

Anwen Jones Solicitor/Cyfreithiwr
Interim Head of Legal and Democratic
Services
Pennaeth Dros Dro Gwasanaethau
Cyfreithiol a Democrataidd



**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 ST0

Date / Dyddiad 07/12/2011

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, 13 DECEMBER 2011** at **09:30** to consider the following items.

Yours faithfully

Democracy and Governance Manager

AGENDA

1. **APOLOGIES**

2. **MINUTES**

To confirm as a correct record the minutes of the meeting held on 15/11/2011 and of the Special Executive Meeting also held on 15/11/2011 (copies enclosed).

3. **DECLARATIONS OF INTEREST**

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4. CUSTOMER SERVICE STRATEGY 2010 - 2013 - PROGRESS REPORT

County Hall, Mold. CH7 6NA
Tel. 01352 702400 DX 708591 Mold 4
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NR
Ffôn 01352 702400 DX 708591 Mold 4
www.siryfflint.gov.uk

The Council welcomes correspondence in Welsh or English
Mae'r Cyngor yn croesawu gohebiaeth yn y Gymraeg neu'r Saesneg

Report of the Head of ICT and Customer Services - Portfolio of the Executive Member for Corporate Management

5. FLINT MAISONETTES
Report of the Director of Community Services - Portfolio of the Executive Member for Housing
6. FLINTSHIRE CONNECTS
Report of the Director of Community Services - Portfolio of the Executive Member for Corporate Management
7. REVIEW OF OLD MINERAL AND MINING PLANNING PERMISSIONS
Report of the Director of Environment - Portfolio of the Deputy Leader and Executive Member for Environment

OPERATIONAL REPORTS

8. QUARTER 2 PERFORMANCE REVIEW 2011/12
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Management
9. REVENUE BUDGET MONITORING 2011/12 (MONTH 6)
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
10. CAPITAL PROGRAMME 2011/12 (MONTH 6)
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
11. BUSINESS RATES - WRITE OFFS
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
12. OUTCOME OF CONSULTATION ON THE CLOSURE OF THE APPLIED BEHAVIOURAL ANALYSIS (ABA) RESOURCE AT WESTWOOD COMMUNITY SCHOOL
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Education
13. QUEEN ELIZABETH II CHALLENGE
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Leisure Services and Public Protection
14. NORTH EAST WALES PLAY COMMUNITY PROJECT
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Leisure Services and Public Protection
15. GREENFIELD VALLEY TRUST LTD - ACCOUNTS FOR 2010
Report of the Director of Lifelong Learning - Portfolio of the Executive Member for Education

16. BUILDING MAINTENANCE TRADING ACCOUNT
Report of the Head of Housing and Head of Finance - Portfolio of the Executive Member for Housing
17. EARLY RETIREMENT SUMMARY
Report of the Head of Human Resources and Organisational Development and Head of Finance - Portfolio of the Executive Member for Corporate Management
18. WORKFORCE INFORMATION REPORT
Report of the Head of Human Resources and Organisational Development - Portfolio of the Executive Member for Corporate Management
19. MEMBERSHIP OF THE CHILDREN'S FORUM
Report of the Democracy and Governance Manager - Portfolio of the Executive Member for Social Services
20. NINTH ANNUAL REPORT OF THE FLINTSHIRE LOCAL ACCESS FORUM
Report of the Head of Legal and Democratic Services - Portfolio of the Deputy Leader and Executive Member for Environment
21. SPECIAL COUNCIL MEETING - SCHOOL MODERNISATION CONSULTATION
Report of the Democracy and Governance Manager - Portfolio of the Executive Member for Education
22. FORWARD WORK PROGRAMME
A copy of the Executive Forward Work Programme (December 2011 to April 2012) is enclosed
23. EXERCISE OF DELEGATED POWERS
Report of the Chief Executive enclosed

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

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

24. PROPOSED NEW HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT SERVICE STRUCTURE
Report of the Head of Human Resources and Organisational Development - Portfolio of the Executive Member for Corporate Management

EXECUTIVE
15 NOVEMBER 2011

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 15 November 2011

PRESENT: Councillor A. Woolley (Chairman)

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

ALSO PRESENT: Councillors: Eng. K. Armstrong-Braun, J.B. Attridge, S.R. Baker, J.C. Cattermoul, C.J. Dolphin, F. Gillmore, R.G. Hampson, H.T. Isherwood, R.B. Jones, D.I. Mackie, D. McFarlane, A.P. Shotton and C.A. Thomas

IN ATTENDANCE: Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, Head of Finance, Head of Human Resources & Organisational Development, Head of ICT & Customer Services, Democracy & Governance Manager and Committee Officer

Councillor H.D. Hutchinson remarked on the Quest assessment report on the delivery of sporting opportunities in which Flintshire had achieved an overall score of 94% which was ranked 4th best in the UK and best in Wales. The report had highlighted the professionalism, innovation and creativity of the Sports Development team. Councillor Hutchinson said that this demonstrated the excellent workforce in the section and asked if the Leader of the Council could send a note of congratulations to the team and that recognition of the achievement be given at the next full County Council meeting. In agreeing with the comments made, the Leader would write to the section and the Chief Executive confirmed that a presentation would be arranged for a full County Council meeting.

132. MINUTES

The minutes of the meeting held on 18 October 2011 were confirmed as a correct record.

133. DECLARATIONS OF INTEREST

None were made.

134. COMMUNITY STRATEGY AND LOCAL SERVICE BOARD – MID YEAR REVIEW

The Executive Member for Corporate Management introduced the report which sought endorsement of the ongoing work of the Flintshire Local Service Board (LSB).

The Chief Executive said this was a very effective partnership and referred to the Community Profile & Partnerships Overview & Scrutiny

Committee meeting held the previous day in which the positive working relationship between the Council and Deeside College had been discussed as an example of success.

He welcomed the Welsh Government (WG) initiative on more effective partnership working and the establishment of a North Wales Regional Safer Communities Board. He explained that the recent Wales Audit Office corporate assessment had highlighted complex partnership arrangements and a need for clarity on partnership outcomes.

RESOLVED:

That the ongoing work of the Local Service Board be supported and endorsed.

135. PEOPLE STRATEGY

The Executive Member for Corporate Management introduced the report which provided details of the priorities, deliverables and resource requirements for the final year of the People Strategy (2009/2012) and introduced a format for tracking progress on the delivery of the priorities.

The Head of Human Resources & Organisational Development apologised for the delay in the availability of the report due to the time taken to review the Action Plan and work undertaken on priorities by the Corporate Management Team with involvement from Members and the Wales Audit Office (WAO). In response to the recommendation made by WAO, the new format of the Action Plan shown at Appendix 1 now included a RAG status to track delivery of actions for the third year of the Strategy.

An overview of timeframes on priorities for 2011/12 was shown at Appendix 2 where the delivery of Single Status indicated an implementation date of Autumn 2012. The Head of Human Resources & Organisational Development said that work would not progress to the pay model stage until a sufficient level of consistency and quality was achieved on the rank order of scores. Following the next meeting of the Single Status Project Board on 15 December 2011, a full communication was expected to be made to the workforce and Members.

The Chief Executive spoke of the increased amount of work undertaken on the People Strategy which would be reviewed by the WAO. On concerns over the delay of Single Status implementation, he stressed the importance of ensuring safe, dependable progress to obtain the most equitable and justifiable outcome. He reported that previously agreed workstreams were nearing completion with a pay model to be agreed in 2012 and was confident in the progress being made. The Leader of the Council added that implementation of Single Status would need to be achieved within the framework of being legal, affordable and acceptable.

RESOLVED:

- (a) That the priorities identified for delivery during the third and final year of the People Strategy be endorsed; and
- (b) That the format at Appendix 1 used for reporting to Members the progress achieved against priorities on a quarterly basis be endorsed.

136. INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) STRATEGY - UPDATE

The Executive Member for Corporate Management introduced the report which updated on progress with the implementation of the Corporate Information and Communications Technology (ICT) Strategy.

The Head of ICT & Customer Services advised that considerable progress had been made since the previous report on this topic and referred to specific work by the Wales Audit Office (WAO) on ICT which would be reported on in the New Year. As part of a significant amount of collaborative working, he commented that the procurement of a joint Purchase to Pay (P2P) system with Wrexham County Borough Council to automate procurement processes, with assistance on implementation provided by Denbighshire County Council, was a good example of sub-regional working.

He reported that the six North Wales Authorities had now been joined by representatives from the Betsi Cadwaladr University Health Board and the Fire & Rescue Service and that work was progressing on standardising IT processes and sharing support across the region. He also commented on a project for standardising IT systems which supported School Improvement services via a joint contract for software. Following a bidding process, Flintshire had been selected to provide support and host the software for the project which was a credit to the IT teams involved. Work to support the development and implementation of a national ICT Strategy was outlined in paragraph 3.07 of the report and would be complimented by regional work. The rollout of wireless access facilities would allow visitors to obtain wireless access to the internet and systems in Flintshire which also supported agile/flexible working.

RESOLVED:

That the progress being made in the implementation of the Council's ICT Strategy be noted.

137. LOCAL GOVERNMENT PROVISIONAL SETTLEMENT 2012/13 AND BUDGET 2012/13

The Leader and Executive Member for Finance & Asset Management introduced the report which provided details of the Provisional Welsh Local Government Settlement 2012/13 and an outline of the Council's response to

the formal consultation. Also provided was an update on the Medium Term Financial Plan (MTFP) and planning for the 2012/13 Budget.

The Head of Finance explained that comments from the Members' workshop on 24 October 2011 would be included in the Council's response to the provisional settlement which would need to be sent to the Welsh Government by 18 November 2011. There was a 0.2% reduction on 2011/12 in the provisional settlement which, when compared to the anticipated 0.4% reduction, equated to a positive difference of £174,000.

The Capital settlement was broadly in line with expectations with a reduction of £123,000 on that previously advised. However, there were no details on specific grants revenue or capital. Major issues on the settlement were reported to the meeting. In relation to the 2012/13 budget, explanation was given on the approach to the Social Business Model detailed in the report and work on the three steps being taken to manage the budget gap in compressing pressures, reducing core costs and reviewing fees and charges and maximising income.

Following the discussion that had taken place at the Member workshop, the Chief Executive referred to debate on what was read into the settlement and said that nationally, WG had previously communicated an indicative budget for the next year so there was a good degree of consistency to plan ahead. Any shift from WG following debate on the budget this year in Cardiff Bay could pose a risk for Local Authorities on the settlement. Locally, the intention was to close the current projected gap of £2.8M through the Social Business Model.

Issues outside the current budget projection could include Single Status implementation, pay award and additional revenue from prudential borrowing to increase the capital programme. Although pay negotiations had commenced nationally, there could be an impact on the pay award next year if it was affordable. There was currently no provision for this in the settlement. Initial feedback from managers on the Social Business Model had resulted in a positive response from almost 100% of those asked.

The Executive Member for Regeneration & Tourism welcomed work on process change and said that lessons could be learned from industry on lean processes which offered the potential to reduce costs and improve services. He urged officers to progress this and the Chief Executive agreed but said there would be variable success, commenting on the Director of Community Services' involvement in the Transforming Social Services for Adults review and the LEAN Academy officers working alongside teams.

The Democracy & Governance Manager referred to the second point in recommendation 6.01 which sought endorsement of the outline of the response to the WG. Due to the timescale needed for the response to be submitted, he explained that there was provision in the Council's Constitution for an urgent decision to be made to avoid delay by possible call-in, if agreed by the Executive and the Chair of the Council. He suggested that if the

Executive felt that this applied to point 2 then a decision should be made to that effect and a separate decision made on points 1, 3 and 4 in the recommendation which could be subject to call-in.

RESOLVED:

That the outline of the response to Welsh Government be urgently endorsed;

NOTE: The Executive's opinion was that this decision was urgent and therefore not subject to call-in.

- (a) That the Provisional Local Government Settlement 2012/13 be noted;
- (b) That the ongoing budget strategy be endorsed; and
- (c) That the ongoing work and arrangements for the further Member workshops in November and December 2011 be noted.

138. REVENUE BUDGET MONITORING 2011/12 (MONTH 5)

The Leader and Executive Member for Finance & Asset Management introduced the most up to date revenue budget monitoring information (Month 5) for the Council Fund and the Housing Revenue Account.

The Chief Executive said that during a debate at the Corporate Resources Overview & Scrutiny Committee on 10 November 2011, there had been significant interest in the way efficiencies in-year were being presented. As a result, a different format used for future reports would provide more detail on what was expected to be achieved and an explanation where efficiencies were not expected to be met.

The Head of Finance reported a projected year end overspend of £0.233M on the Council Fund with the reasons for significant changes from the Month 4 position shown in Appendix 1. A total of 96% of efficiencies had been achieved in full or part with reasons for delays including the non-implementation of the Streetscene structure and the Lifelong Learning review of Facilities Services. It was also reported that for the Council Fund a projected total of £253,000 was held in contingency reserves on top of specific reserves and base level reserves. The Housing Revenue Account was on target with a net underspend of £0.001M.

RESOLVED:

- (a) That the report be noted;
- (b) That the Council Fund Contingency Sum available as at 31 March 2012 be noted; and
- (c) That the projected level of balances on the Housing Revenue Account be noted.

139. COUNCIL TAX BASE FOR 2012/13

The Leader and Executive Member for Finance & Asset Management introduced the report which sought approval for the Council Tax Base for the financial year 2012/13.

The Head of Finance reported a year on year increase of 0.29% in the number of chargeable properties. This information would be passed to the Welsh Government (WG) to feed into the final calculation to distribute the Revenue Support Grant for the 2012/13 final settlement to be notified in early December 2011.

In response to a query on the number of Band 'D' equivalent properties for Hawarden, the Executive Member for Housing said that the figure included surrounding areas such as Aston, Mancot and Ewloe.

RESOLVED:

- (a) That a nil level of discount for properties falling within any Prescribed Classes (A, B or C) be set and be applied to the whole of the County area; and
- (b) That the Tax Base of 60,865 chargeable Band 'D' equivalent properties for 2012/13 be approved.

140. COUNCIL TAX AND BUSINESS RATE POLICIES 2012/13

The Leader and Executive Member for Finance & Asset Management introduced the report which sought approval of various policies for the administration of Council Tax and Business Rates for the financial year 2012/13.

RESOLVED:

- (a) For the continuation of the current Local Taxation Policies for 2012/13 as follows:
 - Not to award Council Tax discounts on any prescribed class and that this applies to the whole of the County area
 - For the Head of Finance and Executive Member for Finance & Asset Management to consider discretionary discounts (S.13A) through the use of delegated powers, only in the cases of civil emergencies and natural disasters (3.03)
 - Discretionary rate relief for charities as set out (4.02)
 - Not to award discretionary 'top-up' discounts to small businesses (5.03);
- (b) That the payment dates for Precepting/Levying Bodies (6.01) and payment dates for Council Tax and Business Rates (7.01-7.03) be noted.

141. MATRIX CONTRACT UPDATE (MANAGED AGENCY STAFF SOLUTION)

The Executive Member for Corporate Management provided an update on the contract for the provision of agency workers.

The Head of Human Resources & Organisational Development explained that the report covered Quarter 2 from July to September 2011 and showed a reduction in the number of agency workers compared with the same period in 2011. Net savings of £113,924 had been achieved to date and were expected to exceed the projected figure of £224,000 for this financial year.

A table which had been omitted from paragraph 5.05 was circulated which showed current lengths of placements by Directorate which indicated that the number of agency workers engaged over a six month period had been reduced by 46.3% since the last quarter. On the impact of the Agency Workers Regulations (AWR), the Head of Human Resources & Organisational Development said that the majority of agency worker placements were for less than 12 weeks, however it was recognised that there would be some limited exceptions where this could be exceeded if a particular skills set was not already available within the organisation.

The Chief Executive reiterated these comments and confirmed that there was no corporate ruling in response to AWR set out in paragraph 5.08 to limit agency workers to 12 weeks to avoid accruing employment rights against the spirit of the Regulations. Agency workers would not ordinarily be engaged for longer than 12 weeks. However, if there was a longer period of need for the position and a suitable agency worker was in place then that person would be kept on. He went on to say that some agency workers had been covering posts for a longer time and so the Authority was not seeking to avoid the Regulations.

RESOLVED:

That the approaches being taken to manage the use of agency workers more closely be endorsed and further options for increasing efficiency savings for Flintshire be explored.

142. DEESIDE LEISURE CENTRE: DEVELOPMENT

The Executive Member for Leisure Services & Public Protection introduced the report on progress on the re-development of Deeside Leisure Centre.

An agreement had been signed with partners to proceed with the developments at Flint Pavilion which were due for completion in Summer 2012. It was noted that there had been minimal activity at Deeside Leisure Centre during the Summer period due to work on the fitness centre and 3G pitches.

As part of the commitment to provide regular updates to the Executive and Overview & Scrutiny, the Director of Lifelong Learning detailed the work undertaken to date as identified in paragraph 2.01 and current trading information shown in paragraph 3.08. He added that the energy and carbon consumption would be less than prior to refurbishment and that a bid for Salix funding was being pursued.

RESOLVED:

That the progress to date be noted and the value of the partnering with Alliance Leisure Services and the innovative approach being taken in the re-development of Deeside Leisure Centre and other facilities within the Authority be recognised.

143. WELSH PUBLIC LIBRARY STANDARDS ANNUAL REPORT 2010/11

The Executive Member for Education presented the Council's Welsh Public Library Standards Annual Report for 2010/11 and the response of the Welsh Government to the report.

The Director of Lifelong Learning advised that out of the 14 Standards, nine had been met in full and three met in part. He explained that to fully comply with the Standard for provision of adult material in libraries, an additional 70,000 items were required in stock which would prove unrealistic in terms of library space. A similar view was taken on Standards which had not been met on overall staffing levels and percentage of qualified staff.

The Chief Executive said that a decision had been taken not to prioritise these issues as the Standards which had not been met did not alter the experience of library users.

The Leader of the Council commented on the quality and helpfulness of library workers in the County.

RESOLVED:

- (a) That the Welsh Public Library Standards Report for 2010/11 be received and the response of the Welsh Government noted; and
- (b) That the proposal outlined in paragraph 3.05 to enable the Council to improve its performance against the Standards be endorsed.

144. SETTING LOCAL SPEED LIMITS

The Executive Member for Environment provided an update of a review of the speed limits on all A and B roads in accordance with the published guidance by the Welsh Government (WG) entitled 'Setting Local Speed Limits in Wales'.

He said that this was a long awaited report which sought to address a number of complaints made about speeding traffic and that the review included all schools on A and B roads.

The Director of Environment said it was a requirement of the WG that Local Authorities completed a review of speed limits on A and B roads by 31 December 2014. A bid had been made to undertake the review by TAIH however this had been rejected and the review would now be funded out of the revenue budget.

RESOLVED:

That the new guidance on the setting of speed limits be noted and the completion of the speed limit review, and the use of the guidance in the assessment of all new proposals be approved.

145. UPDATE ON DEPOT RATIONALISATION

The Executive Member for Waste Management provided an update on current depot rationalisation activity and the wider infrastructure requirements necessary to support the Streetscene Review.

The Director of Environment commented on possible annual prudential borrowing of £168,000 but said that efforts were being made to find further savings which would reduce the impact of this figure on the overall Council revenue budget.

RESOLVED:

- (a) That the continued development of the Alltami Depot site as the key strategic centre for Streetscene operations be supported and delegated authority be given to the Director of Environment to finalise proposals and implement; and
- (b) That the depot rationalisation outlined in the report be approved and that delegated authority be given to the Director of Environment to implement such proposals.

Councillor C.A. Ellis wished it to be noted that she had abstained from voting on this item.

146. VARIATION IN ORDER OF BUSINESS

Due to the link with the previous item, it was agreed that Item 19 on the agenda, 'Review of the Council Household Recycling Centres' would be brought forward.

147. REVIEW OF THE COUNCIL'S HOUSEHOLD RECYCLING CENTRES

The Executive Member for Waste Management informed Members of the outcome of the consultation process on the review of the Council Household Recycling Centres (HRC) and sought approval for the proposed option to deliver the HRC service in the County.

The report detailed the eight HRC sites currently operated by the Council, which was a greater provision than that in any other County. It was proposed that full waste disposal and recycling facilities would be provided at four sites, including a facility to be developed in Sandycroft, and that three 'recycling only' sites would also be available. The proposed closure of the sites at Saltney and Queensferry, for the reasons indicated in the report, would not take place until the new facility at Sandycroft was operational. During that time, the amount of residual waste received at 'recycling only' sites would be monitored.

Following concerns which had been expressed by Councillor I.B. Roberts on the proposed loss of residual waste disposal at the Flint site and in particular for bulky waste, the Executive Member for Waste Management advised that a local company would be able to provide a service for the collection of mattresses.

The Director of Environment thanked the Task & Finish Group for the work undertaken on the review and referred to a positive debate at the Environment Overview & Scrutiny Committee to help refine the recommendations in the report. He said that the provision for recycling mattresses would be available across all sites, and not just at the Flint facility. A requirement for prudential borrowing to develop the Sandycroft site would be recouped by savings as a result of the proposals.

Following concerns raised by the Executive Member for Environment on fly tipping, the Director confirmed that the proposals would be amended to reflect that the mattress collection service would be available at all 'recycling only' sites in future.

RESOLVED:

- (a) That it be approved that the Council's future HRC service should consist of four high quality sites capable of receiving both recycling and general waste material at the following locations and for the avoidance of doubt all of these sites would include the collection of mattresses:-

- Greenfield
 - Mold
 - Buckley
 - Sandycroft
- (b) That it be approved that the Council's future HRC service should also consist of a further three 'recycling only' sites at the following locations:
- Connah's Quay
 - Flint
 - Hope
- (c) That the closure of the sites at the following locations be approved:
- Saltney
 - Queensferry
- (d) That it be approved that the closures and changes detailed in (a) (b) and (c) above are introduced after the completion of the proposed new HRC site at Sandycroft with a target date for full implementation of 1 October 2012. The intervening period will be used to allow monitoring and the provision of recycling advice to HRC users;
- (e) That the opening hours for all of the HRC sites as stated in 3.15 of the report be approved and the new opening hours come into operation on 3 January 2012;
- (f) That the introduction of a 'Residents Only' policy at the HRCs be deferred subject to a further monitoring exercise and report;
- (g) That the formal adoption of the protocol for commercial waste disposal and commercial access to HRC sites listed in Appendix 2 be approved;
- (h) That the continuation of the Council's Bring Site arrangements be approved, subject to a further review after completion of the roll out of the new waste collection arrangements in twelve months' time; and
- (i) That prudential borrowing to fund construction of the HRC facility in line with the finance element of the report be approved.

Councillor C.A. Ellis wished it to be noted that she had abstained from voting on this item.

148. FOOD SERVICE PLAN 2011/12

The Executive Member for Leisure Services & Public Protection introduced the report which sought approval for the Council's Food Service Plan which detailed the service delivery programme for the period 1 April 2011 to 31 March 2012.

In the key achievements for 2010/11, he highlighted the bullet points relating to the performance of the Food Team and their active role at the Mold Food Fair.

RESOLVED:

That the Food Service Plan 2011/12 be approved.

149. PROGRESS ON THE SHARED NORTH WALES MINERALS AND WASTE PLANNING SERVICE

The Executive Member for Environment introduced the report which raised awareness of the Service and provided information on the first six months of collaborative working, issues and performance.

The Director of Environment said that issues arising from minerals and waste planning could be complex and sizeable and that this collaborative project offered greater capacity to meet service needs. He felt that the scope of the project could set a blueprint for future collaboration across the region.

RESOLVED:

That the report be noted and that continued support be provided for the Service and lessons learnt be passed to other collaborative projects currently under consideration by the Council.

150. TRANSFER OF RECREATIONAL LAND AT BROUGHTON SHOPPING PARK

The Executive Member for Environment introduced the report which sought approval for recreational land at Broughton Shopping Park to be transferred to Broughton and Bretton Community Council.

The Director of Environment suggested that to clarify that a sum of £35,000 would be transferred to the Community Council, the recommendation should include "on the basis explained in paragraph 3.03".

RESOLVED:

That the "recreational land" at Broughton Shopping Park be transferred directly from the current owners to the Broughton and Bretton Community Council on the basis explained in paragraph 3.03.

151. PLAY AREAS

As Vice-Chair of the Lifelong Learning Overview & Scrutiny Committee, Councillor C.A. Thomas was invited to present the report on behalf of the Task & Finish Group.

Councillor Thomas detailed the background to the work of the Task & Finish Group as indicated in the report and appendix, including site visits to 'red' play areas identified in the Play Areas Survey and consultation undertaken. On querying the 'red' status of some play areas, the Task & Finish Group had been informed that these had limited play value and outdated equipment, however discussion with local Members had raised the possibility of Section 106 funding. She said that the Play Areas Survey had shown the reduction in children's outdoor play due to parents' concerns on crime and that evidence supported the importance of doorstep open space provision and the value of play areas in the lives of children. She detailed the five recommendations made by the Task & Finish Group and referred to information on help with grant funding for play areas which could be publicised on the website.

The Leader of the Council complimented the Task & Finish Group for their work undertaken. The Executive Member for Leisure Services & Public Protection said that some Members were concerned about play areas in their wards and added that he wished to be involved in the consultation process.

In response to a question by the Executive Member for Waste Management, the Director of Lifelong Learning explained that as part of the Play Areas Survey, a red category indicated that significant attention was needed.

Following Members' comments on the Task & Finish Group recommendations, the Democracy & Governance Manager pointed out that the recommendation in the report was to receive, note and respond to the findings of the Task & Finish Group and he suggested that a response report including proposals could be considered at a future Executive meeting. The Director of Lifelong Learning agreed that a follow-up report could be provided to the Executive in January 2012.

The Executive Member for Environment remarked on the Task & Finish Group's second recommendation which sought further consideration of play area provision within planning mechanisms. He raised concerns on the cost involved in achieving this and the negative effect this could have on the building industry which could also impact on the employment of young apprentice workers.

RESOLVED:

- (a) That the findings of the Lifelong Learning Overview & Scrutiny Committee Play Area Task & Finish Group be received and noted; and
- (b) That a further report be submitted to the Executive in January 2012.

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

RESOLVED:

That the press and public be excluded from the remainder of the meeting for the following items by virtue of exempt information under the following paragraphs of Schedule 12A of the Local Government Act 1972 (as amended):

Agenda item number 22

Paragraph 15

Transformation Social Services for Adults (TSSA)

Agenda item number 23

Paragraph 15

Sheltered Housing Improvement Project

Agenda item number 24

Paragraphs 13, 14 and 17

Renewal Area – Acquisition of 2 Mold Road, Connah’s Quay

153. TRANSFORMATION SOCIAL SERVICES FOR ADULTS (TSSA)

The Executive Member for Social Services introduced the report which set the context for the Transformation of Social Services for Adults (TSSA) including the need to respond to social changes including; unprecedented demand, changing needs and increasing expectations, all within a testing financial climate. The report also provided Members with the opportunity to offer support to the TSSA and approve the proposed new staffing structure for Phase 1 of the service redesign and to note that the ‘roll out’ of Phase 2 would produce further efficiencies and would be dependent upon the successful completion of Phase 1.

The Director of Community Services spoke about a greater level of support required for an increased number of people and for quality of services and building on strengths. He reported that seven LEAN team employees had worked on the project to help develop proposals which had received a positive response from Trade Unions. The outcome was for more people to be independent but that long-term support would continue via locality teams.

The Chief Executive remarked on the significant support for the review and a progressive way in which to work alongside the Betsi Cadwaladr University Health Board.

RESOLVED:

- (a) That the context of the transformation be noted and Phase 1 of service redesign be supported thus enabling services to continue to meet increasing demand within reducing budgets;
- (b) That the reduction of hours for one post and the deletion of five further posts be noted and that it be placed in the context of efforts made

throughout the previous year to plan for change by holding vacant posts and offering secondments. The net effect would be one displaced person. This forward planning had helped to reduce and possibly eliminate the need for compulsory redundancies; and

- (c) That the inclusive methods adopted to plan and implement the Transformation of Social Services for Adults particularly the deliberate emphasis, from the outset, of enabling practitioners to contribute to the new model of service delivery, be noted.

154. SHELTERED HOUSING IMPROVEMENT PROJECT

The Executive Member for Housing introduced the report which provided an update on the work being progressed to introduce improvements to the sheltered housing warden support service. Approval was also sought for the proposed staffing structure.

The Director of Community Services explained that this had been a comprehensive review including consultation with tenants and was a clear way forward for the service.

RESOLVED:

That the proposed staffing structure be approved.

155. RENEWAL AREA – ACQUISITION OF 2 MOLD ROAD, CONNAH’S QUAY

The Executive Member for Housing introduced the report which sought approval for opening negotiations in an attempt to acquire 2 Mold Road, Connah’s Quay (a former dairy) to facilitate re-development for housing purposes.

RESOLVED:

That the proposal to acquire 2 Mold Road, Connah’s Quay for the purpose of facilitating housing development (subject to agreement by the Council’s Valuation and Estate Service), with funding provided from within the approved 2011/12 Council Fund Capital Programme budget be approved.

156. DURATION OF MEETING

The meeting commenced at 9.30 a.m. and ended at 11.50 a.m.

157. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press in attendance.

.....
Chairman

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

EXECUTIVE	DATE: 15 NOVEMBER 2011
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MEMBER	ITEM	MIN. NO. REFERS
NONE		

EXECUTIVE
15 NOVEMBER 2011

Minutes of the special meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 15 November 2011

PRESENT: Councillor A. Woolley (Chairman)

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

ALSO PRESENT: Councillors: Eng. K. Armstrong-Braun, J.B. Attridge, S.R. Baker, J.C. Cattermoul, C.J. Dolphin, F. Gillmore, R.G. Hampson, H.T. Isherwood, R.B. Jones, D.I. Mackie, D. McFarlane, A.P. Shotton and C.A. Thomas

IN ATTENDANCE: Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, Head of Finance, Head of Human Resources & Organisational Development, Head of ICT & Customer Services, Democracy & Governance Manager and Committee Officer

158. HOUSING BALLOT: CHOICES CONSULTATION DOCUMENT AND LEASEHOLDER CONSULTATION DOCUMENT

The Executive Member for Housing introduced the report to present the 'Choices' Consultation Document, Tenancy Agreement and Leaseholder Consultation Document for approval and recommendation to County Council for adoption.

In referring to paragraph 2.02 of the report, the Executive Member added that Project Board members, Overview & Scrutiny Chairs and Vice-Chairs and Group Leaders had been present during discussion on the documents and she urged Members to move forward on the issue and give tenants their voice.

The Chief Executive said that once the document was approved by Council and received Ministerial approval, a period of consultation would commence with tenants in January 2012. Any subsequent changes to the document would then be sanctioned at County Council in February 2012 prior to the ballot taking place.

Appendix 1 to the report contained a letter from the Welsh Government (WG) which indicated the timetable leading up to the ballot. The Chief Executive explained that the outcome of the ballot would be expected in mid-March 2012. In highlighting the urgency required to adhere to the timetable, as reinforced in the letter from WG enclosed with the papers, he explained that it was proposed to submit the Choices document to County Council on 22 November 2011.

The Democracy & Governance Manager explained that the Council's Constitution allowed for an urgent decision to be exempt from call-in and

consequent delay. This required the Executive to decide that the decision was urgent and for the Council Chair to agree.

The Chief Executive stated that having discussed this with the Chair of the Council, she had agreed that this was an urgent decision. On being put to the vote, this was agreed.

RESOLVED:

That the Choices Consultation Document, Tenancy Agreement and the Leaseholder Consultation Document with revisions be urgently approved and recommended for adoption by County Council.

NOTE: The Executive's opinion was that this decision was urgent and therefore not subject to call-in.

159. DURATION OF MEETING

The meeting commenced at 11.50 a.m. and ended at 12.02 p.m.

160. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press in attendance.

.....
Chairman

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

EXECUTIVE	DATE: 15 NOVEMBER 2011
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MEMBER	ITEM	MIN. NO. REFERS
NONE		

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 4

REPORT TO: EXECUTIVE
DATE : 13 DECEMBER 2011
REPORT BY: HEAD OF ICT AND CUSTOMER SERVICES
SUBJECT : CUSTOMER SERVICE STRATEGY 2010 - 2013 - PROGRESS REPORT

1.00 PURPOSE OF REPORT

1.01 To update Members on the progress made towards the implementation of the Customer Service Strategy.

2.00 BACKGROUND

2.01 In June 2011 the Executive received a report on the progress made towards the implementation of the Customer Service Strategy for 2010 - 2013. The strategy sets out the vision for improved customer service and a plan for implementation.

3.00 CONSIDERATIONS

3.01 **Customer Access Channel Shift** - This is a key project within the Flintshire Futures programme with the objective of releasing efficiency savings by moving our customers to more cost effective ways of accessing the Council's information and services. The analysis of data gathered relating to how our customers contact the council and for what purpose has resulted in identifying two areas for further development to support the channel shift project. These are School Admissions and Concessionary Travel. The intention is to review these two services and their processes with the aim of improving access and service delivery via the website. This will not take away the current access channels e.g. phone, face to face and written application but will create fully electronic processes which enhances choice for our customers. The more customers that apply for these services electronically, the cheaper the service will cost to run. Reviewing these services will involve a LEAN review of the processes, learning from how it is done in other organisations, development of the website to make the process fully transactional and promoting the availability of the service.

The project managers for the Channel Shift Project, the Flintshire Connects project and the Contact Centre project are working closely together to ensure that all projects are joined up and information shared. These projects are also monitored through the Flintshire Futures programme team as they impact on many other change projects underway.

3.02 **Website** - The Web Development Team meet on a monthly basis to discuss progress and initiatives within respective directorates. Work is underway on a North Wales collaborative basis for the procurement of a new Content Management System which

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will help to develop Flintshire's website to enable improvements to be made to support the Channel Shift project.

- 3.03 Flintshire's website has been assessed by Shaw Trust which is an organisation that monitors websites in terms of accessibility. The analysis has identified many areas that will help to make the website more accessible for all users and work is underway to incorporate these recommendations.
- 3.04 A recent communication from the Welsh Language Board has reinforced the need for websites to be fully bilingual. This has been adopted by Web Development team members who will enforce this requirement within their respective directorates. The Customer Services Team will continue to monitor the content of the website to ensure it complies with Flintshire's Welsh Language Scheme.
- 3.05 **Improving face to face facilities in our communities** - The Flintshire Connects project is underway with the objective of providing a face to face presence in local communities. Accommodation outline plans have been prepared and meetings have been held with partners to discuss opportunities for working together. Jobs are being designed and services to be provided from the Flintshire Connects Centres are being identified in consultation with service managers.
- 3.06 **Complaints** - A project team has been established to look at complaints; how they are dealt with and performance reporting across the organisation. The findings following a LEAN review will be incorporated into improved arrangements for complaints handling and the review will also consider recommendations made by the Welsh Government ("Model Concerns and Complaints Policy for adoption by Public Services Providers in Wales") to support the provision of higher quality and effective public services in Wales.
- 3.07 **Tell Us Once** - This service went live on 23rd November. The new service allows the Registrar to give information to the Department of Work and Pensions following a death registration. The DWP then pass on information to a number of government and local council services (e.g. Passport Office, DVLA, Council Tax, Social Services) removing the need for customers to contact various organisations themselves during bereavement.
- 3.08 **Training** - Following the implementation and success of the Flintshire Customer Service Award within Housing & Property Maintenance and Neighbourhood Services which resulted in 87 employees successfully completing the training programme, this is now being rolled out across other services within the organisation.

Initial meetings held between Customer Services, Corporate Training and the Director of Environment in the summer of 2011 resulted in Public Protection, Planning and Management Support & Performance being selected for the next stage and a further 120 employees have enrolled.

The Award provides a platform for other relevant qualifications such as NVQ Level 1, 2, 3 and 4 in Customer Service. In addition to improving customer service the Award has inspired employees to continue their professional development; 43% of

employees who participated in the initial roll-out have now progressed on to further training through Deeside College.

The intention is to create a number of workbooks addressing service specific needs so that ultimately the Award can be available to all new employees of the organisation.

- 3.09 **Customer Relationship Management System (CRM)** - The development of this system is heading towards completion. The use of this system will enable employees receiving calls at the newly established contact centre to integrate fully with the systems used within Street Scene Services e.g. report a broken street light, missed waste collection, etc. This will improve customer service by enabling the person taking the call to request the service direct therefore improving the customer experience.

The CRM will also be used for recording contact with customers at the proposed Flintshire Connects centres and via the website.

- 3.10 **Looking Local Mobile App** - A mobile application has been developed by Looking Local, the current suppliers of the DigiTV facility. The app is available for iPhone and Android mobile phones and is free to download. The app provides the facility to report local issues to the council including abandoned vehicles, graffiti, potholes, etc. It also offers the ability to include a photo, location information and comments to help the council resolve an issue.

- 3.11 **Street Scene Review** - Customer Services, Street Scene and IT have been working together to develop a contact centre for handling all telephone calls to street scene services. This will be in a position to go live following completion of the recruitment of contact centre staff and process mapping of the systems currently being used.

The contact centre will be located on the sixth floor of County Hall within the Customer Services division and will receive all calls made to the Street Scene telephone number 01352 701234.

4.00 RECOMMENDATIONS

- 4.01 Members note the content of the report and the progress made in implementing the Customer Service Strategy.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None directly from this report. However the Channel Shift project has potential to deliver considerable efficiency savings.

6.00 ANTI POVERTY IMPACT

- 6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 Our strategy to move customers from traditional methods of accessing services to web and self service will have a positive environmental impact.

8.00 EQUALITIES IMPACT

8.01 The need to consider all of our customers in terms of their needs is integral to the Customer Service Strategy and related projects.

8.02 The Flintshire County Council Customer Services Award has been designed to accommodate all staff and will take into account individual needs.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly from this report. However there are implications for customer services employees currently working within the Environment Directorate which are being addressed through the Street Scene Review.

10.00 CONSULTATION REQUIRED

10.01 Ongoing consultation will be required with our customers and partners in the implementation of the Customer Service Strategy.

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation has taken place with our customers in relation to their preferences and levels of satisfaction with services received and access channels.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Customer Service Strategy 2010 - 2013

Contact Officer: Denise Naylor
Telephone: 01352 702421
E-Mail: denise_naylor@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 5

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF HOUSING**
SUBJECT : **FLINT MAISONETTES**

1.00 PURPOSE OF REPORT

1.01 Following tenant consultation, this report seeks approval to commence a phased decanting programme to empty Flint maisonettes and rehouse its tenants in preparation for a redevelopment scheme which will see new high quality modern homes provided as part of a package of measures to regenerate Flint town centre.

2.00 BACKGROUND

2.01 There has long been a local ambition to regenerate the centre of the town of Flint. Such a scheme requires a review of both the civic land and property of the County Council in central Flint and the social housing units which are adjacent to the central shopping precinct.

2.02 At the instigation of local members a working group has been established to review the options, and the Executive has adopted the regeneration of Flint as a priority. During the Summer of 2011, the working group commissioned DTZ to complete a master planning exercise, and a piece of work to develop a sense of place for Flint both now and for the future. This work has commenced and a number of consultation events have taken place recently with retailers, local businesses, tenants and residents, stakeholders and other potential partners to consider both options and the potential for these to be realised. This work is due to be completed early in 2012.

Via the master planning exercise, the working group is exploring options for a regeneration scheme which could be a mixed civic, commercial/retail, health and social housing scheme. The three registered social landlords who are active in North East Wales have been involved as potential social housing partners. It is assumed that the Flint Regeneration scheme would not qualify for any Social Housing Grant (SHG) for any replacement or part-replacement of social housing on the grounds of additionality (i.e. the grant would not achieve a net increase in the number of housing units provided) and because the SHG availability in Wales is much reduced in the public sector fiscal climate. This does not preclude grant being made available for sites directly outside of the town centre, which could provide new social rented homes should a need (and desire by residents) be demonstrated for this.

2.03 The maisonettes (214 units of social housing) are dated in their design and are a challenge to maintain. In previous reports to Council on the future of the housing stock the risks and benefits of either maintaining and refurbishing the maisonettes, or an alternative solution, have been explored. It has been a recurring theme in past

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debate (notably in 2003 and 2006), and in informal contact with Ministers and civil servants with responsibility for housing.

The maisonettes are capable of being improved to meet the Welsh Housing Quality Standard (WHQS). However, designed in the main as family accommodation (a 2/3 bedroom house on top of a 2/3 bedroom house), the design is dated, with limited defensible space, shared upper walkways, and no provision for vehicle parking adjacent to or near to homes. The physical condition of the homes is poor with significant concrete deterioration, resulting in regular inspection and removal of loose pieces and deterioration (due to age) of walkway coverings resulting in water penetration and dampness. Communal heating systems are in place, unfortunately, suffering regular breakdowns despite significant investment.

In addition there are 83 garages situated adjacent to the maisonettes. 18 are in two blocks of 9 adjacent to the Leas maisonettes, with 65 in a multi storey car park adjacent to Castle heights. The garage sites would be good locations for early redevelopment were they emptied.

3.00 CONSIDERATIONS

- 3.01 With the approval of the Executive and in preparation for a Council decision about the future of the maisonettes, the Head of Housing has been managing lettings and expenditure for the maisonettes. Urgent lettings are being made. Non-urgent lettings and high cost works to bring a property back into letting have been avoided.

There are currently 21 vacant units, spread across both the "Leas" and the "Walks". The Leas comprise 62 units in total and are located adjacent to the Pavillion Leisure Centre. The Walks comprise 152 units and cover the site around the Castle Heights high rise flats. The physical condition of the Leas is poorer than that of the Walks. In total 12 of the properties are leasehold, though the majority of leases are held by Clwyd Alyn Housing Association. (One of the leasehold properties is used as an office by Clwyd Alyn).

At its meeting on 17th May 2011, the Executive gave approval for the Head of Housing to commence a consultation process with tenants and leaseholders of the maisonettes.

Two consultation events have been held with residents- the first on 18th May and the second on 15th September 2011. At the first meeting approximately 50 tenants were in attendance and following presentation of key information and an open question and answer session, an informal show of hands was taken which was almost wholly in favour of supporting a proposal to demolish the maisonettes. This meeting was followed up with a letter to all tenants and residents so that all those who were unable to attend were fully briefed.

This was followed by the second meeting, at which a similar number of residents were in attendance. Again there was an initial presentation picking up on any issues raised at the last meeting and introducing the master planning exercise, followed by a question and answer session. A letter was again sent to all residents following the meeting.

Members should note that the second letter was explicit about the recommendation which would be made to Executive (in this report), to start a phased decanting and decommissioning programme and there have been no representations made to officers or members following either the meeting or the letters being delivered, that this recommended course of action does not meet their wishes. That said, of course there are a number of residents in particular older residents who may have lived in the maisonettes since they were built (and moved there as a result of a previous regeneration scheme), who would prefer not to move and are happy in their current homes.

The Council has to balance urgency and ambition in its plans with the sensitivities of local residents. There has been past disappointment over emerging ideas for regeneration which did not secure funding. However it is now felt that the final plans which emerge from the DTZ exercise will be fundable and deliverable and in addition the maisonettes have continued to deteriorate considerably in recent times and can no longer be viewed as reasonable and suitable accommodation.

Individual visits have commenced to tenants to update the Council's records on who is currently resident in each property and what the individual circumstances are of each person, and (should this report be agreed) individual needs and desires for rehousing. This work is necessary so that officers can prepare a phasing programme and can plan for rehousing residents sensitively and appropriately. 27 visits have been completed to date.

The Choices document has been approved by the Council and this document makes explicit the Council's intention to empty and then regenerate the Flint maisonettes. All tenants in the maisonettes will exercise their vote in the forthcoming ballot in the same way as all other tenants. Irrespective of the outcome of the ballot, if this report is approved then the regeneration programme will continue.

Should there be a "no" vote then the Council will continue with a decanting programme and will finalise the regeneration plan and appoint delivery partners, including working collaboratively with the one or more of the three Housing Associations currently operating in Flintshire. Should there be a "yes" vote, then the Council will negotiate with Dee Housing over the role that it could take in supporting the regeneration proposals. Dee Housing currently has resource in its business plan for the maisonettes to achieve the WHQS standard, and subject to negotiation, there would be flexibility for this

to be used to support the funding of the regenerations scheme including replacement housing.

Once a decision has been made residents will receive priority for rehousing both with the council and Registered Social Landlord partners. In addition there are a number of empty homes in the private sector which could be brought back into use for letting. Negotiation has started for a number of Flint properties to be bought, refurbished and relet by a Housing Association.

4.00 RECOMMENDATIONS

4.01 It is recommended that the Executive agree:

- That the Flint maisonettes and the council owned garages in the centre of Flint should not be relet and should be emptied to enable the sites to be redeveloped.
- To the preparation of a phasing plan in conjunction with local members to allow this programme to commence.
- (Subject to an annual budget being set), that the Head of Housing make Home Loss and disturbance payments in accordance with Home Loss Payment (Prescribed Amounts) (Wales) Regulations 2008, to those residents who must vacate their home to enable the redevelopment of the maisonettes.

5.00 FINANCIAL IMPLICATIONS

5.01 The HRA is a major landowner in the centre of Flint. As firm proposals for a regeneration scheme are developed then the HRA sites will be valued and could be sold to those carrying out redevelopment or used as capital subsidy to enable the provision of social rented or affordable housing to proceed.

There is provision of £300,000 in the HRA capital programme for 11/12 to enable a decanting programme to commence. Any underspend in 11/12 will be carried forward to 12/13.

Those residents losing their home will be entitled to a home loss payment of £4,700, and to payments to cover the costs associated with moving home, such as removals, disconnection and re-connection of appliances etc.

The total costs for decanting and demolition could total circa £1.5m. This will need to be budgeted for in future years. The decanting programme is expected to take some 5 years to achieve in full, therefore an annual provision of £300k would be needed.

6.00 ANTI POVERTY IMPACT

6.01 There are no immediate direct implications however high quality homes which are cost effective to heat, light and use contribute positively to reducing poverty.

7.00 ENVIRONMENTAL IMPACT

7.01 The maisonettes do not present an attractive image for a vibrant town. In addition the construction type does not meet modern standards for CO2 emissions.

8.00 EQUALITIES IMPACT

8.01 There are no direct equality implications, though following consultation, should a decision be taken to redevelop the maisonettes then an equality impact statement will be required.

9.00 PERSONNEL IMPLICATIONS

9.01 A member of staff will need to be appointed on a fixed term basis to manage the decanting process. Costs for this will be met from the capital budget for the scheme.

10.00 CONSULTATION REQUIRED

10.01 A full consultation exercise with tenants and leaseholders has commenced and will continue as this programme develops.

11.00 CONSULTATION UNDERTAKEN

11.01 Discussions with local ward members have been undertaken. They are members of the working group and support the proposals in this paper.

12.00 APPENDICES

None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Clare Budden
Telephone: 01352 703800
E-Mail: clare_budden@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 6

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF HOUSING**
SUBJECT : **FLINTSHIRE CONNECTS**

1.00 PURPOSE OF REPORT

- 1.01 This report provides an update on the overall progress for developing the vision for Flintshire Connects and explains the process which has identified Holywell as the first location where the County Council can deliver a Flintshire Connects Centre within the next eight months.
- 1.02 The report also seeks approval from the County Council's Executive to proceed with key activities to progress Flintshire Connects.

