially offset by other minor pressure (+£0.004m) (0.117)

(0.066)
Central and Corporate

- Corporate - Other - Potential Legal Fees relating to a HR issue 0.018
- Corporate - Other - An anticipated Collection Fund Surplus (0.059)
- Other minor changes of no more than £15k 0.005

(0.036)
Total changes

(0.049)

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Domiciliary Support (Services for Older People)	7.478	7.994	0.516	0.430	<ul style="list-style-type: none"> • Increase in complexity of need and number of clients supported to live at home • This is resulting in an increase in the amount of support to clients in need of double manning and complex care which has a significant impact on cost. 	<ul style="list-style-type: none"> • Continual review of individual care packages will contribute to reduce the overspend, alongside trend analysis to enable projections of service demand. • Task and finish group convened to consolidate data to assess the impact of measures on future projections for 2010/11 and beyond.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Residential Services (Services for Older People)	8.403	8.604	0.201	0.136	<ul style="list-style-type: none"> Reduction in the number of clients currently being supported in Independent Sector residential care which is offset by the increase in the number of clients supported at home. Local Authority residential services are projecting an overspend due to non recurring expenditure on increased agency cover following Health and Safety recommendations, together with increased costs of internal catering and corporate efficiency savings for energy. 	<ul style="list-style-type: none"> Actions in place to review all expenditure in this area. Further analysis to be undertaken around the use of short term respite care to ensure most efficient use of resources via existing contracts.
Professional Support (Services for Older People)	3.022	2.960	(0.062)	(0.068)	<ul style="list-style-type: none"> Underspend within Financial Assessment Team due to vacant posts. Balance is made up from various movements with updated information following appointment. 	<ul style="list-style-type: none"> Partial offset of vacancy management target and review recruitment position of vacant posts.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Supported Living (Physical Disability and Sensory Impairment)	0.080	0.135	0.055	0.058	<ul style="list-style-type: none"> Projected overspend is due to a void property at Ryland Street, and higher than anticipated care costs from the Independent Sector. 	<ul style="list-style-type: none"> Lower rate has now been agreed by CAMG. Review of existing contract with Independent Sector is underway.
Community Living (Learning Disability Services)	8.665	8.775	0.110	0.087	<ul style="list-style-type: none"> The overspend relates to the loss of two clients from Supported Living Service who were Health funded, and given that Health are reviewing all CHC packages, there is potential for this to increase. The movement in period 7 is due to increased cover for absence. 	<ul style="list-style-type: none"> Identification of new clients to move into supported living service through review of current support. Continue review of care to existing clients. Continued monitoring of CHC packages by Service Manager.
Substance Misuse (Mental Health Services)	0.251	0.201	(0.050)	0.000	<ul style="list-style-type: none"> Projected in year underspend which is mainly due to vacancy and salary savings. 	<ul style="list-style-type: none"> Non recurring once vacancies are filled.
Residential Services (Mental Health Services)	0.407	0.425	0.018	0.076	<ul style="list-style-type: none"> Additional funding from Health offset by the costs for two new clients 	<ul style="list-style-type: none"> Keep under review.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Ringfenced Budgets (LD & Mental Health)	0.845	0.507	(0.338)	(0.331)	<ul style="list-style-type: none"> Projections reflect current client packages for 2010/11. 	<ul style="list-style-type: none"> Keep under review - potential volatility due to changes in client numbers and demands at short notice from prison or courts.
Business Services Income (Development and Resources)	(2.470)	(2.521)	(0.051)	(0.058)	<ul style="list-style-type: none"> Revised projection based on current client contributions has led to an increase in the projected outturn. 	<ul style="list-style-type: none"> Keep under review – area is dependant on client numbers and financial circumstances.
Management & Support (Development and Resources)	0.532	0.583	0.051	0.000	<ul style="list-style-type: none"> Projected in year overspend due to one off redundancy and pension strain cost 	<ul style="list-style-type: none"> Non recurrent
Training (Development & Resources)	0.242	0.136	(0.106)	(0.099)	<ul style="list-style-type: none"> Projected underspend is due to grant maximisation and reserve utilisation 	<ul style="list-style-type: none"> None Required

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Family Placement (Children's Services)	1.773	1.847	0.074	0.066	<ul style="list-style-type: none"> • Increase in the number of foster care places within the service. 	<ul style="list-style-type: none"> • This reflects a positive outcome which should in time reduce expenditure in other budgets. Family Placement currently working on a proposal paper for invest to save.
Other Residential (Children's Services)	0.546	0.393	(0.153)	(0.157)	<ul style="list-style-type: none"> • This budget is currently earmarked for the remodelling of Arosfa to enable the service to relocate and expand. 	<ul style="list-style-type: none"> • Substantial adaptation work needs to take place at Arosfa. Initial estimate of costs have now been received and a more detailed breakdown is being sought prior to a decision being taken, reflecting the decision for incremental expansion.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Out of County Pooled Budget (Children's Services)	3.525	4.010	0.485	0.511	<ul style="list-style-type: none"> Revised projection based on updated information on existing placements up until March 2011. The reduction reflects a number of changes to placements together with clients moving out of the service. 	<ul style="list-style-type: none"> The task and finish group are continuing their work and benchmarking work has been completed. The focus of high cost placements is now a North Wales project and the meetings have taken place. External consultants have been commissioned to assist with the negotiation process with providers within Flintshire and to make recommendations regarding the current processes deployed.
Non Ringfenced Homelessness (Housing Services)	0.322	0.391	0.069	0.068	<ul style="list-style-type: none"> The main cause of the variance relates to the reapportionment of staff costs between Council Fund and HRA due to change of roles. 	<ul style="list-style-type: none"> Reallocation of staffing budgets once housing restructure is completed.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Ringfenced Homelessness (Housing Services)	0.189	0.094	(0.095)	(0.095)	<ul style="list-style-type: none"> Review of projection at period 6 which has increased the underspend based on improvements made to service provision and lower than expected activity for the first half of the year. 	<ul style="list-style-type: none"> This area needs to be kept under close review due to the potential for an increase in homelessness due to changes to benefits system and challenging economic factors.
Resident Wardens (Housing Services)	1.148	1.016	(0.132)	(0.136)	<ul style="list-style-type: none"> The underspend reflects the impact of Resident Warden vacancies. 	<ul style="list-style-type: none"> A realignment of the budget will need to be undertaken as part of the Sheltered Housing Improvement Project.
Other variances (aggregate)	19.540	19.537	(0.003)	0.064	<ul style="list-style-type: none"> The change in variance is the net impact of a number of changes of which the two main ones are both within the Physical Disability and Sensory Impairment Service namely, Professional Support (-£0.033m) due principally to two vacancies being frozen until the year end, and, Residential Services (-£0.035m) where there was a delayed start in a number of large care packages. 	<ul style="list-style-type: none"> Continue to review vacant posts and keep client start dates under review.

COMMUNITY SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Total :	54.498	55.087	0.589	0.552		

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Transportation	1.614	1.504	(0.110)	(0.110)	<ul style="list-style-type: none"> Savings on Bus Operator payments for Bus Subsidies will be an estimated £0.050m. £0.040m Fuel Rebate due in November from Arriva. 	<ul style="list-style-type: none"> Bus Operator payments for Bus Subsidies and potential fuel rebates will be closely monitored.
Car Parks	0.030	0.075	0.045	0.030	<ul style="list-style-type: none"> Shortfall of £0.065m in car park fee income due in the main to the relocation of the Holywell Town Centre Car Park and subsequent free parking provision at Tesco. 	<ul style="list-style-type: none"> Monitor income closely. Uncommitted Maintenance Works of £0.020m have been used to reduce under recovery.
Engineering Design Consultancy	(0.022)	0.008	0.030	0.040	<ul style="list-style-type: none"> Income shortfall due to a reduced number of schemes resulting from the current economic climate. 	<ul style="list-style-type: none"> Continue to monitor the fee earning position and update the financial situation regarding the trading account.
Trunk Road Management Unit	(0.054)	(0.084)	(0.030)	(0.030)	<ul style="list-style-type: none"> Additional income from Trunk Road Agency staff recharges. 	
Fleet Services	0.007	0.047	0.040	0.040	<ul style="list-style-type: none"> Above inflationary increases in materials not being reflected in income recharges made to clients. 	<ul style="list-style-type: none"> Ensuring all external markets are considered to maximise collaborative working for Fleet Services.

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Policy & Implementation	0.665	0.575	(0.090)	(0.090)	<ul style="list-style-type: none"> • Vacancy savings in Planning Service Area. 	<ul style="list-style-type: none"> • Underspend will assist with financing the fee income shortfall below.
Environment & Conservation	0.314	0.204	(0.110)	(0.110)	<ul style="list-style-type: none"> • Vacancy savings in Planning Service Area. 	<ul style="list-style-type: none"> • Underspend will assist with financing the fee income shortfall below.
Planning Control	0.330	0.510	0.180	0.180	<ul style="list-style-type: none"> • The economic downturn has reduced the number of applications being received, particularly from housing developers and the minerals sector. • Despite some economic growth, early indications suggest that fee income will still be £0.180m short of target • Only 1,028 applications were received in 2009/10 compared with 1,191 in 2008/09, a 14% year on year decrease in volume. 	<ul style="list-style-type: none"> • Continue to monitor number and size of applications received and update financial projections. • Seek cost reductions where opportunities arise. e.g. staff vacancies; address efficiency savings through service review and restructuring. • Exploit external funding opportunities and appropriate income generation initiatives.

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Directorate Support & Performance	1.492	1.387	(0.105)	(0.105)	<ul style="list-style-type: none"> Further delay in filling vacancies ahead of the new structure being implemented. 	
Waste Disposal	4.821	4.684	(0.137)	(0.127)	<ul style="list-style-type: none"> Net landfill tax gains from reduced tonnages. 	
Waste Collection	2.858	2.821	(0.037)	0.005	<ul style="list-style-type: none"> Impact of reduced Domestic Property numbers following update from Local Land and Property Gazetteer (LLPG) in November 2010. 	
Waste Trading Account	(0.335)	(0.281)	0.054	0.007	<ul style="list-style-type: none"> Adjustment of Domestic Property numbers correcting an overcharge in Waste Collection client account 	<ul style="list-style-type: none"> Reduce amount of agency costs incurred. Benefit adjusted properties noted in Waste Collection account TWC.
Civic Amenity Sites	1.905	1.991	0.086	0.078	<ul style="list-style-type: none"> Impact of RPI increase for Management Charge and annual performance payment under contractual obligations. Additional refurbishment costs at Greenfield Site have increased Period 7 costs. 	<ul style="list-style-type: none"> Following AD Waste coming in-house, the Management Charge was reduced in order to reduce its impact.

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Property Holdings	0.116	0.190	0.074	0.071	<ul style="list-style-type: none"> • Loss of income from Terrig House, Mold, which is vacant. • Loss of income from BBC at Glanrafon has resulted in further shortfall. 	<ul style="list-style-type: none"> • Maximise usage of vacant properties.
Design Services & Corporate Property Maintenance	2.368	2.532	0.164	0.174	<ul style="list-style-type: none"> • Significant income shortfall due to reduced Capital Programme and slippage of key WAG funded scheme into 2011/12. Salary savings of £0.143m are included in the net variance. 	<ul style="list-style-type: none"> • Continue to monitor the fee earning position and update the financial situation regarding the trading account. • Incorporate the projected Capital Programme figures into the Organisational Review being undertaken to influence its conclusions. • Historically, trends would suggest that the position can be improved.

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Industrial Units	(1.742)	(1.661)	0.081	0.058	<ul style="list-style-type: none"> Westbridge (Period 6)& Belfield Units (Period 7) – lease negotiated at reduced rate due to economic climate Loss of income from Unit 5 Catheralls – vacated by social Services. Road and drain repairs to Greenfield Business Park. 	<ul style="list-style-type: none"> Monitor closely the cost of NNDR to determine if any reductions can be made. Reduction in Bad Debt Provision by £0.025m had improved Period 6 variance
Valuation & Estates	0.493	0.413	(0.080)	(0.078)	<ul style="list-style-type: none"> Vacancy Savings 	
Administrative Buildings	1.004	1.155	0.151	0.153	<ul style="list-style-type: none"> Overspend on cleaning services following a review of charges. 	<ul style="list-style-type: none"> Review of specification for Cleaning Contract required to determine value for money.
Economic Development	0.542	0.492	(0.050)	(0.050)	<ul style="list-style-type: none"> Cease expenditure on any uncommitted supplies and services. 	<ul style="list-style-type: none"> This will negate the adverse variance on Markets and Business Centres.
Markets	(0.116)	(0.088)	0.028	0.027	<ul style="list-style-type: none"> Reduction in smaller markets income based on current economic climate. Employment of agency cover for sickness absence. 	<ul style="list-style-type: none"> Income levels to be monitored closely together with initiatives for maximising income for larger markets e.g. Mold.

ENVIRONMENT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Health & Safety	0.574	0.524	(0.050)	(0.050)	<ul style="list-style-type: none"> Non filling of vacancies ahead of the proposed new structure. 	
Other variances (aggregate)	16.091	16.137	0.046	0.051	<ul style="list-style-type: none"> A number of variances of no more than £0.020m individually relating in the main to income shortfalls under Agricultural Estates (£0.016m), Flintshire Business Services (£18k) and Pollution Control (£20k). 	<ul style="list-style-type: none"> Review costs of service and monitor income levels closely.
Total :	32.955	33.135	0.180	0.164		

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Out of County Pooled Budget (Special Education)	2.251	3.095	0.844	0.844	<ul style="list-style-type: none"> • There has been an ongoing challenge to accurately project levels of new placements throughout the year. • The cost of each individual placement is high and variations in both numbers and type of placements can have an adverse impact on projected outturn. 	<ul style="list-style-type: none"> • A meeting of senior officers has taken place to discuss the progress of the Action Plan developed by the Task and Finish Group including the key areas of casework review, contract renegotiations and partnership working for commissioning and procurement with an emphasis on the high cost placements. A revised Action Plan is being developed which will be monitored through high level monthly review meetings. • Two key areas of focus going forward will need to be: <ul style="list-style-type: none"> ▪ review of individual high cost placements and; ▪ contract renegotiation with providers. • Consideration is being given to create a North

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
						<p>Wales Consortium for commissioning/ procurement of childrens' high cost placements similar to the SEWIC consortium in South Wales.</p> <ul style="list-style-type: none"> • Further detailed work also needs to take place to ensure that more local specialised provision is made available for those with higher order needs. • The minister for DCELLS has published the report of the Task and Finish group on Post 16 Special Education. The detailed outcomes and of this report have yet to be released.
Libraries, Culture and Heritage	3.548	3.478	(0.070)	(0.070)	<ul style="list-style-type: none"> • Cessation of book fund expenditure for remainder of the year 	<ul style="list-style-type: none"> • This is a one off in year exercise to assist in reducing the Directorate overall overspend.

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Leisure Centres and Pools	2.415	2.807	0.392	0.392	<ul style="list-style-type: none"> It is currently predicted that the pressure in Leisure Services relating to a year on year decrease in income attributed to the current economic climate will continue in 2010/11. An Action Plan has been prepared to address the structural budget shortfalls. This is being taken forward as part of the Flintshire Futures Programme. Until the actions identified are implemented the overspend will continue to be incurred. The £120k increase in the variance relates to a projected shortfall in achieving the good housekeeping energy efficiency target . 	<ul style="list-style-type: none"> Projections will be revised in the light of ongoing monitoring of income. The Leisure Action Plan to address the pressure in the base budget was considered by Lifelong Learning Overview and Scrutiny Committee on 15th October and Executive on 19th October. It is subject to a report back in December which will mean that any impact on the overspend is delayed. This issue had been raised as a risk in the report since period 2. Further work is ongoing in liaison with the Energy Efficiency Unit.

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Leisure Services	0.375	0.375	0.000	0.000	<ul style="list-style-type: none"> The impact of support costs on trading accounts formed the final element of the Central Support Costs Review. This was completed during period 6 monitoring. 	
Early Years	1.093	0.973	(0.120)	(0.120)	<ul style="list-style-type: none"> Planned but not committed additional support to playgroups has been frozen. 	<ul style="list-style-type: none"> This is a one off in year exercise to assist in reducing the Directorate overall overspend.
Schools Non-Delegated	2.093	2.367	0.274	0.274	<ul style="list-style-type: none"> Redundancies in schools as a result of restructuring are funded from the Lifelong Learning Budget. The level of redundancies at the end of the academic year 2009/10 resulted in costs which exceeded the directorate budget provision. Similar restructurings across other directorates are met corporately. 	<ul style="list-style-type: none"> LEA policy will need to be reviewed for 2011/12. A joint ADEW/HR/Finance working group is looking at an all Wales solution.