2.00 BACKGROUND

- 2.01 Flintshire Connects is a key element of the County Council's Flintshire Futures Programme which has been adopted by the County Council to:
- create a modern and flexible organisation which makes the best use of its resources;
 - make the greatest possible efficiencies and savings to limit the impact of reducing public sector funds on local services;
 - improve local services and access to them and achieving the highest possible performance standards.
- 2.02 The provision of Flintshire Connects Centres is part of a programme of change which will support the long term management of the County Council's property assets and its overall approach to, and development of agile working. The central aim is to improve customer service by providing more "*joined up*" and improved access to County Council and other public sector and voluntary services in local towns, enabling greater decentralisation of County Council staff and services and a more flexible way of working.
- 2.03 On July 19th 2011 the County Council's Executive approved the concept and vision for customer facing services to be delivered through six Flintshire Connects Centres across the county and authorised lead officers to bring forward firm proposals on the first location which could be delivered in 2012.
- 2.04 Members also approved the commencement of negotiations with partner organisations to explore and develop potential future collaborative working arrangements within Flintshire Connects Centres.

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3.00 CONSIDERATIONS

3.01 In order to further develop a robust programme for the establishment of six Flintshire Connects Centres across the county during the next three years, a series of briefings and workshop sessions have been held for Elected Members, Flintshire County Forum, County Council managers and employees. In addition, joint visits have been made with North Wales Police to the Evesham Connects Centre in Worcestershire and to the Contact Wrexham centre to learn lessons from their innovative approach towards the delivery of customer facing services.

3.02 Elected Member Briefings - 15th & 25th July

3.03 Twenty six Elected Members attended the briefings which included a "*walk through*" DVD of the proposed template design and layout of a Flintshire Connects Centre. A number of key issues were highlighted by Elected Members during the briefings. These included:

- Flintshire Connects Centres need to be accessible and located in town centres, near local facilities;
- At a time of economic pressure on the County Council, Flintshire Connects centres do not need to be "*flash*", and emphasis should be on developing warm, welcoming environments which the public will utilise and which will maximize the limited resources which the County Council has available;
- Sufficient IT resources must be available which support the identified services to be delivered from Flintshire Connects Centres;
- The needs of rural communities need to be considered and developed as part of the Flintshire Connects programme;
- Opportunities for collaboration with neighbouring local authorities and partner organisations need to be explored further in order to maximise potential efficiencies, whilst also enhancing the delivery of customer-facing services.

3.04 Employee Briefings -15th July, 2nd & 23rd August

3.05 In addition to the Elected Member briefings, 150 employees from across the County Council have attended staff briefings held at Flint Pavilion and Clwyd Theatr Cymru. Staff actively contributed during these briefing sessions, and raised a number of issues which have been considered for the project. These included;

- The importance of making every Flintshire Connects Centre accessible to the public by ensuring it is a warm, welcoming environment, particularly for young people;
- All services delivered from Flintshire Connects Centres need to be bilingual;
- The importance of defining at an early stage the broad range of services, the extent of service delivery, and reflecting these clearly within the job descriptions and grading for posts;
- Consultation needs to take place with service users, local stakeholders and community councils on all elements of the Flintshire Connects programme;

- The need to ensure that proposed partners are compatible with the County Council services delivered from Flintshire Connects Centres;
- The need to learn from the Streetscene review and link effectively with the County Council's Customer Services Strategy.

3.06 Team Talk Workshops with Service Managers - 5th & 21st September

3.07 In order to further identify the key services deliverable from Flintshire Connects Centres, two workshop sessions with Service Managers from across the County Council were facilitated by Clare Budden, Project Sponsor and Melville Evans Project Manager (Flintshire Connects). The workshops were useful to better understand how customers currently interact with the County Council and how they are likely to do so in the future based on future service projections. Service managers were asked to identify which elements of their respective service area could be potentially delivered from Flintshire Connects Centres, and which could not be. The outputs from these sessions are now being used to shape job roles for staff working in the Flintshire Connects Centres.

3.08 Visits to Evesham Connects Centre and Wrexham Connects with North Wales Police

3.09 Visits have also been undertaken to both the Evesham Connects Centre in Worcestershire and the Wrexham Connects Centre to learn from their experiences when developing arrangements for the delivery of customer facing services. Appendix 1 summarises the findings from these visits.

3.10 Rural Communities

3.11 Research has also been undertaken by the County Council to consider the options available to improve access to services for customers living in rural communities by potentially sharing a Connects Centre with neighbouring local authorities e.g Denbighshire in the North, Wrexham in the East. In other rural local authorities across the United Kingdom, Councils' have tried to improve access by the provision of "*Connects Lite*" type facilities in County Council or partner owned offices, outreach support centres, schools etc. This has consisted of existing staff being trained to support customers to access services through self serve information kiosks and self serve payment machines. This has proved very successful in a number of local authorities and is an option that the County Council is hoping to explore further in partnership with local rural communities.

3.12 Location of first Flintshire Connects Facility

3.13 At the 19th July Executive, Members agreed in principle that a Flintshire Connects Centre should be located in each of the designated principal county towns (as defined in the Town Centres Action Plan). With this in mind, the Flintshire Connects Project Team and the County Council's Asset Management Team have assessed possible locations for Flintshire Connects Centres. The first Flintshire Connects Centre can be regarded as a "*test bed*" for rolling out the initiative across

the county. It will set the standard for both the design and approach to the delivery of key County Council and partner organisation services in the future.

- 3.14 Each Flintshire Connects Centre will have slight variations owing to the characteristics and service requirements of different communities across Flintshire, along with other factors such as the accommodation restrictions, available funding for each office, partner priorities and requirements etc. An initial Options Appraisal on each potential location has been undertaken and the current position is summarised in Appendix 2 of this report. Based on this analysis and current circumstances, Holywell has been identified as the most realistic site which the County Council, along with its strategic partners will be able to bring forward first, with an anticipated opening in June 2012.

3.15 Flintshire Connects Holywell

- 3.16 The site identified in Holywell is the Old Town Hall, High Street Holywell. It is a listed two storey building of historical importance in a key central location. It is easily accessible by public transport and has a large public car park directly to the rear. The accommodation comprises approximately 370 sqm of floorspace, the majority (260sqm) being on the ground floor which is currently occupied by Deeside College. The College has confirmed they would like an early surrender of their lease agreement but would like to retain a teaching facility within the building.

- 3.17 Initial discussions with the landlord have taken place with regard to the surrendering of the existing agreement and the County Council taking on a 10 year lease with a view to sharing a Flintshire Connects Centre with North Wales Police, Deeside College and Communities First. Recent informal discussions have also taken place with Holywell Town Council who have expressed an interest in having a presence at the Flintshire Connects Centre, subject to their accommodation requirements being met. The proposed plan at Appendix 3 shows that the Flintshire Connects Centre will occupy the ground floor, and will consist of the following features;

- Modern, welcoming reception area with information screens and a seating area providing a space for customers to access County Council and partner organisation services;
- Large meeting room for up to 20 people available for County Council and partner organisation meetings / community teaching etc;
- Two private interview rooms to enable customers to discuss personal matters privately and in greater detail;
- One smaller meeting room available for County Council and partner's use;
- Agile working provision for County Council and partner organisation staff supported by the provision of wireless technology;
- Self Serve facilities for customers to access information and services provided by County Council and partner organisations;
- Self serve payment facilities for any County Council and partner organisation accounts;

- Potential office for Holywell Town Council clerk.

3.18 Partners for Flintshire Connects Centres - Holywell

- 3.19 Flintshire Connects Centres seek to relocate public services in town centre locations which are both accessible and visible to the public. Discussions have taken place with North Wales Police who want to maintain a strong community policing presence in Holywell and have recognised the mutual benefits and potential efficiencies which exist in terms of shared customer facing functions and revenue savings which co-location in the Flintshire Connects Centre in Holywell will support. Similarly, Communities First are currently undergoing a restructure of their office arrangements and wish to maintain a strong presence in Holywell and the surrounding rural communities which it serves. Communities First also works closely with a number of County Council departments on a daily basis, and consider that by having a presence in the Flintshire Connects Centre in Holywell, this will build upon existing working arrangements through improved cross agency working, referrals and co-location. Deeside College also wish to maintain a community teaching presence and have developed a close working relationship with both the County Council and Communities First. More recently, Holywell Town Council has expressed an interest in having a presence within the Flintshire Connects Centre in order to improve its accessibility to the local community, subject to their accommodation needs being met. (Their current building is not DDA compliant, and is not considered particularly accessible for the public at the current time).

3.20 Services

- 3.21 It is proposed that a broad range of County Council services will be accessible to the general public through the Flintshire Connects Centre in Holywell. Service scoping has been undertaken with managers across the County Council through the Team Talk workshops. This has been supported by data the County Council has available on both a demographic and service level basis about access to the County Council. In Flintshire, there is also a need to acknowledge that some groups, including older people will prefer to continue to access services on a face to face basis.
- 3.20 The scoping of services has been based upon the principle that when a customer has an entitlement to a service verified, such as Housing or Council Tax Benefit, Flintshire Connects Customer Service Advisors should be able to process their entitlement and authorise service delivery.
- 3.21 Where more specialist or discretionary support and advice is requested around potentially complex or sensitive issues such as homelessness, planning policy or anti-social behaviour, Flintshire Connects Customer Service Advisors will receive specialist training so they recognise "*trigger points*", and will know when they need to refer a case on to specialist staff to make a home visit or appointment in the Flintshire Connects Centre using the private interview rooms.

- 3.22 The following services have been identified as being deliverable through Flintshire Connects Centres;
- Access to the Flintshire housing register and affordable housing register;
 - Landlord and housing management services;
 - Housing and Council Tax Benefits;
 - Welfare Rights and debt advice;
 - Electoral services e.g. register to vote;
 - Self serve payment facilities for any County Council account or chargeable service, including the managing of cash when needed;
 - Streetscene e.g. bulky waste collection, report a broken street light;
 - Planning advice and information;
 - Blue badge and concessionary travel applications;
 - School admissions e.g. submission of application forms.
- 3.23 In addition to these services, Flintshire Connects Centres will also provide a broad range of information on all County Council services, and will facilitate regular surgeries for key County Council services. Flintshire Connects staff will also support and complement the County Council's Customer Services Strategy, and will work with customers to empower them to use the self-serve facilities which will be available for them to access in the Flintshire Connects Centres. Data gathering has been undertaken to identify how customers access the County Council on a service level basis via the telephone, via the website and face to face. This exercise will allow the County Council to target services and customer groups to gain the most benefit of moving them from face to face to telephone, and telephone to self service. The latest figures published by the Society of IT Management clearly show that the number of internet users continues to increase. This seems to suggest that customers are willing to move towards accessing County Council services via the internet. However, this is subject to investment in the County Council's website and improving the range and accessibility of services.
- 3.24 All face to face, phone or electronic contact with customers in Flintshire Connects Centres will be monitored by the County Council's Customer Relationship Management System (CRM) system. In order to support this, full integration with specific software packages and services (back office systems) will be essential to reduce the amount of processes that have to be followed, therefore improving and simplifying customer service and creating efficiencies.
- 3.25 In addition to County Council services, it is also proposed that Flintshire Connects Centres will also offer support to North Wales Police in the delivery of community policing services. Whilst this is still to be formally agreed, North Wales Police have expressed a strong appetite to explore shared counter services with the County Council.
- 3.26 It is proposed that the opening hours for face to face contact in the Flintshire Connects Centres will be between 8.30a.m to 6.00p.m Monday to Friday and between 9.00a.m and 1.00pm on Saturdays. It is hoped extended hours and Saturday mornings will enable customers who currently experience difficulties in

accessing County Council services during the working week to have the opportunity to do so (with a subsequent anticipated increase in footfall through the town and use of local businesses located on Holywell High Street).

3.27 Staffing

- 3.28 In order to maintain high quality, customer facing services for the proposed 47 1/2 hours per week the Flintshire Connects Centres will be open to the public, it is proposed that five Customer Service Advisors led by a Customer Service Advisor Team Leader are appointed. This will ensure sufficient human resources are available to cover these hours. Customer Service Advisors job roles will require them to work these extended hours on a shift pattern basis. There will also be opportunities for part-time working. The job roles will also emphasise that staff appointed to the roles will need to be able to work at any location across the county as the initiative is rolled out and will also provide cover for staff absences.
- 3.29 Draft job descriptions are currently being developed for these posts which will be subject to the Council's Job Evaluation scheme.
- 3.30 Suitably experienced and qualified Flintshire County Council employees will be given the first opportunity to apply for these positions, with the aim being that wherever possible, costs will be absorbed within existing Directorate staffing budgets. In the longer term, it is anticipated that this programme of change will generate efficiencies for the Council as up to 80% of face to face enquiries traditionally received by respective services could be dealt with at first point of contact by Flintshire Connects Customer Service Advisors.

4.00 RECOMMENDATIONS

- 4.01 That Executive approve that the first Flintshire Connects Centre is located on the site of the Old Town Hall, High Street, Holywell opening to the public in June 2012.
- 4.02 That Executive authorises lead officers to conclude negotiations with the landlord for a 10 year lease for the Old Town Hall, High Street, Holywell in partnership with North Wales Police;
- 4.03 That Executive authorises lead officers to conclude negotiations with North Wales Police, Deeside College, Communities First and Holywell Town Council as subleases on the understanding that the accommodation requirements for each partner are met.
- 4.04 That Executive authorises up to £275,000 capital investment resources are made available from the 2011/12 Capital Programme budget to deliver the first Flintshire Connects Centre in Holywell as set out in Section 5 below.
- 4.05 That Executive agrees that the final scoping of services to be delivered from the Flintshire Connects Centre in Holywell as identified in this report is undertaken with relevant Heads of Service.

- 4.06 That Executive authorises lead officers to undertake a consultation period with the local community and stakeholders on proposals for the establishment of a Flintshire Connects Centre in Holywell.
- 4.07 That Executive approve lead officers to further develop the concept of a rural "light" Connects Centre, and to develop firm proposals for a second Flintshire Connects Centre to be opened in 2012/13.

5.00 FINANCIAL IMPLICATIONS

5.01 Capital Costs

- 5.02 Initial proposals which included the removal of many internal walls and the installation of curved glass screens have proved expensive. Therefore, the scheme has been redesigned to provide a more cost effective solution, but one which is still in keeping with the original design concept. It is anticipated that the Flintshire Connects Centre in Holywell will be delivered within a cost envelope of £275,000 capital expenditure. It is proposed that the £275,000 is met by way of - released funding from the 2011/12 Community Services (Depot - Housing) Capital Programme Budget (£170,000), and the use of available funding/headroom within the 2011/12 Council Fund Capital Programme (£55,000); the balance of £50,000 is provided from an already budgeted 2011/12 Housing Revenue Account (HRA) contribution.
- 5.03 North Wales Police will bear the entire costs of the refurbishment of the parts of the building they will use solely. North Wales Police (as all other partner organisations), will have equal access to the meeting and interview room facilities which will be reflected in their revenue contributions towards the running of the building.

5.04 Revenue Costs

- 5.05 The County Council is currently working closely with it's partners on the tenure arrangements for the building. It may prove more effective, due to economies of scale, for the County Council to lease the entire building and sub-let the first floor to North Wales Police, who would be responsible for rent and running costs on a pro-rata basis. The gross annual running costs for the entire building in year are shown in the table below, have been initially assessed at £45,500.

Premises	Costs (£)
Lease	20,000
Energy	8,000
Water	1,000
Insurance	500
Business Rates	7,500
Cleaning	2,000

Expenses	500
Repairs and Maintenance	2,500
Stationery / Office Supplies	3,500
Total	45,500

- 5.05 All partner organisations sharing the building will contribute towards the running costs of the building. It is expected that these will result in an overall neutral impact as costs will be covered by partner contributions and existing County Council budgets for office accommodation e.g Housing Revenue Account (HRA).
- 5.06 The County Council will explore all options in utilising the building to the maximum. For example the demand for a hot-desking facility is currently being assessed where other public and third sector organisations can utilise the accommodation on a very flexible basis which would generate further income for the County Council and support service delivery for these organisations. It is envisaged that the provision of good quality meeting room space will also generate income.
- 5.07 Opening a Flintshire Connects facility in Holywell would facilitate the closure of the Council's Area Housing Office, whilst increasing the County Council's presence in the town. The current Area Housing Office is leased with annual running costs of circa £20,000 to the Housing Revenue Account (HRA).
- 5.08 Revenue costs for staffing are anticipated to achieve efficiencies in the long term, once the proposed Flintshire Connects Centres are opened in the 6 county towns. In the short to medium term, it is intended the impact will be neutral, or at worse, there will be a short term pressure of £75,000 in 2012/13.

Year	Summary of anticipated staffing costs
2012/13	+£75K (worse case)
2013/14	Neutral (1 year pressure ended)
2014/15	£100K efficiency
2015/16	£100K additional efficiency
2016/17	£100K additional efficiency
Total	£300K

6.00 ANTI POVERTY IMPACT

- 6.01 Provision of Flintshire Connects Centres will enable customers to interact with the Council's and other partner organisation staff in central locations which are accessible to them and reduces travelling costs.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Less carbon will be emitted as people will be able to access services locally in towns - rather than travel to central points.
- 7.02 It is anticipated the location of Flintshire Connects Centres will assist with the regeneration of town centres by improving the physical appearance of buildings and also stimulate economic activity by increasing the number of people visiting town centres.

8.00 EQUALITIES IMPACT

- 8.01 The main focus of Flintshire Connects is to improve access and quality of services to vulnerable groups who often favour face to face contact when interacting with the Council and partner organisations.
- 8.02 An Equalities Impact Assessment has also been undertaken to ensure that the needs of all households across Flintshire are considered during the scoping, planning, delivery and monitoring of all Council services via the Holywell Connects Centre. This will include consultation with a number of local stakeholder groups, including Flintshire Deaf Forum, Flintshire Disability Forum, Gypsy and Traveller Group, Flintshire Youth Service and local Welsh speakers.
- 8.03 All Flintshire Connects Centres will also be DDA compliant.
- 8.04 A Welsh Language Impact Assessment proforma has been completed to ensure that Flintshire Connects complies with the Council's approved Welsh Language Scheme.

9.00 PERSONNEL IMPLICATIONS

- 9.01 There will be implications for staff in terms of work locations and new ways of working which will bring more diverse opportunities for personal development for staff as part of the Council's longer term vision.
- 9.02 There will also be personnel implications arising from the intention for Flintshire Connects Centres to have extended opening hours for face to face contact, including Saturday mornings.
- 9.03 Draft job descriptions are currently being developed for these posts which will be subject to the Council's Job Evaluation scheme.

10.00 CONSULTATION REQUIRED

- 10.01 Subject to Executive approval, a consultation period will be undertaken with local stakeholders in Holywell on the services and information which will be delivered through the Holywell Connects Centre. The feedback received will be considered when developing service delivery options from the facility.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Six briefing sessions on the vision for Flintshire Connects have been arranged which have been attended by twenty six Elected Members and 150 employees.
- 11.02 Copies of the briefing presentation has been made available to every Elected Member, and also been posted on the Workforce News page on the Infonet.
- 11.03 A presentation on the vision for Flintshire Connects has also been given to the County Forum which is the representative forum for Town and Community Councils in Flintshire.
- 11.04 As the scheme for the Flintshire Connects Centre in Holywell is rolled out, extensive consultation will be undertaken with local stakeholder groups in Holywell early in 2012.

12.00 APPENDICES

- 12.01 Appendix 1 - Summary of Visits to Other Organisations
Appendix 2 - Flintshire Connects Options Appraisal
Appendix 3 - Proposed Design and Layout of Flintshire Connects Centre in Holywell

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Clare Budden
Telephone: 01352 703800
E-Mail: clare_budden@flintshire.gov.uk

Appendix 1 – Summary of Visits to Other Organisations

- 1.0 A joint visit was undertaken with colleagues from North Wales Police to Evesham Connects Centre. Evesham Connects is a partnership facility between Wychavon District Council, West Mercia Police, the Employment Centre, HM Revenue and Customs and Evesham Town Council who all have a permanent base at the centre. The partnership is overseen by a steering group made up of partner organisations which meet up on a quarterly basis to discuss operational issues, review service levels and information sharing. The Evesham Connects Centre is open between Monday - Friday 9.00am - 6.00pm, Saturday 10.00am - 2.00pm.
- 1.1 Evesham Connects staff are trained to deal with a broad range of Council services including housing, highways and transport, licensing, parks and open spaces, planning, support and advice for vulnerable families and adults, concessionary bus passes, refuse and recycling bin collections, registration services and trading standards. When enquiries require specialist support and advice, Evesham Connects staff arrange with the relevant specialist staff to make a home visit or appointment in the Evesham Connects office using the private interview rooms. Evesham Connects staff also deal with a broad range of low-level police enquiries from the public, including the production of legal documents, fixed penalty notices and dealing with lost and stolen property enquiries.
- 1.2 Hot desking and meeting room facilities are also available for all Council and partner organisations which are well utilised. In addition, meeting rooms are regularly used by local colleges for community learning, youth service and local voluntary groups. Evesham Connects staff also advise customers on using the free internet information portals, along with the self serve cash, cheque and card payment facilities which are available. All received cash payments are kept in a safe in the building and collected three times per week.
- 1.3 Wrexham Connects**
- 1.4 A visit was also made to Contact Wrexham which is a new Customer Service Centre which was opened by Wrexham County Borough Council in January 2009. Contact Wrexham is conveniently located in the town centre at 16 Lord Street, Wrexham. Unlike the Evesham Connects Centre there are no external organisations currently involved in the project or located in the building. The building is also occupied by the Council's telephone contact centre. Contact Wrexham is open five days per week Monday - Friday 9.00 a.m - 5.30 p.m.
- 1.5 The customers visiting Contact Wrexham are able to receive information and advice on a broad range of services provided by the Council and it's strategic partners. Customers are also able to make payments for any Council account conveniently e.g. Council Tax, Business Rates, rent for Council. This avoids redirecting customers to the Council's main office. At Contact Wrexham, customers are able to speak to a named Customer Advisor about a range of Council services, including: Streetscene, Council Tax, Housing Benefits, Blue Badges, Bus Passes, School Meals, School Admissions and School Uniforms.

Appendix 2 Flintshire Connects Centre Options Appraisal

Town	Considerations	Conclusion
<p>Holywell</p>	<ul style="list-style-type: none"> • Currently very little public services are accessible or visible in the town centre which offers opportunities for collaboration; • A number of potential locations are currently available for consideration; • Opportunity for the County Council to rationalise occupation of assets with the introduction of Flintshire Connects; • Potential to attract more people to visit the town centre through the provision of a Flintshire Connects Centre in the town; • Draft regeneration plan of the town under consideration. 	<ul style="list-style-type: none"> • Initial assessment of the Old Town Hall in Holywell indicates it can meet both the County Council and partner organisation requirements and can be operational by 2012 subject to Executive Committee approval in December 2011; • Discussions indicate clear opportunities for collaborative working with the North Wales Police, Deeside College, Communities First and Holywell Town Council exist which would enable the Council to develop a Flintshire Connects Centre in partnership with key stakeholder partner organisations; • Facilitate the creation of a public sector “hub” of public partner organisations in Holywell town centre which are both highly accessible and visible to the general public; • A blueprint Flintshire Connects Centre would demonstrate the key principles underlying the Flintshire Connects vision and show other partner organisations how they could become involved in the future to provide a joined up approach to the delivery of key public services locally.

Town		
Mold	<p>Considerations</p> <ul style="list-style-type: none"> • A number of opportunities exist for collaborative working owing to the amount of public and voluntary office locations that already exist in the town; • Need to ensure that the County Council's medium and long term Asset Management strategy is supported by the development of Flintshire Connects Centre which will be an integral part for customer facing services; • A significant County Council presence already exists in a number of locations in Mold; • Mix of public and voluntary sector organisations requires greater consultation to reach a collaborative approach. 	<p>Conclusion</p> <ul style="list-style-type: none"> • Implementation of the Asset Management Strategy will mean Mold will become a priority for a Flintshire Connects Centre as plans for the future of County Hall develop; • Flintshire County Council is considering a number of potential sites for a Flintshire Connects Centre in Mold. Amongst the options being considered is Terrig House, with the view of providing a joint facility for customer facing services; • There is a strong County Council presence within the town which will continue to provide access to key services; • The real opportunities for collaboration with partner organisations which exist suggest potential for developing a Flintshire Connects Centre in the short to medium term.

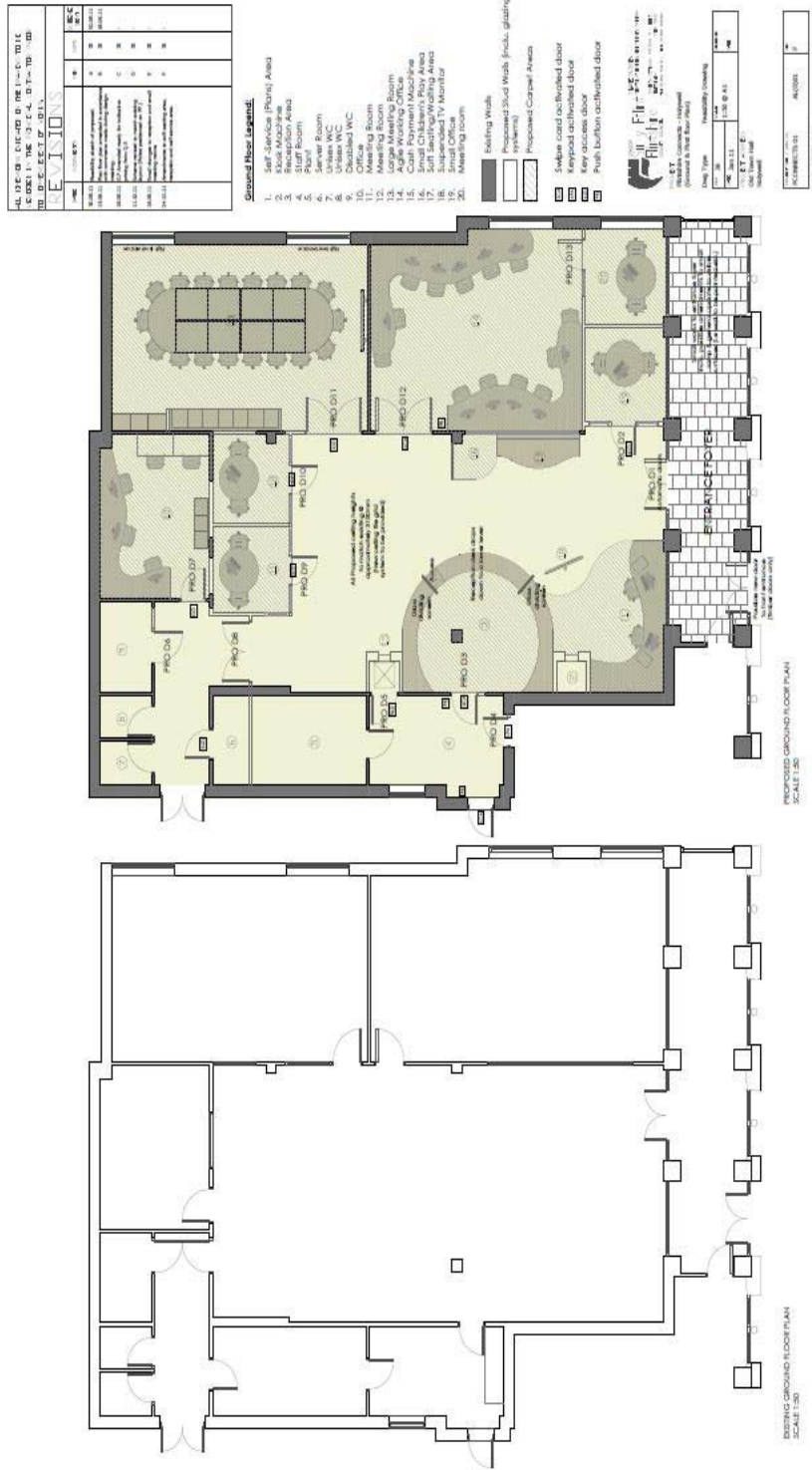
<p>Town Buckley</p>	<p>Considerations</p> <ul style="list-style-type: none"> • Buckley Masterplan (approved by the Executive Committee on 17th May) provides an evidence-based framework to guide future development of the town in the short, medium and long term designed to create a strong, vibrant and sustainable town centre; • Buckley Masterplan and regeneration of the town centre will open potential for collaboration with other public and voluntary partner organisations; • Broad range of public and voluntary sector organisations will require greater consultation to reach an agreed collaborative approach. 	<p>Conclusion</p> <ul style="list-style-type: none"> • Preparation of a Development Brief for the Precinct and adjoining areas provides an opportunity to include the provision of a Flintshire Connects Centre within the Buckley Masterplan; • Given the requirement for extensive consultation with partner organisations to develop an agreed collaborative approach, along with the long-term plans for the regeneration of the town, firm proposals for the provision of a Flintshire Connects Centre in Buckley could be developed over the next twelve months; • The Flintshire Connects Project and the Asset Management Team will continue to closely monitor plans for the regeneration of the town and liaise closely with partner organisations.
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Town	Considerations	Conclusion
<p>Deeside (Connah's Quay, Queensferry & Shotton)</p>	<ul style="list-style-type: none"> • Regeneration plan may open opportunities for collaboration with a broad range of partner organisations; • The possible future release of County Council assets may provide opportunities for a Flintshire Connects office in the future; • Connah's Quay Civic Centre Masterplan of regeneration is currently being prepared which will enable consideration for the potential location of a Flintshire Connects office; • Broad range of public and voluntary sector organisations will require greater consultation to reach an agreed collaborative approach; 	<ul style="list-style-type: none"> • Preparation of Connah's Quay Civic Centre Masterplan provides an opportunity to include the provision of a Flintshire Connects Centre in Connah's Quay; • The Flintshire Connects Project and the Asset Management Team will continue to closely monitor plans for the regeneration of the town and liaise closely with partner organisations.

Town	Considerations	Conclusion
Flint	<ul style="list-style-type: none"> • Regeneration plan may open opportunities for collaboration with other partners; • Flint Masterplan is currently being developed – premature to consider a Flintshire Connects location at present; • Further consultation with a broad range of partner organisations is necessary to develop an agreed collaborative approach; • Need to consider the outcome of the County Council’s Housing Ballot Project and the potential impact this may have on existing County Council offices. 	<ul style="list-style-type: none"> • Owing to the collaboration opportunities available in Flint and the long-term plans for the regeneration of the town, firm proposals for a Flintshire Connects Centre in Flint could be developed over the next twelve months; • Flintshire Connects Project and the Asset Management Team will continue to closely monitor plans for the regeneration of the town and liaise closely with partner organisations; • There is a strong County Council presence within the town which will continue to provide access to key services.

Town	Considerations	Conclusion
Saltney	<ul style="list-style-type: none"> • Land from Morrisons which is available for next few years; • Public sector have indicated an interest in collaboration and exploring opportunities; • Feasibility Study to be undertaken and completed by Autumn / Winter 2011; • Disparate and limited mix of public sector owned property; • Potential cost of developing new build Flintshire Connects Centre may be prohibitive; • Broad range of public and voluntary sector organisations will require greater consultation to reach an agreed collaborative approach. 	<ul style="list-style-type: none"> • Lack of suitable public service accommodation in Saltney will result in a significant capital investment required to develop a Flintshire Connects Centre; • Need to await the outcome of the Saltney Feasibility Study before proceeding further.

Appendix 3 Proposed design and layout of Flintshire Connects Centre in Holywell



FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 7

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **REVIEW OF OLD MINERAL AND MINING PLANNING**
 PERMISSIONS

1.00 PURPOSE OF REPORT

- 1.01 To inform Members about the requirements and progress with the review of old mineral and mining planning permissions ("mineral reviews"), and to seek endorsement of the approach and to seek delegated authority to use order making powers to suspend or prohibit further mineral working, and implement restoration conditions, where necessary.

2.00 BACKGROUND

- 2.01 The Planning and Compensation Act 1991 and the Environment Act 1995 introduced requirements for mineral reviews, i.e procedures to review and update conditions attached to old mineral planning permissions, many of which dated back to the 1940s and 1950s. A number of mineral reviews were unable to proceed (also referred to as "stalled") across England and Wales in 1998 for legal reasons connected with the need for environmental impact assessment ("EIA") (in effect, that it was unlawful for a local planning authority ("LPA") to determine mineral review applications for new conditions without consideration of the EIA procedures, but there was no mechanism by which the LPA could require an EIA to be submitted).
- 2.02 The Town and Country Planning (Environmental Impact Assessment) (Undetermined Reviews of Old Mineral Permissions) (Wales) Regulations 2009 ("the 2009 Regulations") introduced the means to resolve the EIA issues and enable determination of these stalled mineral review applications and to ultimately serve prohibition orders as a sanction on those sites for which the requisite information is not provided.
- 2.03 The stalled mineral review sites are now being progressed in Flintshire. It is increasingly evident that a number of these may require the use of order making powers as sanctions to reduce amenity and environmental impacts or terminate future working in accordance with the 2009 Regulations and supporting guidance.

3.00 CONSIDERATIONS

- 3.01 Although the EIA legislation had been amended in the year 2000 to address the situation for mineral review applications submitted after that date, the requirements could not be retrospectively applied. A significant number of mineral developers and operators were unwilling or unable to provide a voluntary EIA, or prepared to

Date: 07/12/2011

submit alternative full or consolidating applications. Consequently, many of the original mineral review applications remained stalled. However, mineral operations were able to continue under the terms of the old planning permissions, the majority of which have few, if any, amenity and environmental control conditions. This was clearly contrary to the government's original intention to modernise planning conditions on old mineral and mining sites. Thirteen mineral review applications submitted in the period 1997/98 became stalled in Flintshire.

3.02 The stalled sites in Flintshire and current status are:

Site Name	Ward	Status
Aberdo & Bryn Mawr*	Brynford	Final submission due
Pen yr Henblas	Brynfor	No submission Suspended
Rhosesmor	Halkyn	Withdrawn
Ddol Uchaf	Caerwy	EIA Submitted
Fron Haul	Caerwys	Withdrawn -New Permission
Cambrian Quarry	Gwernymynydd	No submission Suspended
Catheralls	Buckley Mountain	No submission Suspended
Brookhil	Buckley Mountain	No submission Suspended
Brookhil	Buckley Mountain	No submission Suspended
Lane End	Buckley Pentrobin	Withdrawn. Housing scheme
Parrys Quarry	Buckley Mountain	Final submission due
Pinfold Lane North	Buckley Mountain	Postponed
Pinfold Lane South	Buckley Mountain	Postponed

* currently defined as active

3.03 The 2009 Regulations were made to enable planning authorities to set dates for the submission of EIAs to enable the determination of stalled mineral review sites to take place.

3.04 In Flintshire a timetable for the submission of EIAs for each of these sites, where appropriate, has been advertised.

3.05 In those instances where all the necessary information is ultimately provided to the LPA within the prescribed and agreed time scales, the Council may determine a new

set of conditions. However, due to the considerable time which has elapsed since the stalled mineral review applications were first submitted, the environmental and amenity standards now expected to be taken into account will be more stringent, e.g. lower maximum noise limits, increased species and protected species protection, improved restoration standards. There may have been fundamental changes within the mineral site itself, or the surrounding areas, which require different conditional controls from those originally submitted. Where the LPA determines conditions which are different to those submitted by the applicant, they may be appealed, and where the effect is to reduce working rights, such as limiting output capacity, or where the cost of compliance is significant and affects operational viability or profitability, compensation may also be sought subject to meeting certain criteria.

- 3.06 Conditions which seek to exercise necessary environmental or amenity control such as a requirement to limit dust emissions, or noise to national standards, are unlikely to be successful candidates for compensation, but a condition specifically reducing the number of HGV movements or output from a site, a reduction in demonstrated operating hours, or limiting the area of working and thus restricting the available reserve, operational areas, stockpiles and mineral waste deposits, will be liable to compensation. The LPA has to make a very careful judgement on the balance of the need to protect the amenity and environment, without unduly causing economic harm to the mineral operation.
- 3.07 Where EIA has not been submitted by the due date, the mineral site is automatically placed in suspension for a period of 2 years by virtue of regulation 50 of the 2009 Regulations. Sites subject to automatic suspension may still continue to work (albeit unlawfully) until all of the requisite information has been received by the LPA and, upon positive determination, the automatic suspension is lifted. However, where a developer has not complied with all of the substantive steps required by the 2009 Regulations (frustrating the provision of all the requisite information beyond the 2 year automatic suspension period), then it becomes a requirement for the LPA to consider serving a prohibition order to prevent further working.
- 3.08 LPAs have powers to make suspension orders to address environmental damage arising from sites which are inactive, or mothballed, where this is necessary. In the event that EIA and all other necessary information of an appropriate standard is still not submitted within the 2 year automatic suspension period, the 2009 Regulations make it a requirement for the LPA to consider whether or not to make a prohibition order in respect of part or all of the minerals site.
- 3.09 Suspension orders are discretionary and used to bring about temporary improvements whilst a mineral site is in a period of inactivity, but which is likely to resume working. In this instance, they may be used on sites which have been placed in automatic suspension. Suspension orders are used to effect temporary restoration or other such measures to preserve the amenities of the area, avoid damage to the area and prevent deterioration of the condition of the land until new conditions can be finally determined when minerals workings could be resumed.

- 3.10 Prohibition orders are also discretionary and are used to prohibit the resumption of winning, working and depositing where the site is considered to have permanently ceased (within the terms of the legislation).
- 3.11 Further powers in the 2009 Regulations enable the LPA to use order making powers on part of a site to take account of complex ownerships or where a single planning permission applies to more than one mineral or mining site. This allows prohibition orders to be targeted at those operators who fail to provide the requisite information without penalising those operators which have, in the event that this situation arises.
- 3.12 There are some compensation liabilities associated with suspension and prohibition orders which are outlined in the following paragraphs.
- 3.13 With respect to prohibition orders, compensation is payable if a person with an interest in the land or minerals has incurred expenditure in carrying out work rendered abortive by the provisions of the order; or has otherwise sustained loss or damage which is directly attributable to the provisions of the order including costs of preparation of plans or other preparatory matters in carrying out that work, and works carried out for the purpose of removing or alleviating any injury to amenity caused by the winning and working of mineral. However, the value of any mineral that cannot be worked; the value of any mineral waste which cannot be deposited; the value of any void space which cannot be filled; and the cost of complying with any restoration or aftercare condition in consequence of an order; is not liable to compensation.
- 3.14 With respect to suspension orders, claims for expenditure are possible in respect of the cost incurred in carrying out work rendered abortive, or loss or damage directly attributable to the provisions of the order, including costs of preparation of plans or other preparatory matters in carrying out that work. There is no compensation payable for the value of the mineral which cannot be worked, the value of any mineral waste which cannot be deposited, or the value of any void space which cannot be filled.
- 3.15 The Welsh Government's informal view of the intention of the compensation provisions (contained in the Town and Country Planning Act 1990) was to ensure that mineral operators pay for the restoration and aftercare of mineral working following cessation of mineral development, and that the compensation liability attached to both suspension and prohibition orders is likely to be relatively small.
- 3.16 In the event that the issues at any given site are considered to be especially complex, and have a heightened risk of significant costs or compensation liabilities, further authority will be sought from the Executive and Full Council as is appropriate before proceeding with making and serving such an order.

4.00 RECOMMENDATIONS

- 4.01 To note the report, to endorse the approach taken to the principle of determining applications for mineral reviews, and to give delegated authority to the Head of

Planning to approve the making, and serving, of suspension orders and prohibition orders in respect of mineral sites (or parts of mineral sites) which fail to meet the requirements of the Town and Country Planning (Environmental Impact Assessment) (Undetermined Reviews of Old Mineral Permissions) (Wales) Regulations 2009.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Risk of appeal and claims for compensation arising from the determination of new conditions that restrict the working rights of mineral and mining sites. Risk of claims for compensation arising from any suspension or prohibition order that may be confirmed on a mineral or mining site. Potential costs associated with any public inquiry that may arise from objections from persons with an interest in the land to orders which result in an appeal. The risk and compensation liability is considered to be generally low, but will be assessed on a case by case basis, and, as is appropriate, will be reported to Executive and Full Council in individual cases.

6.00 ANTI POVERTY IMPACT

- 6.01 None

7.00 ENVIRONMENTAL IMPACT

- 7.01 Reduced adverse effects of minerals and mining sites on the environment and amenity due to the imposition of modern planning conditions and restoration and aftercare plans, or works to be carried out under the terms of a suspension order. Improvements to landscape, biodiversity, site safety and productive use of land where restoration and aftercare conditions are applied to prohibition orders.

8.00 EQUALITIES IMPACT

- 8.01 None

9.00 PERSONNEL IMPLICATIONS

- 9.01 Potential staffing commitment to service appeals for restriction of working rights, hearings or public inquiries to consider objections to orders, and the Upper Chamber (Lands Division) in respect of claims for compensation.

10.00 CONSULTATION REQUIRED

- 10.01 Standard notifications required to be issued at the time of serving notices on land and persons with interest in land or minerals affected by order making powers.

11.00 CONSULTATION UNDERTAKEN

- 11.01 None

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Town and Country Planning (Environmental Impact Assessment) (Undetermined Reviews of Old Mineral Permissions) (Wales) Regulations 2009 and Welsh Government *Guidance on Regulations Applying Environmental Impact Assessment To Stalled Reviews of Conditions Attached to Old Mineral Planning Permissions in Wales* (December 2009).

Contact Officer: Gary Nancarrow
Telephone: 01352 703275
E-Mail: gary_nancarrow@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 8

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **QUARTER 2 PERFORMANCE REVIEW 2011/12**

1.00 PURPOSE OF REPORT

- 21.01 To note and consider the 2011/12 Quarter 2 service performance reports produced at the Head of Service / Divisional level under the adopted business model of the Council. (The reports cover the Quarter 2 period, July to September 2011).
- 1.02 To note the update of the Strategic Assessment of Risks and Challenges (SARC) contained within the performance reports.
- 1.03 To note the progress made against the Improvement Target Action Plans contained within the performance reports.

2.00 BACKGROUND

- 2.01 The quarterly performance reports seek to provide the reader with the 'narrative' of quarterly performance, which gives the context for overall performance. These reports are a quarterly review of service plans.

3.00 CONSIDERATIONS

- 3.01 Quarterly performance reports are prepared by Heads of Service within the three Directorates and by Corporate Heads of Service.
- 3.02 Copies of the detailed Quarter 2 (July to September 2011) performance reports are available in the Members' Library and on request. Members will receive respective reports when circulated with the Overview and Scrutiny Committee agendas.
- 3.03 Appendix 1 of the report contains a schedule of all the Improvement Targets which are reported on a quarterly basis.
- 3.04 Analysis of performance against the Improvement Targets is undertaken using the RAG (Red, Amber, Green) status. This is defined as follows: -
- RED equates to a position or forecast position of under-performance, downward trend, non-achievement of target, non-achievement of action milestones.
 - AMBER equates to a mid position where improvement may have been made (i.e. improved trend) but the target for the year is unlikely to be reached, or where action milestones have been deferred or narrowly missed.
 - GREEN equates to a position or forecast position of positive trend on performance, meeting target and achieving action milestones.

Date: 07/12/2011

Improvement Targets

3.05 Analysis could be undertaken for 31 of the 32 Improvement Targets reported quarterly, which showed the following: -

- 12 (39%) had achieved a green RAG status
- 14 (45%) had achieved an amber RAG status
- 5 (16%) had achieved a red RAG status

It was not appropriate to analyse the percentage of children looked after who had a fully completed and updated assessment and progress record at their third review (SCC/028) as none were due during the quarter.

3.06 The five indicators which showed a red RAG status are as follows: -

- **(HHA/017b) The average number of days that all homeless households spent in other forms of temporary accommodation** - Outturn figure 340 days, target 250 days
 - o The number of days fluctuates depending on the number of households' allocated secure accommodation through effective housing options. This quarter the local authority discharged duty to 4 households, 3 were allocated local authority accommodation and 1 voluntarily left their accommodation. The largest group of people accessing the Housing Options Service continues to be single person households with 108 presentations this quarter. Last quarter there were 125 presentations and the service was able to issue 41 single person bonds, however this quarter it issued 23 bonds. This is due to a decrease in the number of properties becoming available from the private rented sector. This highlights the importance of prevention and support to assist people in staying in their own homes for as long as possible. It also focuses on the importance of how housing stock is utilised to prevent the use of bed & breakfast as homeless presentations increase due to welfare reforms.
- **(HLS/014L) The average number of calendar days taken to let lettable units of permanent accommodation during the financial year** - Outturn figure 99.98 days, target 42 days
 - o The overall figure for the turnover on day to day voids has increased by approximately 8 days from quarter one. On a positive note V1's (works costing less the £1,500) are within target and V2 & V3 properties have been turned around faster than in Q2 last year. Reducing letting times continues to be affected by delayed starts. To avoid future delays contractors will be used where internal teams are unable to start the work within the agreed timescales. The average refurbishment costs have gone up from £5,290 in quarter 1 to £5,610, an increase of £320.
- **(HLS/010c) The average number of calendar days taken to complete non-urgent repairs** - Outturn figure 68.53 days, target 35 days
 - o Performance in the non-urgent category continues to be marred by the backlog of repairs in this category. The average turnaround is 13.97 days, which is significantly lower than the improvement target of 35 days. This

indicates that without the back log the Building Maintenance Team is able to complete works within significantly shorter timescales than reflected by the current outturn figure.

- **(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 31st March** - Outturn figure 66.67%, target 80%
 - o One pupil in the Reception school year did not have a Personal Education Plan within 20 school days of starting school. The child's educational needs are being managed through an Individual Education Plan which is reviewed regularly by the school. The Looked After Children Independent Reviewing Officer has recommended that a Personal Education Plan is also completed.
- **(SCC/042b) The average time taken to complete initial assessments that took longer than 7 days to complete** - Outturn Figure 22.4 days, target 10.5 days
 - o A higher percentage of assessments were completed within timescales this quarter, although a small number of lengthy assessments made the average number of days considerably more than last quarter.

Strategic Assessment of Risks and Challenges

- 3.07 Each quarterly performance report contains an update of the relevant strategic risks and challenges. This update has been provided by the lead responsible officer and is available for comment and review.
- 3.08 Further work has continued in Quarter 2 on the current periodic Risk Review, which has been undertaken to ensure that any developments or issues are reflected in the risks. This could mean a deletion, merger, significant or general update of the risk plus consideration of additional SARC risks which may be required. The SARC document will include the updated information and detail.
- 3.09 Analysis of the Quarter 2 SARC shows that out of the 49 risks currently identified two (4%) are high (red), 40 (82%) are medium (amber) and 7 (14%) are green. Further detail on the high (red) risk can be found at 3.10. A revised SARC summary position of the present Red, Amber and Green status for all of the reported strategic risks and challenges is provided at Appendix 2.
- 3.10 The high (red) risks are:-

CD10a Leisure - Revenue Funding

Current funding levels for Leisure Services do not support the Leisure Strategy's 3 key Strategic Priorities.

At the close of Quarter 2, there is currently a projected in-year Leisure Services' overspend of £180k. A full Leisure base budget review is scheduled for completion in December 2011.

CD20 School Buildings/ School Modernisation

Condition, suitability and sufficiency of education assets.

Historical mismatch of asset management plan to capital programme and changing demographics impact on supply of school places and suitability of education assets. Despite significant increases in the repair and maintenance budget, a significant backlog will remain for the foreseeable future. Pressure on the repair and maintenance budget will increase with the reduction in spending due to the economic climate. Actions to mitigate the risks are progressing, however this is a long term risk and will take many years to mitigate, therefore the risk status has been evaluated as high (red). School modernisation/organisation is subject to consideration of the consultation process and timeline by the Council's Executive as agreed by the County Council in August 2011.

4.00 RECOMMENDATIONS

- 4.01 That Executive consider the 2011/12 Quarter 2 Performance Reports and recommend any specific issues which may require management action and/or referral to the appropriate Overview and Scrutiny Committees for consideration.
- 4.02 To note the quarter end position of the Strategic Assessment of Risks and Challenges (SARC) contained within the performance reports.
- 4.03 To note the progress made against the Improvement Target Action Plans contained within the performance reports.

5.00 FINANCIAL IMPLICATIONS

- 5.01 All financial implications are identified within the individual performance reports.

6.00 ANTI POVERTY IMPACT

- 6.01 There are no specific anti-poverty implications within this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no specific environmental implications within this report.

8.00 EQUALITIES IMPACT

- 8.01 There are no specific equalities implications within this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 There are no specific personnel implications within this report.

10.00 CONSULTATION REQUIRED

10.01 Overview & Scrutiny committees receive quarterly reports for all relevant indicators as part of their regular considerations.

11.00 CONSULTATION UNDERTAKEN

11.01 All Directorates have been consulted with regarding the reporting of relevant information.

12.00 APPENDICES

12.01 Appendix 1 - Schedule of Improvement Target Data

12.02 Appendix 2 - Strategic Assessment of Risks and Challenges Red, Amber, Green Summary

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Vicki C Robarts
Telephone: 01352 701457
E-Mail: vicki_c_robarts@flintshire.gov.uk

Key	Title	RAG	Q2 Outturn	Target	Comment	Owner
Finance						
BNF/004	Time taken to process Housing Benefit (HB) and Council Tax Benefit (CTB) new claims and change events.	Amber	9.31 days	9 days	Performance Indicator has been dropped from the national set and the Department of Work and Pensions replaced it with two separate indicators (DWP 1 and DWP 2). These indicators will be given a classification at the forthcoming target setting workshop.	Jennifer Griffiths
Human Resources						
CHR/002	The number of working days/shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence	Amber	2.27 days	2.10 days		Helen Stapleton
Customer Services						
CUSM1	Efficient Complaints Handling - The percentage of initial complaints responded to within 10 working days	Amber	76.81%	80%	Performance is steadily increasing with a 3.75% rise compared to quarter one.	Denise Naylor
Housing						
HHA/002	The average number of working days between homeless presentation and discharge of duty for households found to be statutorily homeless	Green	150 days	220 days	During this quarter, 7 households were successfully allocated secure accommodation from the local authority's temporary housing stock. This figure will continue to fluctuate depending on whether the household qualifies on housing need points through the housing register.	Gill Conway
HHA/016	The average number of days all homeless families with children spent in Bed & Breakfast accommodation	Amber	13.6 days	7 days	6 families were accommodated in B&B during this quarter compared to 9 families in quarter 1. The reason for an increase in the number of days is due to 2 families being found to be homeless intentionally and additional time was given to ensure they secured suitable alternative accommodation through the private rented sector.	Gill Conway
HHA/017b	The average number of days that all homeless households spent in: Other forms of temporary accommodation	Red	340.25 days	250 days	As previously reported, this figure will fluctuate depending on the number of households allocated secure accommodation through effective housing options. This quarter the local authority discharged duty to 4 households, 3 were allocated local authority accommodation and 1 voluntarily left their accommodation.	Gill Conway
HLS/010bL	The average number of calendar days taken to complete urgent repairs	Green	8.10 days	9 days	It is pleasing to performance in this area has exceeded the target for this indicator.	Clare Budden

Key	Title	RAG	Q2 Outturn	Target	Comment	Owner
HLS/010cL	The average number of calendar days taken to complete non-urgent repairs	Red	68.53 days	35 days	Performance in the non urgent category continues to be marred by the backlog of repairs in this category. However, the table below shows the analysis of non urgent work completed to date (discounting backlog works.) This shows an average turnaround of 13.97 days, which is significantly lower than the improvement target of 35 days. This indicates that without the backlog the Building Maintenance Team is able to complete works well within the target set.	Clare Budden
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.	Amber	2.80%	2%	It is pleasing to note a small improvement in the Q2 performance of 2.8%, which is both an improvement on the Q1 figure and the corresponding Q2 figure for 2010/11 of 3.03%.	Brett Sadler
HLS/014L	The average number of calendar days taken to let lettable units of permanent accommodation during the financial year.	Red	83.81 days	42 days	The overall figure for the turnover on day to day voids has increased by approximately 8 days from quarter one. On a positive note V1's (works costing less than the £1,500) are within target as shown in the graph below and V2 & V3 have been turned around faster than in Q2 last year.	Clare Budden
HPMM7	The percentage of gas safety checks completed cumulative	Green	100%	99%	It is pleasing to say that 100% of the checks scheduled for the two quarters have been completed to schedule. Gas servicing is currently under an ambitious programme to condense servicing into an eleven month programme (to free up operatives for the increased repairs demand during the winter.) Between 1 April 2011 and 30 October not only were 2401 programmed checks carried out but a further 817 were brought forward and completed (which equates to around a third more checks ahead of the target which are not reflected in the 100% outturn.)	Mike Bernard
Planning						
PLA/003bi	The percentage of these determined appeals that upheld the authority's decision in relation to planning application decisions	Green	87.50%	75%		Glyn P Jones
PLA/004b	The percentage of minor planning applications determined during the quarter within 8 weeks	Amber	58.77%	65%		Glyn P Jones
PLA/005	The percentage of enforcement cases resolved during the quarter within 12 weeks of receipt	Amber	72.05%	75%		Glyn P Jones

Key	Title	RAG	Q2 Outturn	Target	Comment	Owner
Social Services for Adults						
PSR/006	The average number of calendar days taken to deliver low cost adaptation works in private dwellings where the disabled facilities grant is not used	Amber	97.15 days	88 days	The average time taken for an Occupational Therapy assessment to be carried out including time spent on waiting lists for this set of minor adaptations was 73 days, (compared to 124 days in quarter 1) and average time for Care & Repair to complete the adaptation work was 25 days, (compared to 31 days in quarter 1). As can be seen, time taken on adult occupational therapy waiting lists is reflected in this PI and reduced waiting times continue to have a positive impact on performance. However the Occupational Therapy Team continues to receive increasing numbers of referrals (123 more referrals in quarter 2 compared to quarter 1) which will impact on performance in a time of fixed resources. It is important to note that this PI is measured very differently across Wales, and comparisons are therefore variable. In Flintshire adaptations up to the value of £1000 have been undertaken as minor adaptations and this has negatively impacted on our performance, but has had a positive outcome for the service user.	Maureen Mullaney
PSR/009b	The average number of calendar days taken to deliver a Disabled Facilities Grant for Adults	Amber	441.45 days	350 days	Waiting time for an OT assessment has improved over the year although it is slightly longer than in quarter 1. This reflects the increase in referrals and the reduction in the number of external OT assessors (in order to maintain spend within allocated budget). On 30th September the average time spent on an OT waiting list was about 1.6 months. A reduction in the waiting time for occupational therapy assessments, increases the number of requests to housing, hence impacting negatively on their time lines.	Maureen Mullaney
IA1.1L4	The number of adults receiving a personal budget for services via either a direct payment or Citizen Directed Support	Amber	166 Adults	170 Adults	This PI no longer includes direct payments (DPs) for children. An infrastructure is now in place to support a larger number of DP users. A staff training programme to promote the take-up of DPs has been implemented	Jo Taylor
SCA/007	The percentage of clients with a care plan at 31st March whose care plans should have been reviewed that were reviewed during the year	Amber	79.74%	80%	Performance exceeds the All Wales average for 2010/2011 of 75.5% but is marginally below our 2011/2012 target of 80%. Documentation has been reviewed to streamline the recording process and so reduce the administrative burden on reviewing officers.	Maureen Mullaney
SCA/018a	The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	Amber	86.41%	87%	Evidenced performance has improved steadily. More complete data is now available for carers of mental health service users.	Maureen Mullaney

Key	Title	RAG	Q2 Outturn	Target	Comment	Owner
SCA/018c	The percentage of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	Green	60.28%	52%	Only services provided directly to carers are counted in this PI. Additional services provided to service users, such as respite or day care, are not included even though they result from the carer's assessment. This is in accordance with LGDU guidance. Although the number of carers who received a service has not yet reached our end of 2010/2011 performance, it still continues to exceed our target for 2011/2012.	Maureen Mullaney
Social Services for Children						
PSR/009a	The average number of calendar days taken to deliver a Disabled Facilities Grant for Children and Young People	Amber	383.17 days	350 days	The average time in Social Services was 175 days - the delays experienced were with Housing. However, all the DFGs completed in this Quarter were extensive adaptations.	Carol Salmon
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 at the due date	Green	100%	100%	All children due for their second review in the Quarter were provided with a plan for permanence.	Carol Salmon
SCC/016	The percentage of reviews of child in need plans carried out within statutory timescales during the year	Green	89.36%	70%	Achieved. The flagging system for notifying social workers of the due dates for forthcoming reviews has enabled them to prioritise their workload and meet the required timescales more effectively. This system is hoped to be replaced soon by a Team Managers operational report within Paris.	Carol Salmon
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 31st March	Red	66.67%	80%	One pupil in Reception year did not have a persona education plan (PEP). The child's educational needs are being managed through an independent education plan (IEP). The Independent Reviewing Officer (IRO) has recommended that a PEP is also completed.	Carol Salmon
SCC/025	The percentage of statutory visits to looked after children due in the year that took place in accordance with the regulations	Amber	74.50%	93%	All statutory visits are now required to be recorded on Paris in order to be counted within the PI, which means that the data is now fully auditable. No verbal assurances that visits have taken place within timescales have been accepted.	Carol Salmon
SCC/028	The percentage of children looked after who had a fully completed and updated assessment and progress record at their third review	Not Applicable	N/A	70%	No ICS Assessment & Progress Records were due for completion in the Quarter.	Carol Salmon
SCC/030a	The percentage of young carers known to Social Services who were assessed.	Green	100%	80%	A further two young carers were identified but left the Authority, and one young carer was identified but her circumstances changed and no assessment was required.	Carol Salmon

Key	Title	RAG	Q2 Outturn	Target	Comment	Owner
SCC/030b	The percentage of young carers known to Social Services who were provided with a service	Green	100%	80%		Carol Salmon
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	Green	100%	75%	Target achieved.	Carol Salmon
SCC/039	The percentage of health assessments for looked after children due in the year that have been undertaken	Green	57.14%	55%	Performance Team met with Resources Service Manager and LAC Health nurse to discuss a way forward, actions are as follows:- Notifications of new placements to be sent to LAC nurse by Performance Team New local PI to capture appointments offered within timescales.	Carol Salmon
SCC/042a	The percentage of initial assessments completed within 7 working days	Green	93.14%	89%	A higher percentage of assessments were completed within timescales this quarter, although a couple of lengthy assessments made the average number of days considerably more than last quarter.	Carol Salmon
SCC/042b	The average time taken to complete initial assessments that took longer than 7 working days to complete	Red	22.14 days	10.5 days	A higher percentage of assessments were completed within timescales this quarter, although a couple of lengthy assessments made the average number of days considerably more than last quarter.	Carol Salmon

Strategic Assessment of Risks & Challenges' RAG Summary (Refresh)

Risk Reference	Risk Title	2011-2012					Predictive Green/Amber
		Q1	Q3	Q4	Q1	Q2	
	Community Leadership	June 10	Dec 10	Mar 11	June 11	Sept 11	
CL04	Affordable Housing	A	A	A	A	G	SEP 2011
CL05	Social Care For Older People	A	A	A	A	A	TBC
CL07	Relationship with Local Health Board & Public & Primary Health	A	A	A	A	A	APR 2012
CL08	Climate Change & Flood Risk Management		A	A	A	A	TBC
CL09	Economic Regeneration		A	A	A	A	TBC
CL10	County Town Network Regeneration & Protection		G	G	G	G	SEP 2011
CL11	Integrated and Public Transport Infrastructure (External)	A	G	G	A	A	DEC 2012
CL12	Skills Needs of Employers		G	A	A	G	SEP 2011
CL14	North Wales Regional Waste Treatment Partnership		A	A	A	A	2016/17
CL15	Clwyd Theatr Cymru (CTC)			A	A	A	TBC
	Council Delivery	June 10	Dec 10	Mar 11	June 11	Sept 11	Predictive Green/Amber
CD02	Streetscene	A	A	A	A	A	JUN 2012
CD03	Transition from UDP to LDP	A	A	A	A	A	DEC 2011
CD04	Planning Protocol	A	A	A	G	G	SEP 2011
CD05	Highways Infrastructure	A	A	A	A	A	TBC
CD06	Transport Arrangements For Service Users	A	A	A	A	A	DEC 2013
CD07	Depot Provision	A	A	A	A	A	DEC 2013
CD08	Connah's Quay, Shotton & Deeside Housing Renewal Area	A	A	A	A	A	MAR 2020
CD10a	Leisure - Revenue Funding					R	TBC
CD10b	Leisure - Capital Projects					A	TBC
CD10c	Leisure - Play Strategy					A	TBC
CD12a	Housing Strategy	A	A	A	A	G	SEP 2011
CD12b	Housing Management	A	A	A	A	A	DEC 2011
CD12c	Housing Repairs and Maintenance Services	A	A	A	A	A	APR 2012
CD12d	Homelessness	A	A	A	A	A	TBC
CD12e	Sheltered Housing	A	A	A	A	A	NOV 2013
CD14	Housing Ballot	A	A	A	A	A	TBC
CD19	Gypsies and Travellers	R	R	A	A	A	TBC
CD20	School Buildings/School modernisation	R	R	R	R	R	APR 2018
CD22	School Improvement - Regional Project					A	TBC
CD23	Procurement of Independent Sector placements for looked after children	A	R	R	A	A	TBC
CD26	Disabled Facilities Grants	A	A	A	A	A	MAR 2012
CD27a	Waste Management Targets/Food Waste Treatment Project	A	A	A	A	A	2016/17
CD27c	Waste Management Operations	A	A	A	A	A	2016/17
CD27d	Waste Management (AD Waste)	A	G	G	G	G	SEP 2011
CD34	Severe Winter Weather		A	A	A	A	TBC
CD37	Food Waste Treatment Project	A	A	A	A	A	2016/17
	Council Governance	June 10	Dec 10	Mar 11	June 11	Sept 11	Predictive Green/Amber
CG05a	Asset Management - Strategic	G	A	A	A	A	2015/16
CG05b	Asset Rationalisation					A	2015/16
CG06	Medium Term Financial Strategy	A	A	A	A	A	TBC
CG07	Financial Management and Control	A		A	A	A	TBC
CG08	ICT Strategy	G	A	A	A	A	TBC
CG09	Information Governance	A	A	A	A	A	TBC
CG10	Human Resources and Management	A	A	A	A	A	TBC
CG11	Single Status and Terms and Conditions of Employment	G	A	A	A	A	TBC
CG13	Customer Focus	G	G	A	G	G	SEP 2011
CG16	Workforce and Succession Planning	A	A	A	A	A	TBC
CG18	Procurement	G	A	A	A	A	TBC
CG19	Business Continuity (including Winter Disruption)	A	A	A	A	A	APR 2012
CG22	Flintshire Futures					A	TBC

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 9

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **REVENUE BUDGET MONITORING 2011/12 (MONTH 6)**

1.00 PURPOSE OF REPORT

1.01 To provide members with the most up to date revenue budget monitoring information (Month 6) for the Council Fund and the Housing Revenue Account in 2011/12.

1.02 INDEX OF CONTENTS

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Paragraph 3.01	Council Fund Summary Table
Paragraph 3.06	Programme of Efficiencies
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Section 5	Unearmarked Reserves
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Appendix 1	Council Fund - Movement in Variances from Month 5
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Appendix 7	Council Fund Unearmarked Reserves Summary
Appendix 8	Housing Revenue Account - Variances Summary
Appendix 9	Council Fund - Achievement of Efficiencies

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 £0.320m
- Housing Revenue Account - Net underspend of £0.208m

3.00 CONSIDERATIONS

COUNCIL FUND

3.01 The table below shows a projected in-year overspend of £0.320m.

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 5	Month 6	Month 5	Month 6	Month 5	Month 6
	£m	£m	£m	£m	£m	£m	£m	£m
Directorates								
Community Services	57.374	57.118	(0.393)	(0.590)	(0.132)	(0.158)	(0.261)	(0.432)
Environment	32.262	32.480	(0.074)	(0.027)	(0.074)	(0.027)	-	-
Lifelong Learning	109.110	109.259	0.917	1.062	1.230	1.375	(0.313)	(0.313)
Corporate Services	16.436	17.624	0.085	0.180	0.085	0.180		
Total Directorates	215.182	216.481	0.535	0.625	1.109	1.370	(0.574)	(0.745)
Central and Corporate Finance	26.190	24.891	(0.302)	(0.305)	(0.302)	(0.305)		
Total	241.372	241.372	0.233	0.320	0.807	1.065	(0.574)	(0.745)

- 3.02 The Original Budget column reflects the budget approved by Council on the 1st March 2011. The Revised Budget column reflects in-year virements which have been approved in compliance with Financial Procedure Rules. The Revised Budget now reflects that the £1.182m carried forward into 2011/12 from the original Flintshire Futures Ringfenced Reserve of £1.952m set up in 2010/11 has been fully allocated as indicated in the 2010/11 Outturn Report. The revised budget also now includes a number of technical adjustments such as the allocations for central contingencies such as Exit Costs and non-standard inflation and the allocation of efficiencies such as Cost of Employment.
- 3.03 The significant 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. The significant changes for the Council Fund from Month 5 are detailed in Appendix 1.
- 3.04 The net overspend of £0.320m is made up of £0.625m overspend on services offset by a contribution of £0.305m from Central and Corporate Finance.
- 3.05 The Out of County Placement budget (ring-fenced) is currently projected to underspend by £0.555m (by £0.242m and £0.313m within Community Services and Lifelong Learning respectively). This projection is based on existing placements up until March 2012 and also reflects some reductions in payments to providers following renegotiation of contracts. The projected outturn also reflects the approval of a £1.255m budget pressure during the 2011/12 budget process. The task and finish group are continuing their work with regard to improving processes, benchmarking and the North Wales project focusing on high cost placements. This budget will continue to be monitored very closely due to the volatility of the risks and assumptions (see 3.08).

PROGRAMME OF EFFICIENCIES

- 3.06 The 2011/12 budget contains £8.920m of specific efficiencies and the table below summarises the current status of these items. This analysis indicates that it is

currently projected that £7.703m (86%) will be achieved, resulting in a net under-achievement of £1.217m.

Status of Efficiency	Value Budgeted Efficiency £M	as %age	Valued of Projected Efficiency £M	(Under) Over Achievement
ALREADY ACHIEVED	3.262	37	3.262	0.000
EXPECTED TO BE ACHIEVED IN FULL	2.455	27	2.662	0.207
ACHIEVABLE IN PART	2.790	31	1.779	-1.011
NOT ACHIEVABLE	0.413	5	0	-0.413
Total	8.920	100	7.703	-1.217

3.07 Appendix 9 provides further details of the assumptions behind the projections, and where relevant the actions required to address items not currently expected to be achieved in full. It is important to note that the impact of this analysis has already been included in the overall Month 6 projection.

RISKS / ASSUMPTIONS

3.08 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
 - Projections based on current client numbers / care packages
 - Demand led services susceptible to changes outside the Directorate's control e.g. severity of winter, flu epidemics
 - Local Health Board income cannot be guaranteed at the levels assumed
- Development & Resources
 - Domiciliary and Property client income is dependent on individual client circumstances
 - Wider economic recession may have an impact
- Social Services for Children - Out of County Placements
 - Length of current placements uncertain - court led timeframes
 - Number of new placements difficult to predict - needs led
 - High cost of any new placements can have an adverse impact on outturn
 - Uncertainty of income level from Local Health Board
- Social Services for Children - Family Placement

- Service dependent on sufficient numbers of carers being attracted and retained
- Other Residential - Care for Children with Disabilities
 - Timing of new service at Arosfa becoming operational - delays would impact on the projected outturn position

2. Lifelong Learning

- Out of County Placements
 - Uncertainty of lengths of current placements
 - Difficult to predict number of new placements
 - High cost of any new placements can have an adverse impact on outturn
 - Varying income levels from Local Health Board
- Youth & Community Services
 - There is urgent repair work required at Mynydd Isa Community Centre to replace the heating system. The estimated cost for this is not included in the projected outturn as there is a bid in place to secure capital funding.
- Primary and Secondary Non-Delegated budgets
 - Negotiations with Primary Schools will commence in September regarding the maternity payments. The outcome of these discussions will be reported in future monitoring reports.
 - Service Level Agreements with schools have recently been received in full and the effect on non-delegated budgets are currently being analysed.
- Facilities Service - Schools Catering
 - Further industrial action effecting schools would result in further loss of income for the School Catering Service.

3. Environment

- Directorate-wide
 - The ongoing economic situation is having a continuing affect on all fee income areas and any further downward trend would have an adverse impact on the projected outturn.

- Winter Maintenance
 - o The projections are based on an average winter and all costs being met from within existing budget provision.
- Planning
 - o Based on current knowledge no further costs have been built into the projections for any further Planning Inquiries.

4.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

NON STANDARD INFLATION

4.01 Included in the budget are the following amounts relating to non standard inflation:

- £0.060m for fuel costs - this is no confirmed to be required in full and will now be released
- £0.037m for energy for street lighting - this is now not projected to be required and is recorded as an underspend within Central and Corporate
- £0.450m for other energy costs - this is currently projected to be required in full and the majority of this amount has already been released (£0.083m remains to be allocated)

These budgets continue to be monitored closely and the funds will be released when a full assessment of the need has been completed.

CENTRAL CONTINGENCIES

4.02 The budget for 2011/12 included base budget provision of £0.337m in respect of increased employers pension contribution and £0.150m relating to the review of relief staff. These amounts are currently held centrally pending further detailed work. A further one-off contingency of £2.159m was also included in the 2011/12 budget relating to one-off exit costs associated with service modernisation. A full assessment of this one-off contingency is currently being finalised and will be reported on in future monitoring reports.

5.00 UNEARMARKED RESERVES

5.01 The 2010/11 final outturn reported to Executive on 19th July showed unearmarked reserves at 31st March 2011 (above the base level of £5.476m) of £2.099m.

5.02 Appendix 7 details the movements to date on unearmarked reserves and the level of contingency sum available. As a result of these movements, the estimated amount currently projected in the Contingency Reserve is £0.166m. The Contingency Reserve is held to meet :

- (a) Organisational re-design and modernisation of services

- (b) Invest to Save initiatives
- (c) Additional costs on ringfenced and / or volatile budgets

6.00 HOUSING REVENUE ACCOUNT

- 6.01 On 15th February 2011, the Council approved a Housing Revenue Account (HRA) budget for 2011/12 of £25.262m. The budget provided for a closing balance of £0.885m, which at 3.5 % of total expenditure satisfies the prudent approach of ensuring a minimum level of 3 %.
- 6.02 The 2010/11 final outturn reported to Executive on 19th July 2011 showed a closing balance at the end of 2010/11 of £1.487m which was £0.236m higher than when the 2011/12 budget was set. This had the effect of increasing the closing balance for 2011/12 by the same amount.
- 6.03 The overall projected underspend of £0.208m represents an increase of £0.207m on the position at Month 5. The HRA shows a projected closing balance at Period 6 of £1.328m which at 5.3 % of total expenditure satisfies the prudent approach of ensuring a minimum level of 3 %.
- 6.04 Appendix 8 details the reasons for significant variances occurring to date and the actions planned to deal with them.

Risks Assumptions (HRA)

- 6.05 The in year over / (under) spends shown in Appendix 8 reflect the following risks and assumptions :-
- The average cost of repairing a vacant property is £500 per property more than 2010/11. Should this continue it will mean a budgetary pressure on repairs to vacant properties.
 - If the weather conditions are as severe as the winter last year, there will be a further pressure on call outs and emergency repairs.

7.00 RECOMMENDATIONS

- 7.01 Members are recommended to:-
- a) Note the overall report.
 - b) Note the Council Fund Contingency Sum available as at 31st March 2012. (Section 5).
 - c) Note the projected final level of balances on the Housing Revenue Account. (para 6.03)

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 5 - Appendix 1
Council Fund Variances - Appendices 2 - 6
Council Fund - Movements on unearmarked reserves - Appendix 7
Housing Revenue Account Variances - Appendix 8
Council Fund - Achievement of Efficiencies - Appendix 9

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Month 5 Monitoring Papers

Contact Officer: Steven Gadd
Telephone: 01352 702287
E-Mail: steven_gadd@flintshire.gov.uk



**COUNCIL FUND - REVENUE BUDGET 2011/12
FLINTSHIRE COUNTY COUNCIL**

**Budget Monitoring (Month 6)
Summary of Movement from Month 5**

	£M	£M
Month 5		
Out of County Ringfenced Budget	(0.384)	
Service Directorates	0.919	
Central and Corporate Finance	(0.302)	
Variance as per Executive Report		0.233
Month 6		
Out of County Ringfenced Budget	(0.555)	
Service Directorates	1.180	
Central and Corporate Finance	(0.305)	
Variance as per Directorate Returns		0.320
Change Requiring Explanation		0.087
<u>Community Services</u>		
<ul style="list-style-type: none"> • Domiciliary Support (Services for Older People) - The movement from period 5 is due to an ongoing reduction in the costs of direct care staff (-£0.086) offset by an increase in purchased care (+£0.024m), plus other minor variances (-£0.009m) • Residential Services (Services for Older People) - The movement since period 5 is due to increased staff costs (+£0.011) and agency staff costs (+£0.028), plus other minor variances (+£0.009m) • Professional Support (Services for Older People) - The change from period 5 is due to staff savings relating to two new vacancies and a secondment to PDSI. • Professional Support (Physical Disability and Sensory Impairment) - The increase in overspend follows a review of the number of assessments not yet completed by a third party provider resulting in an increase in commitments. • Out of County Pooled Budget (Children's Services) - The reduction in projected outturn reflects the net impact of a number of changes to placements. • Community Living (Learning Disability Services) - Reduction in underspend due to the net effect of an increase in purchased care (+£0.092m), offset by additional income (-£0.064m) plus other minor variances (+£0.004m) • Family Support (Children's Services) - The decrease in projected outturn in this area is a result of a reduction in the use of sessional staff • Other minor changes of less than £30k 	(0.071) 0.048 (0.065) 0.060 (0.171) 0.032 (0.033) 0.003	
		(0.197)
<u>Environment</u>		
<ul style="list-style-type: none"> • Routine Maintenance - Projected overspend due to increase tipping fees for gully emptying • Neighbourhood Services - Increase in overspend due to the loss of income from the North Wales Trunk Road Agency Technical Investigations Unit that has been transferred to Gwynedd Council • Waste Services - The service is now projected to underspend as the pilot of Managed Weekly Collections has led to a better than expected diversion rate from landfill 	0.050 0.092 (0.092)	

• Public Protection - Increased net vacancy savings ahead of service review implementation	(0.032)
• Minor changes of less than £25k	0.029
	0.047
<u>Lifelong Learning</u>	
• Leisure Services - Increase in overspend due to the resultant costs of a Remedy Hearing following an Employment Tribunal judgement (+£0.055m), plus other minor variances (+£0.016m)	0.071
• ICT Service - A delay in the implementation of a staff-related efficiency saving has now resulted in a projected overspend.	0.031
• Minor changes of less than £25k	0.043
	0.145
<u>Corporate Services</u>	
• Finance - Decrease in underspend due to the transfer of vacancy savings to directorate vacancy target (+£0.030m), increased staffing costs due to the delay in implementation of the Finance Function Review and increased workload within Benefits (+£0.024m), increase in costs related to dealing with Housing Benefits claims (+£0.008m), plus other minor variances (+£0.022m)	0.084
• Other Variances less than £25k	0.011
	0.095
<u>Central and Corporate</u>	
• Other Variances across Central and Corporate of less than £25k	(0.003)
	(0.003)
Total changes	0.087

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Day Services (Services for Older People)	1.263	1.148	(0.115)	(0.094)	Mostly due to savings from a number of vacant posts.	Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme.
Domiciliary Support (Services for Older People)	7.632	7.676	0.044	0.115	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.	Continual review of individual care packages will contribute to reducing the overspend. Trend analysis continues to be used to improve projections of service demand.
Living Well (Services for Older People)	0.091	0.066	(0.025)	(0.024)	Reduced staffing levels due to maternity leave and vacancy	The current service provision is being reviewed and may result in changes to the service provision.
Residential Services (Services for Older People) cont...	8.390	8.745	0.355	0.307	The cost of covering for staff leave within this statutory service, (e.g. annual or sick leave), continues to be an issue resulting in a net overspend on staff costs.	Use is being made of temporary capacity, as it arises in other areas, to minimise the need for agency staff.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
...cont Residential Services (Services for Older People)					The impact of internal & catering cleaning costs above inflation, (£0.143m) are contributing to the projected overspend position. Purchased residential care is projected to overspend mainly due to an additional week of payments in 2011/12 which is a 53 week year (impact approximately £0.145m).	Actions in place to review all expenditure in this area.
Professional Support (Services for Older People)	2.946	2.718	(0.228)	(0.163)	The projected underspend is due to a number of vacant posts (£0.179m) offset by minor overspends in other areas.	The service is being reviewed as part of Transforming Adult Services.
Domiciliary Support (Physical Disability and Sensory Impairment)	1.591	1.566	(0.025)	(0.040)	This service is projected to underspend due to a combination of reduced third party care costs together with income expected to exceed its budget.	All care packages are being reviewed to ensure that they remain appropriate; this may, in some cases, lead to a reduction in payments.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Residential Services (Physical Disability and Sensory Impairment)	0.882	0.838	(0.044)	(0.031)	The Service is projected to underspend on purchased care (£0.064m) which will be offset by a projected shortfall in income (£0.021m). The increase in the projected underspend since period 5 is due to changes in client costs.	
Professional Support (Physical Disability and Sensory Impairment)	1.488	1.670	0.182	0.122	This mainly relates to additional staff and agency costs required to meet an increase in the waiting list for OT assessment and support. The increase in projected outturn in period 6 follows a review of the numbers of assessments not yet completed by PCC resulting in an increase in commitments (£0.060m).	A review is being undertaken with the aim of reducing the need for agency staff. No new assessments are being undertaken by PCC. Review the Service Level Agreement. Review budget allocations.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Community Living (Learning Disability Services)	9.363	9.286	(0.077)	(0.109)	The underspend is due to a number of reasons including vacant posts, reduced spending on supplies and services and purchase of care. The movement since period 5 is mainly due to and increased in purchased care (£0.092m) most of which (£0.084m) relates to one service user. This is offset by additional income (£0.064m) most of which (£0.041m) is one off and non recurring.	Continue work on the identification of new clients to move into supported living service. Continual review of care to existing clients. Continued monitoring and negotiation with Health of CHC packages. In dispute with Health on funding of some care packages.
Work Opportunities (Learning Disability Services)	1.883	1.850	(0.033)	(0.038)	Vacancy savings (£0.101m) offset by a projected shortfall in income of (£0.053m).	Continue to monitor.
Day Services (Learning Disability Services)	0.962	0.937	(0.025)	(0.030)	Projected underspend on employee costs together with a reduction in the use of independent sector relief staff (£0.045m) offset by overspends in other areas but mostly client transport.	Continue to monitor.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Ringfenced Budgets (Mental Health)	0.324	0.166	(0.158)	(0.158)	Projections reflect current client packages for 2011/12.	Keep under review - potential volatility due to changes in client numbers and demands at short notice from prison or courts.
Business Systems (Development & Resources)	0.814	0.787	(0.027)	0.000	The underspend in this service is mostly due to vacancies offset by an overspend in supplies and services.	Continue to monitor.
Business Services Income (Development & Resources)	(1.511)	(1.702)	(0.191)	(0.189)	This is partially due to six weeks of income at the old, higher, rate being received in 2011/12 due to the timing of debtor invoices.	This income is one-off.
						Continue to review the average weekly income.
Vacancy Management (Development & Resources)	(0.061)	0.000	0.061	0.072	This is exceeded by vacancy savings within the Directorate.	The balance relates to Children Services. Progress is being made to reduce this amount to zero which will reduce staff cost savings in Children Services.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Family Placement (Children's Services)	1.775	2.046	0.271	0.260	The projected overspend is mainly as a result of an increase in the number of foster care places within the service. The overspend includes the estimated effect of the additional week included in	An invest to save initiative should begin to have a positive impact during 2011/12 although it is too early to quantify this yet.
Family Support (Children's Services)	0.340	0.307	(0.033)	0.000	The underspend in this service is mostly due to a reduction in the use of sessional staff. The use of sessional staff can fluctuate monthly and explains the movement from period 5.	
Prevention & Support (Children's Services)	0.100	0.071	(0.029)	0.000	The underspend in this service is mostly the result of an underspend in transport costs.	

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 6)

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)	4.057	3.815	(0.242)	(0.071)	Revised projection based on updated information on existing placements up until March 2012. This reflects initial reductions in payments to providers following re-negotiation of contracts. The movement since period 5 reflects the net impact of a number of changes to placements.	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 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.
Homelessness (General) (Housing Services)	0.450	0.388	(0.062)	(0.055)	£0.045m savings as vacancies will not be filled until Autumn. An additional £0.020m contribution from Supporting People for the sheltered Housing improvement project	
Resident Wardens (Housing Services)	1.251	1.157	(0.094)	(0.111)	Projected under spend as vacancies will not be filled until the new structure is in place in 2012/13.	Approval of the proposed new structure.
Other variances (aggregate)	13.088	12.993	(0.095)	(0.156)	Various minor variances.	Continue to review but not expected to be recurrent.
Total :	57.118	56.528	(0.590)	(0.393)		

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Industrial Units	(1.616)	(1.411)	0.205	0.183	Shortfall of £0.274m from Industrial Estate Rental Income. The latest tenant listing report shows that over 17.5% of our industrial properties are currently Repairs & Maintenance projected to exceed budget by £0.044m. Salary savings of £0.121m mitigate some of the above shortfalls.	Maximise occupancy levels throughout industrial units.
Property Holdings	0.154	0.112	(0.042)	(0.046)	New tenancy agreement for Newtech Square leading to rental income of £0.043m and a reduction in NNDR payable by the authority of £0.032m.	
Property Asset	0.826	0.799	(0.027)	(0.041)	Net Vacancy Savings	
Regulatory Services	0.309	0.247	(0.062)	(0.061)	Over recovery on Streetworks income	
Transportation	1.586	1.449	(0.137)	(0.138)	Savings on Bus Operator payments for Bus Subsidies.	
Routine Maintenance	1.743	1.793	0.050	0.000	Increased tipping fees for gully emptying between August and March	Keep other routine maintenance work areas closely monitored to determine if overspend can be offset to some extent.

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Neighbourhood Services (Streetscene Service Structure)	0.882	1.074	0.192	0.100	Impact of not implementing the Streetscene service staff structure by 1st October 2011. This is now anticipated to be in place from 1st March 2012. This also includes the loss of income from the North Wales Trunk Road Agency Technical Investigations Unit that was transferred to Gwynedd Council.	Implement new structure within current financial year
Waste Disposal and Civic Amenity Sites	6.804	6.566	(0.238)	(0.146)	Further diversion from the pilot of Managed Weekly Collections together with the anticipated increase from full roll-out of the service is likely to result in a reduction in landfill tax and tipping fees.	This underspend is the reason that no budget pressure is required for landfill tax and tipping fees in 2012/13.
Managed Weekly Collections - Waste Collection, Recycling, Sustainable Waste Management Grant and Waste Collection - Trading Account	3.119	3.316	0.197	0.187	The full roll out of the Managed Weekly Collection service will commence from November, on a five day work pattern, rather than six, reflecting the outcome of the Streetscene ballot.	Keep diversion closely monitored to determine if further savings from landfill tax and tipping fees can be achieved.

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Planning Control	0.362	0.440	0.078	0.078	Costs awarded against the Council in relation to the Public Inquiry for the proposed development on Ruthin Road, Mold	It is anticipated that vacancy savings from other areas of Planning Services can assist with negating this variance over the remainder of the year.
Management Support & Performance	1.457	1.409	(0.048)	(0.036)	Vacancy savings ahead of service review	
Public Protection	3.397	3.248	(0.149)	(0.117)	Net vacancy savings ahead of service review implementation, together with in-year leavers from posts within the new structure	
Other variances (aggregate)	13.457	13.411	(0.046)	(0.037)	A number of variances of no more than £0.033m individually.	
Total :	32.480	32.453	(0.027)	(0.074)		

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Out of County (Special – ringfenced budget)	3.090	2.777	(0.313)	(0.313)	<p>Revised projection based on updated information on existing placements up until March 2012. This reflects initial reductions in payments to providers following re-negotiation of contracts.</p> <p>Following notification at Inclusion Senior Management Team (ISMT), 6 placements ended during the Summer</p> <p>Agreements for further income of £35k from the University Health Board for joint funded payments have been received.</p> <p>3 high cost placement have been heavily reduced and others have been slightly reduced following the involvement of Commercial and Clinical Solutions.</p> <p>Discussions are still ongoing with current placements.</p>	<p>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 meetings have taken place.</p> <p>External consultants have been commissioned to assist with the negotiation process with providers within Flintshire and to make recommendations regarding the current processes deployed.</p>

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Leisure Services	3.458	3.688	0.230	0.159	<p>Within Leisure Services, Deeside Leisure Centre will suffer a loss of income due to closures caused by redevelopment of £0.061m.</p> <p>A large number of efficiencies and reduction of overspends which totalled £561k were made in the Leisure Service through Flintshire Futures and most of the expected savings are likely to be achieved. The one efficiency that will not be made during 2011-12 relates to the original staff re-organisation plan being delayed for 12 months for full review.</p> <p>This has caused many of the posts in the original plan to be appointed on 12 month temporary posts whilst the new organisational chart is being created. The on-going effects of this are still cascading their way through the service but the most recent calculations show this is estimated to cause a one off £0.121m overspend in 2011/12.</p>	<p>Other methods of recovering this overspend are being explored and have so far contributed £0.022m.</p> <p>Staffing restructure plan is currently being devised.</p>

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
cont.... Leisure Services					<p>The Energy Unit has advised that Gas price increases of up to 35% are to be expected this year. This affects all services that have premises, particularly Leisure. This is being monitored throughout the year as invoices are paid, thus far the costs are up 11% compared to last year which equates to £0.020m. This is currently within the provision of Non Standard Inflation currently held centrally.</p> <p>A Remedy Hearing following an Employment Tribunal judged that an employee had been unfairly and wrongfully dismissed at a cost of £55k.</p>	<p>Further work is ongoing in liaison with the Energy Efficiency Unit.</p> <p>Any request to fund Corporately would require Executive approval, but would not effect the Council's overall projected outturn..</p>

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Inclusion Services	5.819	6.174	0.355	0.352	The Inclusion Service has received grant streams in the region of £0.302m in previous years which have mitigated their overspend. These are no longer available from 2011/12 onwards. Therefore, based on current and past expenditure patterns this is currently projected to be the overspend for the Service. The major cause of the overspend is on ASWs providing pupil support in schools.	
Youth and Community	1.228	1.294	0.066	0.081	Amendments to other grants on which the service could draw on previously have been tightened further. Implementing only staffing changes in relation to the approved Youth Service Strategy in 2011/12 leaves a budget shortfall in relation to accommodation. The Accommodation Review has been rescheduled for 2012/13. The Workwise/Wheels to Work project is in the final stages of being wound up. No further costs are expected. There are 22 motorcycles which are due to be auctioned off. Depending on the income realised from these, the net effect is likely to be a one off cost to the service of £0.030m.	Various grant streams were approached to reduce this without success.

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Pupil / Student Transport	6.388	6.595	0.207	0.207	It is currently expected that the School Transport service will overspend on College Transport by approximately £0.152m as there is insufficient budget to cover the additional costs of increased numbers of students attending college courses, particularly at the start of the academic year when student numbers are at their highest.	Progress Policy Review and consultation on Post 16 entitlements. Efficiency projects within existing policy 1) Special needs project 2) Hazardous routes
Service Units	2.138	2.190	0.052	0.058	The September figures have now been received and are showing that there is a larger take up of Free School Meals than is budgeted for.	The level of budget provision for free school meals will be re-assessed during the current service planning/ budget process in order to keep pace with changes within the wider economic climate.
Facilities Services	1.034	1.398	0.364	0.348	Within the Facilities Service, figures extracted from the Office for National Statistics show food price inflation to be 3.8% above our 2% budget uplift which equates to a £0.065m overspend. The Cleaning Service is struggling to find the £0.100m in year efficiency target, further work is currently being undertaken.	Implementation of agreed daytime cleaning at County Hall.

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
cont....Facilities Services					The Catering service is continuing to overspend in the absence of a comprehensive efficiency and kitchen rationalisation strategy. Until the outcome of the APSE review, which is due in December it isn't possible to estimate what saving is likely to be achieved. Prudently revised the anticipated number of strike days Sickness rates amongst school cooks since September is considerably higher than average Initial indications are that take up of school meals has been less than anticipated	APSE review findings will be published in November.
Other variances (aggregate)	86.106	86.207	0.101	0.025	Variances under £0.050m. The majority of this variance at Month 6 relates to staffing issues within the Music Service (£0.015m) and the ICT Service	
Total :	109.259	110.323	1.062	0.917		

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Chief Executive	2.291	2.292	0.001	0.001		
Finance cont. ...	3.316	3.314	(0.002)	(0.086)	The net position on staffing costs is an underspend of (-£0.046m), this is after taking into account several vacancies and the additional costs of senior interim staff and essential additional resources. This is due to the delay in the implementation of the Finance Function Review and also the increased workload within Benefits. These are being carefully monitored and will continue until the results of the Finance Function Review are implemented. This is in line with the anticipated revised cost of the Finance Structure. Transfer of vacancy savings to directorate vacancy savings target during the month amounted to £0.030m.	The HB position is being closely monitored
					In order to keep on top of backlogs within Housing Benefits it has been necessary to engage an outside data centre to process claims (£0.038m).	

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
....cont Finance					Savings on essential car allowances and transport costs due to staff vacancies (-£0.011m). Additional costs of software, software maintenance and consultants due to legislative changes and upgrades to systems (£0.030m) Additional funding received from WAG (-£0.040m) Various increases in running costs/decreases in income received, (£0.027m).	
Legal & Democratic Services	3.277	3.159	(0.118)	(0.122)	Various vacancy savings, (-£0.017m). Reduction in Members' Allowances payable and expenses, (-£0.097m). Various decreases in running costs/increases in income received, (-£0.004m).	

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Human Resources & Organisational Development	2.083	2.160	0.077	0.078	During the identification of the 1% efficiencies in 2010/11, £0.025m was surrendered on a permanent basis for ISA registration although the budget allocation was only temporary. The efficiency has therefore reduced the CRB checks budget by £0.025m.	ISA Registration/CRB checks. A budget pressure form has been completed for 2012/13. A review is currently underway to identify possible ways of reducing CRB check expenditure.
					ISA Registration budget error £0.025m pressure	A report on CRB checks is currently being prepared for CMT which will make recommendations to reduce future costs.
					CRB Checks £0.038m pressure	
					Corporate Training Accommodation costs £0.007m pressure	

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
ICT & Customer Services	5.644	5.866	0.222	0.214	Estimated deficit D&P £0.214m	DESIGN & PRINT We are currently projecting a £0.214m deficit for Design & Print for 2011/12.
Clwyd Theatr	1.013	1.013	0.000	0.000		
Total :	17.624	17.804	0.180	0.085		

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Central Loans & Investment Account	13.974	13.950	(0.024)	(0.024)	The projected outturn of £13.950m reflects a net decrease in Interest/Principal/Debt Management expenses of £0.019m, a net increase in Temporary Investment and Other Interest income of £0.031m and an increase in the Minimum Revenue Provision of £0.026m.	Continue to monitor closely.
Financing & Funding (insurance, banking etc.)	2.447	1.956	(0.491)	(0.488)	The projected outturn of £1.956m reflects an anticipated decrease in Audit Fees of £0.073m, write-offs income of £0.005m and an adjusted Windfall Income total of £0.410m, which takes account of Rateable Value reductions and the refund of VAT following a recent House of Lords decision (Fleming and Conde Nast Publications Ltd).	Continue to monitor closely.
Corporate Other cont....	4.768	4.988	0.220	0.220	An increase in Special Expenses of £0.001m. Overspend due to delay in identifying savings to offset the committed payment to Exchange Wales (e-procurement system) of £0.027m	Continue to monitor closely.

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
....cont Corporate Other					Non-Standard Inflation of £0.037m relating to energy for Street Lighting not currently projected to be required in 11/12	This will continue to be monitored closely.
					Flintshire Futures Cost of Employment £0.245m shortfall in achievement of full efficiency	Delays in negotiations for the Terms and Conditions element of the Cost of Employment project are likely to lead to an under achievement of the efficiency by £0.245m. CMT to discuss alternative options.
Other variances (aggregate)	5.619	5.609	(0.010)	(0.010)	An anticipated surplus of £0.016m on the cycle to work and nursery vouchers schemes.	
Total :	24.891	24.586	(0.305)	(0.302)		

APPENDIX 7

Movements on Council Fund Unearmarked Reserves

	£m	£m
Un-earmarked Reserves as at 1 April 2011	7.575	
Less - Base Level	<u>(5.476)</u>	
Amount Available for Delegation to Executive		2.099
Less repayment of temporary use of reserves for 2011/12 budget.	(1.613)	
Less Projected Overspend as at 31 st March 2012	<u>(0.320)</u>	<u>(1.933)</u>
Estimated Level of Total Contingency Reserve as at 31st March 2012		0.166

HOUSING REVENUE ACCOUNT

APPENDIX 8

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Rental Income	(24.529)	(24.484)	0.045	0.057	Improved position as £0.092m increase in rental income as more maisonettes let than anticipated.	
					£0.115m projected adverse variance on empty properties, averaged at 2.37% over the full year against a budget of 2%.	Monitor closely.
Building Maintenance Trading Account	0.000	(0.214)	(0.214)	0.077	£0.214m projected favourable variance reflects the additional income on emergency repairs and day to day capital works on heating replacements and bathrooms.	
Repairs and Maintenance	9.287	9.491	0.203	0.154	£0.203m projected adverse variance to budget. £0.130m adverse variance anticipated for bad weather this year placing a strain on emergency repairs and call outs and £0.020m projected additional spend to service all central heating systems.	Monitor emergencies closely - Ensure that all emergencies are correctly assessed and all follow up works are undertaken during the day.