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
School Improvement Unit	1.384	1.324	(0.060)	(0.060)	<ul style="list-style-type: none"> £30k of expenditure has been reduced from both Primary and Secondary School Improvement budgets 	<ul style="list-style-type: none"> This is a one off in year exercise to assist in reducing the Directorate overall overspend.
ICT Unit	1.320	1.220	(0.100)	(0.100)	<ul style="list-style-type: none"> Planned expenditure on IT storage boxes for secondary schools will now be funded via Prudential borrowing. 	<ul style="list-style-type: none"> This is a one off in year exercise to assist in reducing the Directorate overall overspend.
Facilities Services	1.326	1.326	0.000	0.000	<ul style="list-style-type: none"> The impact of support costs on trading accounts formed the final element of the Central Support Costs Review. This was completed during period 6 monitoring. (£0.142m) Investment in CCTV programmed for 2011/12. Order not yet placed, 12 week delivery time. Latest estimate indicates that staffing efficiencies will be made. (£0.106m) 	

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Pupil / Student Transport	6.132	6.324	0.192	0.192	<ul style="list-style-type: none"> It is currently expected that the School / Pupil Transport service will overspend on College Transport by approximately £0.192m. Increased number of service routes across all phases. Future work to re-tender contracts in the new year. Analysis of costs of Out of County travel being undertaken which should result in the services being able to recharge to Health and Children services. Reduction of overload buses at Deeside College. Earlier repayment plan agreed following negotiation with Deeside College. 	<ul style="list-style-type: none"> This shortfall was identified towards the end of the 2009/10 financial year and has now been raised as a pressure in the 2011/12 budget process and taken forward under the Flintshire Futures Programme. A request has been made for Internal Audit to check eligibility controls in January.

LIFELONG LEARNING

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Service Units	1.954	1.948	(0.006)	(0.006)	<ul style="list-style-type: none"> Reduced expenditure agreed from school furniture budget 	<ul style="list-style-type: none"> This is a one off in year exercise to assist in reducing the Directorate overall overspend.
Management and Administration	0.833	0.788	(0.045)	(0.045)	<ul style="list-style-type: none"> £30k estimated Mobile classroom rentals reduction in expenditure. £15k estimated reduction in expenditure on Audio Visual repairs and replacement in schools. 	<ul style="list-style-type: none"> This is a one off in year exercise to assist in reducing the Directorate overall overspend.
Other Variances (aggregate)	84.379	84.358	(0.021)	(0.021)	<ul style="list-style-type: none"> Other minor variances of no more than £0.005m 	
Cross Directorate						<ul style="list-style-type: none"> All discretionary spend will continue to be reviewed and rationalised by heads of service with a view to achieving further in year savings.
Total :	109.103	110.383	1.280	1.280		

CORPORATE SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Chief Executive	2.308	2.306	(0.002)	0.003		
Finance	3.168	3.128	(0.040)	(0.063)	<ul style="list-style-type: none"> • The net position on staffing costs is an overspend of £0.067m, this is after taking into account several vacancies and the additional costs of senior interim staff and essential additional resources. These are being carefully monitored and will continue until the results of the Finance Function Review (FFR) are implemented. • Use of balances (-£0.037) covering consultant costs. • Increase in Housing Benefit subsidy (-£0.045m) • Net increase in court fees income due to greater numbers being sent to court (-£0.005m) • Additional funding received from WAG (-£0.028m) • Savings on other employee costs (-£0.008m) • Savings on essential car allowances and transport costs due to staff vacancies (-£0.013m) • Additional costs of software maintenance due to legislative changes 	<ul style="list-style-type: none"> • The HB position is being closely monitored

CORPORATE SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					and purchase of Accounts Payable software add on (+£0.029).	
Legal & Democratic	3.792	3.630	(0.162)	(0.135)	<ul style="list-style-type: none"> • Various vacancy savings (-£0.040m) • Reduction in Members' Allowances payable and expenses (-£0.103m) • Various other minor reductions in expenditure (-£0.003m) • Increases in income received (-£0.016m) 	
Human Resources & Organisational Development	2.248	2.358	0.110	0.050	<ul style="list-style-type: none"> • Vacancy Savings (-£0.045m) • Additional expenditure on CRB Checks (+£0.044m) • Additional BPR/Consultancy Support HR Review (+£0.020m) • Job Evaluation Team additional Purchase of Software (+£0.008m) • Reduction in Payroll Income (+£0.009) • Other Minor Pressures (+£0.019m) • Temporary HR Projects – increased projection for Trent Improvement Project (+£0.055m) 	CRB Checks A report to CMT to review the current processes and recommend ways of reducing expenditure is currently in its final stages. Any proposed changes will need to be approved before the projected overspend can reduce.

CORPORATE SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
ICT & Customer Services	4.982	4.980	(0.002)	0.115	<ul style="list-style-type: none"> • Estimated deficit D&P (+£0.102m) • Vacancy Savings (-£0.193m) • Pressure Broadband (+£0.050m) • Pressure Hardware (+£0.016m) • Pressure Software Maintenance (+£0.015m) • Additional Income Registrars (-£0.017m) • Reduction in Income Postages (+£0.049m), offset partially by reduction in Postage Expenditure (-£0.037m) • Other Minor Pressures (+£0.013m) 	<p>DESIGN & PRINT We are currently projecting a £102,000 deficit for Design & Print for 2010/11. Whilst this has improved on period 6 the market continues to remain unstable and the income and expenditure will have to be monitored closely each month as it is difficult to project because there are no definite patterns in expenditure or income. The options appraisal report has now been published and we are currently in the process of costing out all future options.</p> <p>CUSTOMER SERVICES Additional Vacancy Savings have arisen as a result of the Admin Review. It is now assumed that all vacant posts will be deleted. No one off costs (salary protection/exit</p>

CORPORATE SERVICES

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
						costs) have been assumed as it's unlikely that the new structure will be fully implemented this financial year.
Clwyd Theatr Cymru	1.013	1.013	0.000	0.000		
Total :	17.511	17.415	(0.096)	(0.030)		

CENTRAL & CORPORATE FINANCE

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Central Loans & Investment Account	13.865	13.743	(0.122)	(0.135)	<ul style="list-style-type: none"> The projected outturn of £13.743m reflects a net decrease in Interest/Principal/Debt Management expenses of £0.479m (mainly attributable to a decrease in External Interest payments) and a net decrease in Temporary Investment and Other Interest income of £0.357m (attributable to a decrease in Temporary Investment income and Other Interest income of £0.364m offset by a decrease in the recharge to the HRA of £0.007m. 	<ul style="list-style-type: none"> Continue to monitor closely.

CENTRAL & CORPORATE FINANCE

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Financing & Funding (insurance, banking etc.)	1.311	0.466	(0.845)	(0.833)	<ul style="list-style-type: none"> The projected outturn of £0.478m reflects an increase in Windfall Income of £0.833m due to net Rateable Value reductions income of £0.427m and £0.418m of more than anticipated refunds of VAT following a recent House of Lords decision (Fleming and Conde Nast Publications Ltd). 	<ul style="list-style-type: none"> Continue to monitor closely.
Corporate Other	5.612	4.977	(0.635)	(0.594)	<ul style="list-style-type: none"> Shortfall in the Signpost/Recruitment Advertising efficiencies budget of £0.060m. Anticipated underspend in pay of £0.968m (assuming no pay award in this financial year). Part of a procurement efficiency for School Transport tenders has been held centrally until the outcome of the tender process was known. Although the £0.400m savings have been achieved 	<ul style="list-style-type: none"> Continue to monitor closely. Further work is ongoing to identify savings in Procurement across the Council as part of the ongoing Flintshire Futures Programme.

CENTRAL & CORPORATE FINANCE

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					<p>through the e-tendering process, a separate efficiency for route rationalisation has not yet been achieved.</p> <ul style="list-style-type: none"> • An overachievement of the centrally held Matrix efficiency is now projected resulting in an underspend of £0.106m. • £0.018m of Legal Fees relating to a potential constructive dismissal claim. • An anticipated Collection Fund Surplus of £0.059m. 	
Central Services Recharges	(2.011)	(1.847)	0.164	0.164	<ul style="list-style-type: none"> • The impact of support costs on trading accounts formed the final element of the Central Support Costs Review. This review is now complete and those services that are not now deemed to be trading services will be treated as other Council Fund services for the purposes of the end of year support cost recharges. This overspend is the net 	<ul style="list-style-type: none"> • This is currently an estimate, and the situation will be monitored closely.

CENTRAL & CORPORATE FINANCE

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					effect of overspends previously reported within the effected services.	
Other variances (aggregate)	9.046	9.056	0.010	0.006	<ul style="list-style-type: none"> Anticipated overspend in Coroners' fees of £0.015m. £0.005m underspend due to less-than-anticipated requests for rate relief. 	<ul style="list-style-type: none"> This service is managed and monitored by Wrexham C.B.C. Continue to monitor closely.
Total :	27.823	26.395	(1.428)	(1.392)		

APPENDIX 7

Movements on Council Fund Unearmarked Reserves

	£m	£m
Un-earmarked Reserves as at 1 April 2010		6.484
Less - Base Level (Includes increase as per budget report 2009/10)		<u>(5.476)</u>
Amount Available for Delegation to Executive		1.008
Less Projected Overspend as at 31 st March 2011		<u>(0.525)</u>
Estimated Level of Non-Earmarked Contingency Reserve		0.483
<u>Add Flintshire Futures Ringfenced Reserve</u>		
Allocations from Efficiency Exercise previously reported earmarked for Flintshire Futures Programme (See Note 1)	1.952	
Less commitments actioned in 2010/11 through delegated powers	<u>(0.298)</u>	<u>1.654</u>
Estimated Level of Total Contingency Reserve as at 31 st March 2011 in total		2.137

Notes:-

1) The £1.952m of efficiency savings identified in the early part of the year have been ringfenced to take the Flintshire Futures Programme forward whilst detailed costing of Programme, Organisational Redesign and Invest to Save costs are being established. The current amount remaining is £1.654m.

HOUSING REVENUE ACCOUNT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Rental Income	(23.428)	(23.308)	0.120	0.150	<ul style="list-style-type: none"> £0.037m due to slightly lower rental income as some properties included in budget where no rent is charged e.g. community houses and later timescale to bring Glan y Morfa phase 1 back into letting. Increased projection for council tax charges on void properties, in line with last year's charge, leading to a projected overspend of £0.027m £0.056m adverse on empty properties due to rent losses in the year to date being greater than the budgeted level of 2.5 % as impact of agreed expenditure is taking longer to feed through into lettings than originally expected 	<ul style="list-style-type: none"> Implementation of I.T. system and process changes arising from lean management review by 1st January 2011.
Estate Management	1.326	1.248	(0.078)	(0.066)	<ul style="list-style-type: none"> £0.063m vacancy savings. 	<ul style="list-style-type: none"> None

HOUSING REVENUE ACCOUNT

Budget Monitoring 2010/11 (Month 7)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Building Maintenance - Trading Account	0.091	0.000	(0.091)	(0.082)	<ul style="list-style-type: none"> £0.243m increase in income reflects the £200k of additional capital works on kitchens and damp proofing will now be undertaken by the in-house team £0.118m Increased spend on materials for the additional works undertaken. 	<ul style="list-style-type: none"> Continue to review and monitor productivity and performance ensuring optimum use of retained workforce in delivering repairs within the allocated client budget
Capital Expenditure from Revenue Account (CERA)	2.150	2.000	(0.150)	0	<ul style="list-style-type: none"> Slower start to Phase 2 of the Glan y Morfa scheme so not required this year. 	<ul style="list-style-type: none"> Recommendation in report to reallocate the £0.150m underspend for use on revenue housing repairs - specifically on void properties.
Capital Financing / Finance Support	4.615	4.490	(0.125)	0	<ul style="list-style-type: none"> Support recharges have been revised to reflect last years actual spend instead of budget. This has resulted in a £0.125m reduction in Corporate and Democratic charges 	
Other Variances (aggregate)	15.653	15.735	0.082	0.066		
Total :	0.407	0.165	(0.242)	0.068		

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 12

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **HEAD OF HOUSING**
SUBJECT : **DELIVERING PRIVATE SECTOR HOUSING RENEWAL -**
INTRODUCING AN INTEREST BEARING REVOLVING LOAN
FUND

1.00 PURPOSE OF REPORT

- 1.01 To explain the rationale and seek in principle approval for introducing an interest bearing revolving loan fund, as a key component of delivering the objectives of the Council's Private Sector Housing Renewal & Improvement Policy.
- 1.02 To seek approval for a tendering exercise to appoint a loans administrator to manage the interest bearing loan fund which will ensure that the Council is in compliance with Financial Service Authority regulations and the Consumer Credit Act.

2.00 BACKGROUND

- 2.01 A revised Private Sector Housing Renewal and Improvement Policy was introduced on 1st April 2010. The reason for this was: -

To maximise the efficient use of resources and begin the process of recycling capital in anticipation of restrictions in the availability of Council Fund capital programmes.

To introduce new grant and interest free loan products to support activity across the County.

To improve the support available across the County to tackle empty properties in the private sector.

- 2.02 The shift in policy, from grants towards loans, is to promote greater personal responsibility by property owners for the repair and maintenance of their homes. It also allows the Council to maintain an affordable policy, which maximises the number of householders who can benefit from targeted support. It should be noted that repairs and improvements increase the value of the properties concerned and therefore, it is the increase in home equity which is funding the repairs. The acceptance of a loan product by a homeowner, with no other means of funding repairs, can therefore be considered a cost effective option for them to access the support they require, at no detriment to them.

Date: 12/01/2011

- 2.03 In line with this philosophy, the Council is looking to further revise its policy and the manner in which it provides housing support. The success of the interest free loan products, (now totalling more than 100 interest free Home Repair and Renovation Loans in the system), is evidence that there is no longer an assumption the Council will provide Grant monies to private householders to repair and improve their homes.
- 2.04 This paper therefore seeks to build on this philosophy and suggests that the Council introduce an interest bearing loan fund, which would further increase the numbers of applicants being supported and diversify the types of support available. This paper provides examples of the types of support that could be offered, which meet the strategic objectives of the Council's Local Housing Strategy.
- 2.05 At the Housing Scrutiny Committee on 20th October 2010 members discussed the principle of introducing interest bearing loans and there was support for this, subject to interest rates being affordable to applicants, (but providing economic viability to the Council), and on the basis that all associated risks were minimised and managed effectively.

2.06 Interest Bearing Loans

In order to maintain the improvement and growth in services we have seen to date, against the backdrop of a challenging financial climate, we are currently examining our policy of assistance. We have held discussions with Gwynedd and Denbighshire Councils about the potential to work jointly to introduce additional loan products to our polices, in an attempt to put financial assistance on a sustainable footing for the long term.

- 2.07 Following on from the Regulatory Reform (Housing Assistance) (England & Wales) Order 2002, Council's have increasingly diversified the manner in which they provide assistance. This has allowed services to become more customer led and allowed Council's to invest in the fabric of homes within their area in a sustainable way. It also allows Council's to meet allied objectives set within other policies and strategies such as Affordable Warmth and Health, Social Care & Well-being.

2.08 Equity Loans & Non Equity Loans

An equity loan is a type of loan in which the borrower uses the equity in their home as collateral. This can be a way to finance major home repairs and is generally ranked as a second charge behind any existing mortgage.

- 2.09 The Council currently offers equity loans on an interest free basis. The process is that the applicant comes forward to the Housing Renewal Service and the required work is scheduled, costed and tendered. Only work eligible

under the Renewal and Improvement Policy is included. A valuation of the property is conducted to establish the level of free equity. If there is sufficient free equity then a loan is made for the amount required from the Capital Programme, but registered as a charge against the free equity in the property.

- 2.10 The Council could choose to offer a non equity or unsecured loan. This loan would not be tied to the home of the owner. This type of loan is most suitable for people who have a regular income (e.g. landlords) who can service small repayments. They are also used in cases where there is a cost benefit to having work carried out, such a insulation measures or solar thermal water heating systems, which reduce fuel bills and can offset repayments.
- 2.11 Loans are funded through the Council's General Fund Capital Programme, from the resources traditionally allocated for Housing Grants. The majority of Council's operate these schemes by outsourcing the management of the loans to an administrator, who is regulated by the Financial Services Authority and compliant with the Consumer Credit Act. There are benefits to such arrangements, which will be discussed later in this report.
- 2.12 The introduction of interest bearing loans, including shorter term repayable loans, offers the Council the opportunity to increase the pool of available Capital monies returning in any one year. This could offset some of the reduction in Capital monies over the next 5 years and may allow the Council to maintain or even expand the level of support currently provided.

3.00 CONSIDERATIONS

3.01 Loans are intended to help:

Elderly, vulnerable and disadvantaged homeowners who are in poverty and suffering serious health and safety risks arising from the condition of their property. It also includes those in severe social circumstances who cannot afford to maintain their property and/or whose property does not meet Welsh Housing Quality Standards.

3.02 However, as loans have become increasingly mainstream they have been used to-

Provide opportunities to help households into homeownership.

Support landlords to improve the quality of the property they are offering for rent.

Fund energy efficiency improvements to properties.

Top up DFGs where households require additional funding to the maximum available.

Support residents affected by relocation, particularly where there is a significant gap between the compensation costs paid by each local authority and the cost of a similar type of property outside of the re-development area.