HOUSING REVENUE ACCOUNT

APPENDIX 8

Budget Monitoring 2011/12 (Month 6)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Estate Management	1.812	1.711	(0.101)	(0.120)	£0.102m savings on salaries, as there are still a number of vacancies to fill after restructure has been implemented and we have not yet needed to implement 24 hour evacuation in high rise flats.	
Finance and Support	2.211	2.090	(0.121)	(0.153)	£0.044m savings on the re-negotiation of the insurance contract for 2011/12. £0.042m saving on non reimbursable ballot costs.	
Other variances (aggregate)	11.586	11.566	(0.020)	(0.017)		
Total :	0.367	0.159	(0.208)	(0.001)		

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected Efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Grouped Operational (APPENDIX 6a)					
<i>Community Services</i>					
Reduce NVQ Assessor Post	0.015	0.015	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Regional Telecare Service	0.080	0.080	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Implementation delayed but will be achieved and budget has been reduced to reflect this.
TOTAL	0.095	0.095	0.000		
Strategic (APPENDIX 6b)					
<i>Community Services</i>					
Arosfa development changes	0.130	0.130	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
TOTAL	0.130	0.130	0.000		
Tactical (APPENDIX 6c)					
<i>Community Services</i>					
LD and Mental Health Ringfenced budget	0.050	0.050	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
1% Recurring Efficiencies from 10/11 in-year process	0.075	0.075	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Performance Management Development Fund	0.038	0.038	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Homelessness	0.036	0.036	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
IRO reduction	0.015	0.015	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Merger of GHGC and PPQA Team	0.048	0.048	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
MH & SM Asset Management	0.025	0.025	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected Efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Minor Adaptations Refocus	0.064	0.064	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Reduction of Admin Flint	0.022	0.022	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Reduction of PARIS team	0.034	0.034	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Refocus Warden Service	0.100	0.100	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Service Review underway and efficiency will be achieved. Budget reduced to reflect this.
Rent Abatement	0.027	0.027	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Review of LD Work and Day Services	0.025	0.025	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
Social Work Capacity	0.140	0.140	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Budget has been reduced to reflect the efficiency. Achieved within Adult Services. Plans in place to achieve within Children's Services
Allocation of Housing Strategy Team salaries to HRA	0.040	0.040	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
TOTAL	0.739	0.739	0.000		

**Budget Monitoring
Efficiencies**

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Grouped Operational (APPENDIX 6a)					
<i>Environment</i>					
Income generation through discretionary charging e.g. Pre-application advice	0.020	0.010	(0.010)	EFFICIENCY ACHIEVABLE IN PART	Introduction of fees discussed with Planning User Group in April and implementation will follow Planning Protocol Working Group's authorisation in September 2011.
TOTAL	0.020	0.010	(0.010)		
Strategic (APPENDIX 6b)					
<i>Environment</i>					
Rationalisation of Leasehold Accommodation	0.018	0.018	0.000	EFFICIENCY ALREADY ACHIEVED	Budget has been reduced to reflect the efficiency
TOTAL	0.018	0.018	0.000		
Tactical (APPENDIX 6c)					
<i>Environment</i>					
Energy Awareness initiative	0.002	0.002	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Energy Services in a minor underspend position
1% Recurring Efficiencies from 10/11 in-year process	0.081	0.081	(0.000)	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Budget Managers are now working to revised budgets on the basis of recurring efficiencies
Rationalisation of Traffic Orders and Traffic Counter Site budgets	0.007	0.007	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Budget has been reduced to reflect the efficiency
Re-drafting of the SLA with the Energy Efficiency Advice Centre	0.002	0.002	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Energy Services in a minor underspend position
Reorganise Sexton arrangements at cemeteries	0.012	0.012	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Reduction in Sexton costs at Hope Cemetery being reflected in Budget Monitoring
Landfill Tax Adjustment	0.402	0.609	0.207	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	The efficiency for £0.402m was offset from a Landfill Tax pressure for £0.504m and there will be savings from reduced landfill tax and tipping fees due to reduced tonnages from the diversion to food waste and kerbside recycling through the onset of the Managed Weekly Collection Service.

Budget Monitoring
Efficiencies

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Collaborative working with DCC & CCBC to undertake bus stop maintenance	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Budget has been reduced to reflect the efficiency
Denbighshire and Conwy to use FCC to issue free travel passes - additional income	0.015	0.015	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Further work to be undertaken to establish if the £15k can be fully achieved.
Efficiencies resulting from Planning Services Review	0.065	0.065	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Part of Planning Service Review
Provision of Managed Weekly Collection and service reorganisation	0.657	0.449	(0.208)	EFFICIENCY ACHIEVABLE IN PART	The efficiency for £0.657m was offset from a pressure for £0.457m and it is projected that due to delays in rolling out the full MMC service, the full saving will not be realised. This is reflected in P6 monitoring.
Rationalisation of Supplies & Services Budgets following disaggregation of former Community and Housing Support Service	0.016	0.016	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Reduction in supplies and services budget under Directorate Support
Rationalise operations and working procedures to reduce supplies and services costs	0.015	0.015	0.000	EFFICIENCY ALREADY ACHIEVED	Part of Directorate Support Service Review
Reduce frequency of window cleaning to offices	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Budget Pressure has also assisted in the cost of window cleaning coming in on target
Review of Consultancy Support in line with providing more in-house services	0.010	0.010	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Part of Planning Service Review
Staff Savings in collaboration with DCC on Service Manager	0.015	0.015	0.000	EFFICIENCY ALREADY ACHIEVED	Head of Transportation - collaborative working project with Wrexham being established
Streetscene Review	0.250	0.058	(0.192)	EFFICIENCY ACHIEVABLE IN PART	Based on new service structure being implemented from 1st March 2012
Vacancy Management and joint working with Denbighshire CC on European Projects	0.015	0.015	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Part of Regeneration Service Review
Public Protection Service Review	0.082	0.082	0.000	EFFICIENCY ALREADY ACHIEVED	Part of Public Protection Service Review
Flintshire Business Services Service Review	0.037	0.037	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Part of Regeneration Service Review

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Changes in operations to allow sharing of administrative support in County Hall, Mold and Flint Offices with lower level of employee resource	0.050	0.050	0.000	EFFICIENCY ALREADY ACHIEVED	Part of Directorate Support Service Review
Fundamental review of Directorate Support & Performance Structure	0.076	0.076	0.000	EFFICIENCY ALREADY ACHIEVED	Part of Directorate Support Service Review
Reduce Homes of Multiple Occupation (HMO) budget	0.019	0.019	0.000	EFFICIENCY ALREADY ACHIEVED	Part of Public Protection Service Review
Grounds Maintenance - HRA Amenity Areas	0.181	0.181	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Environmental Maintenance are anticipated to achieve income totalling £18.1k from the HRA. The internal invoice for the full year charge is anticipated to be raised in November.
TOTAL	2.019	1.826	(0.193)		

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Grouped Operational (APPENDIX 6a)					
<i>Lifelong Learning</i>					
Rationalisation of number of kitchens in light of possible large requirement for capital investment in order to rectify LPG Health and Safety issues.	0.175	0.000	(0.175)	EFFICIENCY NOT ACHIEVABLE	Pending APSE review outcome due in December. Any efficiencies that arise from it are unlikely to significantly impact on this financial year.
Review of cleaning services at Council Premises	0.100	0.000	(0.100)	EFFICIENCY NOT ACHIEVABLE	Implementation of agreed daytime cleaning at County Hall could result in a partial achievement of efficiency in 2012/13.
TOTAL	0.275	0.000	(0.275)		
Strategic (APPENDIX 6b)					
<i>Lifelong Learning</i>					
Reduction to delegated budgets - secondary schools	0.392	0.392	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Reduction to delegated budgets - nursery schools	0.001	0.001	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Reduction to delegated budgets - special schools	0.037	0.037	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Reduction to delegated budgets - primary schools	0.449	0.449	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Cease transport subsidy to Deeside Consortium	0.011	0.005	(0.006)	EFFICIENCY ACHIEVABLE IN PART	Discussions are ongoing regarding Deeside Consortium's transport subsidy.
Rationalisation of 5 small Libraries	0.043	0.043	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Rationalisation of Youth/Community premises	0.066	0.000	(0.066)	EFFICIENCY NOT ACHIEVABLE	Action not met in year, this has been put forward as a pressure bid for 2012/13.
Rationalisation of Inclusion Welfare Provision	0.050	0.050	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Reduction in development funding in more able and talented - Primary / Secondary Phase	0.036	0.036	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction of Galaxy budget	0.007	0.007	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction of ICT replenishment budget	0.007	0.007	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Target to reduce subscriptions to external organisations	0.015	0.015	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
TOTAL	1.114	1.042	(0.072)		
Tactical (APPENDIX 6c)					
Lifelong Learning					
Demographic change in Schools	0.137	0.137	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
1% Recurring Efficiencies from 10/11 in-year process	0.254	0.254	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Rationalisation of Caf�s in Flint and Holywell	0.017	0.017	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Closure of Creche at Flint Lesiure Centre	0.006	0.006	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Decrease contingency budget for unknown items such as Bad Debt provision	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Deletion of Community Events Officer Post	0.021	0.021	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Deletion of Senior Information Librarian Post	0.028	0.028	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Directorate embargo on First Class Post	0.003	0.003	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Increase contribution from Denbighshire County Council for Libraries Newnet	0.004	0.004	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Non-replacement of staff - Early Years	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Not replacing vacant position of part-time warden at Bailey Hill Lodge	0.002	0.002	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Rationalisation of ICT Teacher Adviser section	0.053	0.053	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Rationalisation of Mobile Library Service	0.040	0.040	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Rationalisation of museum stores provision	0.009	0.009	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Rationalisation of Rugby Coaching	0.008	0.008	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduce BSF Match Funding in line with 33% reduction in grant	0.250	0.250	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduce collection of off-site records	0.004	0.004	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduce expenditure on library books	0.024	0.024	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reducing Middle Management Layers within Leisure Centres	0.021	0.021	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction in discretionary spend on projects - Cymorth	0.029	0.029	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction in Museum's artefact purchasing budget	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Reduction in use of part time staffing within Youth Service	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction of Management Fee to Greenfield Valley Trust	0.012	0.012	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction of Youth Service minibus service (by 1 bus)	0.006	0.006	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction of opening hours of Hawarden Records Office	0.023	0.023	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Organisational Redesign of Leisure and Cultural Services	0.133	0.012	(0.121)	EFFICIENCY ACHIEVABLE IN PART	12 month delay in staffing restructure, this should be fully in place by April 1st 2012
Removal of Director's and Asst Director's discretionary spend	0.008	0.008	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Removal of Swimming Development Post	0.022	0.022	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Remove AVA service to schools	0.060	0.029	(0.031)	EFFICIENCY ACHIEVABLE IN PART	
Review of operating structure at Conna's Quay, Hope and Saltney Leisure Centres	0.088	0.043	(0.045)	EFFICIENCY ACHIEVABLE IN PART	The efficiency has been achieved in the reduction of staff, however due to the lone worker arrangements casual income has decreased as cash payments are no longer taken at these sites.
Target to increase take-up of school meals	0.049	0.000	(0.049)	EFFICIENCY NOT ACHIEVABLE	This was trialled in September in a selection of schools and the data is currently being analysed. September figures show a 12% drop in take-up - however efficiency will be reviewed on a monthly basis.
Rationalisation of LEA run Music Service	0.177	0.177	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
TOTAL	1.508	1.262	(0.246)		

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
Grouped Operational (APPENDIX 6a)					
<i>HR & OD - Corporate Services</i>					
Cost of Employment	1.000	0.755	(0.245)	EFFICIENCY ACHIEVABLE IN PART	Directorate teams have achieved the Management Control Items which make up the majority of the efficiency. Officers are currently consulting with Unions regarding the Proposals for Changes to Terms and Conditions. Delays in negotiations mean that the full efficiency is unlikely to be achieved and is now recorded as a pressure in the budget monitoring figures.
TOTAL	1.000	0.755	(0.245)		
Tactical (APPENDIX 6c)					
<i>Chief Executive - Corporate Services</i>					
Voluntary Sector Efficiencies	0.008	0.008	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Reduction in hours of Clerical Assistant	0.004	0.004	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Nuclear Free Local Authorities Membership	0.002	0.002	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
WLGA Subscription	0.015	0.000	(0.015)	EFFICIENCY NOT ACHIEVABLE	Corporate Subscriptions budget overspent by £0.006m at month 5. A number of invoices are still outstanding.
Policy Performance & Partnerships Review	0.024	0.024	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Implementation date of review further delayed however efficiency should be achievable through existing vacancy savings
Consultation and Publications	0.005	0.005	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
<i>HR & OD - Corporate Services</i>					
Corporate Training move to Northop	0.008	0.000	(0.008)	EFFICIENCY NOT ACHIEVABLE	Accommodation required at Greenfield Business Centre for First Aid Training provision until September. Efficiency will be achieved in full from 2012/13.

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information
<i>Finance - Corporate Services</i>					
Financial Status Enquiries	0.002	0.002	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
<i>ICT & Customer Services - Corporate Services</i>					
Efficiency Savings - reduced supplies & services spend	0.106	0.106	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Corporate Administration Review	0.138	0.138	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	Delays in implementation may incur a slight budget pressure.
Undertake a Telecommunication tariff review.	0.040	0.040	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
<i>Legal & Democratic - Corporate Services</i>					
Legal Staffing Review	0.074	0.074	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
Member Training	0.007	0.007	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
<i>Corporate Finance - Corporate Services</i>					
Pay Award (09/10)	0.968	0.968	0.000	EFFICIENCY ALREADY ACHIEVED	All necessary action has been taken.
1% Recurring Efficiencies from 10/11 in-year process	0.243	0.218	(0.025)	EFFICIENCY ACHIEVABLE IN PART	£0.025m further ISA Registration saving not achievable.
ISA Registration	0.030	0.030	0.000	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	
Single Persons Discount Review	0.328	0.200	(0.128)	EFFICIENCY ACHIEVABLE IN PART	Review not due for completion until the end of November 2011. However savings of £0.200m to date have been identified. As a whole the Collection Fund is projected to produce a surplus of £0.200m.
TOTAL	2.002	1.826	(0.176)		

Month 6

Efficiency Description	Budgeted Efficiency (£m)	Projected efficiency (£m)	Variance Negative = underachievement Positive = overachievement (£m)	Current Position	Further information to support current position status or other relevant information

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 10

REPORT TO: EXECUTIVE
DATE : 13 DECEMBER 2011
REPORT BY: HEAD OF FINANCE
SUBJECT : CAPITAL PROGRAMME 2011/12 (MONTH 6)

1.00 PURPOSE OF REPORT

1.01 To provide Members with the latest capital programme information for 2011/12.

2.00 BACKGROUND

2.01 The Council approved a Housing Revenue Account capital programme for 2011/12 of £10.059m at its meeting of 15th February 2011, and a Council Fund capital programme of £17.232m at its meeting of 1st March 2011.

3.00 CONSIDERATIONS

3.01 Programme - Changes During 2011/12

3.01.1 The table below sets out how the programme has changed during 2011/12.

	Council Fund	Housing Revenue Account (HRA)	Total
	£m	£m	£m
Council 15.02.11. (HRA) and 01.03.11. (Council Fund)			
Original Capital Programme	17.232	10.059	27.291
Executive 18.10.11.			
Revised Capital Programme	29.038	12.597	41.635
Latest Monitoring			
As Previously Reported	29.038	12.597	41.635
Change this Period	0.202	(1.147)	(0.945)
Revised Programme	29.240	11.450	40.690

3.01.2 From the table it can be seen that the previously reported programme total of £41.635m has decreased to £40.690m, by way of the inclusion of net increased Council Fund schemes of £0.202m, and reduced HRA programme schemes of £1.147m.

Date: 07/12/2011

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

REVISED PROGRAMME	Original Budget 2011/12	Rollover from 2010/11	Changes	Released Funding	Rollover to 2012/13	Savings	Projected Outturn 2011/12
	£m	£m	£m	£m	£m	£m	£m
Corporate Services	0.605	0.749	(0.149)	0	0	0	1.205
Clwyd Theatr Cymru	0.025	0.027	0.025	0	0	0	0.077
Community Services	3.965	2.313	(0.518)	0	0	0	5.760
Environment	5.846	2.765	0.822	0	0	0	9.433
Lifelong Learning	6.791	4.379	1.595	0	0	0	12.765
Council Fund Total	17.232	10.233	1.775	0	0	0	29.240
Housing Revenue Account	10.059	2.796	(1.405)	0	0	0	11.450
Programme Total	27.291	13.029	0.370	0	0	0	40.690

3.02 Changes During This Period

3.02.1 A summary of those changes recorded during the reporting period (together with supporting narrative), is provided in Appendix B.

3.03 Released Funding (Generally Financed) Budgets

3.03.1 Work continues in 'stage profiling' all programme schemes i.e. assessing at what stage each scheme is at in terms of readiness for letting contracts and commencing works. This information together with the 'time profiling' of all anticipated funding resources assists the capital monitoring/management and reporting processes.

3.03.2 At this point in time, no programme budgets have been identified as available for release, but work continues in this respect (as part of the process identified in 3.03.1 above).

3.04 Identified Savings

3.04.1 There are no identified savings to report during the period. Members will be kept updated in respect of all savings that do emerge, for the purpose of funding further priorities.

3.05 Capital Expenditure v Profiled Budget

3.05.1 Recorded capital expenditure across the whole programme stands at £9.424m at month 6 (as detailed in the table below), representing 23.16% of the revised budget total of £40.690m (9.96% as at the previous quarter).

EXPENDITURE	Revised Budget	Cumulative Profiled Budget Month 6	Cumulative Expenditure Month 6	Variance Expenditure v Profiled (Under)/Over
	£m	£m	£m	£m
Corporate Services	1.205	0.019	0.019	0.000
Clwyd Theatr Cymru	0.077	0.063	0.063	0.000
Community Services	5.760	1.958	1.987	0.029
Environment	9.433	2.733	2.050	(0.683)
Lifelong Learning	12.765	3.381	3.154	(0.227)
Council Fund Total	29.240	8.154	7.273	(0.881)
Housing Revenue Account	11.450	2.722	2.151	(0.571)
Programme Total	40.690	10.876	9.424	(1.452)

3.05.2 More specifically, the table also provides details of the cumulative expenditure against cumulative profiled budget; the profiled budget total (i.e. that part of the total budget forecast to be spent during the reporting period) stands at £10.876m; recorded expenditure of £9.424m represents 86.65% of the profiled budget total, a net variance (underspend) of £1.452m.

3.05.3 The significant variances (those greater than £0.025m) are individually listed in Appendix C, together with reasons for such and the required remedial actions; all other variances (those variances less than £0.025m), are aggregated within Appendix C, for each directorate.

3.06 Financing

3.06.1 The capital programme is financed as summarised below -

FINANCING RESOURCES			
	General Financing	Specific Financing	
	Supported Borrowing / General Capital Grant / Capital Receipts	Grants & Contributions / CERA /Reserves/ Prudential Borrowing	Total Financing
	£m	£m	£m
Latest Monitoring			
Council Fund	21.482	7.758	29.240
Housing Revenue Account	2.611	8.839	11.450
	24.093	16.597	40.690
Released Funding			
Council Fund	0	0	0
Housing Revenue Account	0	0	0
	0.000	0.000	0.000
Rephasing			
Council Fund	0	0	0
Housing Revenue Account	0	0	0
	0.000	0.000	0.000
Total Financing Resources	24.093	16.597	40.690

3.06.2 That element of the Council Fund total financed from general (non-specific) financing resources - unhypothecated supported borrowing, general capital grant and capital receipts (£21.482m) - relies on total Council Fund capital receipts of £2.464m. The capital receipts position continues to be closely monitored as part of the overall management of the capital programme.

4.00 RECOMMENDATIONS

4.01 The Executive is requested to -

(a) Note and approve the report.

(b) Confirm the Housing Revenue Account funding adjustment of £0.596m as detailed in Appendix B.

5.00 FINANCIAL IMPLICATIONS

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

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Appendix A : Capital Programme - Changes During 2011/12
Appendix B : Changes During This Period
Appendix C: Variances

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Capital Programme Monitoring Papers 2011/12

Contact Officer: Ian Ll Jones
Telephone: 01352 702207
E-Mail: ian_ll_jones@flintshire.gov.uk

APPENDIX A

CAPITAL PROGRAMME - CHANGES DURING 2011/12

Original Budget 2011/12	Rollover from 2010/11	Changes (Previous)	Changes (Current)	Revised Budget	Released Funding 2011/12	Rollover to 2012/13	Savings	Projected Outturn 2011/12
£m	£m	£m	£m	£m	£m	£m	£m	£m
Council Fund :								
Corporate Services								
0.315	0.607	0	0	0.922	0	0	0	0.922
0.290	0.142	(0.139)	(0.010)	0.283	0	0	0	0.283
0.605	0.749	(0.139)	(0.010)	1.205	0.000	0.000	0.000	1.205
Theatre								
0.025	0.027	0	0.025	0.077	0	0	0	0.077
0.025	0.027	0.000	0.025	0.077	0.000	0.000	0.000	0.077
Community Services								
3.965	2.072	(0.518)	0	5.519	0	0	0	5.519
0	0.204	0	0	0.204	0	0	0	0.204
0	0.026	0	0	0.026	0	0	0	0.026
0	0.001	0	0	0.001	0	0	0	0.001
0	0.010	0	0	0.010	0	0	0	0.010
3.965	2.313	(0.518)	0.000	5.760	0.000	0.000	0.000	5.760

Changes :	Previous = Cumulative as at previous quarter
	Current = As at this quarter (See Appendix B)
Key to Headings :	Released Funding : None yet identified (See Section 3.03)
	Rollover to 2012/13 : None yet identified
	Savings : None yet identified (See Section 3.04)

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APPENDIX A (Cont'd .)

CAPITAL PROGRAMME - CHANGES DURING 2011/12

	Original Budget 2011/12	Rollover from 2010/11	Changes (Previous)	Changes (Current)	Revised Budget	Released Funding 2011/12	Rollover to 2012/13	Savings	Projected Outturn 2011/12
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Environment									
Administrative Buildings	0.752	0.649	0.189	0	1.590	0	0	0	1.590
Cemeteries	0	0.020	0	0	0.020	0	0	0	0.020
Industrial Units	0	0.023	0.275	0	0.298	0	0	0	0.298
Public Conveniences	0	0.017	0	0	0.017	0	0	0	0.017
Sustainable Waste Management	0	0.009	0.248	0	0.257	0	0	0	0.257
Engineering	0.448	0.437	0	0	0.885	0	0	0	0.885
General Environmental Enhancement	0.020	0.023	0	0.010	0.053	0	0	0	0.053
Highways	1.976	0.810	0	0.100	2.886	0	0	0	2.886
Ranger Services	0	0.006	0	0	0.006	0	0	0	0.006
Regeneration	0.550	0.756	0	0	1.306	0	0	0	1.306
Transportation	2.100	0.015	0	0	2.115	0	0	0	2.115
	5.846	2.765	0.712	0.110	9.433	0.000	0.000	0.000	9.433

CAPITAL PROGRAMME - CHANGES DURING 2011/12

Original Budget 2011/12	Rollover from 2010/11	Changes (Previous)	Changes (Current)	Revised Budget	Released Funding 2011/12	Rollover to 2012/13	Savings	Projected Outturn 2011/12
£m	£m	£m	£m	£m	£m	£m	£m	£m
10.059	2.796	(0.258)	(1.147)	11.450	0	0	0	11.450
10.059	2.796	(0.258)	(1.147)	11.450	0.000	0.000	0.000	11.450

Housing Revenue Account :

Housing Revenue Account Programme

Totals :

Council Fund	17.232	10.233	1.573	0.202	29.240	0	0	29.240
Housing Revenue Account	10.059	2.796	(0.258)	(1.147)	11.450	0	0	11.450
Grand Total	27.291	13.029	1.315	(0.945)	40.690	0.000	0.000	40.690

CHANGES DURING THIS PERIOD

	Detail (With General Funding Unless Specified)	Increase *	Decrease	Net	Total
		£m	£m	£m	£m
Council Fund :					
Corporate Services					
Corporate Finance	Movement of budget to Environment (General Environmental Enhancement) - for Health & Safety related works (River Dee and Coastal Path Signage)	0	(0.010)	(0.010)	
		0.000	(0.010)	(0.010)	(0.010)
Clwyd Theatr Cymru Programme					
	Digital Projector - Introduction of Flintshire Community Trust grant (£0.015) and Capital Expenditure funded from Revenue Account [CERA] (£0.010)	0.025	0	0.025	
		0.025	0.000	0.025	0.025
Community Services					
		0.000	0.000	0.000	0.000
Environment					
General Environmental Enhancement	Signage works at River Dee and Coastal Path, from Health & Safety provision	0.010	0	0.010	
Highways	Highways maintenance - grant funded works	0.100	0	0.100	
		0.110	0.000	0.110	0.110
Lifelong Learning					
Countryside and Heritage	Public Art Projects - Section 106 monies	0.002	0	0.002	
Play Areas	Section 106 monies (£0.026m), Grants & Contributions from Town & Community Councils (£0.014m) and CERA (£0.013m)	0.053	0	0.053	
Education - General	Flying Start - Welsh Government funding (£0.022m)	0.022	0	0.022	
		0.077	0.000	0.077	0.077
Total - Council Fund					0.202
Housing Revenue Account :					
Housing Revenue Account Programme	reduced anticipated capital receipts (£0.101m); a reduced CERA funding total which provides required funding for revenue voids expenditure (£0.450m) [as approved at Executive 20th September 2011]; reduced 2011/12 capital receipts funding requirement due to in-year efficiencies achieved (£0.596m), with this sum available to supplement the 2012/13 funding total	0	(1.147)	(1.147)	
		0.000	(1.147)	(1.147)	(1.147)
Grand Total					(0.945)

* Increases reflect new funding

CORPORATE SERVICES

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Other Variances (Aggregate)	1.205	0.019	0.019	0.000	0.000		
Total:	1.205	0.019	0.019	0.000	0.000		

Variance = Expenditure v Profiled Budget

CLWYD THEATR CYMRU

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Other Variances (Aggregate)	0.077	0.063	0.063	0.000	0.000		
Total:	0.077	0.063	0.063	0.000	0.000		

Variance = Expenditure v Profiled Budget

COMMUNITY SERVICES

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Private Sector Renewal and Improvement :							
Renovation Assistance	2.452	0.971	0.826	(0.145)	(0.062)	<ul style="list-style-type: none"> Energy Efficiency work has been completed under the Community Energy Savings Programme (CESP) - awaiting payment. Group repair slightly behind schedule as contractor not handing properties back as quickly as agreed. 	<ul style="list-style-type: none"> New agreement in place with contractors to improve hand over rates.
Assistance for Older People	1.690	0.553	0.793	0.240	(0.011)	<ul style="list-style-type: none"> Disabled Facilities Grants – The cessation of external and locum Occupational Therapist's by Social Services has not yet slowed down referrals. 	<ul style="list-style-type: none"> Monitor the DFG spend closely to ensure that the predicted slow down occurs.
Assistance for Empty Properties	0.989	0.246	0.309	0.063	0.153	<ul style="list-style-type: none"> Housed - Acquisition & Empty properties for redevelopment. One property acquired earlier than anticipated. 	
Environmental Improvement Works	0.238	0.089	(0.038)	(0.127)	(0.080)	<ul style="list-style-type: none"> Festival gardens work is completed, awaiting payment. Project Board approved 	<ul style="list-style-type: none"> Ensure that the work to Festival Gardens can be signed off as complete (£47K).

COMMUNITY SERVICES

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
						further works for Connahs Quay, Queensferry & Shotton. Expected completion date for these works is end of Dec 2011.	<ul style="list-style-type: none"> Meetings with both internal and external stakeholders to overcome barriers to implementing some of the larger projects – The Shotton Steel man and the Connahs Quay Ecology Park.
Other Variances (Aggregate)	0.150	0.078	0.093	0.015	(0.084)		
Other Programme Areas :							
Other Variances (Aggregate)	0.241	0.021	0.004	(0.017)	(0.062)		
Total :	5.760	1.958	1.987	0.029	(0.146)		

Variance = Expenditure v Profiled Budget

ENVIRONMENT

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Month (£m)	Cause of Variance	Action Required
Administrative Buildings & Energy	1.590	0.495	0.421	(0.074)	0.006	<ul style="list-style-type: none"> Most schemes currently in line with budget projections. Work on Hawarden Rectory originally projected Aug-Oct not currently on site. 	<ul style="list-style-type: none"> Awaiting listed building consent before beginning work on Rectory.
Engineering	0.886	0.076	0.044	(0.032)	0.003		<ul style="list-style-type: none"> Approval given by WG for delivery of Mold Flood Alleviation scheme. Revised spend profile being prepared.
Highways	0.283	0.346	0.277	(0.069)	0.252	<ul style="list-style-type: none"> Awaiting costs for Bridge Assessment works (£0.070m) - works completed but costs not yet submitted by County Services 	<ul style="list-style-type: none"> Ensure all costs are submitted promptly.
Regeneration	1.326	0.020	0.082	0.062	0.034	<ul style="list-style-type: none"> Costs relate to Town Centre Regeneration works that have been undertaken earlier than projected. (£0.035m Holywell, £0.001m Flint, £0.046m various). 	

ENVIRONMENT

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Month (£m)	Cause of Variance	Action Required
Transportation	2.115	0.781	0.170	(0.611)	(0.343)	<ul style="list-style-type: none"> Various Taith schemes have been delayed and therefore have not achieved projected spend levels. 	<ul style="list-style-type: none"> Revised spend projections will be available for Period 7. Customer Information Screens £0.090m issues now resolved. Mold-Flint Cycleway now onsite in Nov £0.150m
Other Variances (Aggregate)	3.233	1.015	1.056	0.041	0.143		
Total:	9.433	2.733	2.050	(0.683)	0.095		

Variance = Expenditure v Profiled Budget

LIFELONG LEARNING

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Primary Schools	2.286	0.891	0.719	(0.172)	(0.082)	• Various. Delayed invoices.	
Secondary Schools	1.981	0.230	0.201	(0.029)	(0.097)	• Various. Delayed invoices.	
Other Variances (Aggregate)	8.498	2.260	2.234	(0.026)	(0.062)		
Total:	12.765	3.381	3.154	(0.227)	(0.241)		

Variance = Expenditure v Profiled Budget

HOUSING REVENUE ACCOUNT (HRA)
Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Major Works	6.882	1.335	1.028	(0.307)	(0.049)	<ul style="list-style-type: none"> External Refurbishment, monies certified and awaiting invoice. Contract ahead of schedule due to complete December. Refusal from some tenants to have a heating replacement has slightly slowed down progress as additional properties have to be added into the program. Works are one month behind and will be complete in early January. Glanymorfa phase 2 contract price lower than anticipated due to good tender return. Due for completion in Dec and available funds will be released for additional WHQS works in 2012/13. 	<ul style="list-style-type: none"> Monitor closely to ensure works are completed by early January. Reduce 2011/12 funding to enable next year's capital programme to be increased.
Accelerated Programmes	0.815	0.229	0.188	(0.041)	(0.019)	<ul style="list-style-type: none"> Rewiring - Asbestos identified within some properties, which has led 	<ul style="list-style-type: none"> An additional team have been allocated to the program and work is

HOUSING REVENUE ACCOUNT (HRA)
Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
WHQS Improvements	2.406	0.635	0.391	(0.244)	(0.012)	<p>to a delayed start on site. Programme due to complete in March.</p> <ul style="list-style-type: none"> Available funds within the rewiring programme will be released for additional WHQS works in 2012/13. 	<p>catching up to the project schedule.</p> <ul style="list-style-type: none"> Reduce 2011/12 funding to enable next year's capital programme to be increased.
Disabled Adaptations	0.950	0.384	0.446	0.062	0.015	<ul style="list-style-type: none"> The Council is seeking to make best use of its housing stock by re 	<ul style="list-style-type: none"> Contractor is required to pick up progress on site in order to bring project back on track. Reduce 2011/12 funding to enable next year's capital programme to

HOUSING REVENUE ACCOUNT (HRA)

Capital Budget Monitoring 2011/12 (Month 6)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
						housing tenants into suitable alternative accommodation wherever possible as opposed to adapting stock. Available funds will be released for additional WHQS works in 2012/13.	be increased.
Other	0.397	0.139	0.099	(0.040)	0.003		
Total:	11.450	2.722	2.151	(0.571)	(0.062)		

Variance = Expenditure v Profiled Budget

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 11

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **BUSINESS RATES - WRITE OFFS**

1.00 PURPOSE OF REPORT

1.01 To request authorisation to write off a single business rates debt to the value of £27,207.50

2.00 BACKGROUND

2.01 Financial Procedure Rules (section 9.6(c) - Income and Expenditure) requires that write offs in excess of £25,000 are referred to the Executive for consideration and approval.

3.00 CONSIDERATIONS

3.01 The consideration to write off is never taken lightly and is only ever recommended after all recovery options have been exhausted.

3.02 The write off in this case relates to Startmore Pub Company Ltd, a company that managed over 110 public houses across the UK, including one property in Flintshire. The company was liable for business rates at the Red Lion public house, Llanasa, for the period 18th March 2010 to 14th June 2011.

3.03 During 2010-11, a demand notice was issued in accordance with normal procedures. In order to secure payment, it was also necessary for the Council to take legal action to obtain a Liability Order in the Magistrates Court for the full balance of 2010-11. Despite the best efforts of the Revenues service to secure full payment of the Liability Order, including entering into a payment agreement for repayment at £750 per week, the full debt remained outstanding.

3.04 To secure full payment, and if necessary, to undertake distress, the Revenues service referred the Liability Order to the Council bailiffs in the early part of 2011-12. However, on the 14th June 2011 the Council received confirmation from KPMG liquidators to confirm their appointment.

3.05 As unsecured creditors, the Council has lodged a claim to the liquidators in respect of the unpaid business rates amounting to £27,207.50. The liquidators have indicated that with asset realisations around £100,000 and unsecured creditors, including the Council, likely to be in excess of £2m, there is no prospect whatsoever of a dividend. This is also due to estimated preferential claims being far in excess of funds available after costs.

Date: 07/12/2011

4.00 RECOMMENDATIONS

4.01 That Executive approve the write off of this debt, amounting to £27,207.50.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no financial implications to the Council or to taxpayers in relation to the write off of bad debts for business rates since the Council collects Business Rates on behalf of the Welsh Government through the National Collection Pool for Wales. There are provisions made within the Collection Pool for the write off of debts.

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 None

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Financial Procedure Rules (section 9.6(c) - Income and Expenditure)
Notification of Liquidation from KPMG - dated 30/06/2011
Update Statement from Liquidators - dated 22/11/2011

Contact Officer: David Barnes
Telephone: 01352 703652
E-Mail: david_barnes@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 12

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DIRECTOR OF LIFELONG LEARNING**
SUBJECT : **OUTCOME OF CONSULTATION ON THE CLOSURE OF THE
APPLIED BEHAVIOURAL ANALYSIS (ABA) RESOURCE AT
WESTWOOD COMMUNITY SCHOOL**

1.00 PURPOSE OF REPORT

1.01 To advise members of the outcome of the consultation on the proposed closure of the ABA Resource at Westwood Community School.

2.00 BACKGROUND

2.01 The Local Authority (LA) presented a report to the council Executive in March 2011, requesting permission to consult on the closure of the ABA Resource at Westwood Community School. Permission was granted. The outcome of the consultation has been collated and the main points are outlined and addressed below.

3.00 CONSIDERATIONS

3.01 The following sections refer to the main objections raised through the consultation. In each instance the LA response has been provided for consideration. A copy of all correspondence is available for viewing by councillors in the members' library.

3.02 **Point 1: ABA has a body of research to support its success in supporting the development of pupils with ASD (Autistic Spectrum Disorders)**

ABA has a wealth of evidence based research indicating its success in supporting development within the sphere of ASD. The LA is not attempting to dispute this, or discredit in any way, the professionals working within this field. It is acknowledged that pupils accessing the ABA Resource have made progress, however it is also recognised that children are individuals and as such can vary in the strength of their response to ABA, as indicated by Grindle et al (2009) in the study 'Outcomes of a behavioural education model for children with autism in a mainstream school setting'. This study evaluates the impact of the ABA educational model at Westwood and outlines the progress made by the pupils accessing this provision. The authors acknowledged within the study that the lack of a control group accessing a similar level of 'intensive alternative intervention' and the fact that the educational model was 'comprehensive and multi-component' makes it difficult to conclude which specific aspects of the educational provision resulted in the positive changes observed within the ABA Resource.

Date: 07/12/2011

3.03 Point 2: The lack of timely assessment and diagnosis of ASD by the Local Authority prevents pupils from access the provision

The LA is not responsible for the assessment and subsequent diagnosis of ASD. Within Flintshire, this is carried out by health professionals, primarily through the Flintshire ASD Service although other services such as the Children & Adolescent Mental Health Service (CAMHs) also carry out assessments. Referrals can be made for children and young people from birth to 18. Health professionals involved with preschool children would make referrals direct to the Flintshire ASD Service and LA officer involvement is not a prerequisite for a referral to be accepted.

Within the consultation documents received, a number of people make reference to the LA policy of not putting children forward for assessment until they reach the age of 6. The LA does not have a policy which limits the age at which referrals for ASD assessment can be made and the majority of referrals are actually made by health professionals.

3.04 Point 3: Other LAs in North Wales are increasing their provision for ABA whilst Flintshire is looking to reduce it

The incidence of Autism is increasing and LAs are looking to develop their provision to support pupils with ASD. In the main, a multi strategy approach to provision development appears to be the favoured route, i.e. ABA expertise will be available on site and this will feed into the development of a range of appropriate programmes for individual pupils. Where appropriate, this singular approach may be implemented but the establishment will offer a menu of interventions to suit individual need as opposed to just ABA as is the situation currently in the Resource at Westwood.

Within Flintshire, we are looking to develop the range of options available to pupils and parents. Ysgol Pen Coch, our primary phase specialist school, has made significant headway in this area. Approximately one third of the school population has social communication difficulties / ASD diagnoses. The school has developed its approach and teaching strategies to support this significant number of pupils. The school is keen to broaden its expertise in this area and research projects are currently underway exploring the use of technology in supporting skill development. Ysgol Pen Coch comprises of the main school building and a satellite centre in Mold. Both centres are situated on a shared site with a mainstream school and the buildings are physically joined, thus affording increased integration opportunities. Should the LA be in the position that professionals have recommended ABA and parents have agreed to this as the sole intervention, then the programme could be implemented through existing facilities, e.g. Ysgol Pen Coch satellite.

Currently a considerable amount of financial resources are locked within the ABA Resource. Closure of the provision would release funding to further develop the overall provision for ASD in Flintshire. Similar to other LAs, we are looking to retain elements of the ABA expertise within the authority, for example, we are considering the addition of staff with ABA expertise into the Autism Outreach

Service. This would build on the existing knowledge within the service which currently provides specialist ASD support and guidance to schools and parents.

The ABA Resource provides places for Wrexham and Flintshire pupils. Despite the acknowledged increased incidence of ASD, we have not received any inquiries from neighbouring authorities in England and Wales requesting places within the provision as is the case with other specialist provision. This could indicate that other LAs are able to meet the needs of pupils through the implementation of a multi strategy approach. The Westwood model appears to remain fairly unique within the UK.

3.05 Point 4: Potential closure of the provision is linked to a need to fill places at Ysgol Pen Coch specialist school

In September 2009 Ysgol Pen Coch opened replacing the primary specialist provision previously afforded through three special schools. Prior to opening, the number on role for the school had been devised based on knowledge of the level of need for specialist places within Flintshire. The school is not currently undersubscribed and there is no drive from the LA to direct more pupils to the school at the expense of other provision.

3.06 Point 5: The ABA Resource provides access to home support for parents

The ABA Resource currently provides guidance on addressing pupil behaviours in the home. This provides significant support to parents and enables the transfer of strategies between home and school. The LA recognises the importance of such a support programme and consequently home visits are part of the remit of LA officers, the ASD Outreach Service and are also part of the support package offered by staff at Ysgol Pen Coch and other specialist provision. Outside specialist speakers, including representatives from the National Autistic Society, address parental groups led by Ysgol Pen Coch and our Educational Psychology service will be leading a series of parent workshops at the school in the Autumn Term to support parent wellbeing.

Parental support groups are also available in some of the other specialist provision across the LA and we are working with staff to further develop this along side other support packages. Specialist training is organised by the LA Autism Steering Group which has representation from parents and input from both the National Autistic Society and Autism Cymru. A local parent group has also been established within Flintshire and many families currently access peer support and training opportunities through this.

3.07 Point 6: Take up of provision is limited due to lack of publicity and promotion by the LA

It is in the best interests of any LA to fill any specialist provision to ensure maximum efficiency and value for money. The reduction in take up of places has been attributed in some of the consultation responses to LA officer reluctance to share information with parents. As part of the Statutory Assessment procedure, information regarding all specialist provision within Flintshire, including the ABA

Resource, is provided within the Parental Information pack. During Statutory Assessment, pupils will undergo assessment from a range of professionals, including health. Recommendations regarding appropriate provision are made by all contributing professionals to the LA multiagency Moderation panel. All options considered suitable to an individual’s needs are discussed with parents who are able to express their views and preferences in Appendices A & D of the statutory documentation. This process ensures that no one person or service can dominate the Statutory Assessment procedure including the identification of appropriate provision.

It is also important to note that a number of professionals who were actively involved in establishing the ABA Resource at Westwood continue to work within the LA and would recommend this provision where it is deemed appropriate. Through the consultation, support for continued ABA provision has been indicated by some health professionals which would again suggest that recommendations for placements in the Resource would have been made where suited to an individual’s needs. The LA also actively publicises its Parent Partnership Service who provide independent support and advice to parents regarding statutory process and also local provision.

The following table identifies the number of Flintshire pupils accessing the Resource since 2004.

School Year	Pupils										
	A	B	C	D	E	F	G	H	I	J	K
2004/05	Y	Y	Y	Y	Y						
2005/06		Y	Y	Y	Y						
2006/07		Y	Y		Y						
2007/08		Y	Y		Y	Y	Y	Y			
2008/09		Y	Y			Y	Y	Y	Y		
2009/10						Y	Y		Y	Y	Y
2010/11						Y			Y	Y	Y
2011/12									*		*

* potential continued placements in 2011/12

! A change in the supervisory structure led to a reduction in costs for the following year

The table demonstrates that there has not consistently been year on year demand for this specialist provision, i.e. no new placements made in the years 2005/06, 2006/07 and 2010/11. The lack of placements in 2005/06 and 2006/07 suggest that this is due to lack of need rather than lack of publicity or promotion.

3.08 Point 7: Pupil support in KS2

The original report, requesting permission to consult on closure of the ABA Resource, suggested that pupils having accessed ABA went on to experience difficulty transferring to KS2 provision and continued to need a high level of support. This comment was interpreted by a number of people responding to the consultation

as referring specifically to the KS2 provision at Westwood, however it referred to any KS2 provision accessed post ABA. Out of the 7 pupils that this applies to, 2 have continued to access mainstream provision but both require additional support either through specialist resource provision and/or additional teaching assistant support. The remaining 5 pupils access specialist provision, with 3 pupils requiring additional support ranging from 1:1 up to 3:1. Four of the pupils are currently accessing or requests have been made for residential provision.

3.09 Point 8: ABA provision is expensive but reduces long term continuing care costs

ABA provision is expensive when compared with other specialist placements, e.g. Ysgol Pen Coch and Ysgol Plas Brondyffryn in Denbighshire. It compares favourably with high cost independent ASD placements where current individual pupil costs range from £200,000 to £350,000. Currently 4 pupils access these high cost placements, 2 of whom accessed school based ABA programmes on a full time basis.

3.10 Point 9: The Estyn Inspection of Westwood Community School identified outstanding provision within the ABA Resource

The Estyn Inspection 2006 identified the educational provision within the Resource to be outstanding. The LA recognises that a highly skilled, dedicated and committed team of staff has been developed since the opening of the provision in 2004. The partnership working with ABA specialists from Bangor University has enabled the Resource to develop extensive expertise within this sphere, ensuring that individual pupils and their families have accessed high quality intervention and support.

3.11 The proposal to close the provision should not be interpreted in any way as a negative reflection on the Resource staff, Westwood Community School or the support and guidance afforded through Bangor University. The partnership between the school, Resource and university staff has ensured that the provision has met the original outcomes identified at the onset. The provision for pupils with ASD in Wrexham and Flintshire has developed since the Resource was opened and it in this context that the proposal to close has been made.

4.00 RECOMMENDATIONS

4.01 Members of the Executive are invited to consider the responses to the consultation.

4.02 Members of the Executive agree to publish statutory notices regarding the closure of the Resource.

It is important to note that any objections received during the period of statutory notice would automatically result in the matter being referred to Welsh Ministers for a final decision regarding the closure of the provision.

5.00 FINANCIAL IMPLICATIONS

5.01 As indicated in a previous report and the Council's budget monitoring reports the full cost of running the ASD provision for KS1 and KS2 at Westwood was £238,140 for 2010/11. The full year cost of operating the ABA Resource in 2011/12 is projected to be £108,570 in 2010/11 it was £178,307. The reduction in cost is due to the employment of fewer staff as a result of the reduction in pupil numbers.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report

8.00 EQUALITIES IMPACT

8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 As indicated in previous report.

10.00 CONSULTATION REQUIRED

10.01 The LA is required to consult with all relevant bodies on the potential closure of the Resource.

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation regarding the proposal to close had previously taken place with the Governing Body and agreement was achieved regarding the proposed process and timescale. The LA has now consulted with staff and parents of pupils within the Resource. Additional responses to the consultation were received from members of the health profession and other interested parties. A summary of all responses to the consultation have been included within this report.

12.00 APPENDICES

12.01 None attached – copies of all correspondence received is available in the members' library.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

NONE

Contact Officer: Jeanette Rock
Telephone: 01352 704017
E-Mail: jeanette_rock@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 13

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DIRECTOR OF LIFELONG LEARNING**
SUBJECT : **QUEEN ELIZABETH II CHALLENGE**

1.00 PURPOSE OF REPORT

- 1.01 To seek the approval of Members for the nomination of the Public Open Spaces listed in Appendix 1 as 'Queen Elizabeth II Fields'.

2.00 BACKGROUND

- 2.01 To mark the Queen's Diamond Jubilee in 2012, Fields In Trust (FIT) has launched a new initiative to identify, and then protect, 2012 recreation grounds across the United Kingdom. These grounds would then carry a designation as Queen Elizabeth II Fields. This new programme is being led by the Patron of FIT, HRH Prince William, Duke of Cambridge. This new initiative is the 21st Century version of the popular King George V Memorial Fields which commenced in 1936 and resulted in 471 grounds across the UK being dedicated in perpetuity. All these grounds still exist and there is one in Flintshire at Gwernymynydd.