- 3.03 Prior to introducing interest bearing loans the Council will need to decide which type of loan products it wishes to introduce and agree the policy criteria for each, such as, how much can an individual homeowner borrow? Although Flintshire is collaborating with other authorities on this project, each will develop tailored policies to reflect individual needs and priorities.

3.04 **What additional type of loans can be introduced?**

Property Appreciation Loans (PAL) have been developed to enable homeowners to fund improvements/repairs to their properties; where this would otherwise not have been possible owing to financial constraints. The scheme allows clients to release part of the equity in their property, which is then used to pay for the required works. The actual funds are resourced from the local authority by utilising monies previously identified for Grants.

- 3.05 A version of this product is already offered by the Council, whereby the same amount of capital monies borrowed, is repaid on sale or transfer of the property. However, if the Council were in a position to charge interest, the cost of works could be calculated as a percentage of the value of the property and this percentage is registered as a Legal Charge against the home. Upon sale or transfer of the property, the Council would reclaim the same percentage amount as borrowed. On completion of the works payments are made directly to the contractors.
- 3.06 As an example, if a loan of £30,000 is made to pay for works on a house that is worth £120,000 - that is, a loan of one quarter of the value of the house - the sum to be repaid will be one quarter of the value of the house, subject to a minimum repayment of the value of the original loan. So that if the value of the house rises in time to £160,000, the amount to be repaid will be £40,000.
- 3.07 This product can assist the large proportion of owners who cannot afford a commercial loan. The attractiveness of the PAL is that there are no repayments during the life of the loan and so many households can take the benefits of improving their homes without increasing their 'outgoings'. It is envisaged that such loans would substantially replace interest free products for works over £5,000 (the current Home Repair Loan limit).
- 3.08 The loan is usually repayable on the death of the homeowner and sale of the property or on disposal/sale of the property. Upon disposal both the homeowner or their nominated beneficiary and the Council will share in the increase in property values, arising out of the improvements made and any rise in overall property prices.

- 3.09 Property appreciation loans are the most expensive to set up, at approximately £500. This is due to the fact that there is both valuation and legal work involved, to ensure available free equity and registering the charge. The Council has three options in dealing with these charges. They could ask the applicant to pay the charges up front. This will not be possible for all applicants but some may choose to do this. The Council could pay the charges and then add the amount to the total cost of the loan. Finally the Council could choose to pay the charges and waive the cost altogether. This final option is most common where the applicants are taking a loan as they have been compelled to move due to a Housing Clearance Scheme. It is proposed that all three options remain available to again ensure that the products are customer driven.
- 3.10 The **Capital and & Interest Repayment loan** is a secured loan for homeowners who want to make repairs and/or improvements to their homes, towards Welsh Housing Quality Standard; or to assist recipients of DFGs where a client contribution is applicable; or to facilitate the provision of adaptations, which do not fit within the DFG criteria. The product is primarily for those homeowners unable to access loans from mainstream lenders at affordable rates of interest, but who can demonstrate an affordability to sustain regular monthly repayments. An element of capital and interest is repaid each month over a fixed term until the loan is repaid. Further information about the rates that could be charged and safeguards put in place is given below at paragraph 3.16.
- 3.11 An **interest only loan** could also be offered with the capital being repaid at the end of the loan term. This is particularly suited to home owners who are likely to receive additional benefit towards the cost of the interest payments from the Department of Work & Pensions, or homeowners expecting a capital sum in a number of years e.g. life assurance policy maturing.
- 3.12 The **unsecured loan** is ideal for homeowners wanting to make small repairs and/or improvements to their homes towards Welsh Housing Quality Standard. This product is primarily for those homeowners unable to access loans from mainstream lenders at affordable rates of interest. The owner may take a maximum loan of £2000. (This is a guide and can be adjusted to suit our resources and priorities). The term of the loan is 5,10,15,20 or 25 months. Payments are made on 'due dates. If payment is made by direct debit then a 'good payer' discount can be offered; once 80% of the payments have been received the loan is closed, with no further payments required. If payments are late or not received, no discount will be given and the loan will only be completed once the capital is repaid in full. This might be suited to emergency situations, such as a central heating boiler failure, where full replacement is the only option.
- 3.13 The PAL, C&I loan and the unsecured loans are available to owners without 'high street' options. This provides an incentive for owners to invest in their property without using savings or traditional interest bearing loans. Each of

the secured loans attract set up costs including valuation fees, legal fees, credit check etc but these can be added to the cost of the loan if required.

3.14 Safeguards to the Council and the Applicants

A benchmarking exercise has been undertaken with other Council's offering this type of assistance and this has shown that the majority set their interest rate at 2% above bank base rate. Therefore, at the current bank base rate of 0.5%, loans would be offered at 2.5%. The rate payable would be set upon application and would not alter during the lifetime of the loan. This ensures that applicants are aware from initial application how much will be repayable and the repayments will be fixed for the entire loan period.

- 3.15 Increases in the bank base rate are anticipated over the coming year. However, the Council would need to ensure that rates remain both attractive and fair. It is therefore proposed that a cap on rate rises be set within the policy e.g. 5%, so that in the unlikely event rates rise dramatically, the products offered by the Council still remain attractive and affordable to vulnerable people, as compared to the High Street lenders. However, we must also ensure that rates remain at a level which make the overall loan scheme economically viable.
- 3.16 As a further protection to any applicant the Council would have the discretion to extend a repayment term, or waive part of all of the repayment. Even if the administration of the loans were contracted out, the Council would retain this discretion as the external organisation is merely managing the fund on our behalf to the legislative requirements.
- 3.17 All Council's who operate these schemes offer a guarantee of no repossession. Therefore there is no question of detriment to an applicant who can no longer meet their payments. However, the money would not be lost to the Council, as it could transfer a repayment product over to a property appreciation loan, or simply register a land charge. Both these options would result in eventual repayment, either with or without interest if ever the property were to be sold.
- 3.18 In the event of free equity being unavailable within the applicants property, then the Council would retain the option to provide a small amount of grant assistance for key works to safeguard health and safety. In the event of a grant being offered then this would be on condition that the repayment will be required if the applicant sells or transfers the property within a certain time period. The period currently set within the policy is 10 years and there are no proposals to alter this period. All loan products become repayable on sale or transfer of the relevant property and therefore this is no minimum time period to be observed. However, should the applicant sell a property upon which they are servicing a repayable loan, then there will be an expectation that the loan is repaid out of the proceeds of the sale (subject to the it not causing financial hardship).

3.19 Why it is advantageous to contract out the management of an Interest Bearing Loan Fund.

- 3.20 The vast majority of Council's operating interest bearing revolving loan funds have contracted out this work to a loans administrator. There are a number of reasons for this. The main difference between the loan products currently offered under the Renewal and Improvement Policy and those proposed, is that interest would be payable.
- 3.21 Loans provided with interest are a highly regulated area. Organisations are monitored by the Financial Services Authority (FSA) and must ensure compliance with the Consumer Credit Act. Local authorities are currently exempt from the Consumer Credit Act, however, in the event of a dispute the Act would be used as a point of reference. Therefore, the Council must ensure that it is compliant with a raft of legislation currently outside its expertise. The Council would also have to register with the FSA as a loans provider and satisfy other requirements laid down before approval is given. This can be a very long and difficult process, which would involve a number of financial and legal Officers from the Council.
- 3.22 In addition to the above, if the Council were to offer these loans in-house, then it would become responsible for collection of payments and dealing with the small number of defaulters. It would also need to have a robust procedure in place to track changes in legislation, which may impact on long term loans, such as property appreciation loans.
- 3.23 It is for these reasons that specialist companies, registered with the Financial Services Authority (FSA), have been set up to act as loans administrators. There are approximately 5 such companies across the UK currently offering this service. The largest are SML Homes Ltd and ART Homes Ltd. These companies are generally not for profit organisations, run by directors with a financial background.
- 3.24 A number of Welsh Local Authorities have entered into an agreement with a Loans Administrator including: -
- Cardiff City Council
 - Carmarthenshire City Council
 - City and County of Swansea
 - Torfaen County Borough Council
 - Vale of Glamorgan Council
- 3.25 Collectively these Council's have loaned in excess of £500,000 through these schemes, all of which will be repaid to the Local Authorities with interest. This will provide an opportunity for the Council's to reinvest this money into their housing capital programmes, should they wish to do so.

- 3.26 Some local authorities who have appointed a loans administrator to manage loans on their behalf have been able to lever in private finance to support their loan arrangements. This offers the opportunity to maintain and even grow the amount of financial support available, despite the predicted cuts to capital funding.
- 3.27 In the event of a loans administrator being appointed, the Council would retain a legal charge over the monies transferred. That element of the Capital Programme would simply be held by the administrator, to be provided as loans to the criteria stipulated within the Council's Renewal & Improvement Policy.
- 3.28 The Council would retain involvement in each stage of the process, including, surveying the property, scheduling the work, monitoring the work on site and approval of the loan payment to the contractor. However the administrator would be responsible for registering the legal charge, monitoring compliance with conditions and the reclamation of money either on due dates or should properties be sold or transferred.
- 3.29 In partnership with Denbighshire and Gwynedd County Councils, Flintshire has worked through the following preparatory steps : -
- Conducted financial modelling on the potential loan products to identify likely repayment dates and chart how that would support the Council's planned activity over the next 10 years.
 - Agreed a desired procurement route for the loans administrator (should this course of action be Approved by the Executive)
 - Prepared a brief for the loans administrator, which would identify what products each Council is seeking to utilise (these can be different in each Council involved).
 - Began to negotiate a legal agreement that could satisfy all the Council's involved.
- 3.30 The cost of this work is estimated to be in the region of £15,000, which would be split three ways along with Denbighshire and Gwynedd. If approved Flintshire would benefit from significant economies of scale in terms of set up costs and can share knowledge and information to ensure maximum benefits and value for money.
- 3.31 A Potential Procurement Route**
- Denbighshire has offered the services of its procurement unit to oversee the development of the loan brief and once each Council is satisfied that it meets their requirements, run the tendering exercise.
- 3.32 In a reciprocal arrangement Flintshire County Council's Legal Services have agreed to coordinate the legal agreements between each Council and the successful loans administrator. This legal agreement will protect each

Council's proportion of its Capital programme and spell out the period of any agreement (typically 3 years) and the discretions the Council will have to amend the terms of any loan.

- 3.33 Discussion with the Council's own procurement, finance and legal teams have ensured that this meets with their requirements.

4.00 RECOMMENDATIONS

- 4.01 That Executive approve the principle of introducing interest bearing loan products as described in this report and to a joint tendering exercise with Denbighshire and Gwynedd County Councils to appoint a loans administrator to manage a proportion of the Capital Programme for Housing during the period of any agreement.
- 4.02 That Members be provided with a revised Private Sector Housing Renewal & Improvement Policy for further discussion and approval prior to the implementation of any new financial products. The policy document would contain suggested interest rates and loan product options.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Denbighshire is proposing to set aside £300,000 in each financial year for the loan administrator to manage on their behalf. Gwynedd is proposing to utilise £150,000. Flintshire has sufficient capital resources to match Denbighshire's investments within the current and forecasted budget.
- 5.02 The Council would retain a legal charge over the investment and the resource would be further protected by the legal agreement with the loans administrator.
- 5.03 The Council would retain control over how this money is spent, as it will be involved in each stage of the process from scheduling of works to signing off completions. Loans will only be granted subject to the criteria within our Private Sector Housing Renewal & Improvement Policy and the first point of contact to access this assistance will be the Council.
- 5.04 Once the loan fund is exhausted, it can then be topped up from the Capital Programme. Any amount would be determined annually, taking account of the available Council Fund budget. A monthly statement of accounts would be forwarded to the Council so that the investment can be monitored. As the number of repayments increase, the requirement for additional Capital monies should reduce.

6.00 ANTI POVERTY IMPACT

- 6.01 A revised Policy would target the majority of financial assistance towards low income households. These household require assistance, as they are not able to obtain finance from commercial lenders.
- 6.02 It is for these applicants that a non serviced property appreciation loan or subsidised interest bearing loan, secured against the property would be most appropriate. The interest rates could be set by the Council at below commercial rates, taking financial advice from the loans administrator.
- 6.03 The Council would be able to offer a no repossession clause attached to all its loans, which a commercial lender would be unwilling to do. This will further safeguard the most vulnerable home owners.
- 6.04 To take account of the most vulnerable (those with no property equity) a limited number of smaller grants up to £5,000 would be offered. Repayment conditions in the event of sale or transfer within a set number of years would be attached to these grants. The Council could also choose to provide access to an Independent Financial Adviser, where necessary. The cost of which could either be rolled up into the loan or issued as a grant to the most vulnerable. This level of detail would be set out in any revised Renewal and Improvement Policy, for which Executive Approval would be required.
- 6.05 Those applicants deemed by the Policy to have the ability to afford improvements by other means will be sign-posted accordingly.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Members should note that the current Policy already includes measures to minimise environmental impact, however, it is considered that there is scope to improve the policy further in this area if repayable loans were introduced.
- 7.02 Repayable loans could be offered to install renewable technologies, for the generation of hot water and electricity. In April 2011, renewable heat incentive tariffs are to be introduced, which not only provide energy for the subject property, but also earn the householder a fee from an energy supplier. Therefore a repayable loan could support the installation of these technologies and repayments to the Council in the early years are supported by the income they will generate.
- 7.03 The full list of eligible technologies includes: -
- Air, water and ground-source heat pumps
 - Solar thermal
 - Biomass boilers
 - Renewable combined heat and power
 - Use of biogas and bioliquids

Injection of biomethane into the natural gas grid

8.00 EQUALITIES IMPACT

- 8.01 Any revision to the Policy would recognise that there are a proportion of vulnerable owners whom, for whatever reason, will not have sufficient resources to maintain their homes. The revised Policy would make provision for such owners and residents, should they approach the Council for assistance.
- 8.02 Vulnerability is currently determined by the applicants requirement for certain means tested benefits, or an inability to borrow the required finance commercially. This will continue to be a consideration for vulnerability. However, the eligible benefits list may need to be altered in light of changes being brought forward by the Coalition Government.
- 8.03 Service delivery of a revised Policy will be routinely monitored in relation to equality and diversity. In addition the service will be more widely publicised to ensure the most vulnerable members of our community are accessing it.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None

10.00 CONSULTATION REQUIRED

- 10.01 Council Members, key internal and external housing stakeholders and the general public.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Legal Services, Procurement and Finance Personnel from across the Council.

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: 13

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **2011 CENSUS**

1.00 PURPOSE OF REPORT

- 1.01 To update Executive on the Council's participation in the planning and organisation of the 2011 Census.

2.00 BACKGROUND

- 2.01 Executive on 8th December 2009 and 9th March 2010 considered reports outlining the background to the 2011 Census and progress against seven areas of Census related work in which the Office of National Statistics (ONS) were intending to work in partnership with local authorities to maximise the Census return. Executive endorsed the council's participation in these various work streams.

3.00 CONSIDERATIONS

- 3.01 Since March work has progressed in relevant areas of Census related work:
- Developing the national address register
 - Developing enumeration intelligence
 - Developing community liaison contacts
 - Promoting the Census in the local area
 - Recruiting local Census field staff
 - Supporting local Census field operations
 - Providing data for quality assurance
- 3.02 Developing the national address register and enumeration intelligence:
ONS provided the council with a list of 270 properties over which they had address queries. Officers with responsibility for Flintshire's Land and Property Gazetteer have since checked these queries and have responded to ONS. Work has been ongoing with ONS to ensure that a full accommodation list is provided including houses of multiple occupation and communal establishments e.g. care homes.
- 3.02 Developing community liaison contacts:
Flintshire's Census Area Coordinator was appointed in August 2010 by ONS. She has liaised closely with the Council's representatives including the Census Liaison Manager (Karen Armstrong) and Assistant Liaison Manager (Matthew Small) as well as the Corporate Communications Team to co-ordinate activity, identify community groups and maximise publicity.

Date: 12/01/2011

- 3.03 Promoting the Census in the local area:
There has been specific 'front page' publicity on the council's website at key points of Census activity e.g. promoting the recruitment of Census staff. In addition the Council's newsletter "Your Community, Your Council" has featured an article and news items have been published on the council's Infonet.
- 3.04 Recruiting local Census field staff:
ONS is recruiting up to 35,000 staff across England and Wales to work from local communities to support the 2011 Census. They have been keen to attract current and former local government staff particularly those with experience of electoral canvassing. Recruitment started in January 2010 and there has been a succession of recruitment campaigns communicated to the Council's workforce and via the Council's website.
- 3.05 Supporting local Census field teams:
Support has been provided with offers of space for publicity materials and venues where field staff can be trained and hold meetings.
- 3.06 Providing data for quality assurance:
Comparison survey and administrative data sources may be used to provide feedback on any issues that may impact Census quality or accuracy of population estimates in Flintshire.
- 3.07 The most recent Regional Meeting for Wales Local Authorities was held on 16th November 2010 to update authorities on progress and provide an opportunity to share experiences.
- 3.08 A booklet " 2011 Census: Councillor Handbook" has been provided by ONS containing detailed advice and guidance as to how local members can best raise awareness of the 2011 Census in their local area to maximise the Census return. Members have been provided with a copy of this booklet.