3.00 CONSIDERATIONS

- 3.01 Members will recall that an Executive Report was presented in March 2011. This report and its recommendation that sites be identified for nomination to FIT as part of the national Queen Elizabeth II Challenge was approved.
- 3.02 Following approval at Executive, a consultation was undertaken with all Town & Community Councils across Flintshire to identify candidate sites for consideration by Flintshire Officers. This consultation led to the identification of some 32 different sites for consideration (as listed in Appendix 1). These sites were assessed against published criteria from Fields In Trust which resulted in the identification of 28 sites which could potentially be nominated.
- 3.03 An internal consultation was then undertaken with Planning & Property colleagues to identify whether, of the remaining 28 sites, there existed any obstacles which would prevent the nomination of the identified sites. The sites were duly considered by Planning which raised no objections; and by Property Services which reported its considerations to the Corporate Asset Management Group for authorisation (see Appendix 2).
- 3.04 The list of public open spaces in para 3.05 below is the proposed list of nominations to FIT for the QEII Challenge.
- 3.05 Below is the final proposed list of nominations for the Queen Elizabeth II Challenge:

Date: 07/12/2011

1. Victoria Road/Riverbank, Boot End
2. Gronant Recreation Ground, Gronant
3. Sealand Manor Recreation Field, Sealand Manor
4. Wepre Park, Connah's Quay
5. Princess Park, Connah's Quay (but excluding northern area)
6. North Street, Shotton
7. King George Street, Shotton
8. Maes Pennant, Playing Field, Mostyn
9. North Street Football Pitch, Saltney Ferry
10. Rockcliffe Quarry, Bryn y Baal
11. Argoed Sports Association Fields (inc. Bowling Green), Mynydd Isa
12. Maes Bodlonfa, Mold (but excluding Kendricks Field)
13. Ffordd Dolgoed Playing Spaces, Mold
14. Lixwm Play Area, Lixwm
15. Phoenix Street, Recreation Ground, Sandycroft
16. Phoenix Recreation Ground, Leeswood
17. Llys Ben Playing Field, Northop Hall

- 3.06 Pending approval of this Report, work will commence in association with Property Services colleagues, to identify exact site boundaries of the above sites and for their legal dedication. Dedication of the above sites will not affect FCC's maintenance responsibilities to these spaces; indeed FCC will become the "Charitable Trustee" responsible for these spaces. The additional benefit of Charitable status is that it will enable FCC, in partnership with the local community, to apply for grant aid to enhance the value of these existing open spaces.

4.00 RECOMMENDATIONS

- 4.01 That Members approve the list of public open spaces to be nominated to Fields In Trust in response to the Queen Elizabeth II Challenge.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None in addition to current budget. Ultimately, a protection in perpetuity of a recreation ground would simply maintain the space as currently used: there could be no disposal for another purpose.

6.00 ANTI POVERTY IMPACT

- 6.01 None

7.00 ENVIRONMENTAL IMPACT

- 7.01 The spaces identified in para 3.5 would be protected in perpetuity if their nomination is accepted by Fields In Trust.

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 It is envisaged that the legal dedication of the spaces identified in para. 3.5 will require input and the support of Legal Services in the conveyancing process.

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation has been undertaken with Town & Community Councils and the spaces nominated by these bodies have been considered internally by FCC Officers prior to reporting this matter to Members.

12.00 APPENDICES

12.01 1. List of Recreation Grounds nominated for Queen Elizabeth II Challenge
2. CAMG Report (Colour Copy available in Member's Library and at meeting).

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Alan Roberts
Telephone: 01352 702469
E-Mail: alan_roberts@flintshire.gov.uk

All Sites Nominated for Fields In Trust

Queen Elizabeth II Challenge

Park Hall Road Play Area Greenfield

Willow Playing Field, Hope/Caergrwle
Castell Alun School Playing Field, Hope

Victoria Road/Riverbank, Boot End

Gronant Recreation Ground, Gronant

Sealand Manor Recreation Field, Sealand Manor
Garden City Recreation Field. Garden City

Coronation Gardens, Buckley
The Flash, Buckley
Buckley Cricket Pitch, Buckley
Mill Lane Football Pitch, Buckley

Former Lower School Playing Field, Main Road, Higher Kinnerton

Wepre Park, Connahs Quay
Coronation Gardens, Connah's Quay (can't identify location)
Princes Park, Connahs Quay

33 Club Playing Field, Shotton Lane, Shotton
North Street, Shotton
King George Street, Shotton

Maes Pennant Playing Field, Mostyn

North Street Football Pitch, Saltney Ferry
Community Centre Playing Field inc "Dog Field", Saltney

Rockcliffe Quarry, Bryn y Baal
Argoed Sports Association Fields (inc Bowling Green), Mynydd Isa

Maes Bodlonfa, Mold
Ffordd Dolgoed Playing Spaces , Mold
Victoria Road Football Pitch, Mold

Millstone Play Area, Penyffordd

Lixwm Play Area, Lixwm

Phoenix Street Recreation Ground, Sandycroft

Phoenix Recreation Ground, Leeswood

Ysceifiog Play Area, Ysceifiog

Llys Ben Recreation Ground, Northop Hall

FLINTSHIRE COUNTY COUNCIL

REPORT TO: CORPORATE ASSET MANAGEMENT GROUP

DATE: 14th September, 2011.

REPORT BY: CORPORATE VALUER

SUBJECT: FIELDS IN TRUST, QUEEN ELIZABETH 11 FIELD CHALLENGE (F.I.T.)

1. PURPOSE OF REPORT

- 1.1 To seek approval to the basis of a formal response by the Corporate Valuer to the invitation by the Director of Lifelong Learning to support nominated locations of Flintshire County Council and Town Council land to be dedicated in perpetuity for recreational use.

2. BACKGROUND

- 2.1 On the 15 March 2011 the Director of Lifelong Learning submitted a report to Executive (see Appendix 1) recommending support for the principal of the Fields in Trust Campaign and to invite all Town and Community Councils to nominate a recreation ground within their community in the ownership of the Council or Town/Community Councils for inclusion in a list for consideration for perpetual protection.
- 2.2 The Director of Lifelong Learning has received all the nominations and provided the Corporate Valuer with a list (See Appendix 2) and has invited the Corporate Valuer to comment upon the proposals.

3. CONSIDERATIONS

- 3.1 All the sites on the list have been given consideration by the Valuation and Estates Division with a view to recommending that any of the sites with long term development or operational potential are not dedicated in perpetuity for recreational use.
- 3.2 A summary of the sites that, in the opinion of the Corporate Valuer, should be either excluded from (pink) or included (green) in the submission for inclusion in the schedule for perpetual protection is shown in Appendix 3.
- 3.3 Plans of the sites recommended for exclusion from perpetual protection together with reasoning's are attached in Appendix 4.

4. RECOMMENDATIONS

- 4.1 That the Corporate Asset Management Group supports the recommendations of the Corporate Valuer to exclude the sites coloured pink from the list for submission for perpetual protection.

5. FINANCIAL IMPLICATIONS

- 5.1 The sites recommended for deletion from the list have, in the opinion of the Corporate Valuer, potential for long term development potential and therefore possible Capital Receipts.

6. ANTI-POVERTY IMPACT

- 6.1 there are no perceived anti-poverty impact implications.

7. ENVIRONMENTAL IMPACT

- 7.1 All the sites on the list are currently used for recreational purposes and therefore there are no immediate detrimental environmental impacts.

8. EQUALITIES IMPACT

- 8.1 There are no equalities impact implications.

9. PERSONNEL IMPLICATIONS

- 9.1 There are no perceived personnel implications.

10. CONSULTATION REQUIRED

- 10.1 The comments of the Corporate Valuer, if supported by the Corporate Asset Management, will be forwarded to the Director of Lifelong Learning for consideration prior to his submission of a report to the Executive in October 2011.

11. CONSULTATION UNDERTAKEN

LOCAL GOVERNMENT ACCESS TO INFORMATION ACT 1985

Background Documents: Appendices 1, 2, 3 & 4

Contact Officer: John Allen, Valuation and Estates Division, Environment Directorate, Chapel Street, Flint, Flintshire CH6 5BD

Telephone: 01352 703117

E-mail: john.allen@flintshire.gov.uk

Appendix 1

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: EXECUTIVE
DATE : 15 MARCH 2011
REPORT BY: DIRECTOR OF LIFELONG LEARNING
SUBJECT : FIELDS IN TRUST: QUEEN ELIZABETH II FIELDS
CHALLENGE

1.00 PURPOSE OF REPORT

- 1.01 To advise Members of this programme and invite support.

2.00 BACKGROUND

- 2.01 Fields in Trust (FIT) is the operating name used by the National Playing Fields Association (NPFSA). To mark the Queen's Diamond Jubilee in 2012, F.I.T. has launched a new initiative to identify and then protect 2012 recreation grounds across the United Kingdom. These grounds would then carry a designation as Queen Elizabeth II Fields. This new programme is being led by the Patron of F.I.T., HRH The Prince William of Wales. This new initiative is the 21st Century version of the popular King George V Memorial Fields which commenced in 1936 and resulted in 471 grounds across the U.K. being dedicated in perpetuity. All these grounds still exist and there is one in Flintshire at Gwemymynydd.

3.00 CONSIDERATIONS

- 3.01 The aim of F.I.T. is to create a sense of public engagement around both the Diamond Jubilee and the Olympics. In order to achieve this, it is hoping that each Local Authority will be prepared to support the programme by identifying one or more of the recreation grounds within the County which they would be willing to see protected.
- 3.02. In support of this programme, it is considered that all Town and Community Councils be contacted and invited to nominate a recreation ground within their community in the ownership of the County Council or Town / Community Council which they would like to see protected in the future as a potential Queen Elizabeth II Field. These nominations would be returned to the County Council for discussion with F.I.T. prior to a further consideration by Members for determination.

4.00 RECOMMENDATIONS

- 4.01 Executive is asked to support the principle of this new programme and to invite nominations from Town / Community Councils prior to a further report back.

Date: 10/03/2011

5.00 FINANCIAL IMPLICATIONS

5.01 None in addition to current budget. Ultimately, a protection in perpetuity of a recreation ground would simply maintain the space as currently used: there could be no disposal for another purpose.

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 An existing public open space area would be protected in perpetuity if identified under this programme.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 With Town / Community Councils.

11.00 CONSULTATION UNDERTAKEN

11.01 None as yet.

12.00 APPENDICES

12.01 None.

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

None

Contact Officer: Mike Hornby
Telephone: 01352 702452
E-Mail: mike_hornby@flintshire.gov.uk

Appendix 2

Sites Nominated for Fields In Trust

Queen Elizabeth 11 Challenge – Phase 1

Park Hall Road Play Area, Greenfield

Willow Playing Field, Hope / Caergrwle

Victoria Road / Riverbank, Boot End

Gronant Recreation Ground, Gronant

Sealand Manor Recreation Field, Sealand Manor
Garden City Recreation Field, Garden City

The Flash, Buckley
Buckley Cricket Pitch, Buckley
Mill Lane Football Pitch, Buckley

Former Lower School Playing Field, Main Road, Higher Kinnerton

Wepre Park, Connah's Quay
Princes Park, Connah's Quay

33 Club Playing Field, Shotton Lane, Shotton
North Street, Shotton – Not FCC – Shotton Town Council.
King George Street, Shotton

Maes Pennant Playing Field, Mostyn

North Street Football Pitch, Saltney Ferry
Community Centre Playing Field inc "Dog Field", Saltney

Rockcliffe Quarry, Bryn y Baal – Not FCC.
Argoed Sports Association Fields (inc Bowling Green), Mynydd Isa

Maes Bodlonfa, Mold
Ffordd Dolgoed Playing Spaces, Mold – Leased in by FCC.
Victoria Road Football Pitch, Mold

Millstone Play Area, Penyffordd

Lixwm Play Area, Lixwm

Phoenix Street Recreation Ground, Sandycroft

Phoenix Recreation Ground, Leeswood

Llys Ben Recreation Ground, Northop Hall

Appendix 3

Sites Nominated for Fields In Trust

Queen Elizabeth 11 Challenge – Phase 1

Park Hall Road Play Area, Greenfield

Willow Playing Field, Hope / Caergrwle

Victoria Road / Riverbank, Boot End

Gronant Recreation Ground, Gronant

Sealand Manor Recreation Field, Sealand Manor

Garden City Recreation Field, Garden City

The Flash, Buckley

Buckley Cricket Pitch, Buckley

Mill Lane Football Pitch, Buckley

Former Lower School Playing Field, Main Road, Higher Kinnerton

Wepre Park, Connah's Quay

Princes Park, Connah's Quay

33 Club Playing Field, Shotton Lane, Shotton

North Street, Shotton – Not FCC – Shotton Town Council.

King George Street, Shotton

Maes Pennant Playing Field, Mostyn

North Street Football Pitch, Saltney Ferry

Community Centre Playing Field inc "Dog Field", Saltney

Rockcliffe Quarry, Bryn y Baal – Not FCC.

Argoed Sports Association Fields (inc Bowling Green), Mynydd Isa

Maes Bodlonfa, Mold

Ffordd Dolgoed Playing Spaces, Mold – Leased in by FCC.

Victoria Road Football Pitch, Mold

Millstone Play Area, Penyffordd

Lixwm Play Area, Lixwm

Phoenix Street Recreation Ground, Sandycroft

Phoenix Recreation Ground, Leeswood

Llys Ben Recreation Ground, Northop Hall

Key: DO NOT DEDICATE IN PERPETUITY
 PUT FORWARD FOR CONSIDERATION

Appendix 4

Site Name	Location	Issues Identified	Corporate Valuer Recommendation
Park Hall Road Play Area	Gronant	The land coloured pink formerly comprised the refectory and play area for the Greenfield County Primary School which has been replaced by Ysgol Maes Glas at Englefield Road. The site is within the UDP settlement boundary and has good road frontages. The site coloured blue has been sold for residential development. This could be a good site for affordable homes in the long term.	Do not dedicate in perpetuity for recreational use.
The Willows Playing Field & Play Area	Wrexham Road, Hope	The southern section of the site is required for the reserve line of the Hope / Caergwle bypass which even if abandoned in the short term could be revived in the longer term. The site is within the Hope settlement boundary and the existing football pitch and play area are in poor condition. There is medium to long term potential for development for the northern section of the site which could provide funding for the upgrading of the existing poor recreational facilities.	Do not dedicate in perpetuity for recreational use.

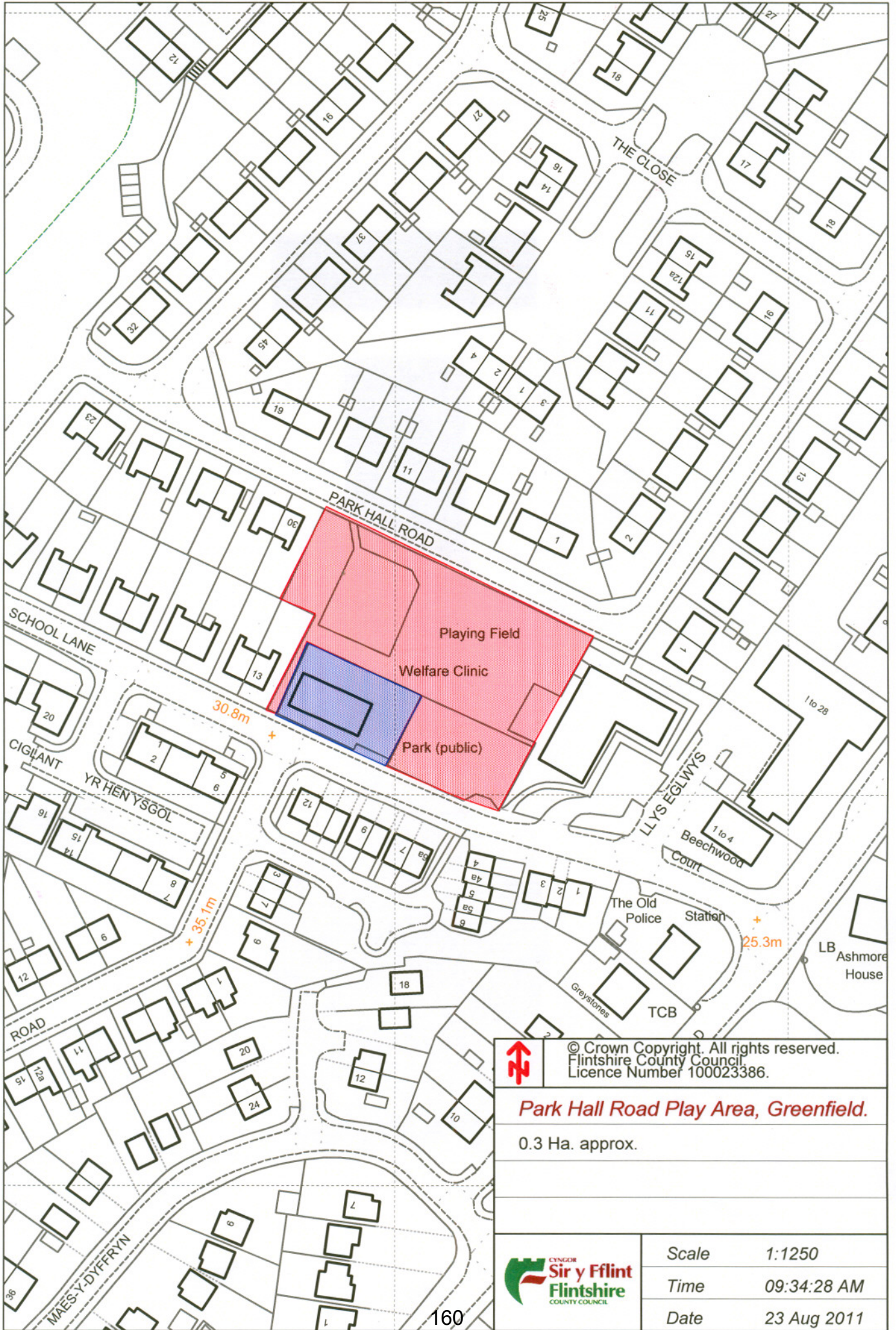
Victoria Road Football Pitch & Play Area	Boot End, Bagillt	None Identified	Put forward for consideration
Gronant Sports Pitch, Play Area, Skate Park & Play Area	Welsh Road, Garden City	This site has a good frontage onto Welsh Road and whilst it is currently excluded from settlement boundary it has got good long term potential for commercial development.	Do not dedicate in perpetuity for recreational use.
Sealand Manor Playing Field and Play Area	Sealand Manor	None Identified	Put forward for consideration
Garden City Football Pitch, Skate Park & Play Area	Park Hall, Greenfield	None Identified	Put forward for consideration
The Flash Playing Field	Adj. Emmanuel Church, Buckley	This site is within the settlement boundary having good vehicular access from Eglwys Close and is linked with the Bistre Education site. This site has long term development potential for residential use.	Do not dedicate in perpetuity for recreational use.
Buckley Cricket Pitch & Play Area	Lane End, Buckley	This site is within the Buckley settlement boundary having access from Chester Road and a good frontage onto Jubilee Road. The site has good long term potential for retail or residential development.	Do not dedicate in perpetuity for recreational use.

<p>Mill Lane Football Pitch, Bowling Green & Skate Park</p>	<p>Mill Lane, Buckley</p>	<p>This site is within the Buckley settlement boundary and was once considered for the Primary Health Care development. The site has a good frontage onto Mill Lane. Aside from this the site is part of the Elfed School and should be retained for any further redevelopment plans for the school itself.</p>	<p>Do not dedicate in perpetuity for recreational use.</p>
<p>Main Road Football Pitch / Former Lower School Playing Field</p>	<p>Main Road, Higher Kinnerton</p>	<p>This site is within the Higher Kinnerton settlement boundary and has good potential vehicular access from Oak Drive. The site has long term residential development potential.</p>	<p>Do not dedicate in perpetuity for recreational use.</p>
<p>Wepre Country Park</p>	<p>Connah's Quay</p>	<p>None Identified</p>	<p>Put forward for consideration</p>
<p>Princes Park (Former Princes Tip)</p>	<p>Connah's Quay</p>	<p>This site is within the settlement boundary of Connah's Quay and whilst the bulk of the site is good for inclusion in the scheme the northern section has good vehicular access and therefore long term residential development potential to include the old F.C.C garaging site.</p>	<p>Do not dedicate in perpetuity for recreational use the northern section shown coloured pink on the plan.</p>

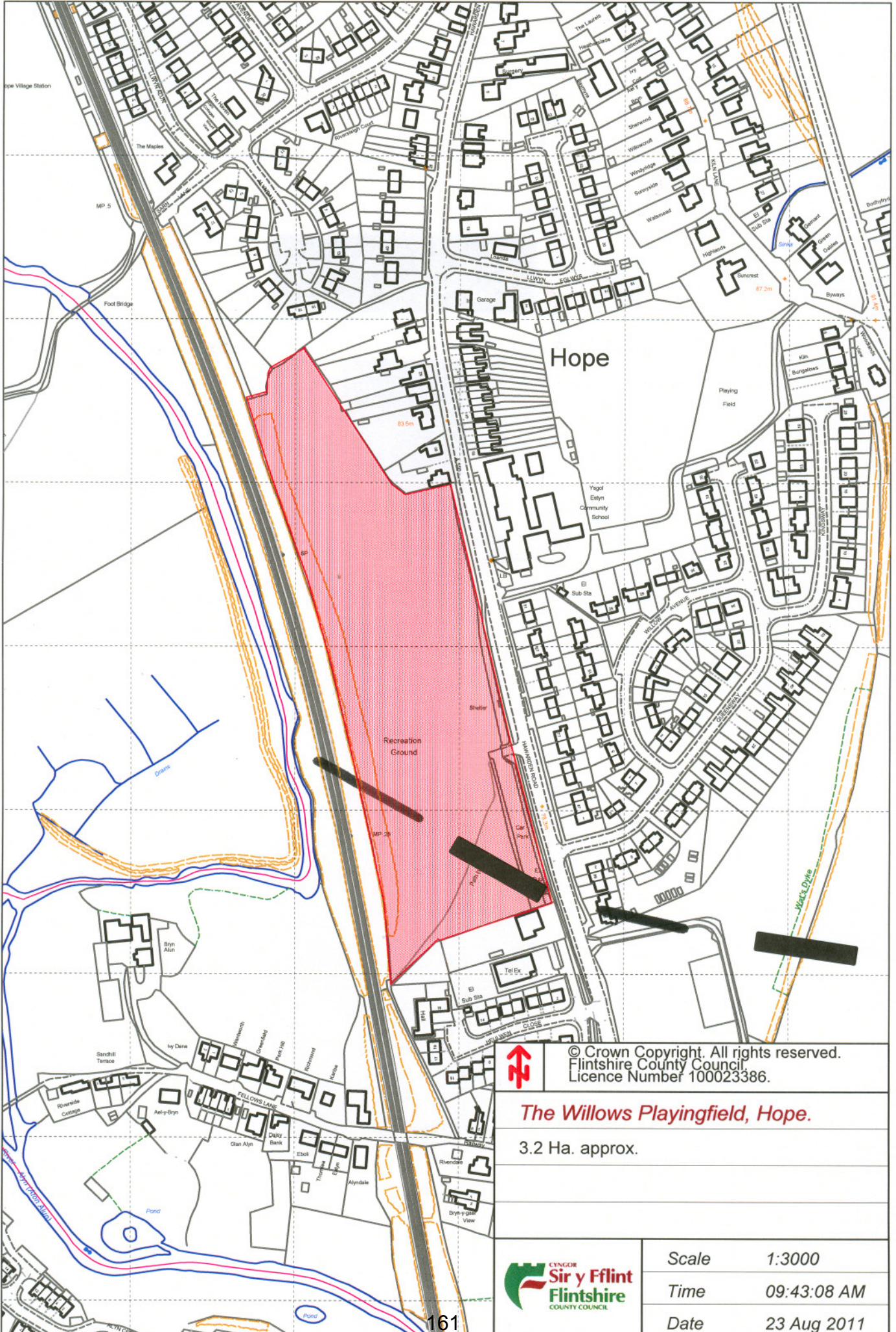
33 Club Playing Field and Play Area	Shotton Lane, Shotton	This site is within the Shotton settlement boundary and has a good frontage onto Shotton Lane. The site has long term potential for residential development and also adjoins the Venerable Edward Morgan school site which could be useful for the longer term planning of that school.	Do not dedicate in perpetuity for recreational use.
North Street Cricket Pitch	North Street, Shotton	Not in FCC ownership	Put forward for consideration
King George Street Playing Field and Play Area	King George Street, Shotton	None Identified	Put forward for consideration
Maes Pennant Playing Field, Sports Pitch, play Area, Skate Park & Bowling Green	Maes Pennant, Mostyn	None Identified	Put forward for consideration
North Street Football Pitch & Play Area	North Street, Saltney	None Identified	Put forward for consideration
Saltney Community	High Street, Saltney	This site is currently outside the settlement boundary and in the "flood plain". This is a prominent corner site with good vehicular access. This site has potential for "forecourt" or similar use.	Do not dedicate in perpetuity for recreational use.
North of Bryn Road / Rockcliffe Quarry, Bryn y Baal	Bryn y Baal, Mynydd Isa	Not in FCC ownership	Put forward for consideration
Argoed Sports Association Fields	Mynydd Isa	None Identified	Put forward for consideration

Maes Bodlonfa Sports Pitches, Bowling Green, Tennis Courts, Playing Field, Play Area & Ornamental Gardens	Maes Bodlonfa, Mold	The Park should be protected but the “Kendricks Field” sector should be retained for future development via the New Street frontage once the existing flooding problems have been overcome.	Do not dedicate in perpetuity for recreational use Kendricks field shown coloured pink on the plan.
Ffordd Dolgoed Play Area and Playing Field	Ffordd Dolgoed, Mold	Leased by FCC	Put forward for consideration
Victoria Road Football Pitch	Victoria Road, Mold	This site is within the settlement boundary and has good frontages onto Victoria Road and Tyddyn Street. This site has good potential for long term residential development.	Do not dedicate in perpetuity for recreational use.
Millstone Playing Field, Bowling Green and Play Areas	Hawarden Road, Penyffordd / Penymynydd	This site is within the settlement boundary and has a good main road frontage. The site has good long term residential development potential.	Do not dedicate in perpetuity for recreational use.
Lixwm Play Area	Lixwm	None Identified	Put forward for consideration
Sandycroft / Crofters Park Playing Field and Play Area	Phoenix Street, Sandycroft	None Identified	Put forward for consideration
Phoenix Park-Sports Pitches, Play Area, Bowling Green & Playing Field	Leeswood	None Identified	Put forward for consideration

Llys Ben Playing Fields	Northop Hall	<p>Furthermore, the site was donated to the village for Leisure use. Accordingly, it is recommended that the site is put forward for consideration.</p>	Put forward for consideration
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	© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
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	Time	09:34:28 AM
	Date	23 Aug 2011

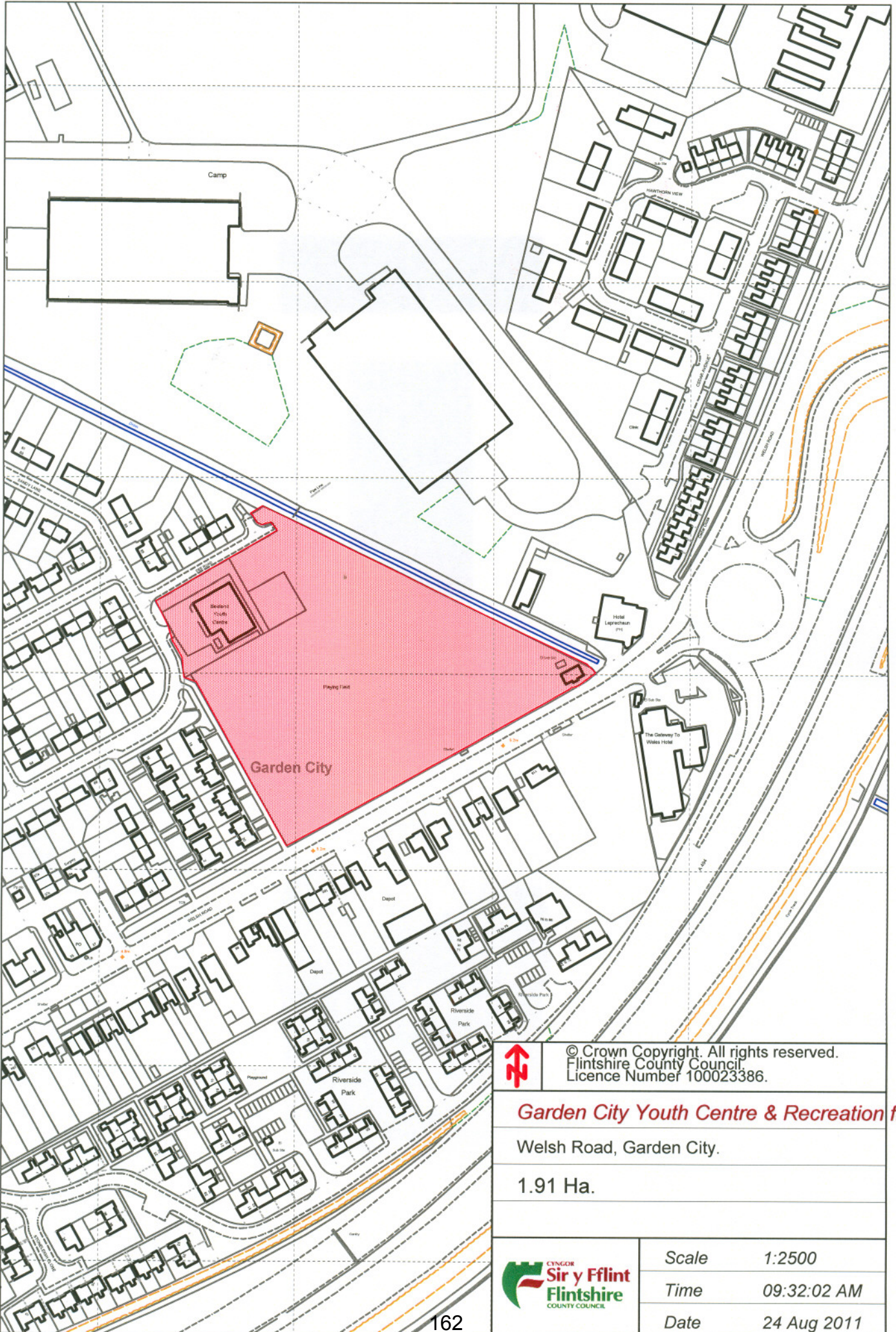



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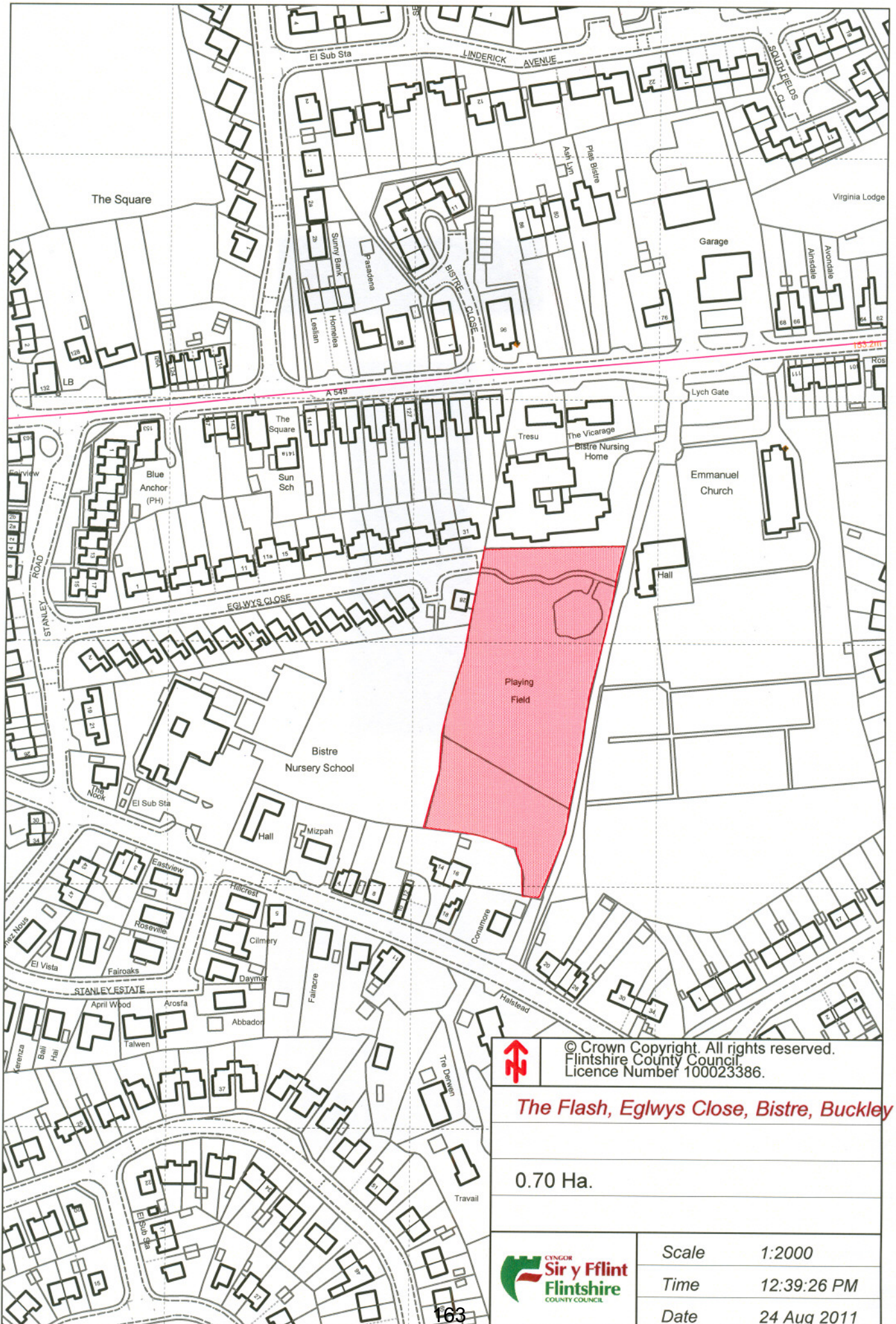
The Willows Playingfield, Hope.



3.2 Ha. approx.

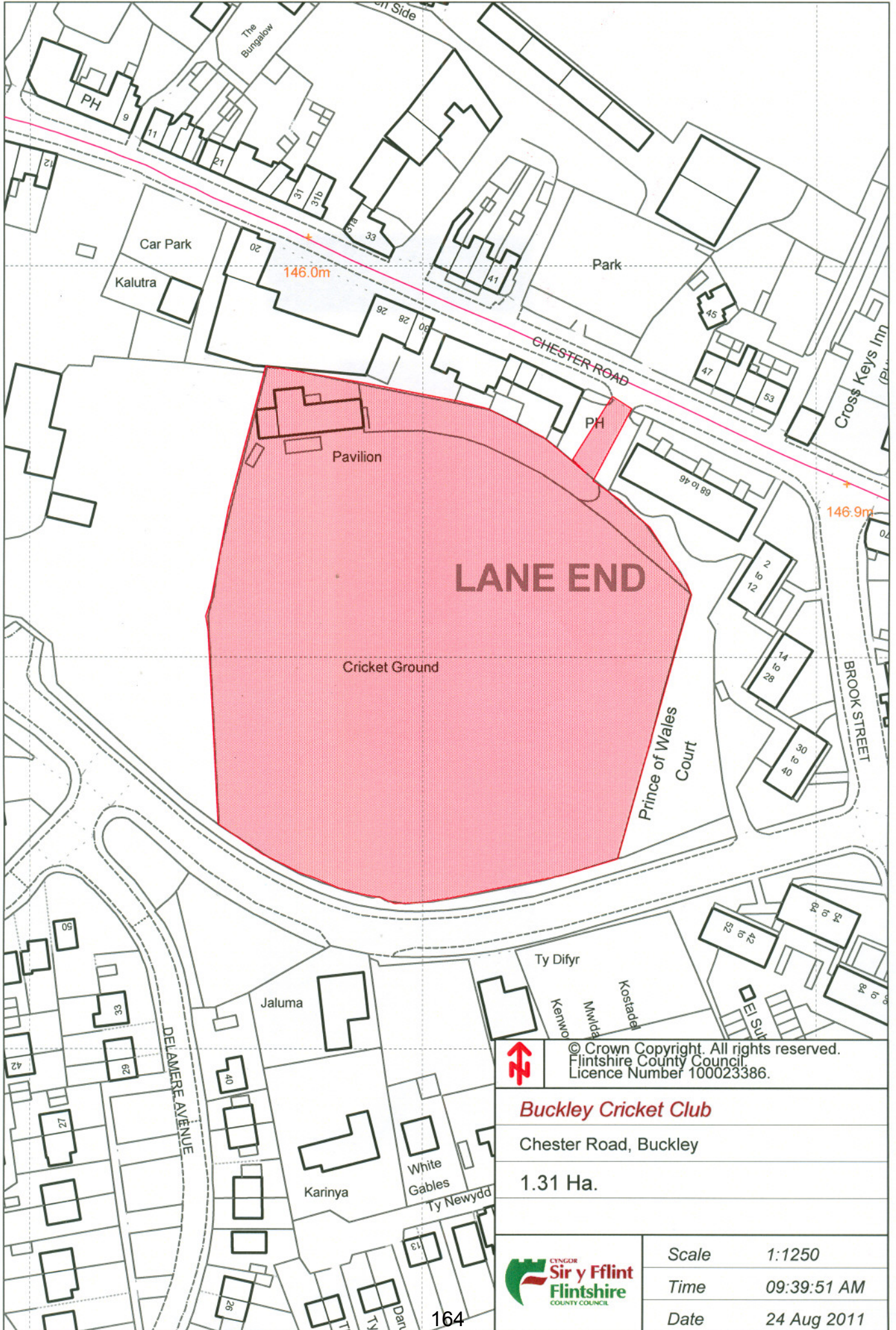
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	Date	23 Aug 2011



	© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
	Garden City Youth Centre & Recreation field Welsh Road, Garden City. 1.91 Ha.	
	Scale	1:2500
	Time	09:32:02 AM
	Date	24 Aug 2011



	© Crown Copyright. All rights reserved. Flintshire County Council. Licence Number 100023386.	
	The Flash, Eglwys Close, Bistre, Buckley	
0.70 Ha.		
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	Time	12:39:26 PM
	Date	24 Aug 2011



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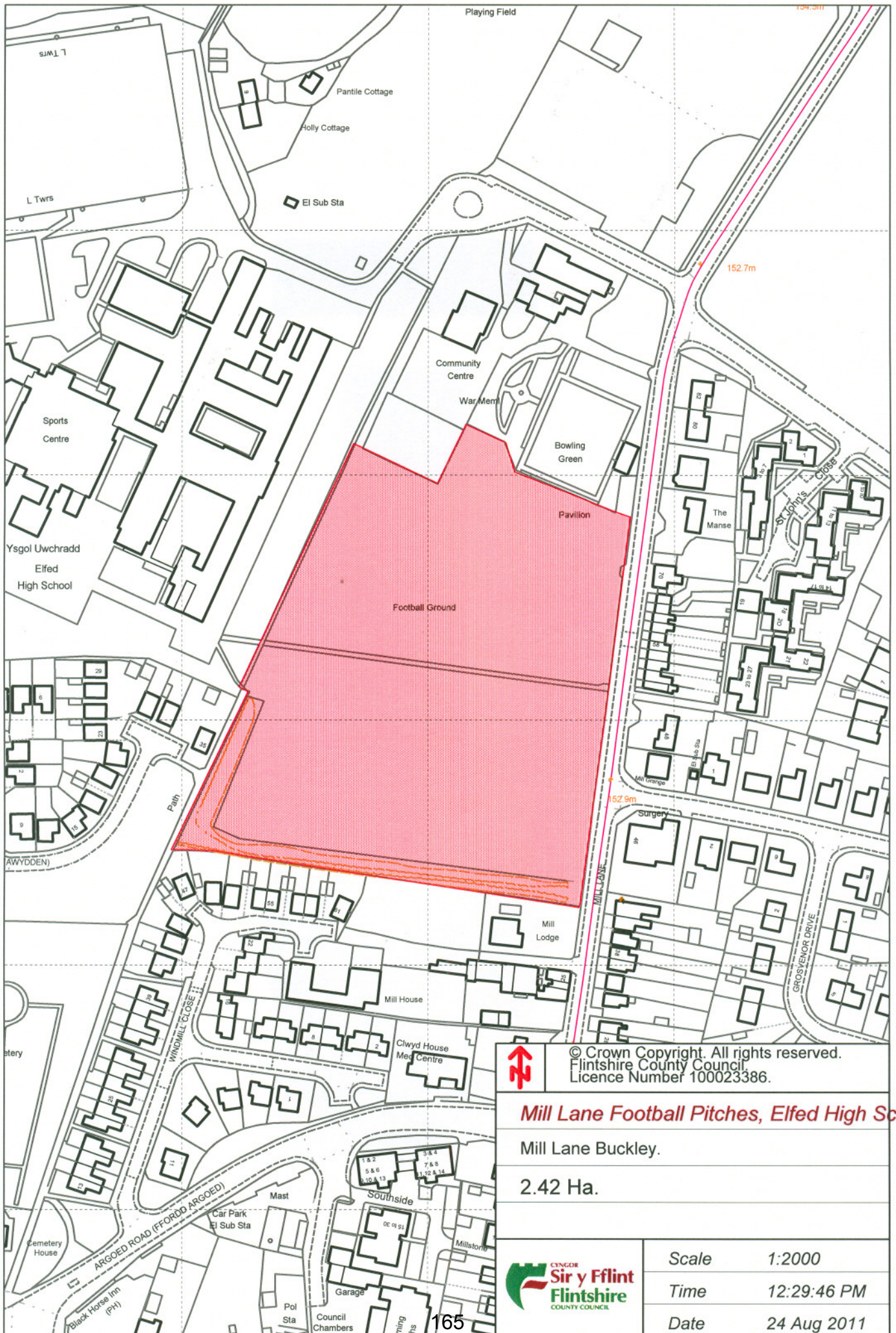
Buckley Cricket Club

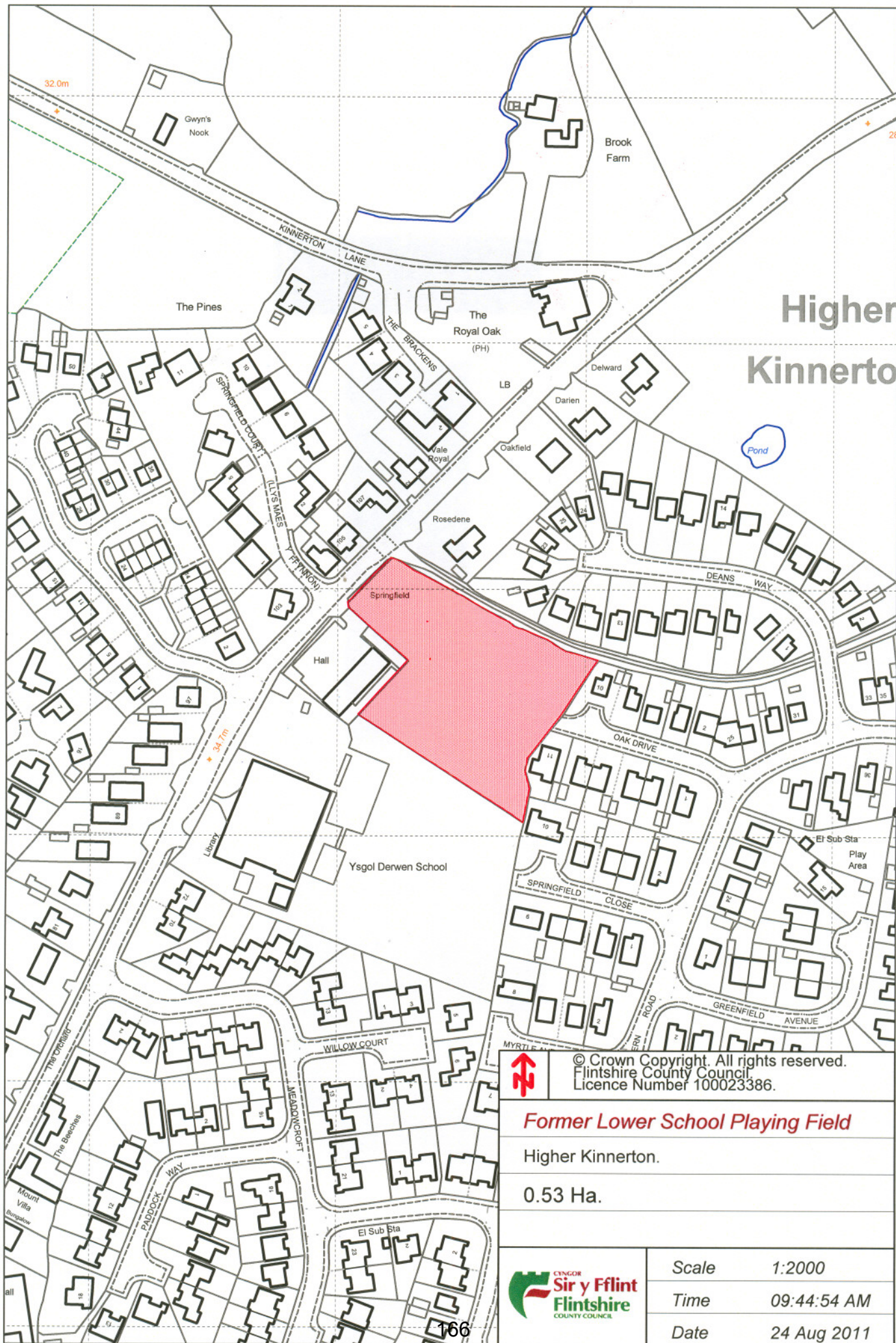
Chester Road, Buckley

1.31 Ha.





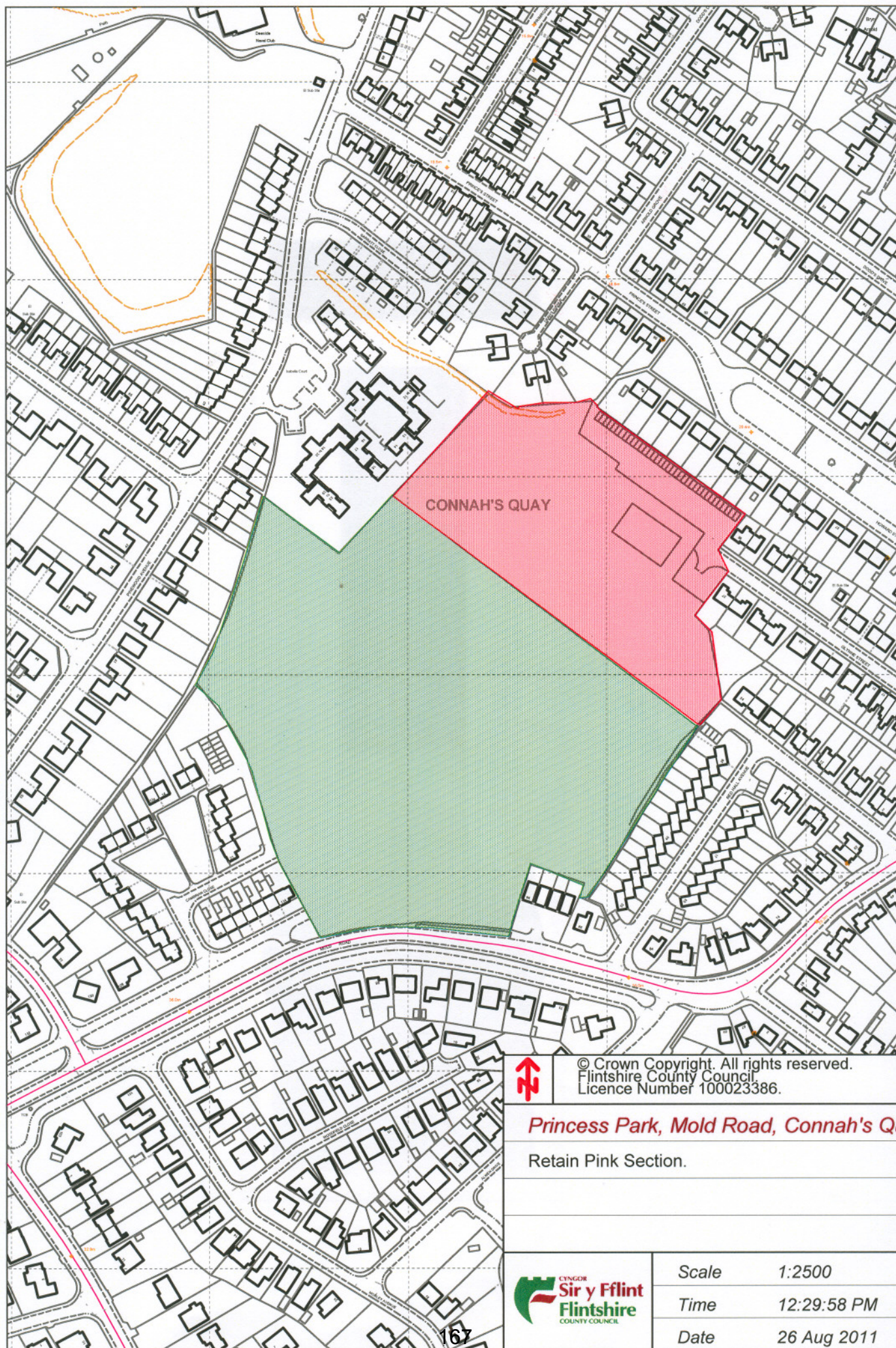
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Time	09:39:51 AM
Date	24 Aug 2011





Higher Kinnerton

	© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
	Former Lower School Playing Field	
Higher Kinnerton.		
0.53 Ha.		
	Scale	1:2000
	Time	09:44:54 AM
	Date	24 Aug 2011



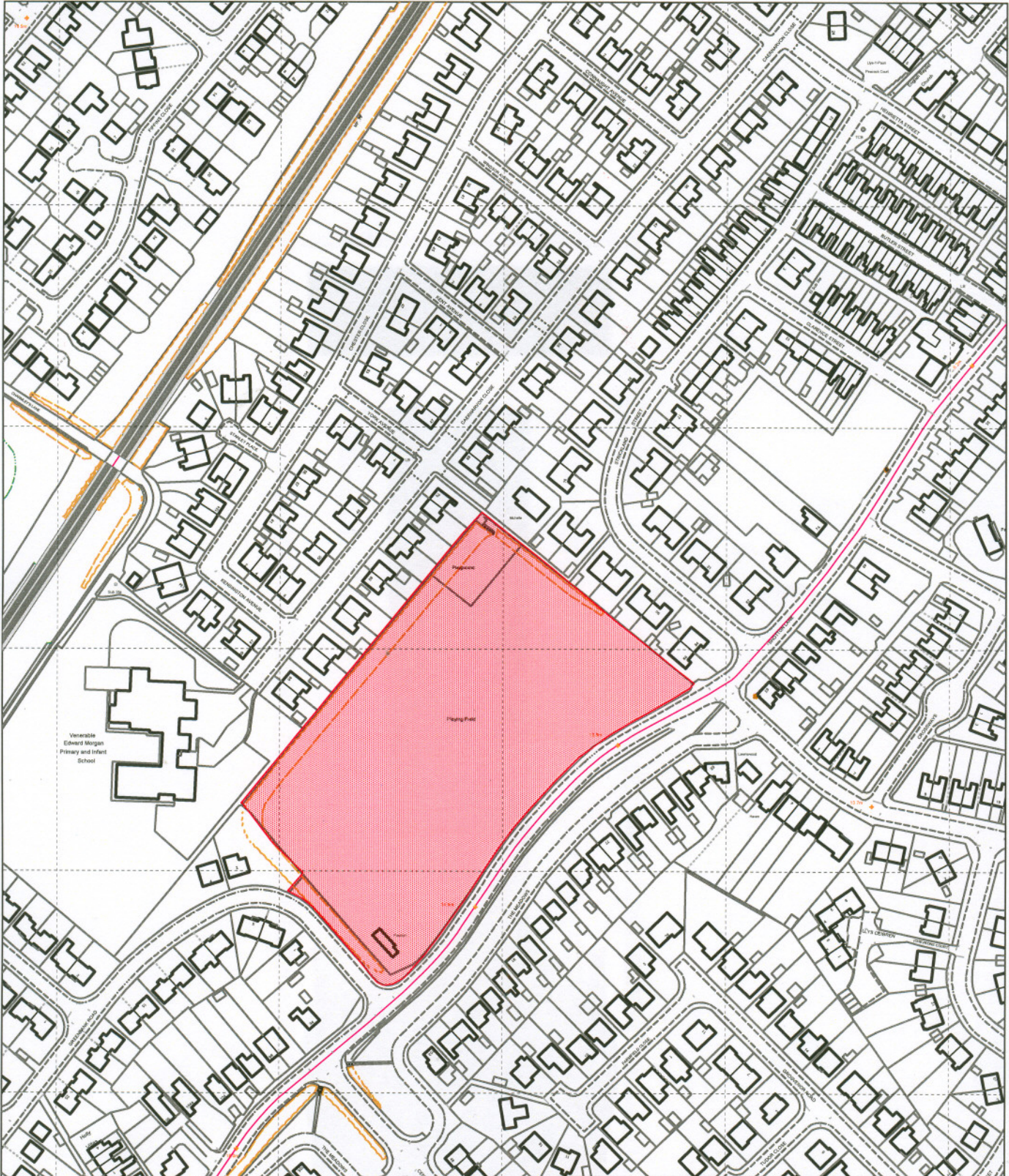
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Princess Park, Mold Road, Connah's Quay.

Retain Pink Section.



Scale	1:2500
Time	12:29:58 PM
Date	26 Aug 2011



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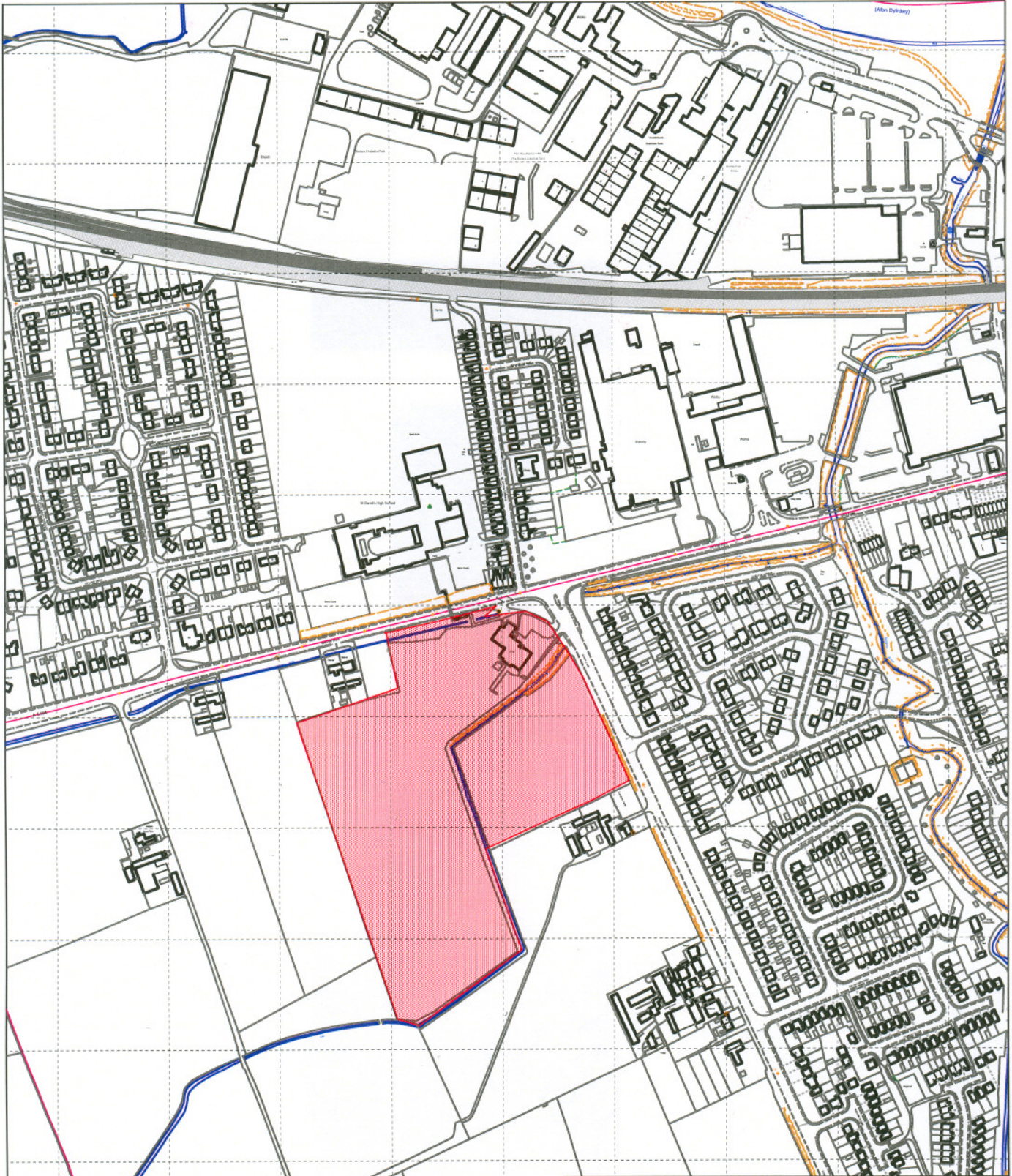
33 Club Playing Field, Shotton Lane

Shotton.

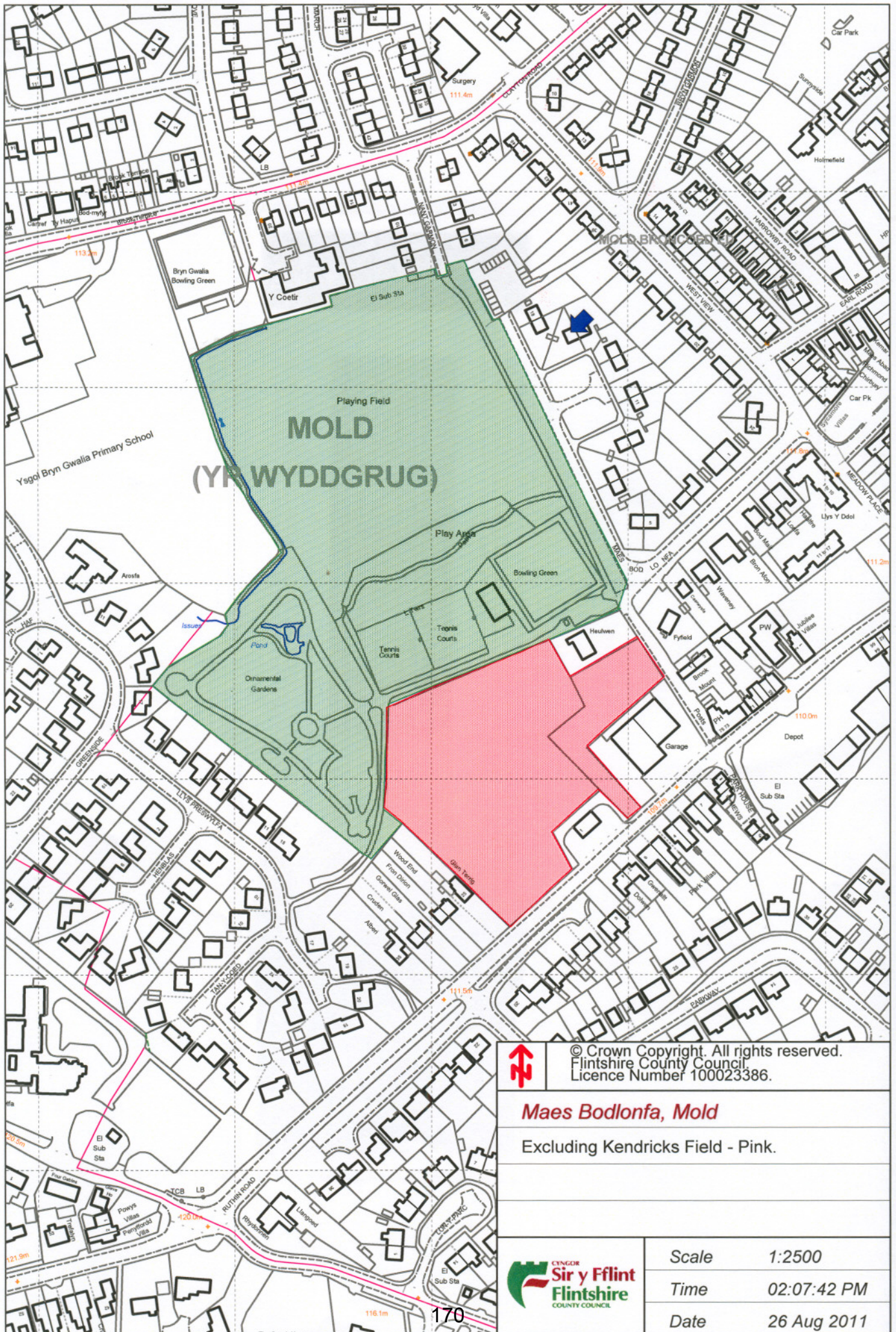
1.96 Ha.





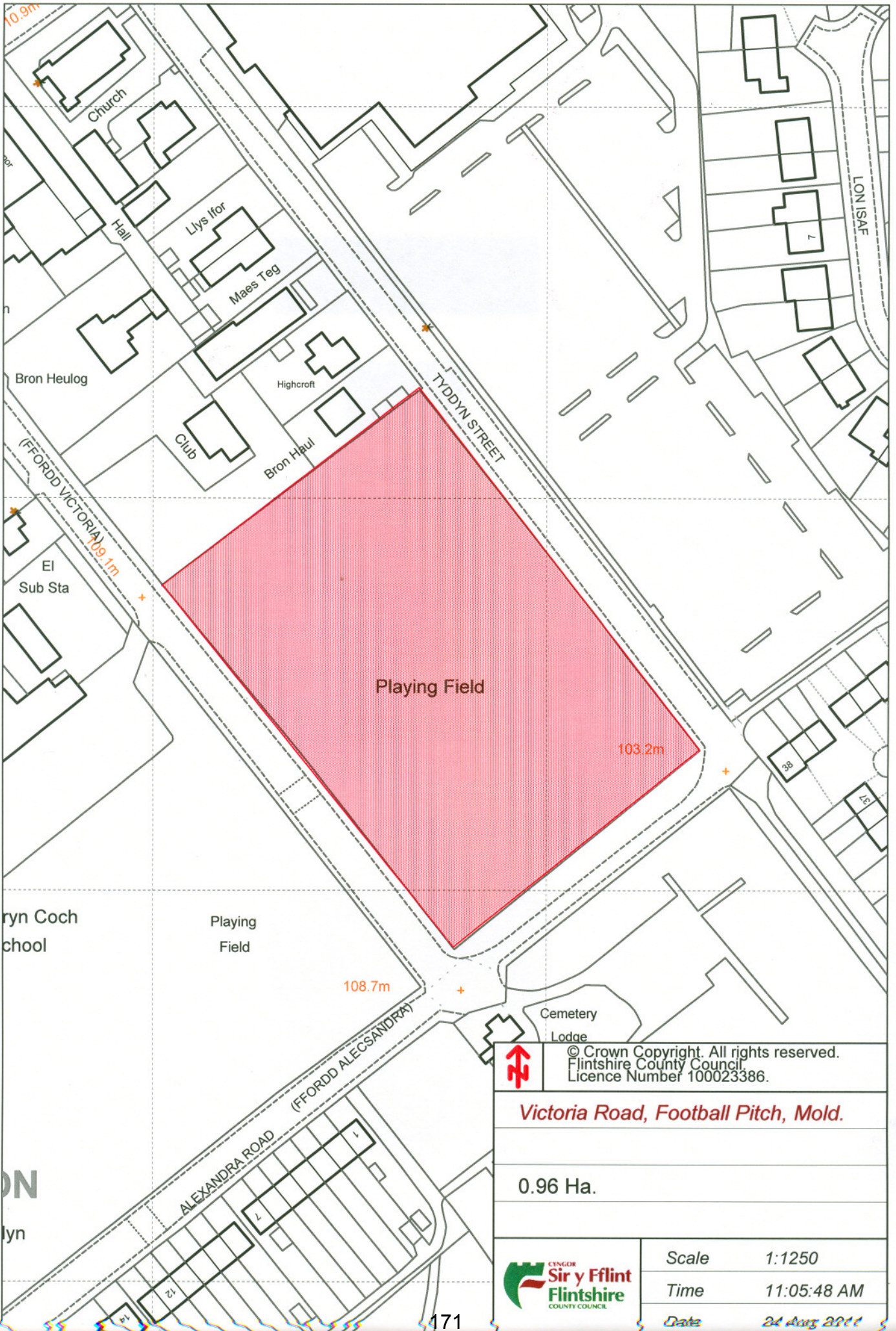
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Date	24 Aug 2011





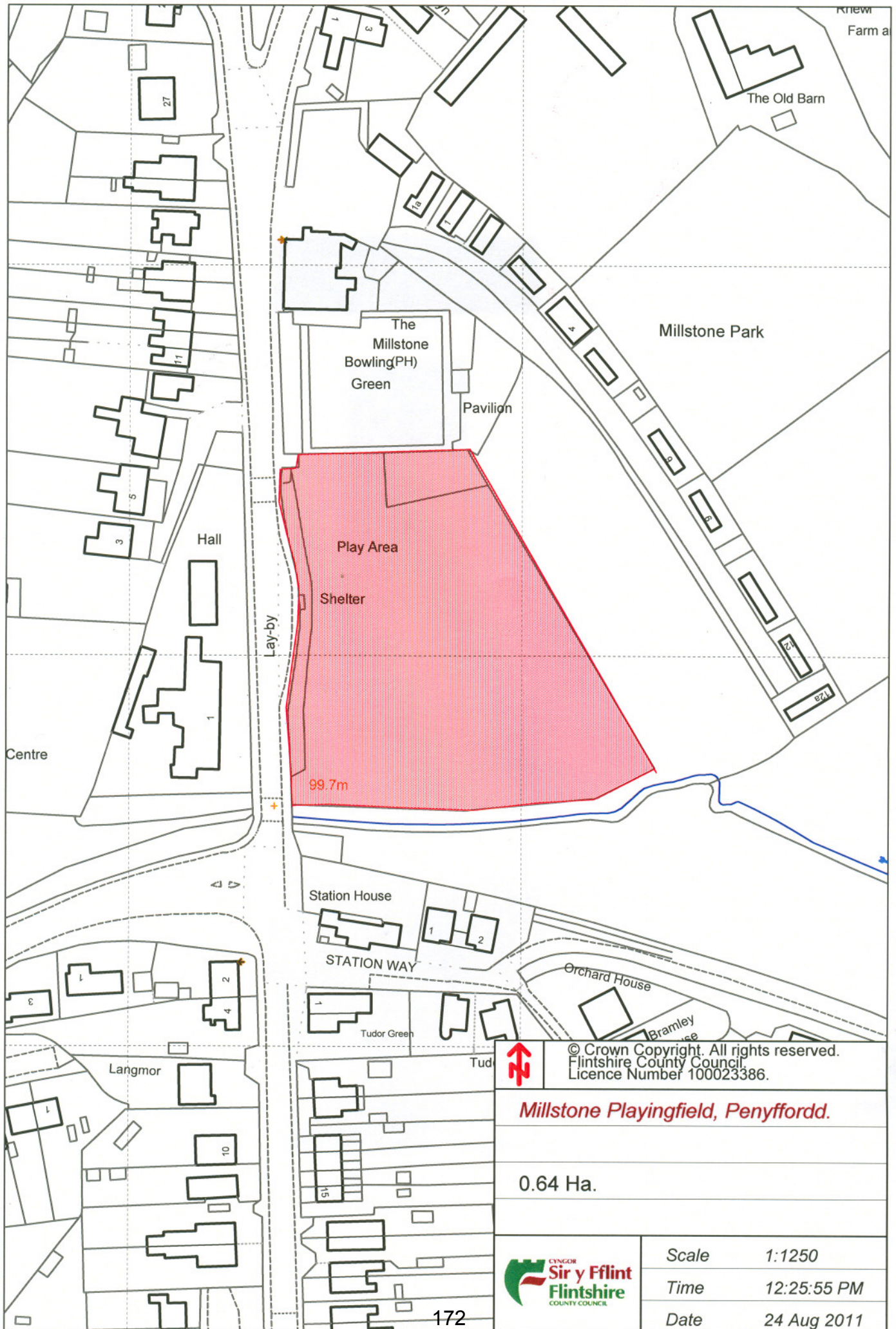
	© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
	Saltney Community Centre & Playingfield	
	Sandy Lane, Saltney.	
	6.12 Ha.	
	Scale	1:5000
	Time	10:37:52 AM
	Date	24 Aug 2011



	© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
	Maes Bodlonfa, Mold Excluding Kendricks Field - Pink.	
	Scale	1:2500
	Time	02:07:42 PM
	Date	26 Aug 2011



	
© Crown Copyright. All rights reserved. Flintshire County Council Licence Number 100023386.	
Victoria Road, Football Pitch, Mold.	
0.96 Ha.	
	Scale 1:1250 Time 11:05:48 AM Date 24 Aug 2011



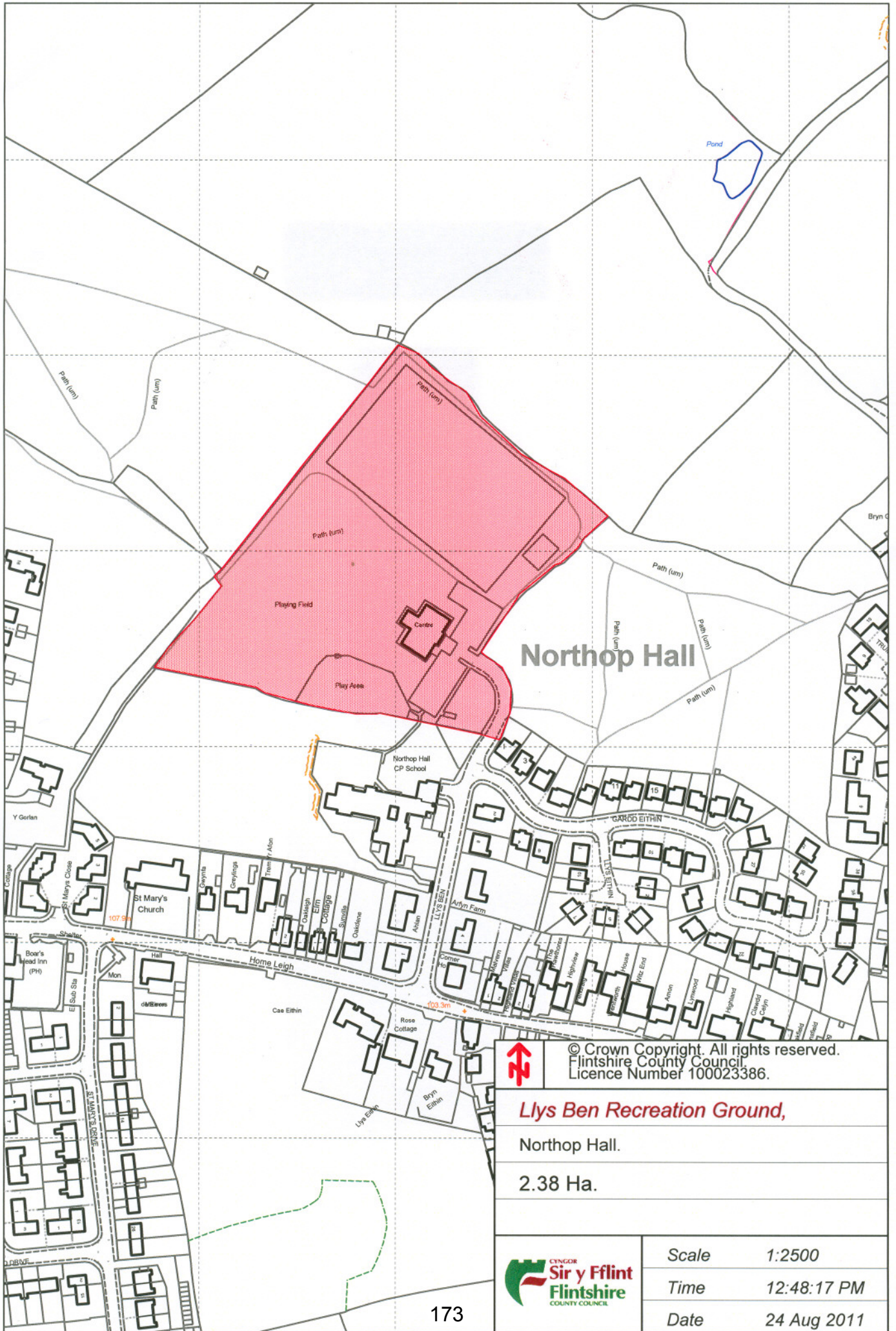
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Millstone Playingfield, Penyffordd.

0.64 Ha.




Scale	1:1250
Time	12:25:55 PM
Date	24 Aug 2011




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Llys Ben Recreation Ground,
 Northop Hall.
 2.38 Ha.

	Scale	1:2500
	Time	12:48:17 PM
	Date	24 Aug 2011

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 14

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DIRECTOR OF LIFELONG LEARNING**
SUBJECT : **NORTH EAST WALES PLAY COMMUNITY PROJECT**

1.00 PURPOSE OF REPORT

- 1.01 To update Executive on North East Wales Play (NEW Play) with regard to the hosting of the North East Wales Community Play Project (BIG Lottery Fund Childs Play Programme - Round 2). This is with reference to the report submitted to Executive by the Director of Lifelong Learning on 22 June 2010.

2.00 BACKGROUND

- 2.01 NEW Play is a partnership project across Wrexham, Denbighshire and Flintshire Counties representing a multi agency, cross sector partnership to address an identified need across North East Wales. It is hosted by Flintshire County Council through Culture and Leisure Services.
- 2.02 NEW Play is currently funded by Round One of the Child Play programme, to develop the infrastructure for children's play space in North East Wales principally by developing an autonomous organisation to provide a regional approach to workforce development and quality play provision. As part of this work, the first ever audit of play provision across North East Wales was conducted which highlighted the need for peripatetic play projects to respond to the needs of communities.
- 2.03 As reported previously this Community Play Project has been successful in securing £964,850 grant-aid from the second round of the Child's Play programme. Flintshire County Council are the best placed organisation to deliver the project as they have the longest history of play provision delivery and play development across the region. The Authority is currently the grant recipient body for the Round One grant funding and also the second round grant. The project is a three year funded scheme and the commencement date in terms of the funding period was the commencement date for the first employee, July 1st 2011. The end date for the Project is currently 31 March 2014.

3.00 CONSIDERATIONS

- 3.01 The NEW Play project is a major investment of funding into the provision of play opportunities in North East Wales. It has the full support of all regional partners and has been assisted greatly by the audit of existing provision undertaken by the Round One programme. The project has a total of 11 staff; all working to the existing Public Open Spaces Manager. All staff are employed by Flintshire County Council and will adhere to all relevant policies and procedures. The project is managed by a Project

Date: 07/12/2011

Management Group and an exercise is currently underway to invite nominations for Trustees/Directors with a view to establishing an autonomous body.

- 3.02 The new staff are based on three peripatetic teams (one in each of the three Counties) of three play workers (one Senior and two Play Workers), supported by a Project Manager and Resources Officer. The target age range is 8 to 12 years but because of the open community based environment it is anticipated that youngsters outside of this age range will be involved. The Project Manager and Resources Officer were the first appointees and are tasked with consultations within the communities to prepare for the subsequent delivery of open access play opportunities by the peripatetic teams of three Play Workers. These consultations will include local Schools; existing providers; local Councillors; and our own Play Development staff. As the grant recipient of this fund, Flintshire County Council will be administering the North East Wales Community Play Project. The project will be delivering peripatetic play provision across Denbighshire, Wrexham and Flintshire targeting 15 play deprived communities over the 3 years of the project. All 11 staff team members are in post as of 1 October 2011 as per the timescales and milestones outlines in the business plan. In light of the fact that the Business Plan was written in 2009, the targeted areas for the delivery are now being reviewed by the respective authorities to ensure that the project is targeting the most appropriate communities and maximising the impact of the project. The areas have been identified using the most recent reports and statistics compiled by the Community Cohesion Unit, in indicating both deprivation and density of child population.

Flintshire County Council and the Play Unit, as the lead service responsible for play in Flintshire, have identified five communities, these are:

1. Higher Shotton
2. Sealand
3. Connah's Quay
4. Holywell Central
5. Flint Castle

The Project is due to commence delivery 1 January 2012 and we will be providing sessions in the identified areas for 6 months at a time. Communities 3, 4 & 5 will be reviewed in 12 months in order to ensure that we are targeting the most appropriate areas.

- 3.03 The project aims to demonstrate that by enhancing opportunities for play within a community, the level of play activity will increase and raise the profile/ significance of play in the life of the community. It will also engage with and support local organisations and volunteers to build up a legacy for the work. Glyndwr University are working with the project to measure the effectiveness of the programme via a research programme which will measure the holistic and positive impact that play has on the community.

4.00 RECOMMENDATIONS

- 4.01 Executive is asked to note the information within this report

5.00 FINANCIAL IMPLICATIONS

- 5.01 The total amount of funding awarded from the Big Lottery Fund is £964,850; of which £764,394 is specifically for salaries to employ the staff team of eleven (including a redundancy settlement figure). This project is completely funded by the grant award and the project finances are currently managed by Flintshire County Council.

6.00 ANTI POVERTY IMPACT

- 6.01 This project will assist each County across the region to respond to the recently approved Child Poverty Measure, which will place a statutory duty on local authorities in relation to play:

"Local Authority duties in respect of play opportunities for children

(1) A local authority must assess the sufficiency of play opportunities in its area for children in accordance with regulations.

(2) A local authority must secure sufficient play opportunities in its area for children, so far as reasonably practicable, having regard to its assessment under subsection (1)."

7.00 ENVIRONMENTAL IMPACT

- 7.01 The project significantly contributes towards the waste minimisation agenda by creating a resource service that operates on the reduce, reuse, recycle principles. The Resource Officer will develop partnerships with local businesses to divert waste away from landfill sites and into more positive end use, as materials to enhance children's play experiences.

8.00 EQUALITIES IMPACT

- 8.01 Opportunities to play have become increasingly limited for children over the course of the last 50 years. Present day social attitudes and beliefs deny children a sense of freedom that past generations had. Through a community focused approach to play provision, we believe that we will promote change in people's attitudes and behaviour towards children playing. This in turn will lead to a fairer society.

9.00 PERSONNEL IMPLICATIONS

- 9.01 This project will create eleven full time posts for three years across the region. All relevant Council policies and procedures will be followed.

10.00 CONSULTATION REQUIRED

- 10.01 Further consultations across the play sector in North East Wales will continue.

11.00 CONSULTATION UNDERTAKEN

- 11.01 This project has been based upon consultation and research that clearly highlighted the need for this model of provision.

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Alan Roberts
Telephone: 01352 702469
E-Mail: alan_roberts@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 15

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DIRECTOR OF LIFELONG LEARNING**
SUBJECT : **GREENFIELD VALLEY TRUST LTD - ACCOUNTS FOR 2010**

1.00 PURPOSE OF REPORT

1.01 To submit to the County Council the accounts of the Greenfield Valley Trust Ltd. for the period 1 January - 31 December, 2010.

2.00 BACKGROUND

2.01 The Greenfield Valley Trust Ltd. is a company limited by guarantee with charitable status. It is established to promote, for the benefit of the public, the restoration, improvement and preservation of land and buildings of historic, industrial, environmental and agricultural interest in the Greenfield Valley Heritage Park.

2.02 The County Council is the owner of the land and buildings at the Heritage Park, and the Trust manages the premises under a management agreement.

3.00 CONSIDERATIONS

3.01 Under the terms of the Management Agreement, the Trust must submit to the Council an audited year end set of accounts.

3.02 The audited accounts for the financial year 1 January - 31 December, 2010 are available for inspection in the Members' Library.

4.00 RECOMMENDATIONS

4.01 That Members receive the report.

5.00 FINANCIAL IMPLICATIONS

5.01 None arising directly from this report

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 None

Date: 07/12/2011

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 None

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

None

Contact Officer: Lawrence Rawsthorne
Telephone: 01352 704400
E-Mail: lawrence_rawsthorne@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF HOUSING AND HEAD OF FINANCE**
SUBJECT : **BUILDING MAINTENANCE TRADING ACCOUNT**

1.00 PURPOSE OF REPORT

1.01 To seek approval from Executive to the ending of the current client / contractor accounting split for the Housing Repair and Maintenance service, and replacing it with a more appropriate modern framework for performance management.

2.00 BACKGROUND

2.01 The current accounting framework for the Housing Repair and Maintenance service dates back to pre Local Government re-organisation (LGR) in 1996. At this time, there was a statutory requirement under the Local Government Planning and Land Act 1980 to maintain accounts for a Direct Labour Organisation (DLO) which provided the housing repairs and maintenance "contractor" function within the Housing Revenue Account (HRA).

2.02 This legislation required local authorities to meet specified financial objectives and produce annual reports detailing relevant financial information relating to the performance of the DLO. There were also similar requirements for other service areas including Grounds Maintenance and Waste Collection under the Local Government Act 1988, which extended Compulsory Competitive Tendering (CCT) to additional service areas.

2.03 In the lead up to LGR, the Government declared a general moratorium on CCT in Wales and Scotland. This meant that within the period of the moratorium, no new competitive tendering exercises needed to be undertaken in respect of the services to which the Local Government Planning and Land Act 1980 and Local Government Act 1988 applied. However, the requirements to maintain formal accounts for the DLO, to meet specified financial objectives and to produce annual reports all still applied.

2.04 In June 1997, the Government announced that the existing moratorium on CCT would be extended until 1st October 1998, and that a new performance framework would be developed in partnership with Local Government. This would become known as "Best Value" and would apply to all Local Government services as opposed to only the specific service areas covered by the former CCT legislation.

2.05 The "Best Value" framework was developed between 1997 and 2000, including testing in England and Wales through pilot studies. The proposals culminated in the Local Government Act 1999, which set out the final framework for the new duty

Date: 07/12/2011

which would come into force in April 2000. The details of how "Best Value" would work in practice in Wales was covered by secondary legislation set by the National Assembly.

- 2.06 Subsequently, in 2002, the new Welsh Assembly Government (WAG) established the Wales Programme for Improvement (WPI) as a means of meeting the service performance requirements of the Local Government Act 1999. This programme replaced the previous guidance on "Best Value" for Welsh local authorities.
- 2.07 There is therefore no longer any legal requirement to account for the contractor function for the Housing Repairs service in the form of the Building Maintenance trading account.
- 2.08 However, throughout the period from April 1996 to date, the Council has retained the traditional client / contractor operating model with the associated accounting framework needed to support it. The service has encountered some significant challenges and has been closely scrutinised during this period, and in some respects retention of these accounting arrangements has been useful for measurement of financial performance.
- 2.09 More recently, the housing repairs service has begun developing into a modern and efficient customer focused service, implementing the use of new technology, lean processes and customer focused working practices to deliver continuous improvement.
- 2.10 The time is now considered appropriate to explore the scope to move away from the current restrictive and outdated operating model and accounting regime, in order to make the most effective use of resources, and provide members and officers with more comprehensive measures of service performance.
- 2.11 Since the legal requirement to account for the contractor function using a trading account was removed, Wrexham, Denbighshire and Conwy have all moved away from this reporting mechanism. Wrexham and Conwy have not had a trading account since Jan 2001/02 and Denbighshire since March 11/12.
- 2.12 In May this year Housing Scrutiny Committee gave in principle support for the abolition of the Repair and Maintenance Trading Account subject to robust performance indicators being developed to measure both the cost effectiveness and quality of service delivery. At its meeting on 2nd November 2011 the committee gave its support to the ending of the current arrangements and to the proposed performance indicators attached as an appendix to this report.

3.00 CONSIDERATIONS

- 3.01 The current accounting arrangements involve the costs of all labour and materials and other overheads including :- management and supervisory costs, equipment and tools, protective clothing etc., being charged to the trading account. The trading account then makes recharges to the client account within the HRA for completed repairs

based on a schedule of rates (SOR). The income arising from these recharges is credited to the trading account, with the intention being that the total income at least covers the total costs charged to the trading account i.e. a break-even position.

- 3.02 The financial performance of the "trading account" for the last five financial years is illustrated in the table below :-

Trading Account Financial Position	<u>2007/08</u>	<u>2008/09</u>	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12 Projection</u>
	<u>£(m)</u>	<u>£(m)</u>	<u>£(m)</u>	<u>£(m)</u>	<u>£(m)</u>
(Surplus) / Deficit	0.177	0.483	(0.081)	(0.345)	(0.800)

- 3.03 The recharges made by the trading account are accounted for within the client account for repairs and maintenance within the HRA. This account therefore holds the effective total cost of the Housing repair and maintenance service, although it is adjusted by any surplus or deficit position reflected for the trading account. Therefore all costs are ultimately met by the HRA regardless of the use of the trading account. The total spend for the Housing Repairs service after adjusting for the surplus or deficit position on the trading account is illustrated in the table below :-

Housing Repairs Service	<u>2007/08</u>	<u>2008/09</u>	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12 (Projected)</u>
	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>	<u>£m</u>
Total Costs	8.406	8.717	8.585	9.505	8.252

- 3.04 An alternative method of accounting for the service would be to charge all operational costs directly to the client account for Housing repairs and maintenance, and dispense with the current method of recharges based on the SOR. The current system leads to a focus on the profitability or otherwise of the trading account which is not of itself a measure of a quality repairs service to customers. The new system would focus on benchmarking with an agreed set of performance indicators
- 3.05 The main advantage of this approach would be an end to the high volume of activity in managing the process of repairs ticket recharge calculations based on a complex schedule of rates. This activity takes up significant staff time which could be reduced by a combination of natural wastage and redeployment of staff to more value adding work on supervisory, quality control and customer service duties. There would also be an opportunity for efficiencies enabling more funding for completion of actual repairs.

3.06 There are advantages and disadvantages of the different approaches which are summarised in the tables below :-

Current Accounting System - Trading account / Client repairs account	
Advantages	Disadvantages
Clear financial performance measure based on productivity outputs	Highly labour intensive - inefficient use of resources
Job costing for individual repairs	Processing backlogs
Established and robust	Budget monitoring position - difficult to predict and control
	SOR's can affect the productivity rate
	Lack of job satisfaction for support staff - not adding value to the service
	No benefit to customer - priority should be on customer service
	Outdated performance measure - no longer a legal requirement

Proposed new system - No trading account with all costs charged directly to the client repairs account	
Advantages	Potential Disadvantages
Deliver support cost efficiencies - enabling increased investment in repairs	New performance measures not tested
Emphasis on completing repairs not financial values and income for trading account	Need alternative method of costing for rechargeable work / insurance claims
Opportunity to develop a more modern and performance driven service	
Improved understanding of what drives costs and how to achieve 'value for money'	
Review good practice of better performing organisations to see what we can learn.	
Compare costs and performance strengths and weaknesses compared to other L.A's.	
'What if' scenario modelling enabling us to review alternative resourcing options compared to others.	
Tighter budgetary control - accurate budget monitoring	
No processing backlogs	

SOR's no longer a negative influence on productivity	
Redeployment of staff to value adding duties - supervisory / customer service	

- 3.07 Work has been undertaken to develop a proposed set of revised performance indicators (PI's) which will provide members and officers with the data they need to measure both the quality and cost effectiveness of the service, and will address any perceived disadvantages to making the change. Both APSE and Housemark data has been reviewed and for all the indicators proposed, there are benchmarks available which will allow comparison between Flintshire and similar landlord services. In addition a visit has been undertaken to Wrexham to discuss the measures and PI's they use to manage the service. The proposed PI's are attached as Appendix 'A'.
- 3.08 There are many strong drivers for making this fundamental change of approach to accounting for the housing repairs service. The performance management framework described in Appendix 'A' demonstrate compliance with the Wales Programme for Improvement and local priorities and objectives.

4.00 RECOMMENDATIONS

- 4.01 Executive is asked to agree
- The proposal to end the current accounting arrangements for the housing repairs and maintenance service with effect from 1 April 2012
 - The proposed KPI's which will be used to measure the cost and quality of service provision.

5.00 FINANCIAL IMPLICATIONS

- 5.01 If the proposals are agreed and implemented, there will be an opportunity for efficiency savings within the HRA which could potentially be re-invested within the repairs and maintenance service or elsewhere within the HRA (arising from process efficiencies). These cannot be quantified at this stage but will emerge as the new performance management framework is implemented. Full membership of Housemark to utilise benchmarking toolkits is £5k p.a. This will be identified in the 12/13 HRA budget subject to approval.

6.00 ANTI POVERTY IMPACT

- 6.01 None arising from this report

7.00 ENVIRONMENTAL IMPACT

- 7.01 None arising from this report

8.00 EQUALITIES IMPACT

8.01 None arising from this report

9.00 PERSONNEL IMPLICATIONS

9.01 The proposals will mean significant changes to current established working practices and procedures, which will mean that there will be a reduction in the number of processing staff required. This will be achieved with no compulsory redundancies and / or redeployment to other duties within the service or elsewhere within the Council.

10.00 CONSULTATION REQUIRED

10.01 Full consultation with staff potentially affected by the proposed changes and their respective trade unions will be necessary prior to implementation of the proposals.

11.00 CONSULTATION UNDERTAKEN

11.01 No consultation has been undertaken to date.

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Clare Budden
Telephone: 01352 703800
E-Mail: clare_budden@flintshire.gov.uk

APPENDIX 'A'

P Indicator	Rationale	Frequency	Benchmark	Report Type
Average number of repairs and direct costs per property	The number and cost of repairs undertaken as an average per property of our housing stock. This identifies the quality of the stock compared to other Authorities.	Annual/ Quarterly	APSE	Member
Average cost of vehicles per operational employee	The costs compared include vehicles and maintenance. This shows whether we are achieving value for money, it may indicate where we could look at best practice with other Authorities.	Annual	APSE	Member
Average wage earnings per operational employee	Identifies whether we are providing comparable salaries to other Local Authorities. This also links to staff turnover and productivity.	Annual	APSE	Member
Reactive repair ratio	The proportion of repairs being raised as Emergency and urgent compared to routine. A lower ratio indicates effective repair planning resulting in lower costs to the service.	Quarterly	House Mark	Member
Average cost of call out jobs	Average cost of a call out compared to other Local Authorities. This will indicate effectiveness of follow on repair planning and value for money on repairs.	Quarterly	APSE	Member
Operative productivity (vacant properties and Responsive)	Measures actual working time as a % of the maximum potential working time. Compares operative productivity to other Local Authorities.	Quarterly	APSE	Management
Average materials costs (vacant properties and Responsive)	Compares average materials costs per number of repairs. This compares value for money on materials compared to other Local Authorities.	Quarterly	House Mark	Management
Repairs by appointment	Number of appointments made and kept.	Quarterly	APSE	Member

Emergencies, urgent and routine repairs	Current P.I which indicates the effectiveness of service delivery.	Quarterly	APSE	Member
Vacant properties	Current P.I which indicates the effectiveness of service delivery on vacant properties and re-let times.	Quarterly	APSE	Member
Adaptations	Current P.I which indicates the effectiveness of service delivery on adaptations.	Quarterly	APSE	Member
Gas servicing	Current P.I which indicates the effectiveness of service delivery on gas servicing.	Quarterly	APSE	Member
% spend on day to day repairs compared to Capital	Benchmark % spend on day to day repairs compared to planned works. Maximising planned works will achieve greater value for money.	Annual	APSE	Member

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 17

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF HUMAN RESOURCES AND ORGANISATIONAL
DEVELOPMENT AND HEAD OF FINANCE**
SUBJECT : **EARLY RETIREMENT SUMMARY**

1.00 PURPOSE OF REPORT

1.01 To provide members with a summary of Early Retirements approved and implemented for the period 1 April 2010 to 30 September 2011, including details of associated costs to the Council.

2.00 BACKGROUND

2.01 The Council's Early Retirement Policy gives the commitment for Human Resources and Finance to report on all Early Retirements (but not including Schools or those agreed on the grounds of Ill Health), to the Executive and to provide details of the full costs of these early retirements on a quarterly basis. By 'full costs' we mean any Pension Strain costs that have resulted from an employee being released early but receiving their full pension benefits. Pension strain costs are payable into the Clwyd Pension Fund to recognise the cost of early retirement and are a requirement under the Local Government Pension Scheme.

2.02 This information has not been presented for some time but the clear intention is to ensure that this report forms part of the Executive Forward Work Programme. Reports will subsequently be generated on a quarterly basis in future.

2.03 In order to bring members up to date with relevant information, this report includes details on the last financial year 2010 / 11 and the first two quarters of 2011 / 12.

3.00 CONSIDERATIONS

3.01 As the Council works through its programme of Service Reviews to re-shape and modernise the organisation and meet the challenge of reduced financial resources, the number of posts within the organisation is reducing, leading to some redundancies. Where possible, the approach is to seek other options to reduce staff numbers in order to release the savings to the Council's base budget.

3.02 Appendix 1 provides a breakdown of numbers and types of Early Retirements in the following categories:

Date: 07/12/2011

- On grounds of redundancy (both Compulsory and Voluntary)
 - On grounds of Interests of the Efficient Exercise of the Authority's function
 - On grounds of Employer's Consent
- 3.03 With reference to Early Retirements on the grounds of Redundancy, it is important to note that employees who are in the Pension Scheme and are aged 55 or over, will automatically receive their pension benefits with their redundancy payment. The Council does not have a choice as to whether it wishes to approve the release of the pension benefits in these circumstances.
- 3.04 For the first three categories of Early Retirement identified in 3.02, a Business Case to support the approval of the Early Retirement and the associated costs for releasing the employee will be provided as part of the Early Retirement application and fully scrutinised by the Head of Service and Director (if applicable) and the Head of Finance and Head of HR and OD.
- 3.05 The Business Case provided must fully support the release of the employee and demonstrate that the criteria within the Council's Early Retirement Policy has been met. Costs associated with each Early Retirement must (as a minimum) be funded within a three year period.
- 3.06 To support the decision making and subsequent approval processes, Human Resources provide Finance with all Business Cases. The options outlined in each Business Case, such as total non-recurring employer costs and total recurring net efficiencies are fully costed by Finance and attached to the Business Case to demonstrate when any efficiencies will be realised and to fully inform the decision making process.
- 3.07 The first table on Appendix 1 provides a full summary of Early Retirements and the costs to the Council for the whole period 1 April 2010 to 30 September 2011. The total number of Early Retirements for that period was 32 with a total cost of £258,757.
- 3.08 The second table on Appendix 1 provides information for the financial year 2010 / 2011, during which a total of 27 Early Retirements were approved and of those, seven were on the grounds of redundancy on a compulsory basis and 14 on a voluntary basis. Two Early Retirements were approved in the Interests of the Efficient Exercise of the Authority's Function and four were agreed with Employer's Consent.
- 3.09 In total, the collective costs of these Early Retirements for that period amounted to £250,396 with the majority of these costs falling within the category for Early Retirements on the Grounds of Redundancy.
- 3.10 The third table on Appendix 1 provides the breakdown for the first two quarters of 2011 / 12. A total of five Early Retirements were approved, and of those, two were on the grounds of redundancy on a compulsory basis and three on a voluntary basis.
- 3.11 In total, the collective costs of these Early Retirements for that period amounted to

£8,360 with all of these costs again falling within the category for Early Retirements on the Grounds of Redundancy.