4.00 RECOMMENDATIONS

- 4.01 Members are requested to note the report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no financial implications implicit in this report. However the population of an area is taken into account by Welsh Assembly Government when calculating grants provided to Local Authorities.

6.00 ANTI POVERTY IMPACT

- 6.01 There are no anti poverty implications in this report. However the 2011

Census will provide useful data to enable the County Council to understand and address poverty within Flintshire in future years.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no environmental impacts implicit in this report. However, the 2011 Census will provide data on Housing, Transportation and Travel which provide environmental intelligence.

8.00 EQUALITIES IMPACT

8.01 There are no equalities impacts implicit in this report. However, the 2011 Census will provide a variety of demographic and other data which will have equalities implications.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no personnel implications implicit in this report.

10.00 CONSULTATION REQUIRED

10.01 None required.

11.00 CONSULTATION UNDERTAKEN

11.01 Not applicable.

12.00 APPENDICES

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Local Authority Partnership Guide

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 14

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **FLINTSHIRE BUSINESS WEEK 2010 EVALUATION REPORT**

1.00 PURPOSE OF REPORT

- 1.01 The fourth Flintshire Business Week 2010 (FBW10) was held 12 October to 21 October. This has now become a major showcase event for the Council and again, it has been developed and delivered by the Council's Business Development Team. The purpose of this report is to advise Members of the outcomes of FBW 10 and to consider early next steps for 2011.
- 1.02 The purpose of FBW is to raise the profile of businesses in the county, of Flintshire as a place to do business and of the role played by the County Council and other partners in promoting local economic development.
- 1.03 Members will be aware that the event is wholly funded by sponsorship.

2.00 BACKGROUND

- 2.01 The event has grown in strength and reputation stature since its inception in 2007. It has done this by responding to local business demands for a dedicated, high-profile platform in which to celebrate local business achievement.
- 2.02 FBW10 attracted high profile publicity, with considerable positive press interest and provided significant opportunities for business networking, greater local inter-trading and raising Flintshire's economic profile.
- 2.03 This year we extended our horizons to accommodate businesses in neighbouring Welsh and English counties. The FBW team was also asked to assist the Isle of Anglesey County Council with the planning of their second business week event held in September 2010.
- 2.04 FBW is now viewed as an important event in the business calendar, with stakeholder expectations exceptionally high. This poses challenges to a team with no operational budget.
- 2.05 Challenges and targets set for FBW10 were to:
- improve levels of financial and in-kind sponsorship
 - meet and exceed stakeholders' expectations

Date: 12/01/2011

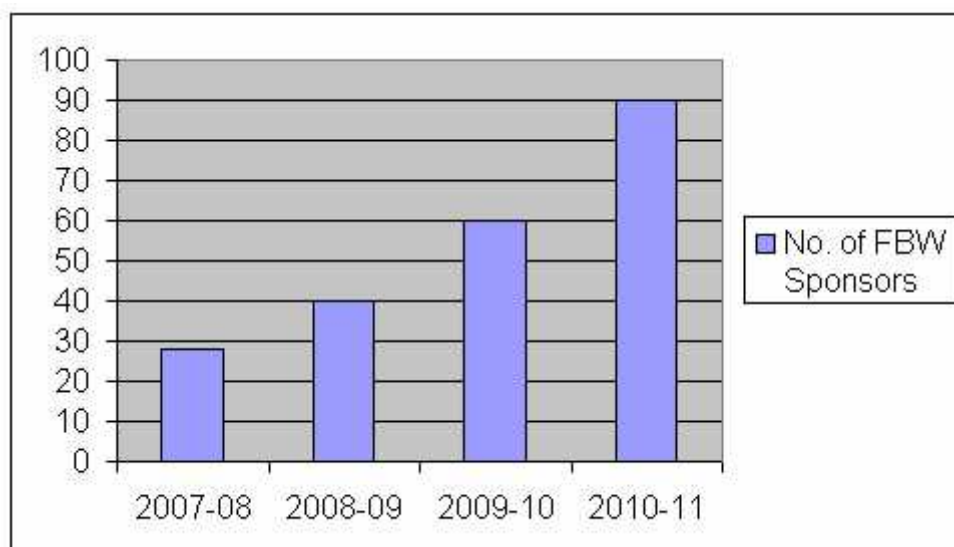
- facilitate more networking and trading opportunities
- meet a target of at least 1240 business delegates
- raise the profile of the county, promoting a positive image of Flintshire as a 'business friendly location'
- promote and spotlight Flintshire business success
- strengthen partnership working
- promote best practice

3.00 CONSIDERATIONS

3.01 Outcomes/Achievements

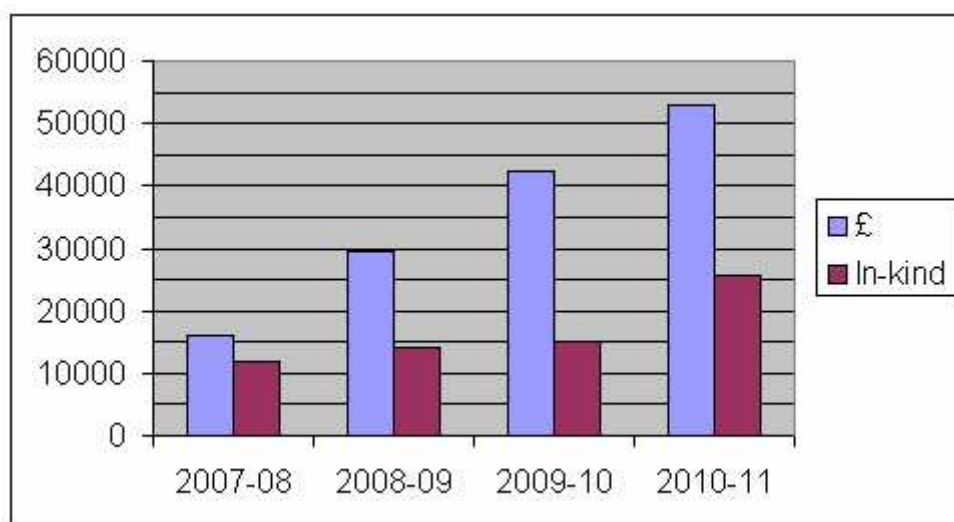
FBW10 Sponsors

A total of 90 sponsors from the public, private and voluntary sectors supported the event, an increase of 69% since 2007. In addition, sixty local businesses bought advertising space in the 52 page FBW10 Business Magazine.



Revenue Generated:

A total of £54,000 in cash and an estimated £26,000 of in-kind support was generated. This included speakers giving their time free of charge and hotels providing venues and, in some cases refreshments, at no cost to the event. Total sponsorship is now three times that raised for the first Business Week.



3.02 Publicity and Promotion

There was constant advertising and promotion of the event from the end of August through to mid October;

- in local media – Flintshire, Wrexham and Chester Leader, Daily Post, Flintshire and Chester Chronicle;
- in other magazines – Mold Food Festival booklet, Network SHE magazine;
- on Flintshire and Cheshire buses;
- on partner organisation and media websites – Welsh Icons, Welsh Country News, Flintshire Chronicle, Federation of Small Business, Chamber of Commerce, Best of Chester, fs4b;
- on the Flintshire Business Week two dedicated websites www.flintshirebusinessweek.co.uk and www.flintshirebusinessawards.co.uk as well as the main council website;
- 6,000 Flintshire Business Week magazines, programmes and leaflets were circulated to businesses in Flintshire, Cheshire, Wirral, Denbighshire and Wrexham;
- 10,000 email shots sent to local businesses.

3.03 Programme of Events:

Five days were dedicated to five theme areas, each being delivered in a single venue. These were;

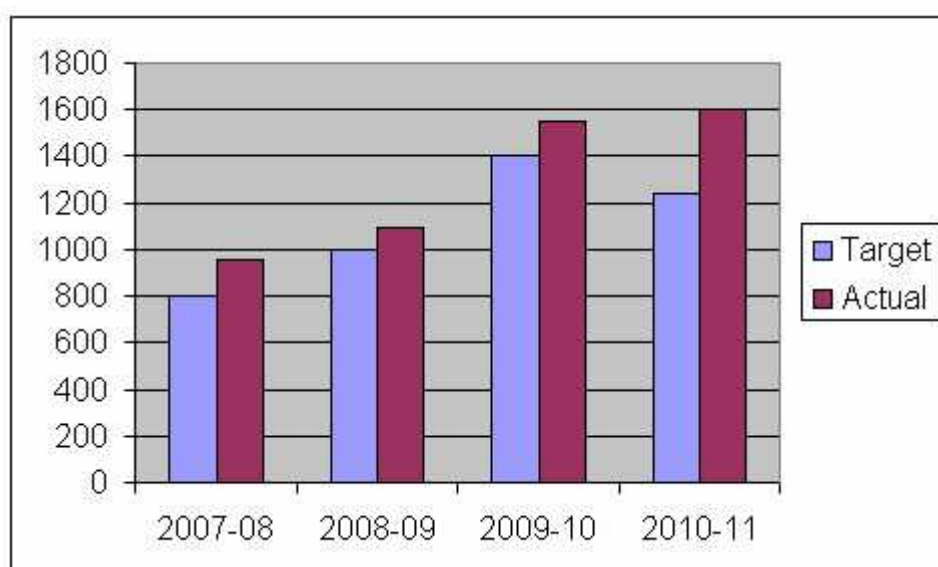
- People in Business,
- Innovation and Technology,

- Business to Business,
- Environment
- Finance.

Trade exhibitions took place at each venue alongside the seminars and presentations. Business Week delivered a total of 49 seminars, presentations, workshops and networking events and provided a platform for 86 exhibition stands.

3.04 FBW10 Attendees:

1601 SME business delegates attended the week-long programme, an increase of 41 % since 2007; a significant achievement compared with last year, when 1554 delegates attended over a two week programme.



Some of the comments and feedback are attached at Appendix 1.

- 3.05 During the week there was a Gala Dinner and Awards Ceremony which was attended by 210 people, recognising the achievements of local businesses in Flintshire and the entrepreneurs behind them. The 11 business award categories received a total of 59 nominations, an increase of 61% over entries in 2009.

To close Business Week, Flintshire Businesses travelled to London where they were able to tour the Olympic site, attend a private evening reception at the House of Commons, hosted by David Hanson, MP, also attended by the Secretary of State for Wales, Cheryl Gillan, and engage with London-based businesses at a trading event sponsored by Engineering Employers Federation.

3.06 A wide range of beneficial outcomes have been delivered by Business Week, to both local businesses and the Authority:-

- many local businesses have won orders directly as a consequence of Business Week, we are aware of a number of these;
- The Secretary of State for Wales is to open the new factory at Convatec and has also written to Parkway Telecom Ltd.
- Deeside College and Glyndwr have both made good contacts with potential customers;
- Hillyer McKeown are working with Glyndwr to deliver training.
- more businesses are now being engaged with FCC -sponsored networks, including those at DIP and Saltney;
- A Lean Business Forum is to take place in January.
- The Business Development Team has been approached by Toyota, Comtek and Convatec for strategic development and contacts with other bodies.
- FCC has received a large amount of positive press coverage and is generally held in high regard by a significant part of the business community.

Many other trading opportunities are still being identified. Additionally, the profile of the county has been raised in a very positive manner, the Council is seen as a good partner to work with and Flintshire is viewed as a good place to invest. This will reap benefits for the future.

4.00 RECOMMENDATIONS

4.01 Members are asked to note the content of the report.

5.00 FINANCIAL IMPLICATIONS

5.01 All costs of FBW are fully covered by sponsorship.

6.00 ANTI POVERTY IMPACT

6.01 None directly.

7.00 ENVIRONMENTAL IMPACT

7.01 The Green Business Forum will spread good environmental practice across employers in the county.

8.00 EQUALITIES IMPACT

8.01 None directly.

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 Flintshire Business Week comments and feedback.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

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Appendix I

Flintshire Business Week Comments and Feedback

1. *"...Just wanted to say thanks for arranging the visit to Toyota, a very enjoyable visit and very informative about Toyotas working practice - LEAN.
I am very impressed with there whole approach to the product and there employees.*

*Paul
Paradox Electronics"*

- - - - -

2. *"...Thanks very much for the opportunity to attend and present at the event. I thoroughly enjoyed it and the audience seemed to as well. Any feedback is welcome.*

It was a very valuable event for me. I still have lots of leads to follow up on. I went to the People in Business exhibition and found potential links with the universities and the FSB. At the networking event, I meet lots of contacts and was able to promote my next workshop. I also went on the Thursday to Airbus. The talk about the Mersey Dee Alliance was interesting and I will be going to their networking breakfasts. In the exhibition, I met a couple of very useful contacts and am already in discussion.

Although I know you were a little disappointed in the numbers, I certainly found it useful in the quality of the links that I made.

*Best wishes
Chrissie Gibson
Connectivity Associates"*

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3. *"...I wanted to drop you a line to thank you and your colleagues for the hard work you put in to making it such a success. Your suggestion that I contact NWN resulted in a half page feature with full colour photography, being published in the Flintshire Chronicle just a few days before our trade show - at no cost to us, definitely a contributing factor to the success of our event. It is very re-assuring to know that Flintshire County Council are so committed to developing business within the county, and your personal enthusiasm should be congratulated.*

With regards and gratitude

*Neil Coleclough
GE tools Ltd"*

- - - - -

4. *"...If I have not already written to express my thanks at our inclusion in the Flintshire Business Week then please accept my apologies.*

On behalf of my team and my company I should tell you that the exchange of ideas with other companies and training providers was excellent. We had not taken advantage of the Flintshire business week before (due to publicity not getting widely disturbed within our company).

I found the event very valuable and have already held a follow up meeting with Deeside College and have meeting set with our local universities to improve in our training plans. We have also exchanged information with several of the companies who opened their doors to allow plant tours.

Very often when businesses are busy or under pressure they become introverted and the world seems to stop at the factory gate, this event stimulates communications and challenges that mentality.

I hope next year will be bigger and that other businesses are made fully aware (and take advantage) of this valuable programme.

If Valspar Deeside can be of support to you and your team in future please feel free to ask.

*Nick Anderson
Valspareurope"*

- - - - -

5. *"...I have finally sorted out our figures for Business week.
We spoke to well over 100 people in the week.27 of which have asked us to visit them with another 19 asking for info by post.
I am in the process of visiting these companies 7 have already gained new business.
Thank you both for your help, I know how very hard you both worked & look forward to next year.*

*Kind Regards
Graham Moore
Deeside College"*

- - - - -

6. *"...I have some positive stories to tell as I believe it was an excellently organised and supported event.*

1) *We have visited a potential new customer and quoted for some packing cases, no order yet but potential £45k plus per annum*

2) *We have had several meetings with another company who will now be supplying a range of products into us for us to sell on to Schools locally and we are supplying them with a range of outdoor classrooms and shelters that they will be selling nationally and we will be delivering and installing*

3) *We have been asked to assist a major manufacturer in the area with some of the ways we have implemented lean, they are already customers of P+A, but this will strengthen the relationship between the two companies.*

4) *We made contact with a company on the trip to London, and we are communicating regarding landscaping opportunities on a relatively large scale*

5) *Been asked to quote for pallets to another large manufacturer with potentially very large sales*

6) *The awards that we were awarded have had a hugely positive reaction on the whole company and one that we will continue to build on. It is an excellent feeling to be recognised for the things that we do that are not all just related to profit.*

*Steve Morgan
P&A Group*

- - - - -

7. John Pritchard of Barclays Bank, Colwyn Bay said of the FBW Awards Ceremony *"I have attended very many events of this kind and this is the best one I have ever been to".*

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8. *"...My thanks to the Flintshire team including Cllr Sharps for such an inspiring evening.*

Isobel

*Isobel Garner
Chief Executive
Wrexham County Borough Council"*

- - - - -

9. *"Would you pass on to Cllr. Sharps how impressed I was by the Flintshire Business Awards at Soughton Hall and thank him for my invitation. The event was very well supported by business. The organisation was first class.*

*Stephen Jones
Regional Co-ordinator
North Wales Regional Partnership Board"*

- - - - -

10. *"...I just wanted to drop you a mail to say what a fantastic time my guests and I had at this years Flintshire Business Awards.*

I felt it was a great privilege to be apart of the evening having presented the “Young Entrepreneur” award and I have no hesitation in saying that you can count on our support for sponsoring the same award next year.

Over the years I have attended many similar events but have never enjoyed one as much as I did at Soughton Hall. A great venue, with a highly professional, well produced, well timed event and brilliantly delivered by the host John Martin.

You should be very proud of what you achieved not only for all of your hard work and effort that culminated in a superb night, but also for the great feel good factor that it left with all who attended the evening!!

Really well done!!

*Jonathan Turner
Director
AGS Security Systems Limited”*

11 .*“Thank you so much for organising the visit to London.*

We met lots of new people through the networking and made some potentially exciting business connections which made the trip very beneficial for our company. We all found both visits very interesting and thoroughly enjoyed the whole experience.

We are already looking forward to a return visit next year and would like to book six places in advance please. Could you please advise us of the dates for next years event when you have them?

Paul would definitely like to confirm the visit from the First Minister, could you please advise us what we need to do to make this happen?

Once again thank you and your team for working so hard to make Flintshire Business Week such an enjoyable and successful event.

Kind regards

*Jenny Gore
PARKWAY TELECOM LIMITED”*

12. *“... The (London) event was great with the networking at The Houses of Parliament being very good. It was a difficult act to improve on last year and other than the reception room being a little small you and your team deserve credit for organising such opportunities for Flintshire businesses. Seeing first hand the development at The Olympic Village was extremely interesting and informative, the rate at which the village is being completed will make for a compelling return next year.*

*Well done once again,
Adrian Barsby
Barsby Associates”*

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 15

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **AGRICULTURAL ESTATE**

1.00 PURPOSE OF REPORT

- 1.01 To update Members regarding the agricultural estate and agree the approach for the future.

2.00 BACKGROUND

- 2.01 The agricultural estate was developed to provide small holdings for people starting in farming and agriculture. The original concept was that, once established, the farmers would move on into larger farmsteads. This hasn't always happened and a number of our tenants have been in their units for some time.
- 2.02 The agricultural estate comprises over thirty smallholdings and a similar number of areas of bare land lettings (land with no houses or buildings) and provides a very low rental income yet comprises assets that have considerable value. The book value of the whole estate last year for Asset Valuations as at 1 April 2009 was just under £14.5 million.
- 2.03 The estate has considerable liabilities estimated at around £1 million, for complying with Nitrate Vulnerable Zone (NVZ) regulations which will be a legal requirement and which has to be complied with by 1 January 2012. The other major obligation is approximately £1.4 million of identified backlog maintenance.
- 2.04 The agricultural estate has considerable further capital receipt opportunities hidden within it which the asset value book figure does not reflect as these are linked to highly speculative land holdings which may have, at some future point in time, development value. Work has been undertaken to identify these and an up to date review of opportunities has taken place as part of the review work on the estate.
- 2.05 Each of the smallholdings is subject to a tenancy agreement. The older holdings are subject to agreements based on an approach established by post war legislation. New statute established a different approach for agreements from 1995. Any changes to the estate therefore need to be considered in the light of these lease arrangements.

3.00 CONSIDERATIONS

Date: 12/01/2011

3.01 A range of options have been considered to help the authority meet two key objectives. One is to reduce the Councils ongoing financial obligations by disposing of assets; the other is to achieve capital receipts for the authority. By prudently developing its approach to the agricultural estate it will be possible to create increased opportunities to deal with both the capital and revenue aspects flowing from the estate.

3.02 There are two options that are feasible for this estate given its size and locations, which are widely scattered and without any heart, unlike other local authority holdings. These are:

- Phased disposal of the estate.
- Phased disposal with development opportunities being retained.

It may be possible to add to these a third option which would be to analyse the estate with it becoming part of a LABV (local asset backed vehicle) approach.

3.03 The strengths and weaknesses of these approaches are analysed in the attached appendix.

3.04 Three approaches have been considered as being inappropriate;

- a residual estate - a residual estate would leave a few holdings with which little could be done;
- opportunity disposals - opportunity disposals would leave the authority with a rump of least preferred holdings probably occupied by the least effective and funded tenants leaving the estate as an incoherent lump of poor performing assets fulfilling little financial function and providing no benefit to the agricultural sector.
- do nothing - The large investment needs clearly indicate doing nothing is not possible or appropriate. The NVZ issue is the most pressing issue that has to be dealt with.

3.05 Initial discussions, subject to contract and member approvals, have been undertaken over the disposal of two larger holdings to sitting tenants. The authority is in a very strong position to command advantageous terms for these disposals and written agreement from both tenants has been received. The sale of these two holdings alone would generate receipts in excess of £1.2 million and set a precedent and benchmark for any further sales to the authority's benefit.

3.06 Subject to Members' approval these key sales will underpin the property capital receipts forecast. User restriction and overages would ensure the farms continue to be used for that purpose and should development

opportunities occur in the future the authority would receive a proportion of these up until 20 years after the completion of sales.

- 3.07 Looking at the revenue issues for the authority, although the estate generates some £240k per annum gross income, this nets down to around £11k when all outgoings and estate running costs are taken into account. Keeping a rump estate would mean the running costs would actually become a net revenue outflow since agricultural estate management is very expensive and time consuming. This would be a drain on authority resources during a very challenging economic climate for a very peripheral purpose.
- 3.08 The less valuable group of assets comprising bare land could be brought forward quite quickly and smooth out fluctuations in the disposals to support the Capital Programme. Further work on identifying development opportunities is being undertaken to develop more detailed earmarked receipts.
- 3.09 Within the Estate there are a number of areas of grazing land, in some cases these may be appropriate to set aside for allotment use, although in many cases their locations are remote and not easily accessed. Also, there are now community/social movements that are being created, such as Flintshire Community Supported Agriculture, that may need some land take. This could be provided from areas of grazing land if deemed appropriate to do so.
- 3.10 Any receipts from the phased disposal of the estate will be used to help fund the Council's Capital Programme and will hence help to provide key services and facilities for the public. Also, Option 3 includes the retention of potential development opportunities for the future. Again, this will provide an opportunity for the Council to bring forward those sites at an appropriate stage in the future to maximise the public benefit from them.

4.00 RECOMMENDATIONS

- 4.01 Members are asked support option 3 set out within Appendix 1 and which supports the phased disposal of the Council's Agricultural Estate with any development opportunities being retained.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Major capital receipts will be realised.

6.00 ANTI POVERTY IMPACT

- 6.01 None apparent from this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None apparent from this report. Existing farms will continue.

8.00 EQUALITIES IMPACT

8.01 None apparent from this report

9.00 PERSONNEL IMPLICATIONS

9.01 None apparent from this report. The Land Agent's post is vacant.

10.00 CONSULTATION REQUIRED

10.01 None at this stage.

11.00 CONSULTATION UNDERTAKEN

11.01 None at this stage.

12.00 APPENDICES

12.01 Estate option analysis.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

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Appendix 1

Flintshire County Council Smallholding Estate Options Appraisal

	Option 1	Option 2	Option 3
Action	Do nothing	Phased disposal	Phased disposal with development opportunities retained
Capital receipts	Zero	C£15m over 3 to 5years Phase 1 receipts in 2011/12 of c £3m if agreed	C£15m over 3 to 5years Phase 1 receipts in 2011/12 of c £3m if agreed
Revenue consequences	Gross rental approx £220k	Gross rental approx £220k Reducing progressively over time	Gross rental approx £220k Reducing progressively over time
Investment requirements	£2m plus	Under £2m	Under £2m
Service delivery	Status quo retained Holdings remain existing size and short of investment Likely legal notices served on landlord to fulfil legal obligations especially re NVZ Risk of higher priority service delivery requirements for Council being impacted	Sub options 2a Disposal to sitting tenants as part of ongoing programme 2b Disposal to sitting tenants as phased groups with other holdings grouped for investment or other disposal mechanism 2c Disposal of phase 1 holdings or those able to achieve sale to sitting tenants directly leaving others as part of the group disposal mechanism Potential for the provision of appropriate areas of grazing land for allotments/community supported agriculture	As 2 but with 2 smallholdings being retained for principally financial reasons ie development opportunity Potential for the provision of appropriate areas of grazing land for allotments/community supported agriculture
Viable option	No	Yes	Yes

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **CONTAMINATED LAND - GREENFIELD LANDFILL**

1.00 PURPOSE OF REPORT

- 1.01 This report explains the current position in respect of land contamination assessments carried out at the former Greenfield Landfill site, Greenfield, and provides an appraisal of two achievable options to remediate areas of the site where it is considered that there is a potentially unacceptable degree of risk to human health.
- 1.02 To seek approval to implement the most favourable remediation option.

2.00 BACKGROUND

- 2.01 The site occupies a strip of land adjacent to the Dee Estuary foreshore in Greenfield and is shown in Appendix A.
- 2.02 During the 1980's, the site was used as a landfill to dispose wastes associated with a nearby manufacturing facility operated by Courtaulds. The types of waste disposed at the site contained chemicals, chemical by-products and residues used during and generated by the manufacturing processes. Wastes capable of generating gases as they breakdown and materials associated with the demolition of the factory are also understood to have been deposited at the site.
- 2.03 In 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales, imposing a duty on each Local Authority to identify and inspect land that may be affected by contamination and to publish a strategy to explain how this would be achieved.
- 2.04 Flintshire County Council's Contaminated Land Strategy was adopted by the Council's Executive in February 2009.
- 2.05 The site has been investigated extensively to assess the degree of risk associated with contamination found.

3.00 CONSIDERATIONS

- 3.01 Site investigations carried out to assess land contamination suspected to be present at the former Greenfield Landfill site have identified a potential risk to

Date: 12/01/2011

site users and a potential corporate risk in respect of environmental liability to Akzo Nobel and to Flintshire County Council in the future.

- 3.02 A number of potential remediation options were identified and assessed. Of these, two specific options were considered in more detail and only one option, Option 2 was found to be proportionate to the risks identified. Option 1 is very costly, it involves considerable environmental disruption from noise, dust and traffic movements, increases levels of heavy vehicle usage, would cause a significant level of disruption to local communities and is, therefore, disproportionate in relation to the small risk identified. Option 2 is simple to implement in that it requires additional planting to restrict access to the area and the construction of a pathway to divert site users away from the area, and this course of action is felt to be proportionate to the risks identified. It would minimise the risk of liability associated with land contamination at the site for Flintshire County Council and Akzo Nobel. Both options have been considered and are explained in detail in Appendix B.

4.00 RECOMMENDATIONS

- 4.01 Option 2 (additional planting to restrict access to the area and installation of a pathway to divert site users away from it) is recommended.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are very significant costs associated with the remediation of land contamination. In this case, as an environmentally responsible company, Akzo Nobel has come forward and volunteered to finance and carry out all the remediation work including the considerable share that the Council would be responsible for .
- 5.02 The site investigation works, including the risk assessment, took into account current legislative provisions, guidance and best practice. As a company, Akzo Nobel has made provisions to review its legacies and liabilities regularly and when changes to legislative provisions, guidance and best practice have been made.

6.00 ANTI POVERTY IMPACT

- 6.01 None.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Reduction in the amount of Contaminated Land in Flintshire.

8.00 EQUALITIES IMPACT

- 8.01 No impacts identified.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 Members have been consulted.

11.00 CONSULTATION UNDERTAKEN

11.01 No formal requirement.

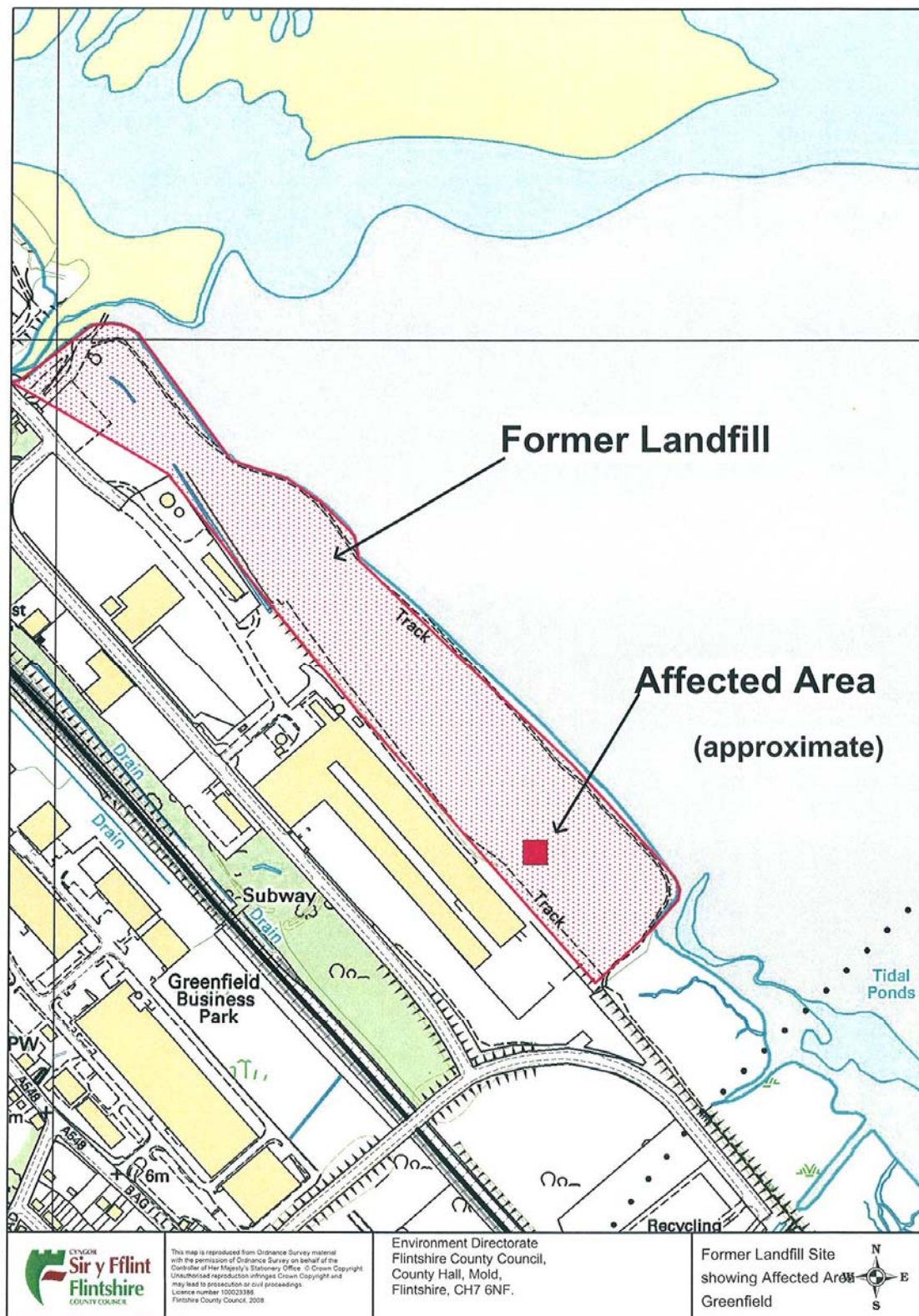
12.00 APPENDICES

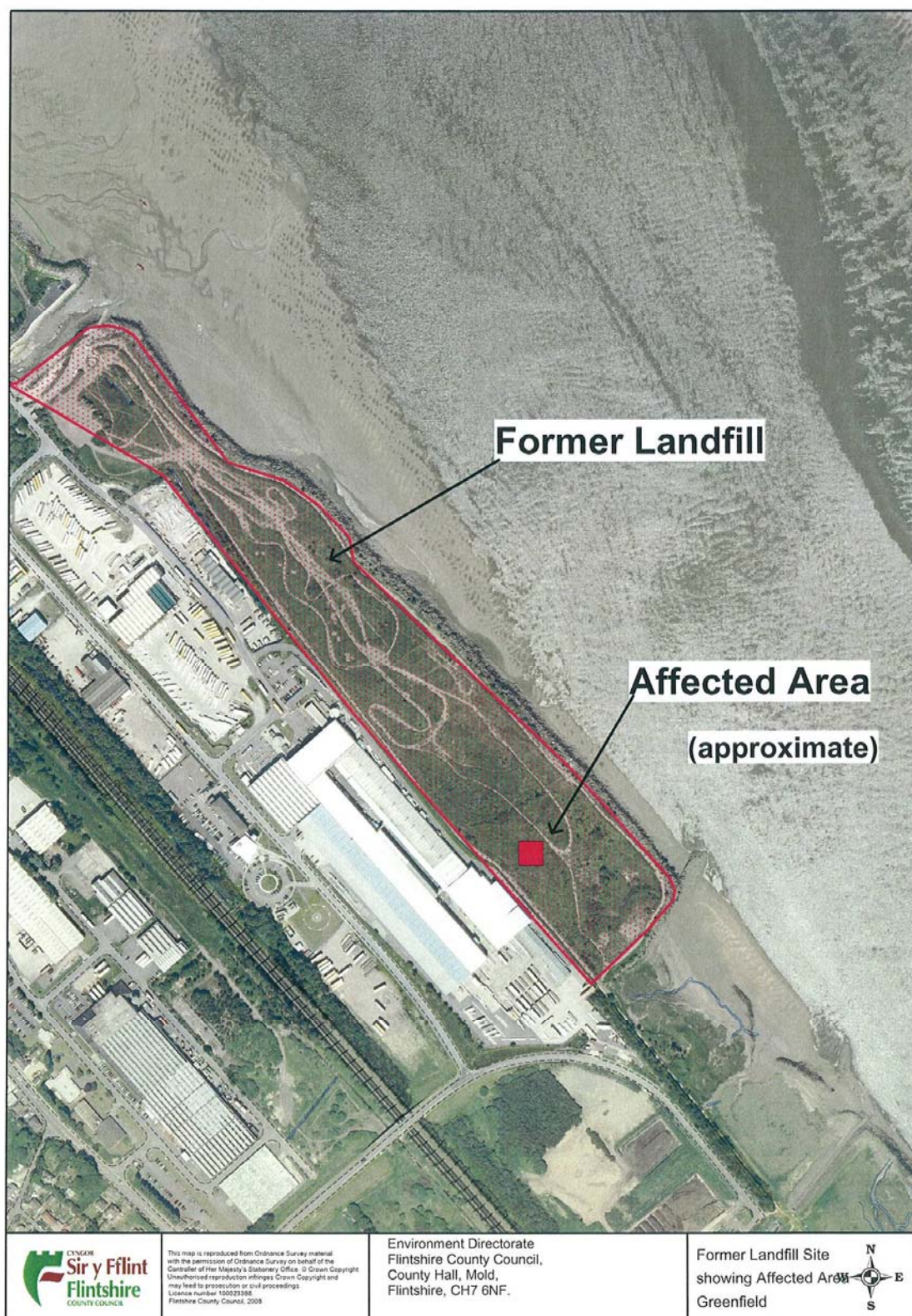
12.01 Appendix A - Position Statement former Greenfield Landfill
Appendix B - Greenfield Site Maps

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None.