4.00 RECOMMENDATIONS

4.01 That Members receive this report and note the data relating to Early Retirements and the associated costs.

5.00 FINANCIAL IMPLICATIONS

5.01 All of these costs have been met from within the Council's budget. Specific provision in the budget has been made for "Exit Costs" to enable the full cost of service efficiencies to be achieved based on the business case of each.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 The Council does monitor the equalities impact of Early Retirement applications and of those that are approved.

9.00 PERSONNEL IMPLICATIONS

9.01 Service Heads and Directors will carefully assess the impact of approving Early Retirements as part of their workforce planning considerations.

10.00 CONSULTATION REQUIRED

10.01 None directly from this report but consultation will take place on an individual basis for those who have applied for Early Retirement, or who are at risk of redundancy as part of the Council's normal HR procedures.

11.00 CONSULTATION UNDERTAKEN

11.01 Not applicable.

12.00 APPENDICES

12.01 Appendix 1 attached - Details of Early Retirements for 1 April 2010 to 31 March 2011 and 1 April 2011 to 30 September 2011.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Helen Stappleton
Telephone: 01352 702720
E-Mail: helen_stappleton@flintshire.gov.uk

Summary - Early Retirements

*(Excludes schools and ill health retirements)*Period: 1 April 2010 - 30 September 2011

<u>Overall Total</u>	<u>1 April 2010 - 30 September 2011</u> <u>Grounds:</u>	<u>Total Number of staff:</u>	<u>Total Cost: Fund Strain</u> £
		32	258,757
	Redundancy - (1)	26	196,709
	In the interests of the efficient exercise of the Authority's function - (2)	2	29,132
	Employers Consent (inc. the protection arrangements under the "85 year rule") - (3)	4	32,916

<u>Period</u>	<u>1 April 2010 - 31 March 2011</u> <u>Grounds:</u>	<u>Total Number of staff:</u>	<u>Total Cost: Fund Strain</u> £
		27	250,396
	Redundancy - (1)	21	188,348
	In the interests of the efficient exercise of the Authority's function - (2)	2	29,132
	Employers Consent (inc. the protection arrangements under the "85 year rule") - (3)	4	32,916

<u>Period</u>	<u>1 April 2011 - 30 September 2011</u> <u>Grounds:</u>	<u>Total Number of staff:</u>	<u>Total Cost: Fund Strain</u> £
		5	8,360
	Redundancy - (1)	5	8,360
	In the interests of the efficient exercise of the Authority's function - (2)	0	0
	Employers Consent (inc. the protection arrangements under the "85 year rule") - (3)	0	0

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 18

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF HUMAN RESOURCES AND ORGANISATIONAL
DEVELOPMENT**
SUBJECT : **WORKFORCE INFORMATION REPORT**

1.00 PURPOSE OF REPORT

1.01 To provide Executive Members with an update for the second quarter of 2011/12. This report provides details of the following:

- Establishment
- Headcount
- Agency numbers
- Turnover
- Diversity
- Absence

2.00 BACKGROUND

2.01 The format of the last quarter's Workforce Information report was approved by Scrutiny on 9 March 2009 and agreed by Corporate Management Team on 26 March 2009.

2.02 The redesigned top level organisation report was redeveloped and submitted for the first time last year. This report has now been redeveloped for use by all of the other levels throughout the organisation.

3.00 CONSIDERATIONS

3.01 The Establishment Summary Report shows details of the positions within the organisation. The total number of positions is then sub-divided into two groups, vacancies and those that are occupied.

3.02 When comparing the Establishment in 2011/12 to the same point last year the biggest difference is again in the number of vacancies. There are over 1,400 fewer vacancies on the Establishment at this point compared to the same point last year. This represents a reduction in the total number of vacancies by over 41%.

3.03 The biggest reductions in vacancies has again been within Schools. The reduction in this Directorate represents a reduction of 66% in the number of vacancies.

3.04 Work on vacancies is ongoing with further analysis being carried out on the remaining vacancies to identify which ones are still valid and those that should be

Date: 07/12/2011

removed. The removal of these positions will allow a more accurate reflection of the establishment.

- 3.05 When comparing the number of positions there are over 1000 fewer positions compared to the same point last year. This represents a reduction of approximately 7% in the number of positions.
- 3.06 The Headcount Summary Report shows that the total Headcount figure has decreased by over 400 when comparing the headcount at the same time last year. The change in this headline figure is largely as a result of work undertaken to remove those individuals who have not been paid in the previous twelve months.
- 3.07 The Turnover Summary by Directorate Report reflects the number of leavers, turnover and the stability rate for each Directorate. When comparing the number of leavers this quarter compared to the same period last year there is only a slight reduction in the numbers.
- 3.08 During this quarter there were 375 leavers, and of these over 60% left voluntarily.

This quarter's turnover rate is lower than the turnover at this time of year since 2008/09.

Turnover %				
	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Actual
Quarter 1	1.41	3.97	4.05	1.52
Quarter 2	3.03	4.31	4.35	4.39
Quarter 3	3.10	1.29	2.10	
Quarter 4	3.07	3.07	1.50	
Whole Year	9.72	10.70	11.94	

- 3.09 A breakdown of the number of positions that have been made redundant so far this year and the gender of those occupying the positions is detailed below.

Redundant Positions				
	Compulsory		Voluntary	
	Female	Male	Female	Male
Quarter 1	15	3	4	2
Quarter 2	25	4	4	1
Quarter 3				
Quarter 4				
Whole Year				

- 3.10 The majority of positions that are made redundant are occupied by female workers, 79% and 85% respectively for each quarter this year. As can be seen in the Diversity Summary report, this is fairly reflective of the gender profile of the organisation - this being 75 % female and 25% male.

As we are looking at the number of positions rather than headcount there could be an example of a worker being made redundant from more than one position.

During the first quarter the majority of the positions were for Cleaners and Cafe assistants.

During the second quarter the majority of positions were for Teachers and Cleaners.

- 3.11 As mentioned previously a piece of work has now taken place to remove individuals, and the positions they occupy, from the iTrent system if they had not been paid in the previous twelve months. This piece of work is now carried out on a monthly basis and is reflected in the "Turnover Leaver Analysis" with 17 leavers recorded as "Not Worked in the Previous 12 Months".
- 3.12 The Diversity Summary report provides a breakdown of some of the Equality strands within the organisation. This monitoring supports the organisation in meeting our general duty under the Equality Act 2010 and enables us to see how our policies and practices affect the workforce.
- 3.13 The Equality Act 2010 includes a new public sector equality duty (the 'general duty'). The integrated Equality Duty came into force in April 2011. The duty means that public bodies will need to consider the needs of diverse groups when designing and delivering services so people can get fairer opportunities and equal services. The duty applies to listed public bodies and those discharging public functions so will apply to the private and voluntary sector bodies when discharging public functions. It places a General Duty on public bodies to:
- 1) eliminate discrimination, harassment, and victimisation;
 - 2) advance equality of opportunity; and
 - 3) foster good relations.

3.14 The Diversity Summary Report will be changing over the coming months to reflect the new general duty. The duty covers the following protected characteristics:

- age
- gender reassignment
- sex
- race
- disability
- pregnancy and maternity
- sexual orientation
- religion or belief
- marriage and civil partnership

3.15 In an effort to compare ourselves to the rest of Wales we have undertaken to complete the Workforce Planning Data Collection via the Local Government Data Unit. To date, fifteen of the twenty-two local authorities in Wales have made the same undertaking. These statistics provide us with important data and trends to undertake workforce and succession planning for the future.

3.16 The Absence Rate Summary report includes two sickness absence figures, the first is a sickness absence figure based on the calculation required for the Welsh Local Authority KPI (Key Performance Indicator). This looks at FTE (Full Time Equivalent) days lost and is calculated over the four quarters, from 1 April up to and including 31 March. Below is a table detailing the (FTE) days lost by quarter since 2008/09.

This data shows that as an Organisation we compare favourably with the All Wales Average figure year on year. The All Wales average figures are supplied on an annual basis by the Local Government Data Unit.

Days Lost								
	2008/09 Actual FCC	All Wales Avg Whole Year 2008/09	2009/10 Actual FCC	All Wales Avg Whole Year 2009/10	2010/11 Actual FCC	All Wales Avg Whole Year 2010/11	2011/12 Actual FCC	2011/12 Target FCC
Quarter 1	2.63		2.42		2.27		2.25	2.30
Quarter 2	2.37		2.33		2.19		2.06	2.10
Quarter 3	3.28		3.03		2.87			2.70
Quarter 4	3.32		3.04		3.03			2.90
Whole Year	11.61	11.5	10.83	10.9	10.36	10.34		10.00

3.17 The second sickness absence figure is based on industry recommendations (ACAS and CIPD) and shows a percentage absence rate figure for the organisation at 3.87%

This figure is consistent with quarter one and has reduced by 0.27% compared to the same period last year.

This figure is not part of our Key Performance Improvement Targets and as such does not have any targets set. This can be used to benchmark the Council against a range of similar type of high performing organisations. The Local Government Data Unit do not provide an All Wales comparative figure for Absence Rate.

Absence % Rate				
	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Actual
Quarter 1	4.94	4.54	4.26	4.23
Quarter 2	7.31	4.38	4.14	3.87
Quarter 3	6.16	5.69	6.23	
Quarter 4	6.23	5.70	5.69	
Whole Year	5.45	5.08	4.86	

- 3.18 When looking at the second quarter of 2011/12, 84% of employees in the organisation attained 100% attendance. This is a large increase of 6% based on the same time last year.

100 % Attendance

	2010/11 Actual	2011/12 Actual
Quarter 1	78	77
Quarter 2	78	84
Quarter 3	65	
Quarter 4	69	
Whole Year	40	

- 3.19 All of the Directorates have seen an increase in 100% attendance. When looking at each Directorate separately, Schools has the highest rate of 100% attendance at 89%. This figure is 5% higher than the rate for the rest of the Organisation.

100 % Attendance	2011/12	
	Q1	Q2
Community Services	74	78
Corporate Services	79	86
Environment	76	78
Lifelong Learning	76	82
Schools	77	89

In October 2011, the CIPD reported an increase in stress-related absence in public sector organisations with the amount of organisational change and restructuring being cited as the number one cause of stress. Given the current levels of organisational change reviews that are on-going, this is likely to be a contributory factor to our overall attendance levels.

- 3.20 Within **Community Services** the number of days lost to sickness absence remains higher this quarter than any of the other Directorates. Despite this, there has been a decrease of almost half a day per FTE compared to the same period last year.

Days Lost - Community Services						
	2009/10	2009/10	2010/11	2010/11	2011/12	2011/12
	Dir	FCC	Dir	FCC	Dir	FCC
Quarter 1	3.84	2.42	3.39	2.27	3.02	2.25
Quarter 2	3.77	2.33	3.88	2.19	3.48	2.06
Quarter 3	4.39	3.03	3.89	2.87		
Quarter 4	4.42	3.04	3.94	3.03		
Whole Year	16.43	10.83	15.10	10.36		

- 3.21 Within the Community Services Directorate, when comparing the projected days lost per full time employee for the whole of 2011/12 (which is based upon the Quarter 1 and 2 figures) in comparison to the full year days lost per full time employee in 2010/11, this demonstrates that the Directorate's absence is still reducing - from 15.10 days 2010/11 to a projected 13.38 days in 2011/12.

Levels of absence have increased in Quarter 2 in comparison to the last Quarter (1). The slight variance in data from the previous Quarter is due to adjustments made following receipt of late documentation such as Sickness Self Certification forms.

When reviewing the absence levels by division, levels of absence have increased in all 4 areas with the last quarter. A number of these employees have since returned to work therefore it is expected that there will be a decrease in absence levels in Quarter 3.

The Community Services Directorate Management Team is continuing to carry out the actions within the Directorate's Attendance Management Strategy. This includes monitoring attendance on a quarterly basis at DMT and identifying areas where Departmental Attendance Reviews will be conducted. The Directorate Attendance Management Strategy will be reviewed by DMT in Quarter 3 to identify any further actions that should be taken to reduce absence.

The 100% attendance pilot in Housing Services was completed earlier this year and its impact upon attendance figures in this service area continues to be assessed. The

evaluation of this pilot will subsequently feed into the proposal to roll out the 100% attendance initiative across the Council

- 3.22 Within **Corporate Services**, the levels of absence have shown a decrease from 1.88 days lost to 1.48 when compared to the same quarter last year.

Days Lost - Corporate Services						
	2009/10	2009/10	2010/11	2010/11	2011/12	2011/12
	Dir	FCC	Dir	FCC	Dir	FCC
Quarter 1	1.98	2.42	1.37	2.27	1.41	2.25
Quarter 2	2.32	2.33	1.88	2.19	1.48	2.06
Quarter 3	2.30	3.03	1.84	2.87		
Quarter 4	2.00	3.04	1.60	3.03		
Whole Year	8.61	10.83	6.69	10.36		

- 3.23 Most departments within Corporate Services have seen a reduction in days lost due to sickness, however Finance has reported an increase in quarter 2. This could be attributable to the critical stage that the Finance Function Review is currently at.

- 3.24 Within the **Environment** directorate the level of absence has increased this quarter compared to the same point last year. Usually the levels of absence tend to be around those of the organisation as a whole.

Days Lost - Environment						
	2009/10	2009/10	2010/11	2010/11	2011/12	2011/12
	Dir	FCC	Dir	FCC	Dir	FCC
Quarter 1	1.76	2.42	2.27	2.27	2.43	2.25
Quarter 2	2.33	2.33	2.27	2.19	2.62	2.06
Quarter 3	2.87	3.03	2.69	2.87		
Quarter 4	3.16	3.04	3.24	3.03		
Whole Year	10.15	10.83	10.48	10.36		

- 3.25 Levels of absence for the Directorate as a whole have increased during this quarter when compared with Quarter 1 - from 2.43 days lost per full time equivalent in Quarter 1 to 2.62 days lost per full time equivalent in Quarter 2.

However, four of the six service areas have seen an improvement with the number of days lost per FTE reducing. Public Protection has reduced from 2.7 to 1.59 days lost per FTE, Regeneration has reduced from 2.23 to 0.32 days lost per FTE, Planning has reduced from 1.25 to 1.06 days lost per FTE and Assets & Transportation has reduced from 1.44 to 1.22 days lost per FTE.

The absence rate for Streetscene has increased from 3.21 days per full time equivalent in Quarter 1 to 4.28 days per full time equivalent in Quarter 2, with Environmental Services seeing the largest increase from 4.89 days per FTE to 6.82 days per FTE. On reviewing the data for the same period last year, where the days lost per FTE increased from 3.77 to 6.88 days lost per FTE there would appear to be a seasonal trend and this requires further investigation.

DMT are continuing to monitor attendance on a quarterly basis and identify services areas where Departmental Attendance Reviews should be conducted. A monthly review of attendance is also taking place at Senior Management Team meetings where actions taken are discussed and reviewed.

- 3.26 Within **Lifelong Learning**, the levels of absence have seen a decrease in the number of days lost by 0.31 just over a quarter of a day per FTE compared to the same quarter last year.

Days Lost - Lifelong Learning						
	2009/10 Dir	2009/10 FCC	2010/11 Dir	2010/11 FCC	2011/12 Dir	2011/12 FCC
Quarter 1	2.58	2.42	2.51	2.27	2.73	2.25
Quarter 2	2.93	2.33	2.50	2.19	2.19	2.06
Quarter 3	3.40	3.03	3.26	2.87		
Quarter 4	3.06	3.04	3.02	3.03		
Whole Year	11.9	10.83	11.29	10.36		

- 3.27 Within the Lifelong Learning directorate, levels of absence have gone down this quarter when compared with quarter one. This reduction is from 2.73 days lost per FTE to 2.19 days lost per FTE in quarter two.

Compared to the same quarter 2010/11 the absence levels for quarter 2 again reflects an improvement from 2.50 days lost per FTE in 2010/11 to 2.19 days lost per FTE in quarter two.

All services in the directorate have reported an improvement in absence, an ongoing programme of reviewing absence levels launched in June could be responsible for this positive result.

- 3.28 Within **Schools**, The number of days lost has decreased to 1.18 days this quarter compared to 2.19 days for the same quarter last year. Schools absence has been reducing over recent years and the number of days lost remains lower than the organisation as a whole.the level of absence has increased slightly but it remains the second lowest (when compared with other directorates) within the Organisation.

Days Lost - Schools						
	2009/10 Dir	2009/10 FCC	2010/11 Dir	2010/11 FCC	2011/12 Dir	2011/12 FCC
Quarter 1	1.92	2.42	1.76	2.27	1.84	2.25
Quarter 2	1.35	2.33	1.19	2.19	1.18	2.06
Quarter 3	2.38	3.03	2.44	2.87		
Quarter 4	2.46	3.04	2.74	3.03		
Whole Year	8.10	10.83	8.17	10.36		

4.00 RECOMMENDATIONS

4.01 Members note Workforce Information Report for the second quarter 2011/12.

5.00 FINANCIAL IMPLICATIONS

5.01 Increased accuracy of reporting of the employed workforce and agency workers will allow the Council to better understand and therefore both plan and manage the largest single cost of service delivery.

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 None

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 Already undertaken with Corporate Management Team and Equalities Unit.

12.00 APPENDICES

- 12.01 Second Quarter Workforce Information Report 2011/12
- 12.02 Second Quarter Workforce Information Report 2010/11
- 12.03 Frequently Asked Questions

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Helen Stappleton
Telephone: 01352 702720
E-Mail: helen_stappleton@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

Workforce Information Report

Period Up To : 30/09/2011

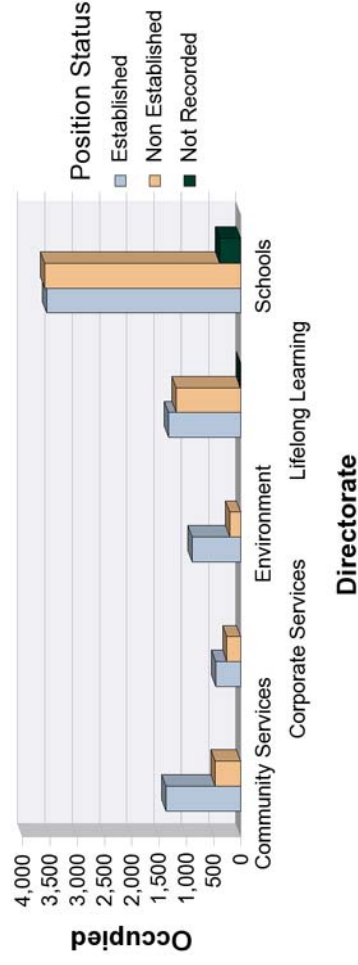
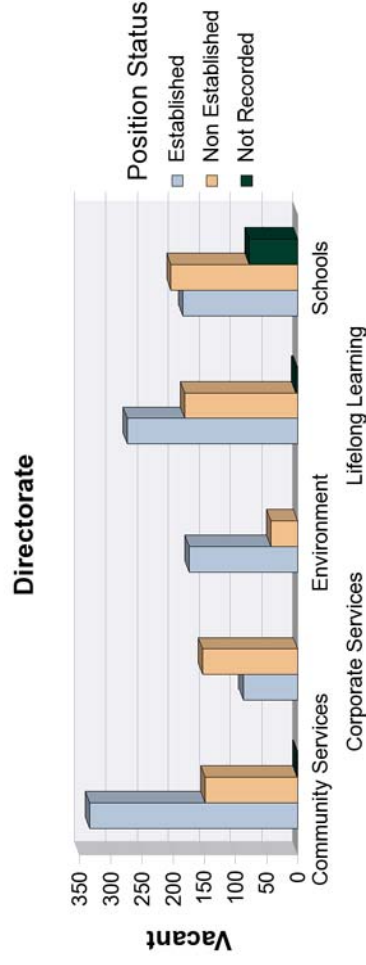
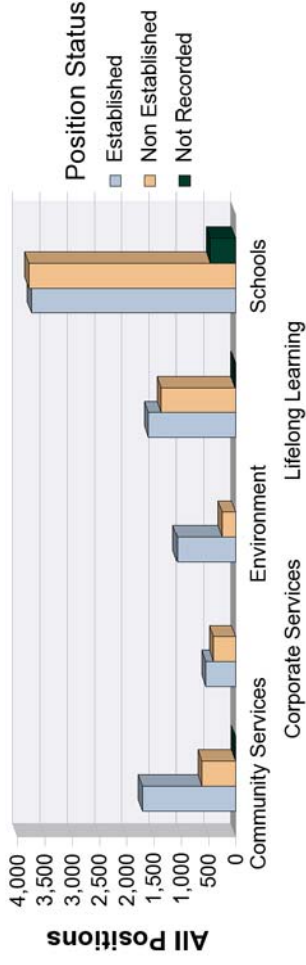
Not Recorded - those positions that have not yet been categorised as either Established or Non Established. For further details please refer to question one on the Frequently Asked Questions sheet

Establishment Summary By Directorate

Data effective as at : 30/09/2011

Last Refreshed On : 01/12/2011

Directorate	Position Status	POSITIONS	
		Total	Occupied
Community Services	Established	1,700	1,367
	Non Established	617	469
	Not Recorded	1	1
	Sum:	2,318	1,836
Corporate Services	Established	547	460
	Non Established	405	253
	Sum:	952	713
Environment	Established	1,066	892
	Non Established	243	200
	Sum:	1,309	1,092
Lifelong Learning	Established	1,591	1,317
	Non Established	1,358	1,177
	Not Recorded	9	6
	Sum:	2,958	2,500
Schools	Established	3,739	3,555
	Non Established	3,786	3,583
	Not Recorded	462	384
	Sum:	7,987	7,522
	Overall Total:	15,524	13,663



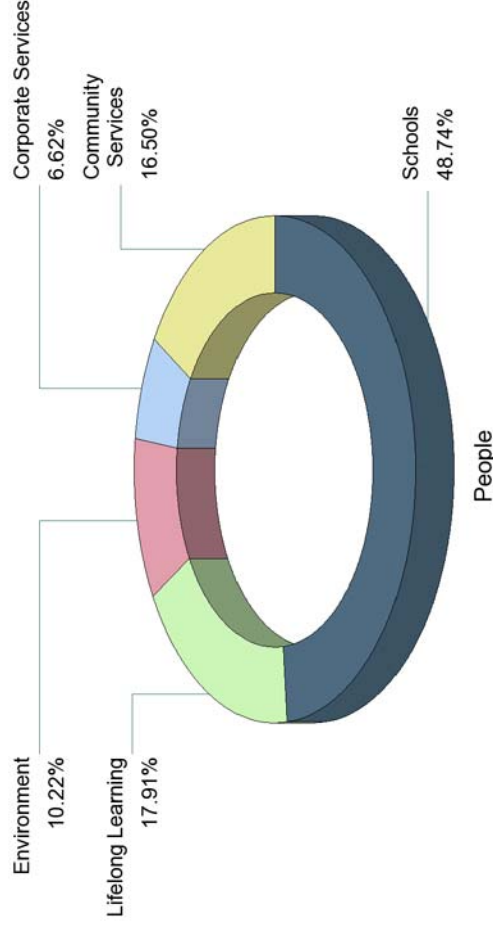
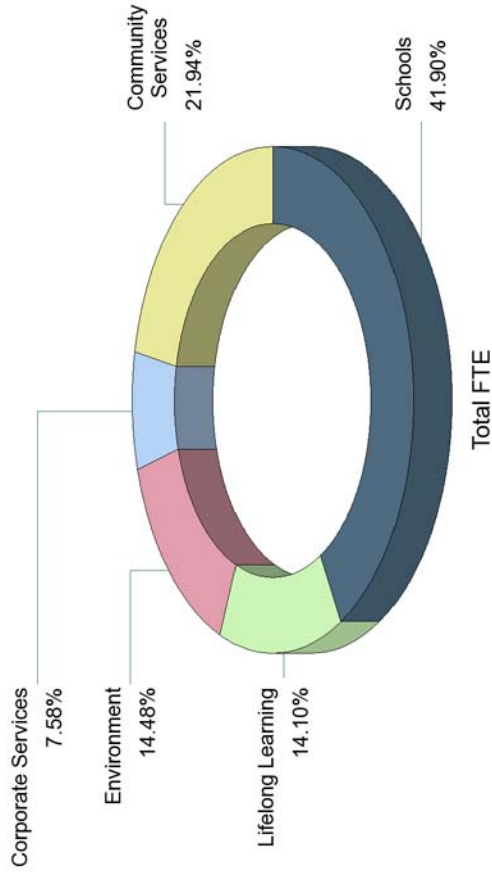
Headcount Summary By Directorate

Data on this page is effective as at : 30/09/2011
Last Refreshed On : 01/12/2011

Flintshire County Council Actual Total Headcount : 8,521

The FCC Actual Total Headcount will usually be lower than the Directorate people headcount. This is because of individuals with more than one position in more than one Directorate. For further details please refer to question two on the Frequently Asked Questions sheet.

Directorate	HEADCOUNT			POSITION TYPE						POSITION BASIS					
	Total FTE	People	Positions	Permanent	Relief	Temporary Fixed Term	Seasonal Fixed Term	* Via Managed Agency Service	Contract For Services	Full Time	Full Time Term Time	Part Time	Part Time Term Time	No Basis	
Community Services	1188	1,485	1,721	1,293	228	200		0	70	905	0	655	1	160	
Corporate Services	410	596	673	422	134	93		0	14	378	24	143	1	147	
Environment	784	920	950	760	26	164		0	158	714	0	206	11	18	
Lifelong Learning	763	1,612	2,396	1,229	1,016	149		2	4	390	0	1,025	40	933	
Schools	2268	4,387	7,452	3,601	3,451	400		0	0	1,303	0	2,167	1,073	2,828	
Sum:	5413	9,000	13,192	7,305	4,855	1,006	2	246	24	3,690	94	4,196	1,126	4,086	



Turnover Summary by Directorate

The FCC headcount and number of leavers figure(s) will usually be lower than the Directorate totals. This is due to individuals having more than one position in more than one Directorate. For further details please refer to question three on the Frequently Asked Questions sheet

Last Refreshed On : 01/12/2011

Flintshire County Council Annual Total

HC Q1 From	HC Q4 To	Head Count For Year	Leavers For Year	Turnover For Year	Stability For Year
8,521		4,260.5	505	11.85%	

Flintshire County Council Total

Quarter 1

April to June

HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
8,521	8,556	8,538.5	130	1.52%	90.95%

Directorate	HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
Community Services	1,508	1,498	1,503	27	1.80%	95.41%
Corporate Services	581	576	578.5	19	3.28%	91.27%
Environment	933	935	934	8	0.86%	92.29%
Lifelong Learning	1,666	1,669	1,667.5	26	1.56%	92.29%
Schools	4,333	4,389	4,361	52	1.19%	89.50%

Flintshire County Council Total

Quarter 2

July to September

HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
8,567	8,521	8,544	375	4.39%	91.05%

Directorate	HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
Community Services	1,495	1,485	1,490	21	1.41%	96.64%
Corporate Services	575	596	585.5	22	3.76%	90.18%
Environment	934	920	927	22	2.37%	91.91%
Lifelong Learning	1,674	1,612	1,643	131	7.97%	91.48%
Schools	4,400	4,387	4,393.5	184	4.19%	89.34%

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Flintshire County Council Total

Quarter 3

October to December

HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
			0	0%	

Directorate	HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
				0	0%	

Flintshire County Council Total

Quarter 4

January to March

HC Q4 From	HC Q4 To	Q4 Average Head Count	Q4 Leavers	Q4 Turnover	Q4 Stability
			0	0%	

Directorate	HC Q4 From	HC Q4 To	Q4 Average Head Count	Q4 Leavers	Q4 Turnover	Q4 Stability
				0	0%	

Turnover Summary

Last Refreshed On : 01/12/2011

Directorate	Q1 Leavers	Q2 Leavers	Q3 Leavers	Q4 Leavers	Sum
Community Services	27	21	0	0	48
Corporate Services	19	22	0	0	41
Environment	8	22	0	0	30
Lifelong Learning	26	131	0	0	157
Schools	52	184	0	0	236
Sum:	132	380	0	0	512

Directorate	Q1 Turnover	Q2 Turnover	Q3 Turnover	Q4 Turnover
Community Services	1.80%	1.41%	0%	0%
Corporate Services	3.28%	3.76%	0%	0%
Environment	0.86%	2.37%	0%	0%
Lifelong Learning	1.56%	7.97%	0%	0%
Schools	1.19%	4.19%	0%	0%

Directorate	Q1 Stability	Q2 Stability	Q3 Stability	Q4 Stability
Community Services	95.41%	96.64%	0%	0%
Corporate Services	91.27%	90.18%	0%	0%
Environment	92.29%	91.91%	0%	0%
Lifelong Learning	92.29%	91.48%	0%	0%
Schools	89.50%	89.34%	0%	0%

Turnover Leaver Analysis

Last Refreshed On : 01/12/2011

Quarter 1

April to June		<1 Mth	<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	0	0	1	1
	Male	0	0	0	1	0	0	0	1
Dismissal	Female	0	0	0	3	3	6	1	13
	Male	0	1	0	0	0	0	1	7
End of Contract Term	Female	0	8	6	5	0	1	0	20
	Male	0	3	6	2	0	0	0	11
Left Voluntarily	Female	4	5	7	17	5	2	2	42
	Male	1	1	3	3	2	1	0	11
Not Worked in Previous 12 Months	Female	0	0	0	0	0	0	0	0
	Male	0	0	0	0	0	0	0	0
Retirement	Female	0	0	0	2	2	6	7	17
	Male	0	0	0	0	0	1	1	3
Transferred To Another Employer	Female	0	0	0	0	2	0	1	3
	Male	0	0	0	0	0	0	1	1
Sum:		5	18	22	33	20	19	13	130

Quarter 2

July to September		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	1	0	0	1
	Male	0	0	0	0	0	0	0	0
Dismissal	Female	0	0	0	0	4	5	3	18
	Male	0	0	0	0	0	3	1	6
End of Contract Term	Female	0	5	6	10	0	0	0	21
	Male	0	3	6	1	1	1	0	12
Left Voluntarily	Female	2	52	16	65	23	16	7	181
	Male	0	28	2	23	10	2	4	69
Not Worked in Previous 12 Months	Female	0	0	1	3	4	0	0	8
	Male	0	0	0	0	9	0	0	9
Retirement	Female	0	0	0	0	1	2	4	27
	Male	0	0	0	0	1	5	3	20
Transferred To Another Employer	Female	0	0	1	1	1	0	0	3
	Male	0	0	0	0	0	0	0	0
Sum:		2	88	32	119	54	30	50	375

Directorate Leaver Analysis

Last Refreshed On : 01/12/2011

Quarter 1

April to June

		<1 Mth	<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Dismissal	0	0	0	2	3	0	0	5
	End of Contract Term	0	0	0	0	0	0	0	0
	Left Voluntarily	1	1	1	4	2	0	0	9
	Not Worked in Previous 12 Months	0	0	0	0	0	0	0	0
	Retirement	0	0	0	2	0	3	4	9
	Transferred To Another Employer	0	0	0	0	2	1	1	4
	Sum:	1	1	1	8	7	4	5	27
Corporate Services	Dismissal	0	0	0	0	0	0	0	0
	End of Contract Term	0	4	7	4	0	0	0	15
	Left Voluntarily	0	1	1	0	1	0	0	3
	Retirement	0	0	0	0	0	0	1	1
	Sum:	0	5	8	4	1	0	1	19
Environment	Death In Service	0	0	0	1	0	0	0	1
	Dismissal	0	1	0	0	1	0	0	2
	End of Contract Term	0	0	0	0	0	0	0	0
	Left Voluntarily	0	0	0	3	1	1	0	5
	Retirement	0	0	0	0	0	0	0	0
	Transferred To Another Employer	0	0	0	0	0	0	0	0
	Sum:	0	1	0	4	2	1	0	8
Lifelong Learning	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	0	4	4	1	9
	End of Contract Term	0	0	0	1	0	0	0	1
	Left Voluntarily	3	2	1	3	0	2	0	11
	Not Worked in Previous 12 Months	0	0	0	0	0	0	0	0
	Retirement	0	0	0	1	0	3	1	5
	Sum:	3	2	1	5	4	9	2	26
Schools	Death In Service	0	0	0	0	0	1	0	1
	Dismissal	0	0	0	1	0	2	1	4
	End of Contract Term	0	7	5	2	0	1	0	15
	Left Voluntarily	1	3	7	10	3	0	2	26
	Not Worked in Previous 12 Months	0	0	0	0	0	0	0	0
	Retirement	0	0	0	0	3	1	2	6
	Transferred To Another Employer	0	0	0	0	0	0	0	0
Sum:	1	10	12	13	6	5	5	52	

Directorate Leaver Analysis

Last Refreshed On : 01/12/2011

Quarter 2

July to September

		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Dismissal	0	0	0	0	0	0	1	1
	End of Contract Term	0	0	0	2	0	0	0	2
	Left Voluntarily	0	1	1	12	0	1	0	15
	Not Worked in Previous 12 Months	0	0	1	1	0	0	0	2
	Retirement	0	0	0	0	0	0	0	0
	Transferred To Another Employer	0	0	0	0	1	0	0	1
	Sum:	0	1	2	15	1	1	1	21
Corporate Services	Dismissal	0	0	0	1	1	0	0	2
	End of Contract Term	0	2	4	1	0	0	0	7
	Left Voluntarily	0	1	1	4	4	0	0	10
	Retirement	0	0	0	1	0	0	2	3
	Sum:	0	3	5	7	5	0	2	22
Environment	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	0	1	0	1	2
	End of Contract Term	0	0	2	2	0	0	0	4
	Left Voluntarily	0	0	1	3	1	2	1	8
	Retirement	0	0	0	0	0	2	5	7
	Transferred To Another Employer	0	0	1	0	0	0	0	1
	Sum:	0	0	4	5	2	4	7	22
Lifelong Learning	Death In Service	0	0	0	1	0	0	0	1
	Dismissal	0	0	0	0	1	1	0	2
	End of Contract Term	0	2	0	0	0	0	0	2
	Left Voluntarily	0	72	8	15	9	2	0	106
	Not Worked in Previous 12 Months	0	0	0	11	3	0	0	14
	Retirement	0	0	0	1	2	1	2	6
	Sum:	0	74	8	28	15	4	2	131
Schools	Death In Service	0	0	0	1	0	0	0	1
	Dismissal	0	0	0	3	5	4	6	18
	End of Contract Term	0	4	6	6	1	1	0	18
	Left Voluntarily	2	6	7	55	20	13	10	113
	Not Worked in Previous 12 Months	0	0	0	0	1	0	0	1
	Retirement	0	0	0	1	5	4	22	32
	Transferred To Another Employer	0	0	0	1	0	0	0	1
	Sum:	2	10	13	67	32	22	38	184

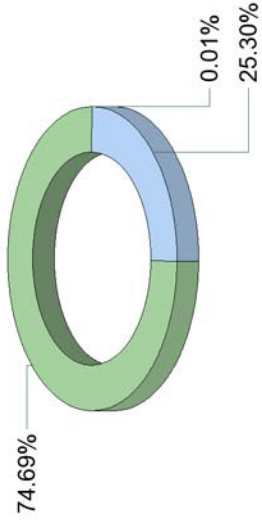
Diversity Summary

Data on this page is effective as at : 30/09/2011

Last Refreshed On : 01/12/2011

Flintshire County Council Diversity Summary

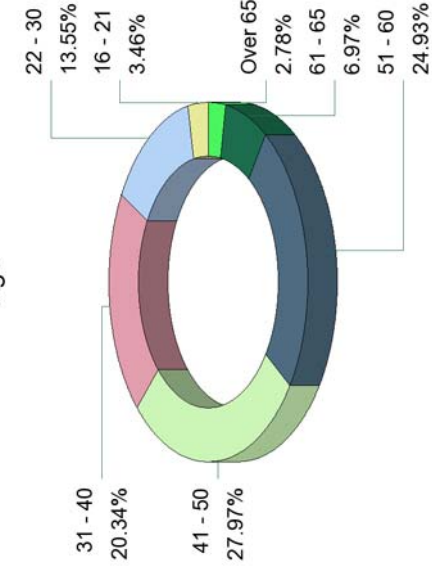
Gender	Total	%
Female	6,364	74.69%
Male	2,156	25.30%
Unspecified	1	0.01%
Sum:	8,521	



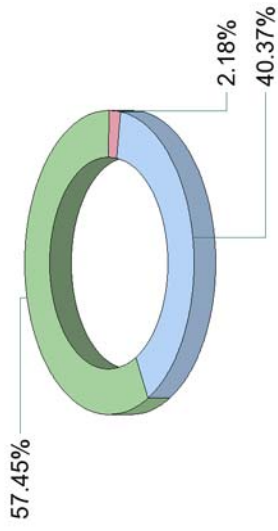
Gender
 Female
 Male
 Unspecified

Age	Total	%
16 - 21	295	3.46%
22 - 30	1,155	13.55%
31 - 40	1,733	20.34%
41 - 50	2,383	27.97%
51 - 60	2,124	24.93%
61 - 65	594	6.97%
Over 65	237	2.78%
Sum:	8,521	

Age

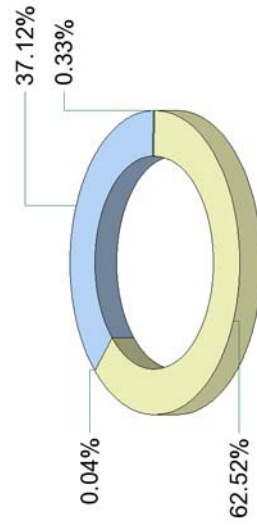


Disabled ?
 No
 Not Known
 Yes



Disabled ?	Total	%
No	4,895	57.45%
Not Known	3,440	40.37%
Yes	186	2.18%
Sum:	8,521	

Ethnicity
 BME
 Not Recorded
 Not Stated
 White



Ethnicity	Total	%
BME	28	0.33%
Not Recorded	3,163	37.12%
Not Stated	3	0.04%
White	5,327	62.52%
Sum:	8,521	

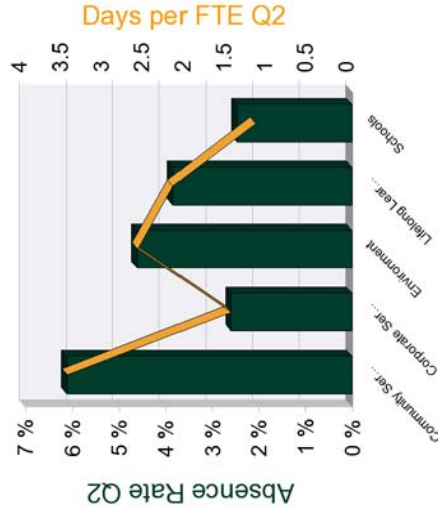
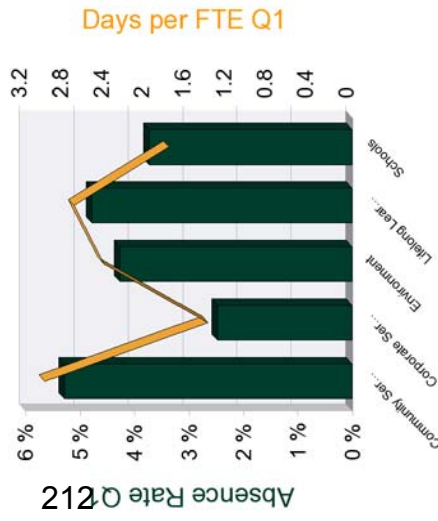
Absence Rate Summary By Directorate

Last Refreshed On : 01/12/2011

Average Days Available	578,974	FTE Days Lost	23,442	Absence Rate	4.05 %	Days Lost Per FTE	8.62
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This "Days lost per FTE" figure is an annual forecast figure until the final end of year report is produced.

Directorate	FTE Days Lost Q1	Average Days Available Q1	Absence Rate Q1	Days per FTE Q1	FTE Days Lost Q2	Average Days Available Q2	Absence Rate Q2	Days per FTE Q2	FTE Days Lost Q3	Average Days Available Q3	Absence Rate Q3	Days per FTE Q3	FTE Days Lost Q4	Average Days Available Q4	Absence Rate Q4	Days per FTE Q4	Days Lost Per FTE
Community Services	3,619	68,521	5.28 %	3.01	4,141	67,779	6.11 %	3.48	0	0	0	0	0	0	0	0	6.49
Corporate Services	588	23,757	2.48 %	1.41	610	23,535	2.59 %	1.48	1.48	0	0	0	0	0	0	0	2.89
Environment	1,931	45,306	4.26 %	2.43	2,064	44,896	4.60 %	2.62	2.62	0	0	0	0	0	0	0	5.05
Lifelong Learning	2,057	43,024	4.78 %	2.73	1,668	43,462	3.84 %	2.19	2.19	0	0	0	0	0	0	0	4.91
Schools	4,085	109,670	3.73 %	1.79	2,677	109,025	2.46 %	1.18	1.18	0	0	0	0	0	0	0	2.97
Cumulative Totals	12,282	290,278	4.23 %	2.25	11,160	288,697	3.87 %	2.06	0	0	0	0	0	0	0	0	

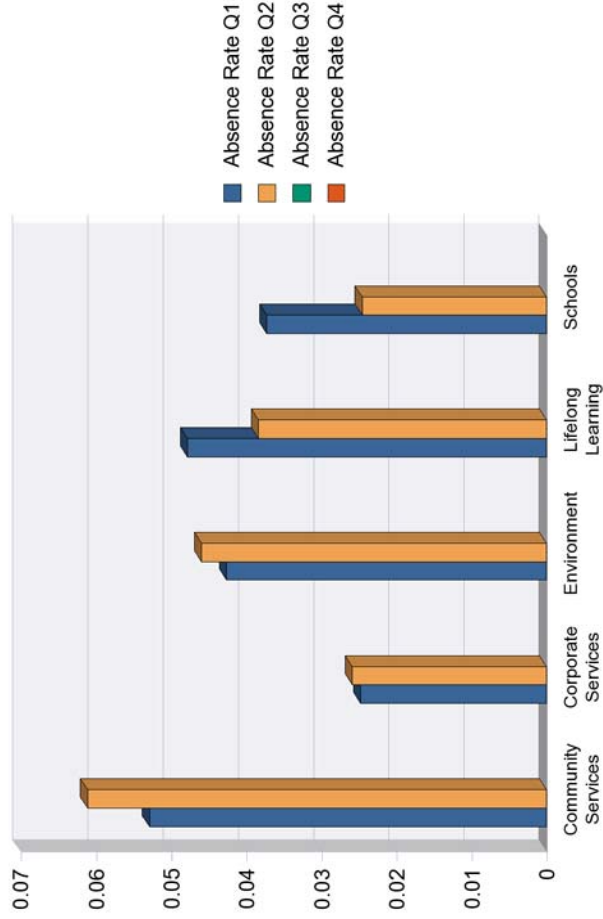
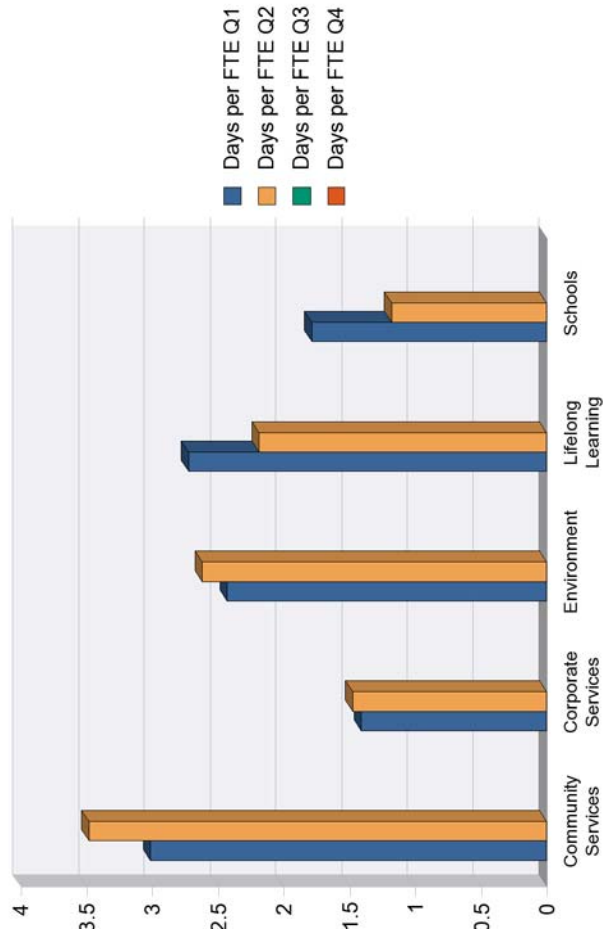


Absence Rate Summary By Directorate

Last Refreshed On : 01/12/2011

Directorate	Days per FTE Q1	Days per FTE Q2	Days per FTE Q3	Days per FTE Q4
Community Services	3.01	3.48		
Corporate Services	1.41	1.48		
Environment	2.43	2.62		
Lifelong Learning	2.73	2.19		
Schools	1.79	1.18		

Directorate	Absence Rate Q1	Absence Rate Q2	Absence Rate Q3	Absence Rate Q4
Community Services	5.28 %	6.11 %		
Corporate Services	2.48 %	2.59 %		
Environment	4.26 %	4.60 %		
Lifelong Learning	4.78 %	3.84 %		
Schools	3.73 %	2.46 %		