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Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

1.0 Purpose of Report

1.1 This report explains the current position in respect of land contamination assessments carried out at the former Greenfield Landfill site, Greenfield, and provides an appraisal of two achievable options to remediate areas of the site where it is considered that there is a potentially unacceptable degree of risk to human health.

1.2 To seek approval to implement the most favourable remediation option.

2.0 Introduction

2.1 The site occupies a strip of land adjacent to the Dee Estuary foreshore in Greenfield.

2.2 During the 1980's, the site was used as a landfill to dispose wastes associated with a nearby manufacturing facility operated by Courtaulds. The types of waste disposed at the site contained chemicals, chemical by-products and residues used during and generated by the manufacturing processes. Wastes capable of generating gases as they breakdown and materials associated with the demolition of the factory are also understood to have been deposited at the site.

2.3 In 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales, imposing a duty on each Local Authority to identify and inspect land that may be affected by contamination and to publish a strategy to explain how this would be achieved.

2.4 Flintshire County Council's Contaminated Land Strategy was adopted by the Council's Executive in February 2009.

2.5 The site has been investigated extensively to identify the extent of and to assess the degree of risk associated with contamination found as a result of the investigations.

3.0 Site Investigations

3.1 As a result of its proximity to a former manufacturing facility and waste disposal activities that took place at the site, there were reasonable grounds to suspect that the site would be affected by contamination to some extent. The condition of the site and the integrity of any capping and lining were not known and limited tipping and engineering records had survived since its closure.

3.2 The proximity of the site to the Dee Estuary, a designated area of conservation, was also a concern as it was possible that groundwater

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

and surface waters, including the Estuary were being adversely affected by contaminants leaching from the wastes deposited in the landfill. The ways in which water moves within the wastes and within geological layers underlying the site were likely to be complicated by a number of factors, not least of which were the different textures and types of waste materials and the movement of the tides of the Estuary and inlets.

- 3.3 For these reasons, the site was identified as a site requiring detailed inspection as a result of the implementation of the Contaminated Land Strategy. Sites identified as requiring detailed inspection are investigated in a prioritised manner and it is likely that it would have been necessary for the Council to investigate the site as a high priority.
- 3.4 Before the prioritisation process could be applied, the Council was approached in 2005 by the company, Akzo Nobel, which had now absorbed some of the interests and environmental liabilities of the former operator of the site, Courtaulds.
- 3.5 Akzo Nobel expressed an intention to carry out extensive and very costly investigations to assess the extent of contamination suspected to be present and to assess the risks associated with contamination if found.
- 3.6 Following negotiations, the investigations were carried out and large scale remediation works were proposed. However, a number of gaps in the data used to inform the risk assessment and remediation works were identified by the Regulators (Flintshire County Council and the Environment Agency) and the suitability and scale of the works proposed were questioned.
- 3.7 The information gained from the investigations and the recommendations for remediation were reviewed by experts from Akzo Nobel, consultants acting on behalf of Akzo Nobel, the Environment Agency and the Council's Contaminated Land Officer. As a result, further works were carried out to address the issues raised by the Regulators. These additional works have recently been completed.

4.0 Results

- 4.1 During the course of the investigation a large number of soil and water samples were taken from different depths and locations across the site and then sent to a suitably accredited laboratory for analysis.

A number of boreholes were also installed across the site to investigate the potential for landfill gas generation and migration and to assess and monitor groundwater quality.

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- 4.2 Laboratory analysis of samples of soil taken from shallow depths below the surface of the site contained elevated concentrations of Lead in one particular area.

5.0 Risk Assessment

- 5.1 Where a site investigation finds that there is potentially an unacceptable risk associated with contamination, detailed assessments of that risk are carried out.
- 5.2 The assessment takes into account a number of different factors for example, the type of contamination and its toxicity, the vulnerability of the living things that could be affected, the ways in which exposure to the contamination could take place and the frequency and duration of the exposure.
- 5.3 It is important to note that the risk assessment was based on the current use of the site and should the use of the site change or be actively encouraged, the risk assessment would need to be carried out again using factors that are applicable to the increased use of the site.
- 5.4 Because an increase in the use or development of the site would introduce for example, additional living things or structures that could be affected by contamination, additional ways in which they could be affected and an increased frequency of exposure, the person responsible for the development or the increased use of the site would be responsible to carry out the risk assessment again and would also be responsible for the cost of any remediation works necessary as a result. If Flintshire County Council was the developer, then the same would apply and the Council would be responsible for the cost of the works.
- 5.5 A detailed risk assessment was carried out based on the current use of the site, concentrations of Lead found in the samples, possible ways in which the most vulnerable users of the site could be exposed to the Lead and the frequency of the exposure.

The assumptions applied to the risk assessment in respect of exposure were especially conservative so that far worse scenarios than those that are likely to be encountered were considered.

- 5.6 The risk assessment concluded that there was a small risk associated with the concentrations of Lead found during the investigation.
- 5.7 A number of options to remediate the area affected by the presence of elevated concentrations of Lead were put forward by Akzo Nobel.

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- 5.8 Each of the options put forward have been appraised by the Council's Contaminated Land Officer.

6.0 Remediation Options Appraisal

- 6.1 There are very significant differences between the costs of the remediation options discussed in this report. Regardless of which option is selected, as an environmentally responsible company, Akzo Nobel has expressed a commitment to finance the remediation works at the site.

- 6.1.1 The purpose of carrying out remediation at the site is to either reduce or remove unacceptable levels of risk associated with the presence of contamination. The contamination subject to the remediation at the site is Lead. The origin of the contamination is unlikely to be associated with the wastes that were disposed in the landfill but are more likely to have been present in the soils brought to the site to build a cap over the wastes.

- 6.1.2 A number of possible remediation options were identified but of those, a number were rejected and two were considered achievable. The remaining two options are considered in this report.

6.2 Option 1 – Excavation and Disposal

- 6.2.1 The area of the site affected by the elevated concentrations of Lead could be excavated and the excavated soil sent to be disposed of at a landfill site licensed to accept contaminated soils. There are no such landfill sites in Flintshire and the soils would need to be taken in large lorries over long distances.

- 6.2.2 The area affected extends to approximately 30m x 30m and the depth of the area affected is approximately 1m. A larger area than that affected would need to be removed to ensure that all affected soils had been chased out.

- 6.2.3 Excavating and backfilling the affected area is likely to generate approximately 834 lorry loads of soil. Each lorry load would remove approximately 30 tonnes of soil and it would be necessary for a number of lorries to move to and from the site each day. The works would take approximately 3 weeks to complete. A traffic impact assessment would be required to assess the effect on local highways of such a large number of vehicle movements.

- 6.2.4 Once completed, the excavations would be backfilled with soils of a suitable quality brought to the site in lorries.

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- 6.2.5 The process of excavating and backfilling would require not only a large number of lorry movements to and from the site but also a number of vehicle movements across the site. Measures to prevent damage to the surface of the site by vehicles and tyres and to prevent mud from affecting roads would need to be put in place.
- 6.2.6 This option would remove affected soils from the site and would remove the potentially unacceptable risk to users of the site identified by the risk assessment. However, as a result of the number of vehicle movements and the quantity of wastes that would be sent to landfill, this option would neither be environmentally sustainable nor environmentally friendly.
- 6.2.7 As the affected materials would be removed from the site and none left behind, this option would not leave a residual risk of future environmental liability to either Akzo Nobel or to Flintshire County Council.
- 6.2.8 Although the risk assessment identified a potential risk to site users, the risk is not sufficient to cause the affected area to satisfy the definition of statutorily Contaminated Land in accordance with Part IIA of the Environmental Protection Act 1990. This means that the land is not statutorily Contaminated Land and that formal action could not be taken to require the remediation to be carried out.

In summary,

- there is potentially a small risk to site users as a result of the presence of Lead in a small area of the site;
- the risk is insufficient to satisfy the statutory definition of Contaminated Land;
- this option is neither environmentally sustainable nor environmentally friendly;
- this option does not demonstrate the Council's commitment to sustainability or to the environment;
- this option is very expensive;
- this option is considered disproportionate to the level of risk.

6.3 Option 2 – Pathways and Planting

- 6.3.1 The affected area of the site extends to approximately 30m x 30m.
- 6.3.2 The surface of the affected area is well vegetated and there are a number of young and established plants and shrubs growing there and across the rest of the site.

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- 6.3.3 The affected area is not easily accessed, particularly as a result of the prickly and thorny vegetation which grows predominantly in this area of the site.
- 6.3.4 When assessing risks to health from land contamination the risk assessment takes into account a number of factors including;
- the specific contaminant
 - the toxicity of the contaminant
 - the amount of contaminant present
 - the sensitivity of the receptor
 - the ways in which the receptor may be exposed to the contaminant
 - the duration of the exposure to the contaminant
 - the likelihood of exposure the contaminant
- 6.3.5 The risk assessment that identified a potential risk to users of the site took into account a considerable potential for exposure to the affected area. It took into account a child playing at weekends and during school holidays directly on the affected area. The risk assessment was therefore especially conservative and provided what could be considered a 'worst case' scenario. If exposure to the contamination could be prevented by restricting access to the area, the risk would be considerably reduced.
- 6.3.6 Additionally, there is an informal path that has been trodden a short distance away from and around the affected area. If the surface of this path was improved, this would encourage users of the site to keep to the path, leading away from the affected area.
- 6.3.7 This option would not remove affected soils from the site but would reduce the potentially unacceptable risk to users of the site identified by the risk assessment.
- 6.3.8 Although sufficient to reduce the potential risk to an acceptable level, affected soil would be left where it is and so this option would leave a very low residual risk of environmental liability to either Akzo Nobel or to Flintshire County Council in the future.
- 6.3.9 The combination of supplementary planting and improving the standard of the informal path would deter users of the site from accessing the affected area.

In summary,

- there is potentially a small risk to site users as a result of the presence of Lead in a small area of the site;

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- the risk is insufficient to satisfy the statutory definition of Contaminated Land;
- this option is environmentally sustainable and environmentally friendly;
- this option demonstrates the Councils commitment to sustainability and to the environment;
- this option is considered proportionate to the level of risk.

7.0 Discussion

7.1 The benefits and disadvantages of both remediation options have already been explained in this report.

There are however, some additional considerations to be taken into account in deciding which one of the options is the most suitable.

7.2 Flintshire Minerals

7.2.1 The levels of Lead on which the risk assessment was based, are similar to those which may be found and that have been found at other sites in nearby areas of Flintshire.

7.2.2 The geological strata underlying significant areas of Flintshire contain mineral bearing veins. Some of the lead-bearing veins have been exploited historically and there were a number of lead mines and smelters which operated in many areas.

7.2.3 As a result of natural processes and lead related industries, it is not uncommon to find elevated levels of Lead and other metals in the soils in those areas.

7.2.4 The levels of Lead found in the affected area of the site are below those that could be considered as background levels in many areas of Flintshire.

7.3 All Wales Coastal Path

7.3.1 The Flintshire section of the coastal path is proposed to run at the edge of the site and the Dee Estuary.

7.3.2 The coastal path will provide a formal route for cyclists and pedestrians and would encourage the use of such a formal route and would discourage access to and the use of the site by current users of the site for example, dog walkers.

Position Statement and Remediation Options Appraisal
Former Greenfield Landfill, Greenfield.
September 2010

- 7.3.3 The combination of the coastal path and the improvement to the surface of the informal path that has been trodden a short distance from the affected area would further discourage access to and the use of the site.
- 7.4 Akzo Nobel, including the risk assessment, took into account current legislative provisions, guidance and best practice. As a company, Akzo Nobel has made provisions to review its legacies and liabilities regularly and when changes to legislative provisions, guidance and best practice have been made.

8.0 Conclusion

- 8.1 Site investigations carried out to assess land contamination suspected to be present at the former Greenfield Landfill site have identified a potential risk to site users and a potential corporate risk in respect of environmental liability to Akzo Nobel and to Flintshire County Council in the future.
- 8.2 A number of potential remediation options were identified and two of those options were considered achievable. Those two options have been appraised in this report.
- 8.3 As a result of the appraisal, Option 2 is recommended as the best option.

Contact Officer – Rachael Davies, Contaminated Land Officer
Telephone - 01352 703400

Appendix B

Position Statement and Remediation Options Appraisal Former Greenfield Landfill, Greenfield. September 2010

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 17

REPORT TO: **EXECUTIVE**
DATE : **18 JANUARY 2011**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **CONTAMINATED LAND - FORMER CASTLE LANDFILL, FLINT**

1.00 PURPOSE OF REPORT

- 1.01 This report explains the current position in respect of land contamination assessments carried out at the former Castle Landfill site, adjacent to Flint Dock, Flint. It provides an explanation of the investigations that have taken place and the outcome of those investigations.
- 1.02 To seek approval to implement the most favourable remediation option.

2.00 BACKGROUND

- 2.01 The site occupies a parcel of land adjacent to Flint Dock and is close to Castle Industrial Park and the Civic Amenity Site in Flint. A Plan of the site is shown in Appendix A.
- 2.02 From the 1920's until the 1970's, the site was used to dispose wastes associated with two nearby manufacturing facilities operated by Courtaulds. The types of wastes disposed at the site contained chemicals, chemical by-products and residues used during and generated by the manufacturing processes. Wastes capable of generating gases as they breakdown are also understood to have been deposited at the site.
- 2.03 A part of the site was used by Delyn Borough Council during the 1980's to dispose wastes including household wastes. It is likely that some of these wastes were deposited on top of the wastes disposed by Courtaulds. It is only the wastes disposed by Courtaulds that have been considered in the site investigations as Courtaulds are not responsible for the wastes put into the site by others.
- 2.04 In 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales, imposing a duty on each Local Authority to identify and inspect land that may be affected by contamination and to publish a strategy to explain how this would be achieved.
- 2.05 Flintshire County Council's Contaminated Land Strategy was adopted by the Council's Executive in February 2009.
- 2.06 The site has been investigated extensively to assess the degree of risk associated with contamination found.

Date: 12/01/2011

3.00 CONSIDERATIONS

- 3.01 Site investigations carried out to assess land contamination suspected to be present at the former Castle Landfill site have identified a potential risk to the quality of groundwater. Slightly increased levels of some contaminants have been found but this is not uncommon and may not be attributable to the landfill site. The Environment Agency (Wales) is the Regulator for groundwater quality and will decide if additional monitoring to identify the source of the contaminants is required. This decision will be made in the next 6 months and if it is required Akzo Nobel will undertake the work.
- 3.02 An area of the site is known locally as the 'Toxic Tip' and there are concerns in the local community that the site is a risk to the health of those that use it. The investigations took this area into account. The area was not found to be a problem and the risk to site users was found to be perceived and not an actual risk. The signs and fence around this area are not necessary and could be removed. Consideration has been given to preventing access to the site and the surrounding area by motorbikes and a fence has been erected where the site was being accessed. This is discussed further in Appendix B.
- 3.03 The investigations did not find a problem with landfill gas.
- 3.04 Consideration should also be given to the need to control access to land west of the site, which encompasses the area used by Flint Gun Club under licence from FCC to hold clay pigeon shoots on Sunday mornings.(Appendix C) At present there is access to this area which has resulted in an informal path being naturally created parts of which are considered to be unsafe due to proximity to the cliff edge. Provision of a more formal path around this area, that would be fenced at strategic points, would ensure, as far as is reasonably practicable a safe route to be provided. The path would, at some point in the immediate future also, form part of the wider coastal path project. This link would be grant funded by Countryside Council for Wales.

4.00 RECOMMENDATIONS

It is recommended that:-

- 4.01 If additional groundwater monitoring is required Akzo Nobel are allowed to carry this out.
- 4.02 The signs attached to the fence are removed.
- 4.03 The Coastal Footpath is extended along the route proposed at Appendix C.

5.00 FINANCIAL IMPLICATIONS

5.01 The site investigation works, including the risk assessment, took into account current legislative provisions, guidance and best practice. As a company, Akzo Nobel has made provisions to review its legacies and liabilities regularly and when changes to legislative provisions, guidance and best practice have been made.

5.02 As an environmentally responsible company, Akzo Nobel has come forward and volunteered to finance and carry out all the remediation work as they have done at all their other facilities across the UK.

5.03 Grant funding of £48K has been secured from Countryside Council For Wales for the extension to the Coastal Footpath.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 Reduction in the amount of Contaminated Land in Flintshire. The perceived risks and local concerns over the area of the site known locally as the 'Toxic Tip' can be addressed.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 No formal requirement.

11.00 CONSULTATION UNDERTAKEN

11.01 Local members consulted.

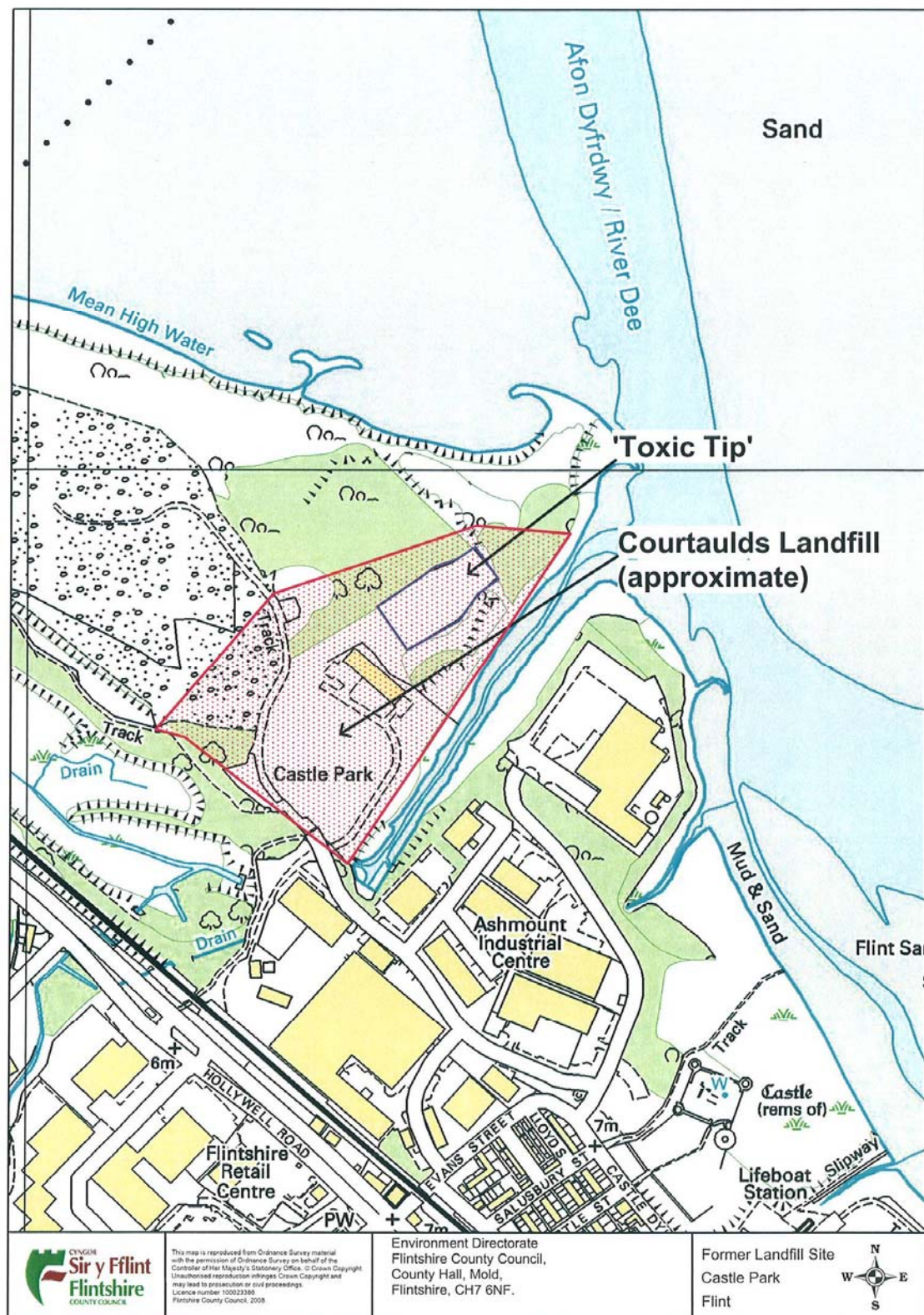
12.00 APPENDICES

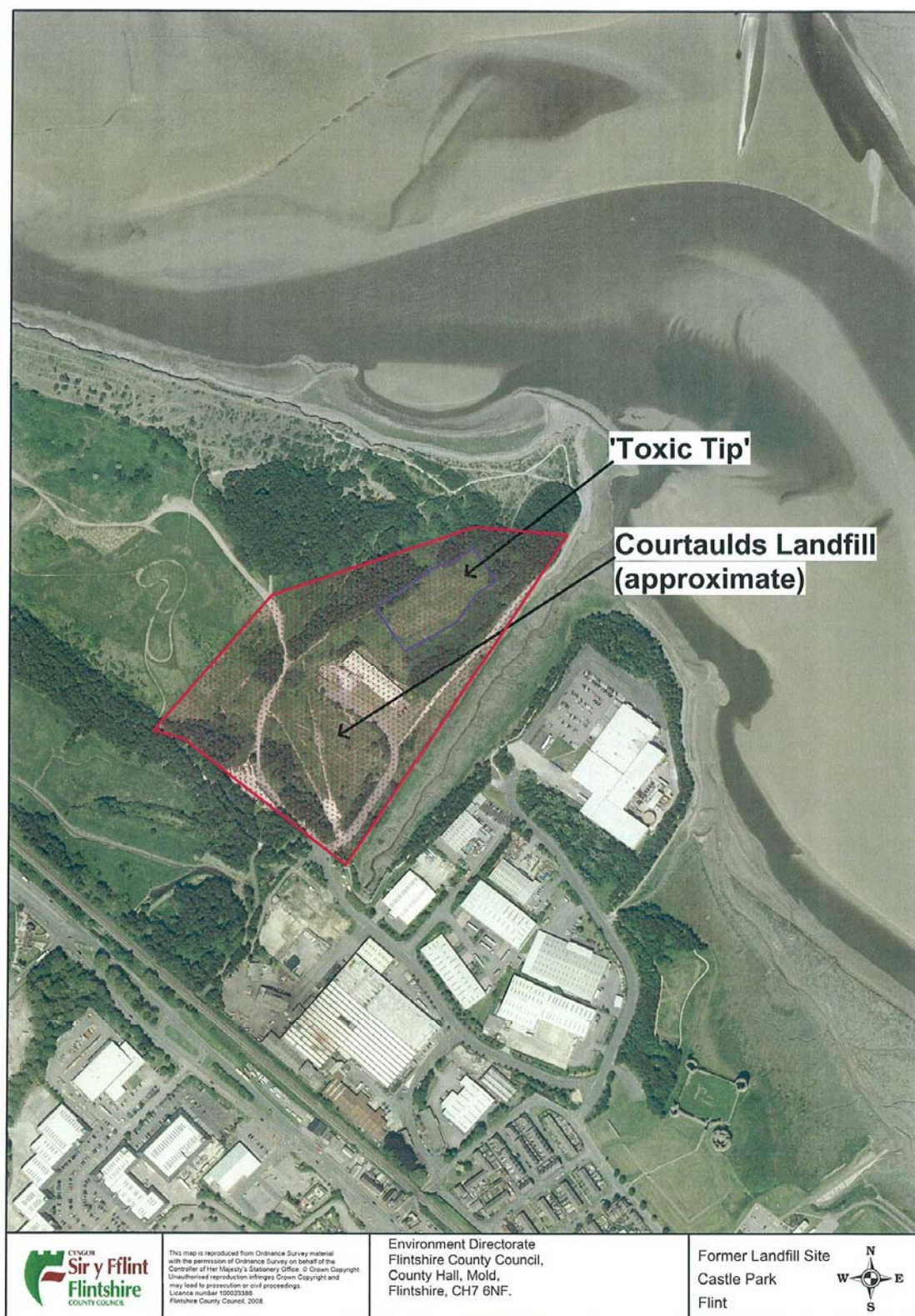
12.01 Appendix A - Flint Site Maps
Appendix B - Position Statement former Castle Landfill
Appendix C - Proposed route of Coastal footpath

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

None

Contact Officer: Rachael Davies
Telephone: 01352 703400
E-Mail: rachael_davies@flintshire.gov.uk





Position Statement
Former Castle Landfill, adjacent Flint Dock, Flint.
September 2010

1.0 Purpose of Report

- 1.1 This report explains the current position in respect of land contamination assessments carried out at the former Castle Landfill site, adjacent to Flint Dock, Flint. It provides an explanation of the investigations that have taken place and the outcome of those investigations.
- 1.2 To seek approval to implement the most favourable remediation option.

2.0 Introduction

- 2.1 The site occupies a parcel of land adjacent to Flint Dock and close to Castle Industrial Park and the Civic Amenity Site in Flint.
- 2.2 From the 1920's until the 1970's, the site was used to dispose wastes associated with two nearby manufacturing facilities operated by Courtaulds. The types of wastes disposed at the site contained chemicals, chemical by-products and residues used during and generated by the manufacturing processes. Wastes capable of generating gases as the wastes breakdown are also understood to have been deposited at the site.
- 2.3 A part of the site was used by Delyn Borough Council during the 1980's to dispose wastes including household wastes. It is likely that some of these wastes were deposited on top of the wastes disposed by Courtaulds. It is only the wastes disposed by Courtaulds that have been considered in the site investigations as Courtaulds are not responsible for the wastes put into the site by others.
- 2.4 In 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales, imposing a duty on each Local Authority to identify and inspect land that may be affected by contamination and to publish a strategy to explain how this would be achieved.
- 2.5 Flintshire County Council's Contaminated Land Strategy was adopted by the Council's Executive in February 2009.
- 2.6 The site has been investigated extensively to identify the extent of and to assess the degree of risk associated with contamination found as a result of the investigations.

Position Statement
Former Castle Landfill, adjacent Flint Dock, Flint.
September 2010

3.0 Site Investigations

- 3.1 As a result of its proximity to a former manufacturing facility and waste disposal activities that took place at the site, there were reasonable grounds to suspect that the site would be affected by contamination to some extent. The condition of the site and the integrity of any capping and lining were not known and limited tipping and engineering records had survived since its closure.
- 3.2 From 1988 until 1992, works were carried out by Delyn Borough Council to extinguish fires that were burning underground in the wastes. Some of the wastes were compacted and some were excavated, taken away and disposed in another area of the former tip. The area where the wastes were taken to had a fence erected around it and became known as the 'Toxic Tip'.
- 3.3 The proximity of the site to the Dee Estuary, a designated area of conservation, was also a concern as it was possible that groundwater and surface waters, including the Estuary were being adversely affected by contaminants leaching from the wastes deposited in the landfill.
- 3.4 For these reasons, the site would have been identified as a site requiring detailed inspection as a result of the implementation of the Contaminated Land Strategy. Sites identified as requiring detailed inspection are investigated in a prioritised manner and it is likely that it would have been necessary for the Council to investigate the site as a high priority.
- 3.5 Before the prioritisation process could be applied, the Council was approached in 2005 by the company, Akzo Nobel, which had now absorbed some of the interests and environmental liabilities of the former operator of the site, Courtaulds.
- 3.6 Akzo Nobel expressed an intention to carry out extensive and very costly investigations to assess the extent of contamination suspected to be present and to assess the risks associated with contamination if found.
- 3.7 Following negotiations, the investigations were carried out and some remediation works were proposed. However, a number of gaps in the data used to inform the risk assessment and remediation works were identified by the Regulators (Flintshire County Council and the Environment Agency) and the necessity of the works proposed were questioned.

Position Statement
Former Castle Landfill, adjacent Flint Dock, Flint.
September 2010

- 3.8 The information gained from the investigations and the recommendations for remediation were reviewed by experts from Akzo Nobel, consultants acting on behalf of Akzo Nobel, the Environment Agency and the Council's Contaminated Land Officer. As a result, further works were carried out to address the issues raised by the Regulators. These additional works have recently been completed.

4.0 Results

- 4.1 During the course of the investigation a large number of soil and water samples were taken from different depths and locations across the site and then sent to a suitably accredited laboratory for analysis.

A number of boreholes were also installed across the site to investigate the potential for landfill gas generation and migration and to assess and monitor groundwater quality.

- 4.2 The area known locally as the 'Toxic Tip' was not found to be as affected by contamination as had been suspected. There had been some concerns over the area because the vegetation that grows there is noticeably shorter than that growing around it and rabbit burrows were comparatively sparse.
- 4.3 Part of the investigation concentrated on this area and it was discovered that the reason there were fewer rabbit burrows and stunted vegetation was that a thick concrete layer had been laid on the site. There was only a very thin layer of soil over the top of the concrete which was not deep enough for rabbits to burrow or for the roots of some of the plants growing there to grow.
- 4.4 Laboratory analysis of samples of groundwater showed that there could be a low risk of pollution of the groundwater and the Environment Agency, as Regulators for the prevention of pollution to groundwater, have been consulted.

5.0 Risk Assessment

- 5.1 Where a site investigation finds that there is potentially an unacceptable risk associated with contamination, detailed assessments of that risk are carried out.
- 5.2 The assessment takes into account a number of different factors for example, the type of contamination and its toxicity, the vulnerability of the living things that could be affected, the ways in which exposure to the contamination could take place and the frequency and duration of the exposure.

Position Statement
Former Castle Landfill, adjacent Flint Dock, Flint.
September 2010

- 5.3 It is important to note that the risk assessment was based on the current use of the site and should the use of the site change or be actively encouraged, the risk assessment would need to be carried out again using factors that are applicable to the increased use of the site.
- 5.4 Because an increase in the use or development of the site would introduce for example, additional living things or structures that could be affected by contamination, additional ways in which they could be affected and an increased frequency of exposure, the person responsible for the development or the increased use of the site would be responsible to carry out the risk assessment again and would also be responsible for the cost of any remediation works necessary as a result. If Flintshire County Council was the developer, then the same would apply and the Council would be responsible for the cost of the works.
- 5.5 A detailed risk assessment was carried out based on the current use of the site, concentrations of contaminants found in the samples, possible ways in which the most vulnerable users of the site could be exposed to the contaminants and the frequency of the exposure.

The assumptions applied to the risk assessment in respect of exposure were especially conservative so that far worse scenarios than those that are likely to be encountered were considered.

- 5.6 The risk assessment concluded that there was a small risk associated with low levels of contaminants present in the groundwater.
- 5.7 It is likely that the quality of the groundwater will be required to be monitored over time to make sure that if the quality gets worse as a result of contamination from the site, appropriate measures can be put in place to address it and to prevent further contamination.
- 5.8 Negotiations with the Environment Agency will be necessary.

6.0 Discussion

- 6.1 The area around the site has been used by a number of different organisations including the Local Authority to dispose wastes extensively over approximately 70 years.
- 6.2 Not all the wastes have been disposed by Courtaulds and so Akzo Nobel is not responsible for any contamination that may be associated with or caused by wastes that have been deposited by others.
- 6.3 The area of the site covered by the layer of concrete has a fence erected around it and signs reading 'Toxic Tip' have been attached to the fence.

Position Statement
Former Castle Landfill, adjacent Flint Dock, Flint.
September 2010

- 6.4 The risk assessments found that this area is not affected by unacceptable levels of contamination and so the presence of the signs is likely to cause undue alarm and is unjustified. The signs could be removed.
- 6.5 There are a number of holes in the fence and it is in a state of disrepair. The area inside the fence may be easily accessed and this was taken into account by the risk assessment.
- 6.6 As the risk assessment did not conclude that it would be necessary to prohibit access to the area and the fence is in poor condition, consideration should be given to either repairing the fence or removing it.
- 6.7 The cost associated with repairing and maintaining the fence could be considered disproportionate as there does not appear to be good reason for it to be present.
- 6.8 However, the surrounding area is often used to ride bikes and motorbikes and the surface of the area may become damaged and eroded as a result. Parts of the surrounding area have become damaged. If the fence is to be removed, consideration should therefore be given to preventing not only the use of the site by bikes and motorbikes but also to the surrounding area.
- 6.9 Although low levels of contamination were found in the groundwater, the significance of this was not for the Council to determine. Where it is suspected that the pollution of groundwater may be taking place, the Environment Agency is the Regulator and must be consulted.
- 6.10 The site investigation works, including the risk assessment, took into account current legislative provisions, guidance and best practice. As a company, Akzo Nobel has made provisions to review its legacies and liabilities regularly and when changes to legislative provisions, guidance and best practice have been made.

7.0 Conclusion

- 7.1 Site investigations carried out to assess land contamination suspected to be present at the former Castle Landfill site have identified a potential risk to the quality of groundwater.
- 7.2 Monitoring of the quality of the groundwater is likely to be required to be carried out over time.

Appendix B

Position Statement Former Castle Landfill, adjacent Flint Dock, Flint. September 2010




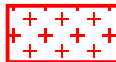
- 7.3 If the quality of the groundwater worsens, works to address this and to prevent further contamination from taking place may also be required. This will be agreed with Akzo Nobel.
- 7.4 The signs and fencing around an area of the site known as the 'Toxic Tip' are not necessary and could be removed but it may be necessary to prevent access to the site and the surrounding area by bikes and motorbikes.

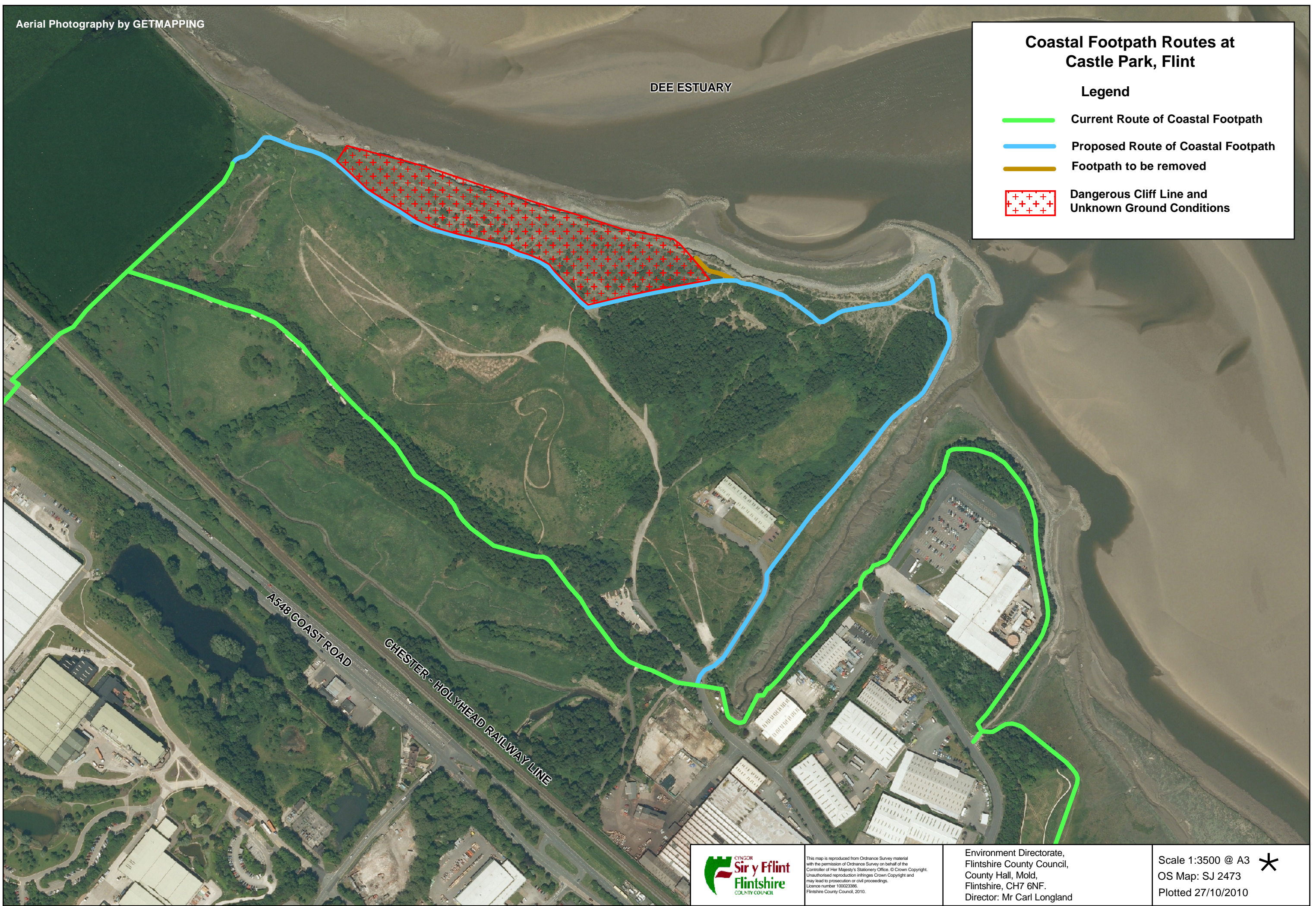
Contact Officer – Rachael Davies, Contaminated Land Officer
Telephone - 01352 703400

DEE ESTUARY

Coastal Footpath Routes at Castle Park, Flint

Legend

-  Current Route of Coastal Footpath
-  Proposed Route of Coastal Footpath
-  Footpath to be removed
-  Dangerous Cliff Line and Unknown Ground Conditions



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Environment Directorate,
Flintshire County Council,
County Hall, Mold,
Flintshire, CH7 6NF.
Director: Mr Carl Longland

Scale 1:3500 @ A3
OS Map: SJ 2473
Plotted 27/10/2010



FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: EXECUTIVE

DATE: 18 JANUARY, 2011

REPORT BY: CHIEF EXECUTIVE

SUBJECT: EXERCISE OF DELEGATED POWERS

1.00 PURPOSE OF REPORT

1.01 To inform Members of action taken under delegated powers.

2.00 BACKGROUND

2.01 At the Executive Meeting held on 31st October, 2000 it was agreed that one of the standard agenda items at each Executive should be a report on the "Exercise of Delegated Powers".

3.00 RECOMMENDATION

3.01 Members note the details of actions taken under the "Exercise of Delegated Powers".

4.00 FINANCIAL IMPLICATIONS

4.01 As detailed in each report.

5.00 ANTI-POVERTY IMPACT

5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT

6.01 As detailed in each report.

7.00 EQUALITIES IMPACT

7.01 As detailed in each report.

8.00 PERSONNEL IMPLICATIONS

8.01 As detailed in each report

9.00 CONSULTATION REQUIRED

9.01 Not applicable

10.00 CONSULTATION UNDERTAKEN

10.01 Not applicable

11.00 APPENDICES

11.01 Summary of Decisions taken under Delegated Powers.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background documents: See individual report.

Contact Officer: Detailed on the individual reports.

APPENDIX 1

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Directorate

Subject

Environment

Licence to be taken by Communities First Shotton as part of Community Wing, John Summers High School, Queensferry

Lifelong Learning

Tariff for Leisure Facilities 2011

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

EXECUTIVE FORWARD WORK PROGRAMME

MONTHS 11/10 to 04/11

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

- Agreement of Assets for Potential Transfer
(Deferred until February as further work needs to be undertaken)

Environment Update

- TAITH RTP – Progress Update: Flintshire Schemes
(The TAITH Board will consider a fundamental review of the RTP Programme at its meeting in January. An update report will be brought to Executive subsequently)

EXECUTIVE MEETING DATES

FORWARD WORK PROGRAMME ITEMS – NOVEMBER 2010 – APRIL 2011

MEETING DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE (Strategic/Operational)	PORTFOLIO
16 November 2010	Chief Executive	➤ Approval of an Alternative Landlord Model and a Shadow Housing Board	Strategic	Housing
		➤ 2010-2012 Target Setting Review Proposals	Strategic	Corporate Management
		➤ Council (Governance) Planning Framework	Strategic	Corporate Management
		➤ Clwyd Theatr Cymru – Modernisation Proposals	Strategic	Corporate Management
		➤ SARC Refresh Overview	Strategic	Corporate Management
		➤ Community Strategy and Local Service Board – Mid Year Review	Operational	Corporate Management
		➤ Contractor Functions Review	Operational	Corporate Management

	Human Resources & Organisational Development	<ul style="list-style-type: none"> ➤ People Strategy Update ➤ M.A.S.S Quarter 2 ➤ Workforce Information Quarter 2 2010/11 	Strategic Operational Operational	Corporate Management Corporate Management Corporate Management
	Finance	<ul style="list-style-type: none"> ➤ Revenue Budget Monitoring 2010/11 (Month 5) ➤ Local Taxation Policies & Issues ➤ Council Tax Base Setting 	Operational Operational Operational	Finance & Asset Mngt Finance & Asset Mngt Finance & Asset Mngt
	Community Services	<ul style="list-style-type: none"> ➤ Health Social Care and Wellbeing ➤ Community Houses ➤ Housing Allocation – Consultation Results 	Strategic Operational Operational	Social Services Housing Housing
	Environment	<ul style="list-style-type: none"> ➤ Review of Contaminated Land Strategy ➤ On-Street Disability Parking Provision 	Strategic Strategic	Leisure & Public Protection Environment

		<ul style="list-style-type: none"> ➤ Use of NWTRA Consultancy Frameworks ➤ Review of Supplementary Planning Guidance Associated with the UDP ➤ Energy Policy Update ➤ Civil Parking Enforcement / Traffic Management Act 	<p>Strategic</p> <p>Strategic</p> <p>Strategic</p> <p>Operational</p>	<p>Environment</p> <p>Environment</p> <p>Finance & Asset Mngt</p> <p>Environment</p>
	Lifelong Learning	<ul style="list-style-type: none"> ➤ Proposed School Amalgamation x 2: Mynydd Isa and Broughton ➤ Demolition of Disused Swimming Pool at Gwernaffield CPS 	<p>Operational</p> <p>Operational</p>	<p>Education</p> <p>Education</p>
14 December 2010	Chief Executive	<ul style="list-style-type: none"> ➤ Final Outcome Agreement with Welsh Assembly Government ➤ Wales Audit Office: Annual Improvement Assessment ➤ SARC Refresh Update ➤ Business Continuity 	<p>Strategic</p> <p>Strategic</p> <p>Strategic</p> <p>Strategic</p>	<p>Corporate Management</p> <p>Corporate Management</p> <p>Corporate Management</p> <p>Corporate Management</p>

		➤ Quarter 2 Performance Reporting	Operational	Corporate Management
	Finance	➤ Revenue Budget Monitoring 2010/11 (Month 6) ➤ Capital Programme 2010/11 (Month 6) ➤ Provisional Settlement	Operational Operational Operational	Finance & Asset Mngt Finance & Asset Mngt Finance & Asset Mngt
	Community Services	➤ Gypsies and Travellers ➤ Asset Management / Homelessness Restructure ➤ Flint Regeneration	Operational Operational Operational	Housing Housing Housing
	Environment	➤ Timetable for Delivery of the Local Development Plan ➤ Formal Adoption of the Model Communicable Disease Outbreak Plan for Wales ➤ Demand Responsive Transport Retendering	Strategic Operational Operational	Environment Leisure & Public Protection Environment

	Lifelong Learning	<ul style="list-style-type: none"> ➤ Post 16 Transport ➤ Review of Small School Options ➤ Approval of 14-19 SOC 	Strategic Strategic Strategic	Education Education Education
21 December 2010 (Budget)	Finance	<ul style="list-style-type: none"> ➤ Initial Budget Proposals 	Operational	Finance & Asset Mngt
18 January 2011	Chief Executive	<ul style="list-style-type: none"> ➤ Agreement of Assets for Potential Transfer ➤ Future of the Retained Housing Services ➤ Strategic Partnership Performance – Mid Year Review ➤ Voluntary Sector Mid Year Review ➤ Census 2011: Update ➤ 2010-2012 Target Setting Review 	Strategic Strategic Strategic Operational Operational Operational	Housing Housing Corporate Management Corporate Management Corporate Management Corporate Management

	Finance	➤ Revenue Budget Monitoring 2010/11 (Month 7)	Operational	Finance & Asset Mngt
	Community Services	➤ Sheltered Housing	Operational	Housing
	Environment	➤ TAIH RTP – Progress Update: Flintshire Schemes	Operational	Environment
15 February 2011	Chief Executive	➤ Single Equality Duty	Strategic	Corporate Management
	Human Resources & Organisational Development	➤ Workforce Information Quarter 3 2010/11	Operational	Corporate Management
	ICT & Customer Services	➤ Customer Services Strategy Update	Strategic	Corporate Management
	Finance	➤ Treasury Management Policy & Strategy 2011/12 ➤ Revenue Budget Monitoring 2010/11 (Month 8) ➤ Final Settlement ➤ Final Budget Proposals	Strategic Operational Operational Operational	Finance & Asset Mngt Finance & Asset Mngt Finance & Asset Mngt Finance & Asset Mngt

	Lifelong Learning	<ul style="list-style-type: none"> ➤ Annual School Admission Arrangements ➤ Deeside Leisure Centre: Phase 2 Design 	<p>Operational</p> <p>Operational</p>	<p>Education</p> <p>Leisure & Public Protection</p>
15 March 2011	Chief Executive	<ul style="list-style-type: none"> ➤ Quarter 3 Performance Reporting 	Operational	Corporate Management
	Human Resources & Organisational Development	<ul style="list-style-type: none"> ➤ People Strategy Update 	Strategic	Corporate Management
	ICT & Customer Services	<ul style="list-style-type: none"> ➤ ICT Strategy Update 	Strategic	Corporate Management
	Finance	<ul style="list-style-type: none"> ➤ Revenue Budget Monitoring 2010/11 (Month 9) ➤ Capital Programme 2010/11 (Month 9) ➤ Prudential Indicators 2011/12 ➤ Minimum Revenue Provision 2011/12 	<p>Operational</p> <p>Operational</p> <p>Operational</p> <p>Operational</p>	<p>Finance & Asset Mngt</p> <p>Finance & Asset Mngt</p> <p>Finance & Asset Mngt</p> <p>Finance & Asset Mngt</p>
	Community Services	<ul style="list-style-type: none"> ➤ White Paper – The Future of Social Services in Wales 	Strategic	Social Services

		<ul style="list-style-type: none"> ➤ Housing Ballot ➤ Charging Policy – Social Services for Adults 	Operational Operational	Housing Social Services
12 April 2011	Chief Executive	<ul style="list-style-type: none"> ➤ Agreement of the Choices Document 	Strategic	Housing
	Finance	<ul style="list-style-type: none"> ➤ Revenue Budget Monitoring 2010/11 (Month 8) 	Operational	Finance & Asset Mngt

As part of the Flintshire Futures Programme, regular reports will be submitted to Executive.

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 18 January 2011

AGENDA ITEM NO: 20



REPORT OF: (Director of originating Department)

Director of Environment

SUBJECT:

ENVIRONMENT DIRECTORATE ORGANISATIONAL REVIEWS

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: ENVIRONMENT DIRECTORATE
ORGANISATIONAL REVIEWS
AUTHOR: Carl Longland
MEETING AND DATE Executive on 18 January 2011
OF MEETING:

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:

Disclosure would be likely to undermine labour relations within the authority as dealing with such redesign proposals in public would be contrary to good human relations practice.

My view on the public interest test is as follows:

That the balance is in favour of treating the information as exempt to ensure confidence in the consultation process.

Recommended decision on exemption from disclosure:

To treat the information and report as exempt.

Date: 20/12/2010

Signed:



Post: Head of Legal and Democratic Services

I **accept** the recommendation made above.



Proper Officer

Date: 20/12/2010

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 18 January 2011

AGENDA ITEM NO: 21



REPORT OF: (Director of originating Department)

Director of Environment

SUBJECT:

THE STREETSCENE SERVICE

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: THE STREETSCENE SERVICE
AUTHOR: Stephen O Jones
MEETING AND DATE Executive on 18 January 2011
OF MEETING:

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:

Disclosure would be likely to undermine labour relations within the Authority as dealing with such re-organisation proposals in public would be contrary to good human relations practice.

My view on the public interest test is as follows:

That the balance is in favour of treating the information as exempt to ensure confidence in the consultation process.

Recommended decision on exemption from disclosure:

To treat the information and report as exempt.

Date: 15/12/2010

Signed:



Post: Head of Legal and Democratic Services

I accept the recommendation made above.



Proper Officer

Date: 15/12/2010

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 18 January 2011

AGENDA ITEM NO: 22


REPORT OF: (Director of originating Department)

Chief Executive

SUBJECT:

Voluntary Sector Funding - Update Report

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: Voluntary Sector Funding - Update Report
AUTHOR: Yvonne Tonks
MEETING AND DATE OF MEETING: Executive on 18 January 2011

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:

Paragraph 14.

Factors in favour of disclosure:

Transparency.

Prejudice which would result if the information were disclosed:

The report contains details of the financial and business affairs of voluntary sector bodies whose financial viability and credit worthiness could be adversely effected by disclosure. The report also contains details of payments made by other partner bodies and the relationship with them would be prejudiced if their payments were disclosed.

My view on the public interest test is as follows:

That the public interest in disclosing the report is outweighed by the need to observe confidentiality.

Recommended decision on exemption from disclosure:

That the report be exempt from disclosure.

Date: 15/12/2010

Signed:



Post: Head of Legal and Democratic Services

I accept the recommendation made above.



Proper Officer

Date: 17/12/2010