FLINTSHIRE COUNTY COUNCIL

Workforce Information Report

Period Up To : 30/09/2010

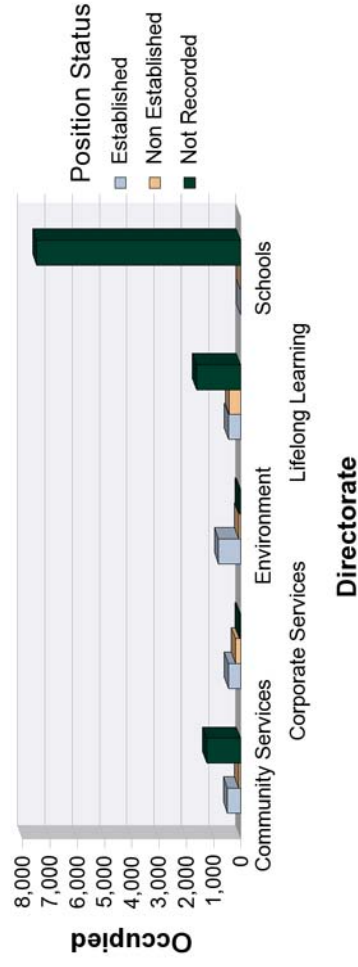
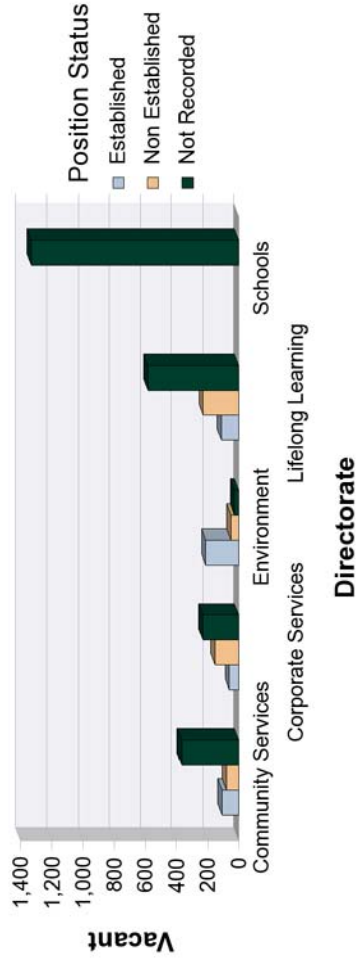
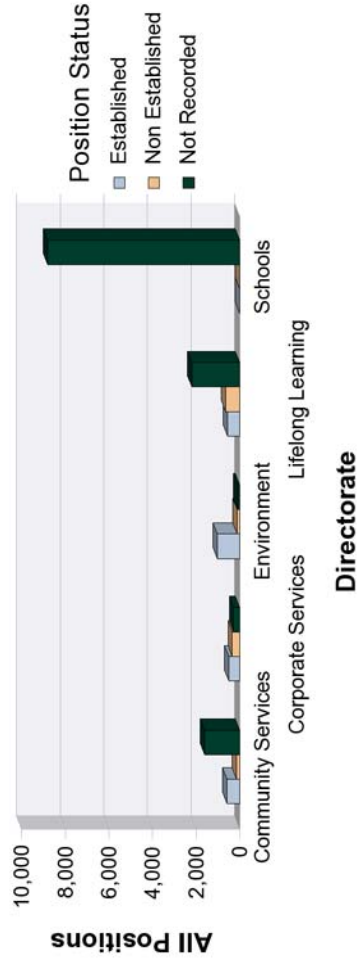


Establishment Summary By Directorate

Data effective as at : 30/09/2010

Last Refreshed On : 08/11/2010

Directorate	Position Status	POSITIONS	
		Total	Occupied
Community Services	Established	587	479
	Non Established	153	75
	Not Recorded	1,608	1,242
	Total:	2,348	1,796
Corporate Services	Established	505	446
	Non Established	336	183
	Not Recorded	279	50
	Total:	1,120	679
Environment	Established	1,023	811
	Non Established	124	75
	Not Recorded	79	53
	Total:	1,226	939
Lifelong Learning	Established	562	452
	Non Established	635	407
	Not Recorded	2,196	1,617
	Total:	3,393	2,476
Schools	Established	3	3
	Non Established	2	2
	Not Recorded	8,792	7,463
	Total:	8,797	7,468
Overall Total:		16,884	13,358

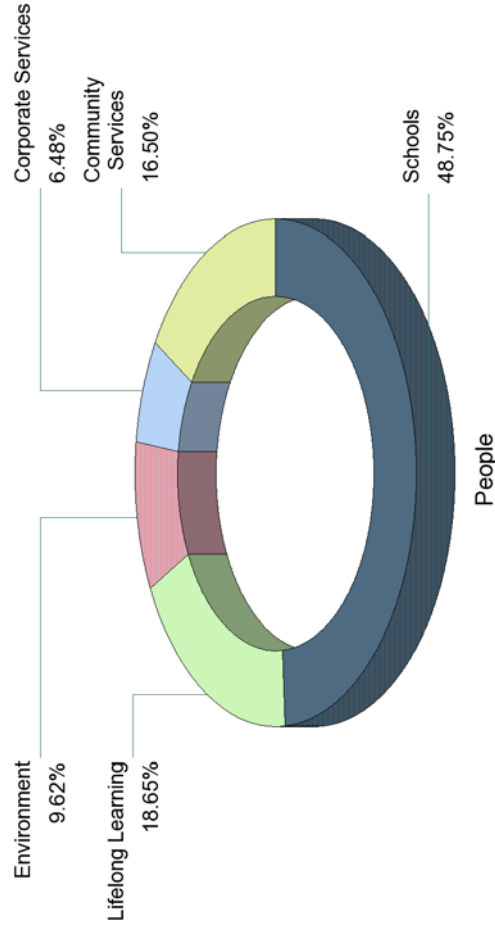
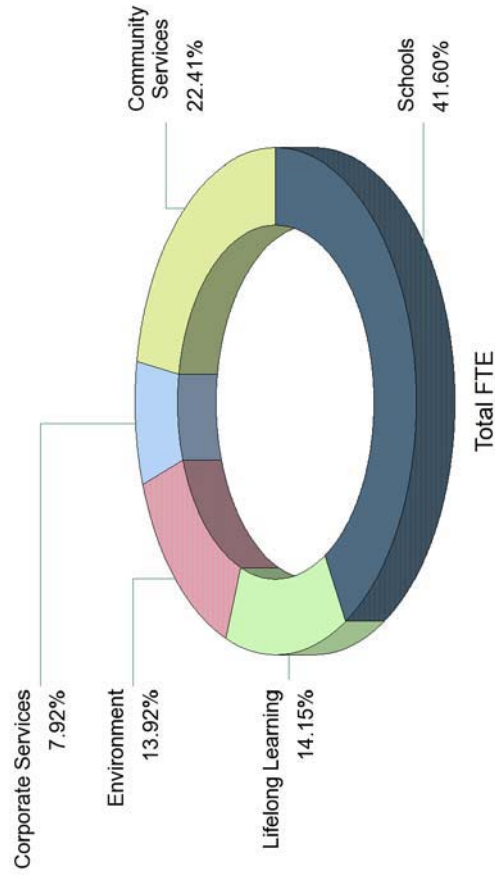


Headcount Summary By Directorate

Data on this page is effective as at : 30/09/2010
 Last Refreshed On : 09/11/2010

Flintshire County Council Actual Total Headcount : **8,932**

Directorate	HEADCOUNT			POSITION TYPE							POSITION BASIS			
	Total FTE	People	Positions	Permanent	Relief	Temporary Fixed Term	Seasonal Fixed Term	* Via Managed Agency Service	Contract For Services	Full Time	Full Time Term Time	Part Time	Part Time Term Time	No Basis
Community Services	1234	1,562	1,797	1,326	246	224		1	0	961	0	773	1	62
Corporate Services	436	613	679	442	152	84		1	0	396	0	192	1	88
Environment	766	910	939	715	28	195		1	0	691	0	239	5	3
Lifelong Learning	779	1,765	2,476	1,176	924	372		2	2	470	10	1,472	13	511
Schools	2290	4,614	7,470	3,581	2,140	1,749		0	0	1,408	77	5,444	537	4
Sum:	5506	9,464	13,361	7,240	3,490	2,624		5	2	3,926	90	8,120	557	668



Turnover Summary

Last Refreshed On : 04/11/2010

HC Q1 From	HC Q4 To	Head Count For Year	Leavers For Year	Turnover For Year	Stability For Year
9,091		4,545.5	738	16.24%	

Flintshire County Council Total

Quarter 1

April to June

HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
9,091	8,931	9,011	355	3.94%	88.24%
HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
Community and Housing	45	44	1	2.25%	94.38%
Community Services	1,556	1,547	31	2.00%	91.85%
Corporate Services	785	609	190	27.26%	79.48%
Environment	909	899	18	1.99%	91.48%
Lifelong Learning	1,797	1,764	59	3.31%	90.09%
Schools	4,531	4,568	58	1.27%	88.00%

Flintshire County Council Total

Quarter 2

July to September

HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
9,017	8,924	8,970.5	383	4.27%	89.56%
HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
Community Services	1,572	1,562	42	2.68%	93.04%
Corporate Services	606	613	22	3.61%	90.07%
Environment	916	910	19	2.08%	92.00%
Lifelong Learning	1,857	1,811.5	128	7.07%	88.60%
Schools	4,616	4,610.5	175	3.80%	89.04%

Flintshire County Council Total

Quarter 3

October to December

HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
			0	0%	
HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
Directorate			0	0%	

Flintshire County Council Total

Quarter 4

January to March

HC Q4 From	HC Q4 To	Q4 Average Head Count	Q4 Leavers	Q4 Turnover	Q4 Stability
			0	0%	
HC Q4 From	HC Q4 To	Q4 Average Head Count	Q4 Leavers	Q4 Turnover	Q4 Stability
Directorate			0	0%	

Turnover Leaver Analysis

Last Refreshed On : 04/11/2010

Quarter 1

April to June		<1 Mth	<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	0	0	0	0
	Male	0	0	0	0	1	0	0	1
Dismissal	Female	0	0	0	1	4	3	3	11
	Male	0	0	0	2	0	2	3	7
End of Contract Term	Female	0	17	4	57	4	0	0	82
	Male	0	16	5	69	8	0	0	98
Left Voluntarily	Unspecified	0	1	0	0	0	0	0	1
	Female	2	11	6	45	14	8	6	92
Retirement	Male	0	5	2	21	4	4	2	38
	Female	0	0	0	1	1	1	8	11
Transferred To Another Employer	Male	0	0	0	1	4	2	3	10
	Female	0	1	0	1	0	0	0	2
Sum:		2	51	17	199	40	21	25	355

Quarter 2

July to September		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	1	0	2	0	3
	Male	0	0	0	0	1	0	1	2
Dismissal	Female	0	0	1	5	4	5	6	21
	Male	0	0	0	2	1	0	3	6
End of Contract Term	Female	0	53	5	6	0	0	0	64
	Male	1	20	1	3	0	0	0	25
Left Voluntarily	Unspecified	0	0	0	0	0	0	0	0
	Female	2	13	23	66	25	20	5	154
Retirement	Male	1	2	5	23	6	4	5	46
	Female	0	0	1	1	5	13	22	42
Transferred To Another Employer	Male	0	0	0	1	1	4	11	17
	Female	0	0	0	2	0	0	0	2
Sum:		4	88	36	111	43	48	53	383

Turnover Summary

Last Refreshed On : 04/11/2010

Directorate	Q1 Leavers	Q2 Leavers	Q3 Leavers	Q4 Leavers	Sum
Community and Housing	1	0	0	0	1
Community Services	31	42	0	0	73
Corporate Services	190	22	0	0	212
Environment	18	19	0	0	37
Lifelong Learning	59	128	0	0	187
Schools	58	175	0	0	233
Sum:	357	386	0	0	743

Directorate	Q1 Turnover	Q2 Turnover	Q3 Turnover	Q4 Turnover
Community and Housing	2.25%	0%	0%	0%
Community Services	2.00%	2.68%	0%	0%
Corporate Services	27.26%	3.61%	0%	0%
Environment	1.99%	2.08%	0%	0%
Lifelong Learning	3.31%	7.07%	0%	0%
Schools	1.27%	3.80%	0%	0%

Directorate	Q1 Stability	Q2 Stability	Q3 Stability	Q4 Stability
Community and Housing	94.38%	0%	0%	0%
Community Services	91.85%	93.04%	0%	0%
Corporate Services	79.48%	90.07%	0%	0%
Environment	91.48%	92.00%	0%	0%
Lifelong Learning	90.09%	88.60%	0%	0%
Schools	88.00%	89.04%	0%	0%

Directorate Leaver Analysis

Last Refreshed On : 04/11/2010

Quarter 1

April to June		<1 Mth	<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community and Housing	Dismissal	0	0	0	0	1	0	0	1
	Sum:	0	0	0	0	1	0	0	1
Community Services	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	2	1	2	1	6
	End of Contract Term	0	1	0	0	0	0	0	1
	Left Voluntarily	0	0	0	8	3	3	0	14
	Retirement	0	0	0	1	1	1	7	10
	Transferred To Another Employer	0	0	0	0	0	0	0	0
	Sum:	0	1	0	11	5	6	8	31
Corporate Services	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	1	1	1	0	3
	End of Contract Term	0	31	9	123	12	0	0	175
	Left Voluntarily	0	0	1	6	2	1	0	10
	Retirement	0	0	0	0	1	1	0	2
	Sum:	0	31	10	130	16	3	0	190
Environment	Dismissal	0	0	0	0	0	1	3	4
	End of Contract Term	0	0	0	1	0	0	0	1
	Left Voluntarily	0	1	1	3	0	0	3	8
	Retirement	0	0	0	0	3	0	0	3
	Transferred To Another Employer	0	0	0	1	0	1	0	2
	Sum:	0	1	1	5	3	2	6	18
Lifelong Learning	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	0	1	1	2	4
	End of Contract Term	0	0	0	1	0	0	0	1
	Left Voluntarily	0	10	2	23	8	3	3	49
	Retirement	0	0	0	1	0	1	1	3
	Transferred To Another Employer	0	1	0	1	0	0	0	2
	Sum:	0	11	2	26	9	5	6	59
Schools	Death In Service	0	0	0	0	1	0	0	1
	Dismissal	0	0	0	0	0	0	0	0
	End of Contract Term	0	2	0	1	0	0	0	3
	Left Voluntarily	2	5	4	27	6	5	2	51
	Retirement	0	0	0	0	0	0	3	3
	Sum:	2	7	4	28	7	5	5	58

Directorate Leaver Analysis

Last Refreshed On : 04/11/2010

Quarter 2

July to September

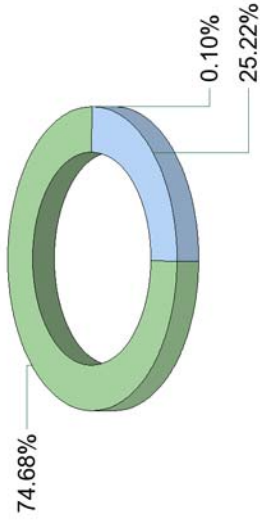
		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Death In Service	0	0	0	0	1	0	0	1
	Dismissal	0	0	0	2	1	2	0	5
	End of Contract Term	0	1	0	1	0	0	0	2
	Left Voluntarily	0	0	0	14	4	4	0	22
	Retirement	0	0	0	1	1	3	5	10
	Transferred To Another Employer	0	0	0	2	0	0	0	2
	Sum:	0	1	0	20	7	9	5	42
Corporate Services	Death In Service	0	0	0	0	0	1	0	1
	Dismissal	0	0	0	0	0	0	0	0
	End of Contract Term	1	1	1	1	0	0	0	4
	Left Voluntarily	0	0	4	10	1	0	0	15
	Retirement	0	0	0	0	0	0	2	2
	Sum:	1	1	5	11	1	1	2	22
Environment	Dismissal	0	0	0	0	0	0	1	1
	End of Contract Term	0	0	1	0	0	0	0	1
	Left Voluntarily	0	0	0	5	0	3	0	8
	Retirement	0	0	0	0	1	1	6	8
	Transferred To Another Employer	0	0	0	1	0	0	0	1
	Sum:	0	0	1	6	1	4	7	19
Lifelong Learning	Death In Service	0	0	0	1	0	1	1	3
	Dismissal	0	0	0	1	1	0	0	2
	End of Contract Term	0	70	1	5	0	0	0	76
	Left Voluntarily	1	2	9	16	9	4	1	42
	Retirement	0	0	0	0	3	1	1	5
	Transferred To Another Employer	0	0	0	0	0	0	0	0
	Sum:	1	72	10	23	13	6	3	128
Schools	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	1	4	3	3	8	19
	End of Contract Term	0	1	4	2	0	0	0	7
	Left Voluntarily	2	13	15	44	17	13	9	113
	Retirement	0	0	1	1	2	13	19	36
	Sum:	2	14	21	51	22	29	36	175

Diversity Summary

Data on this page is effective as at : 30/09/2010

Last Refreshed On : 04/11/2010

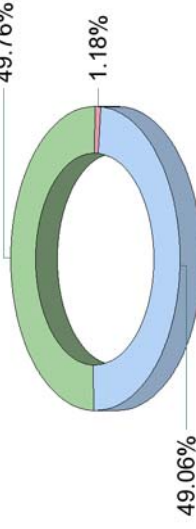
Gender	Total	%
Female	6,664	74.68%
Male	2,250	25.22%
Unspecified	9	0.10%
Sum:	8,923	



Gender

- Female
- Male
- Unspecified

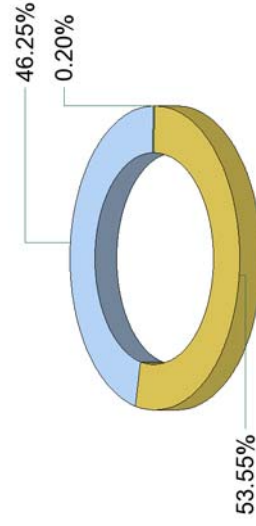
Disabled ?	Total	%
No	4,440	49.76%
Not Known	4,378	49.06%
Yes	105	1.18%
Sum:	8,923	



Disabled ?

- No
- Not Known
- Yes

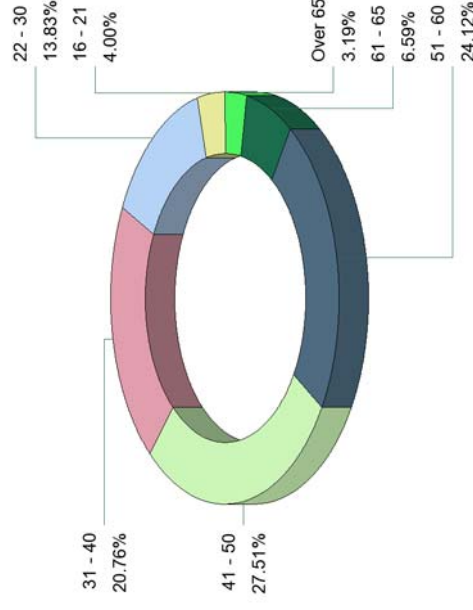
Ethnicity	Total	%
BME	18	0.20%
Not Recorded	4,127	46.25%
White	4,778	53.55%
Sum:	8,923	



Ethnicity

- BME
- Not Recorded
- White

Age	Total	%
16 - 21	357	4.00%
22 - 30	1,234	13.83%
31 - 40	1,852	20.76%
41 - 50	2,455	27.51%
51 - 60	2,152	24.12%
61 - 65	588	6.59%
Over 65	285	3.19%
Sum:	8,923	



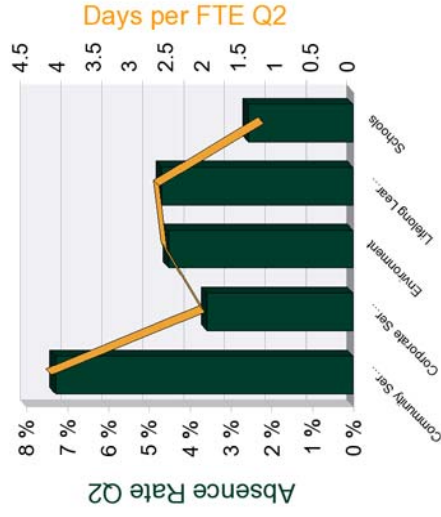
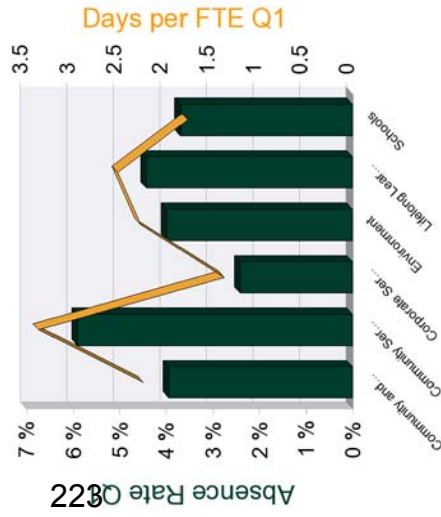
Absence Rate Summary By Directorate

Last Refreshed On : 04/11/2010

Cumulative Totals

Average Days Available	584,409	FTE Days Lost	25,302	Absence Rate	4.33 %	Days Lost Per FTE	9.23
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Directorate	FTE Days Lost Q1	Average Days Available Q1	Absence Rate Q1	Days per FTE Q1	FTE Days Lost Q2	Average Days Available Q2	Absence Rate Q2	Days per FTE Q2	FTE Days Lost Q3	Average Days Available Q3	Absence Rate Q3	Days per FTE Q3	FTE Days Lost Q4	Average Days Available Q4	Absence Rate Q4	Days per FTE Q4	Days Lost Per FTE
Community and Housing	77	1,966	3.94 %	2.24	0	0	0	0	0	0	0	0	0	0	0	0	2.24
Community Services	4,128	69,891	5.91 %	3.37	5,132	70,454	7.28 %	4.15	4.15	0	0	0	0	0	0	0	7.52
Corporate Services	598	24,800	2.41 %	1.37	887	24,745	3.58 %	2.04	2.04	0	0	0	0	0	0	0	3.42
Environment	1,721	43,208	3.98 %	2.27	1,965	43,660	4.50 %	2.57	2.57	0	0	0	0	0	0	0	4.84
Lifelong Learning	1,945	44,032	4.42 %	2.52	2,060	44,001	4.68 %	2.67	2.67	0	0	0	0	0	0	0	5.19
Schools	4,000	108,535	3.69 %	1.77	2,789	109,116	2.56 %	1.23	1.23	0	0	0	0	0	0	0	3
	12,469	292,432	4.26 %	2.27	12,833	291,978	4.40 %	2.34	2.34	0	0	0	0	0	0	0	3

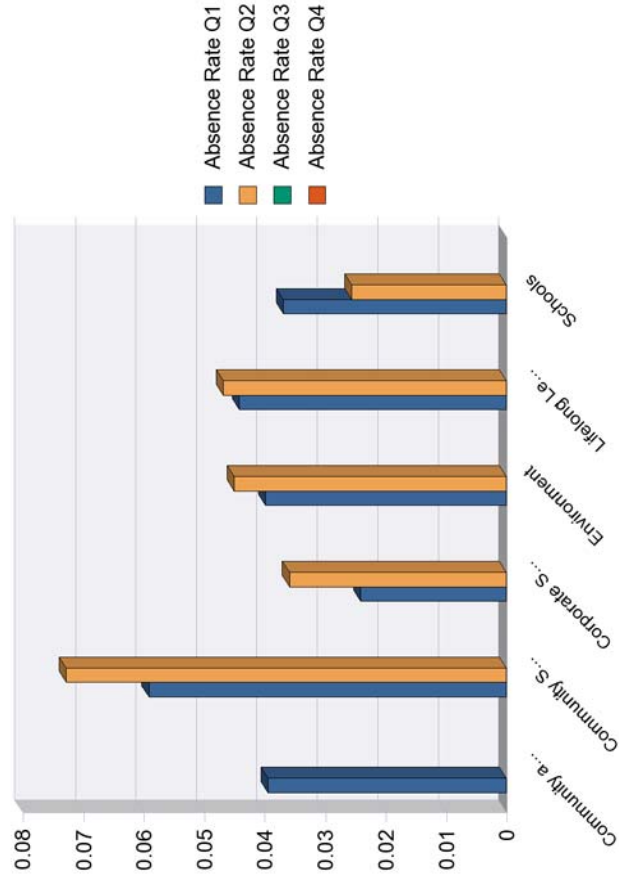
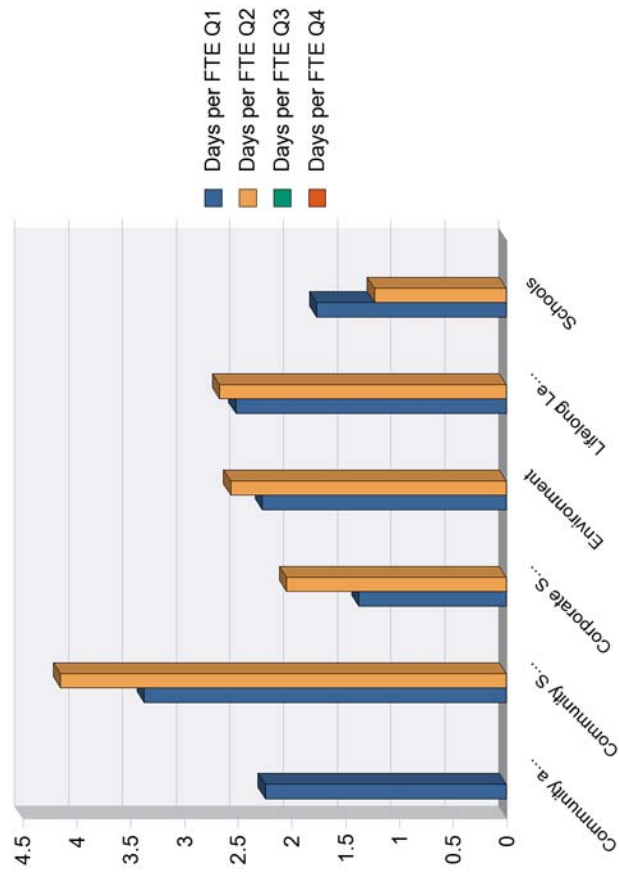


Absence Rate Summary By Directorate

Last Refreshed On : 04/11/2010

Directorate	Days per FTE Q1	Days per FTE Q2	Days per FTE Q3	Days per FTE Q4
Community and Housing	2.24			
Community Services	3.37	4.15		
Corporate Services	1.37	2.04		
Environment	2.27	2.57		
Lifelong Learning	2.52	2.67		
Schools	1.77	1.23		

Directorate	Absence Rate Q1	Absence Rate Q2	Absence Rate Q3	Absence Rate Q4
Community and Housing	3.94 %			
Community Services	5.91 %	7.28 %		
Corporate Services	2.41 %	3.58 %		
Environment	3.98 %	4.50 %		
Lifelong Learning	4.42 %	4.68 %		
Schools	3.69 %	2.56 %		



FREQUENTLY ASKED QUESTIONS – WORKFORCE INFORMATION REPORTS

Establishment Summary by Directorate

Q1 - What does “Not Recorded” mean on the “Establishment Summary By Directorate” Report?

A1 - This refers to positions that have not previously been categorised as either Established or Non-Established * (see note below for definition of “Established” and “Non-Established”). Work is ongoing to fill in the missing details. Once this piece of work is complete “Not Recorded” will no longer appear.

Headcount Summary by Directorate

Q2 - Why is the “Actual Total Headcount” figure at the top right of the report different to the “People” figure at the bottom of the “Headcount Directorate” details?

A2 - The total figure for directorate people headcount will always be higher than the “Flintshire County Council Actual Total Headcount” figure because some people will have more than one job in more than one directorate.

For example, if someone has two posts, each in a different Directorate, they will be counted twice for each of their posts for the total directorate people headcount figure. In comparison, the “Actual Total Headcount” figure relates to the headcount for the whole organisation and will count a person once only, irrespective of whether they have more than one post. This accounts for the two figures being different.

Turnover Summary by Directorate

Q3 - Why is the Turnover figure at the end of one quarter not the same as the figure at the start of the next quarter?

A3 – The figure at the end of the period includes all of the individuals still in employment on that day. If they are due to leave the Organisation that day, they will not be included in the figure for the start of the next period.

For example, if ten individuals were due to leave the Organisation on the last day of a quarter, they would be included in the end figure for that quarter. However they will no longer appear in the starting figure for the next quarter because they are no longer in the Organisation.

A further reason for the figures being different is if a large number of employees are transferred into the Organisation, this may have occurred at the start of a quarter. Therefore, those individuals will not show in the figures for the previous quarter, but they will show at the start of the next quarter.

Turnover Leaver Analysis

Q4 – There are fewer reasons for leaving showing in the new report. Can we still report on the previous list of reasons?

A4 – Yes, we can still report on the full list of reasons if required, perhaps in relation to a specific query, but have chosen to reduce the number of reasons for corporate report so that report that is generated is less onerous and not as lengthy.

* *please note:*

*Established Positions are permanent positions, funded by Flintshire CC on a permanent basis.
Non-established Positions are temporary fixed term, seasonal fixed term and relief positions*

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 19

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DEMOCRACY AND GOVERNANCE MANAGER**
SUBJECT : **MEMBERSHIP OF THE CHILDREN'S FORUM**

1.00 PURPOSE OF REPORT

1.01 To consider expanding the membership of the Children's Forum to reflect a recommendation from the Constitution Committee.

2.00 BACKGROUND

2.01 In January 2003 the Laming report was published following the inquiry into the death of Victoria Climbié. The report contained a number of recommendations which local authorities were required to consider and respond to. As part of the Council's response an action plan was produced and on the 1 February 2005 the Executive considered a report on that action plan.

2.02 The report to the Executive explained that the Laming report had stated that a clear line of accountability should exist between Executive Members, the Chief Executive and the managers responsible for the provision of services for vulnerable children. That this may be achieved by establishing a Forum within which the Chief Executive, appropriate Executive Members, together with the statutory Director of Social Services and the then Director of Education, Children's Services & Recreation would receive reports from the Head of Children's Services and Senior Managers within that service with the objective of:-

- Ensuring that the Chief Executive and Executive Members are involved in setting priorities and strategic direction for vulnerable children specifically children on the child protection register and children looked after.
- Ensuring that the Chief Executive and Executive Members are well informed about the progress and well-being of vulnerable children for whom the authority holds significant responsibility.
- Overseeing the authority's development of a robust approach to corporate parenting.

2.03 Regular meetings of such a Forum would then be followed by reports by either the Chief Executive or the statutory Director of Social Services to the Executive to provide all Members of the Executive with an overview situation report together with an indication of any significant issues.

Date: 07/12/2011

2.04 As part of its decision the Executive at its meeting on the 15 February 2005 agreed that the principles outlined in the above paragraph were approved and that the Chief Executive and statutory Director of Social Services in consultation with the appropriate Executive Members be authorised to convene such a Forum to consider the terms of reference and format of the proposed regular reports to the Executive.

2.05 This led to the Children's Forum being established and the provisions in the Constitution relating to the Leader's Scheme of Delegation of Executive functions containing the following:-

- Children's Forum (Executive Members for Education & Youth and Social Services and 5 other members).

Terms of Reference:-

1. Ensuring that the Chief Executive and Executive Members are involved in setting priorities and the strategic direction for vulnerable children, specifically children on the child protection register and children looked after.
2. Ensuring that the Chief Executive and Executive Members are well informed about the progress and well-being of vulnerable children for whom the authority holds significant responsibility.
3. Overseeing the authority's development of a robust approach to corporate parenting.

2.06 At a meeting of the Executive on the 1 August 2006 the membership of the Forum was expanded to include the following:

- Executive Member for Education, Children's Services and Recreation
- Executive Member for Adult Social Care
- Executive Member for Housing and Consumer Services.
- Executive Member for Corporate Governance.
- Chief Executive
- Solicitor to the Council
- Director of Education, Children's Service and Recreation
- Director of Adult Social Care/Statutory Director of Social Services
- Director of Community & Housing
- Assistant Director (Children's Services)
- Other officers attend as necessary
- Two young people representatives from the Children's Services Participation Group.
- Nominated members from all political groupings.
- A senior manager from the Education Department or a Head Teacher.
- A foster carer.

2.07 In recent meetings of the Forum a representative of Betsi Cadwaladr UHB has attended as a co-optee. At the meeting of the Forum on the 6 July 2011 it agreed that it wished the representative of the Betsi Cadwaladr UHB to be included in the

membership of the Forum as the UHB has a legitimate interest in the work of the Forum and provides a valued input.

2.08 At its meeting on the 19 September 2011 the Children's Forum favoured the extended membership of the Executive decision of 1 August 2006. The provision in the Constitution will need amending to reflect the Executive decision but updated to reflect current Executive portfolios.

2.09 At its meeting on the 19 October 2011 the Constitution Committee received a report recommending that the formal membership of the Children's Forum be expanded to reflect paragraphs 2.07 and 2.08 and that the provision in the Constitution be amended to reflect the membership of the Forum agreed at the Executive meeting of the 1 August 2006 updated to reflect current Executive portfolios. These recommendations were agreed for consideration by the Executive and subject to the Executive's decision by the Council.

3.00 CONSIDERATIONS

3.01 At present there is a disparity between the decision of the Executive on the 1 August 2006 and the provisions in the Constitution as to the membership of the Children's Forum. It is important that the disparity is removed and the provisions in the Constitution reflect the wishes of the Forum itself and the Executive decision.

3.02 Since the Executive decision of the 1 August 2006 a new political group has been formed and at present that group does not have a member on the Panel. Whilst the political balance legislation does not automatically apply to the Forum, the Forum's work is such that it is important all groups have representation on it.

3.03 In recent meetings of the Forum a representative of Betsi Cadwaladr UHB has attended as a co-optee but it is believed this attendance should be put on a more formal basis as a full member of the Forum.

3.04 If the recommendation from the Constitution Committee is agreed by the Executive there will need to be a report to Council to agree that the Constitution is amended to reflect this.

4.00 RECOMMENDATIONS

4.01 That the formal membership of the Children's Forum be expanded to include a representative from the Betsi Cadwaladr UHB and that Council is recommended to amend the Constitution to reflect the membership of the Forum as agreed by the Executive on the 1 August 2006 updated to reflect current Executive portfolios.

5.00 FINANCIAL IMPLICATIONS

5.01 None as a result of this report.

6.00 ANTI POVERTY IMPACT

6.01 Robust services to children in need impact upon social exclusion and improve life chances for children.

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

8.01 The provision of services to children in need/in need of protection, especially early intervention strategies, will ensure that those children referred are not disadvantaged and will receive support and opportunities to fulfil their potential.

9.00 PERSONNEL IMPLICATIONS

9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 With the Leader and the final decision resting with the Executive.

11.00 CONSULTATION UNDERTAKEN

11.01 With the Head of Children's Services.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Peter J Evans
Telephone: 01352 702304
E-Mail: peter_j_evans@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 20

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **HEAD OF LEGAL AND DEMOCRATIC SERVICES**
SUBJECT : **NINTH ANNUAL REPORT OF THE FLINTSHIRE LOCAL**
 ACCESS FORUM

1.00 PURPOSE OF REPORT

1.01 For the County Council to note and approve the ninth report of the Flintshire Local Access Forum, prepared in accordance with Regulation 16 of the Countryside Access (Local Access Forums) (Wales) Regulations 2001.

2.00 BACKGROUND

2.01 The Flintshire Local Access Forum was originally established in 2002 by the County Council in accordance with the provisions of the above Regulations. It is a requirement of those Regulations that an annual report be prepared and approved by the County Council which must include the following:-

- (i) information relating to the Forum's functions during the twelve month period ending on 31st March in each year, and
- (ii) a programme of works which has been agreed between the Forum and the County Council which the Forum plans to undertake during the twelve months commencing immediately after 31st March in each year.

2.02 Appended to this report is the draft report (excluding the minutes of the Forum meetings which are referred to at Appendix 4) for the period 1st April 2010 to 31st March 2011 as prepared by the Forum Secretary, David M. Davies, who is a principal solicitor employed in my Department. The format of the report follows the advice issued by the Countryside Council for Wales. The draft report has already been considered at a meeting of the Forum on 3rd October 2011, when it was agreed that it be submitted to the County Council for approval.

2.03 Previous annual reports of the Forum have been approved by the Executive each year.

3.00 CONSIDERATIONS

3.01 The Forum's ninth annual report follows the format of the previous annual reports. It has been completed in accordance with the guidance issued by the Countryside Council for Wales regarding the preparation of the reports.

3.02 The Countryside Council will maintain a central record of annual reports of all the

Date: 07/12/2011

local access forums in Wales. A copy of the appended report, once approved, will be sent to the Countryside Council.

4.00 RECOMMENDATIONS

4.01 That the ninth annual report of the Flintshire Local Access Forum, for 2010/2011, be noted and approved by the County Council, and be submitted to the Countryside Council for Wales for their records.

5.00 FINANCIAL IMPLICATIONS

5.01 None.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 Under the terms of the 2000 Act, the function of the Forum is to advise the County Council, Welsh Government and the Countryside Council as to the improvement of public access to land in the area for the purposes of open-air recreation and the enjoyment of the area.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 The report has already been considered by the Flintshire Local Access Forum.

12.00 APPENDICES

12.01 Draft ninth annual report of the Flintshire Local Access Forum.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Minutes of Flintshire Local Access Forum meetings on 19/4/10, 12/7/10, 11/10/10, & 17/1/11.

Contact Officer: David M Davies
Telephone: 01352 702325
E-Mail: david_m_davies@flintshire.gov.uk

FLINTSHIRE LOCAL ACCESS FORUM
NINTH ANNUAL REPORT 2010/11

Prepared in accordance with
Regulation 16 of the Countryside Access (Local Access Forums)
(Wales) Regulations 2001
(approved by Flintshire County Council on ??????????)

[as submitted to and agreed by
the Flintshire Local Access Forum on 3rd October 2011]

FLINTSHIRE LOCAL ACCESS FORUM

NINTH ANNUAL REPORT 2010/11

INTRODUCTION

1. The Flintshire Local Access Forum was established for the whole of the geographical area of Flintshire on 14th October 2002. Flintshire County Council had a statutory duty to establish the Forum as required by the Countryside and Rights of Way Act 2000. The statutory function of the Forum is to advise the County Council, the Countryside Council for Wales and others as to the improvement of public access to land in the area for the purposes of open air recreation and the enjoyment of the area. All meetings of the Forum are open to the public.
2. The present Forum membership was appointed with effect from 22nd December 2008, for a period of three years.
3. This is the ninth annual report of the Forum.

THE STATUTORY FUNCTIONS OF THE FORUM

3. The Forum was not consulted during the year in relation to any of its statutory functions.

OTHER MATTERS CONSIDERED BY THE FORUM

4. The following matters were considered by the Forum during the year:-

Topic Considered : Dates Considered : Summary :	All Wales Coastal Path/Coastal Access. 19 th April 2010, 12 th July 2010, 11 th October 2010, 17 th January 2011. The Forum was advised of progress on the Wales Coastal Access Improvement Plan.
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Topic Considered : Dates Considered : Summary :	Flintshire's Rights of Way Improvement Plan (ROWIP). 19 th April 2010, 12 th July 2010, 11 th October 2010, 17 th January 2011. The Forum was advised of progress on the implementation of the ROWIP.
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Topic Considered : Dates Considered : Summary :	Cycling Provision in Flintshire. 19 th April 2010, 12 th July 2010, 11 th October 2010, 17 th January 2011. Updates were presented to the Forum.
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Topic Considered : Dates Considered : Summary :	Involvement of Town and Community Councils in Public Rights of Way Maintenance. 19 th April 2010, 11 th October 2010. The Forum sought to encourage the County Council to persuade town and community councils to have greater involvement in preserving, enhancing and promoting the public rights of way network, and agreed to establish a Forum committee to consider the matter further.
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Topic Considered : Date Considered : Summary :	Targeted Element of <i>Glastir</i> . 12 th July 2010. The Forum received a consultation presentation from CCW regarding the above topic.
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Topic Considered :	Approval of the Eighth Annual Report of the Forum.
Date Considered :	12 th July 2010.
Summary :	The Forum agreed the contents of the draft report for submission to the County Council for approval.

Topic Considered :	Dog Fouling and Dog Control Orders.
Date Considered :	12 th July 2010.
Summary :	The Forum considered these issues and asked for a presentation from the County Council's Head of Public Protection.

Topic Considered :	Targeted Element of <i>Glastir</i> Stage 2.
Date Considered :	11 th October 2010.
Summary :	The Forum responded to a consultation from CCW regarding the securing of new permissive access areas or routes pursuant to the above project.

Topic Considered :	Maintenance Priorities Committee.
Dates Considered :	17 th January 2011.
Summary :	The Forum received updates concerning the work of the Committee.

Topic Considered :	Proposed <i>North Wales Pilgrim Path/Taith Pererin Gogledd Cymru</i> .
Date Considered :	17 th January 2011.
Summary :	The Forum expressed its support for the above project.

Topic Considered :	Equine matters and ROWIP Equine Sub-Group.
Date Considered :	19 th April 2010, 11 th October 2010, 17 th January 2011.
Summary :	The Forum considered the above topic and received updates concerning the work of the Sub-Group.

PROGRAMME OF WORKS FOR THE COMING YEAR (2011/12)

5. Regulation 16(2)(b) of the Countryside Access (Local Access Forums) (Wales) Regulations 2001 requires the annual report to include a programme of works which has been agreed between the Forum and the County Council which the Forum plans to undertake during the twelve months commencing after 31st March in each year.
6. The Forum has not been specifically informed by the County Council that it will seek its advice regarding particular matters. However, it is envisaged that the following matters will be considered by the Forum in the forthcoming year (the list is not intended to be exhaustive):-
 - Rights of Way Improvement Plan
 - Wales Coastal Access Improvement Plan
 - cycling provision in Flintshire
 - *Linking Flintshire Communities* project
 - key performance indicators for the public rights of way service.
7. The Forum has already been advised by the Countryside Council for Wales that it will be consulted upon the matters set out on the following table supplied by CCW:-

CYNGOR CEFN GWLAD CYMRU / COUNTRYSIDE COUNCIL FOR WALES
LOCAL ACCESS FORUMS – WORK PLANS 2011/ 2012

The following are matters that CCW & WAG anticipate that they will refer to LAFs during the year. This is for guidance only and may change to reflect work priorities. **It should not be taken as definitive.** In addition Local Authorities and National Park authorities will refer matters to LAFs. LAF members themselves should also be encouraged to put forward agenda items.

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
ROWIP Monitoring Implementation	CCW	Ongoing	Work with local authorities to support and monitor the implementation of the provisions of the rights of way improvement plans. The 2km coastal zone is eligible for ROWIP funding in 2011/12.	All
Coastal Access - Implementation of the Wales Coast Path	WAG	Ongoing	Work with coastal local authorities and the 2 national parks (SNP and PCNP) to further the development of the WCP in the run up to the opening in May 2012.	Those with coastal areas
Implementation of the Walking and Cycling Action Plan for Wales 2009 - 2013	WAG	Ongoing	Support the implementation of the Walking and Cycling Action Plan for Wales 2009-2013 by supporting local and national initiatives to improve access to networks, including: <ol style="list-style-type: none"> 1. Identifying requirements for maintenance/signage of promoted mountain bike and National Cycle Network routes. 2. Support for EU funded projects that utilise the rights of way network to improve the cycle tourism network 	All

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
Outdoor Wales online (OWoL)	CCW	April onwards	3. Support the use and promotion of CCW's Outdoor Wales onLine (OWoL) interactive map which local authorities can use to promote access in their area.	All
Access to water	WAG / CCW	2009 – 2012	Take an active interest in promoting access to water agreements. It would be helpful if LAF considered potential areas for new or improved access to water (lakes rivers and the coast) and identified any obvious barriers that could be resolved	All
		Website – April onwards	Provide support for adding any new access to inland water opportunities to the interactive maps on OWoL.	
		Codes of Conduct – Autumn 2011	Respond to consultations to develop the first specific activity codes for angling and canoeing.	
Glastir	WAG	Autumn 2011	Carry out annual review of Targeted Element access maps for areas that identify both where existing permissive access under Tir Gofal should continue and opportunities for additional permissive access.	All
		April to September 2011	Identify permissive access opportunities in woodlands in anticipation of the Glastir Woodlands Scheme consultation in autumn. This will be on an aspirational basis as it is unknown which woodland owners will apply.	

Suggested other areas of work for LAFs to get involved with which aren't directly managed by WAG & CCW			
Green Flag/Green Flag Community Award	WAG/CCW	April 2011-	Suggest public green spaces managed by local authorities, corporate organisations and community groups that could be eligible for this award which recognises and publicises the best parks and recreational areas in the country. http://www.keepbritaintidy.org/GreenFlag/
			All

Lucy Swannell, Access Policy Officer – March 2011

FLINTSHIRE COUNTY COUNCIL DETAILS

8. The details of the County Council are set out in Appendix 1 to this report, and are substantially unchanged from the previous annual reports.

DETAILS OF MEETINGS OF THE FORUM

9. The date and venues of meetings of the Forum are set out in Appendix 2 to this report.

MEMBERSHIP DETAILS

10. The present Forum consists of 14 Members, including the Chair and Deputy Chair. The present Forum membership was appointed with effect from 22nd December 2008, and at that time consisted of 15 members. However, a member, who was not replaced, resigned during 2009.
11. During the last twelve months, by virtue of the operation of regulation 14(1)(g) of The Countryside Access (Local Access Forums) (Wales) Regulations 2001 (failure to attend Forum meetings over a continuous period of 12 months), the membership of two Forum members was terminated during the year.
12. Brief details of all persons who have served as Members of the Forum during 2010/11 are set out in Appendix 3 to this report.

FORUM COMMITTEES

13. At its meeting on 15th May 2006, the Forum established the Maintenance Priorities Committee. Its purpose is to provide to Flintshire County Council a prioritised list of public rights of way requiring maintenance works, in order to inform the County Council's budget preparations, based upon criteria agreed with the appropriate Council officers. The Committee was reconstituted at the Forum meeting on 26th January 2009.

14. A meeting of the Committee was held on 23rd November 2010.
15. At its meeting on 11th October 2010, the Forum established the Engagement with Town and Community Councils Committee to enhance local awareness of public rights of way, as more specifically set out in the minutes of that meeting.
16. A meeting of the Committee was held on 18th February 2011.

MINUTES OF THE FORUM

17. Copies of the approved minutes of the four meetings of the Forum held during the year are set out in Appendix 4 to this report.

COSTS OF THE FORUM

18. The costs of the Forum during the year are shown in summary below:-

Cost Heading	Cost 2010/11
	£
Officer time (estimated)	6155.23
Room Hire, Refreshments and lunches	231.96
Members' and Secretary's Travelling Expenses	109.15
Printing, postage and sundries	Information not available
Translation	1,705.14

19. The above costs are paid for from the budget of the Environment Directorate of the County Council.

FLINTSHIRE COUNTY COUNCIL DETAILS

The appointing authority for the Flintshire Local Access Forum is Flintshire County Council. The area covered by the Forum is the whole of the County of Flintshire.

The Secretary of the Forum is:-

David M. Davies
Principal Solicitor
Corporate Directorate
Flintshire County Council
County Hall
Mold
Flintshire CH7 6NR

Telephone: 01352 702325
Fax: 01352 700289
e-mail : david.m.davies@flintshire.gov.uk

DETAILS OF MEETINGS

Meetings of the Forum took place on the following dates, the venue on each occasion being either the Clwyd or the Delyn Committee Room at County Hall, Mold:-

19th April 2010

12th July 2010

11th October 2010

17th January 2011.

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DETAILS OF MEMBERSHIP

The membership of the Forum during 2010/11 was as follows :-

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Mr. David J. Bolton	22.12.08	19.4.10	N/A	Semi-retired maintenance technician. Main outdoor activity is rock climbing. Member of VMC (affiliated to British Mountaineering Council). Member of, and nominated by, Gwernaffield Community Council.
Mrs. Alison Chamberlain	5.12.05	5.12.08	22.12.08	Stud owner and horse rider. British Horse Society member.
Mr. Bryan Harrison (Deputy Chair: appointed 26.1.09)	5.12.05	5.12.08	22.12.08	Chairman, Flintshire Disability Forum and Flintshire Access Group. Member of Access Panel for Wales.
Mrs. Eileen Hird	14.10.02	5.12.08	22.12.08	Retired, Footpath Officer to the Clwydian Group of the Ramblers Association, and involved with the BTCV (British Trust for Conservation Volunteers).
Mr. David M. Hýtch	5.12.05	5.12.08	22.12.08	Retired teacher. Experienced mountain walker. Volunteer ranger – SUSTRANS. Volunteer warden – RSPB. Member of Deeside Naturalists. Member of Friends of Rhydymwyn Valley.

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Mr. P. John Richards	22.12.08	N/A	N/A	Retired former Head of Flintshire CC Countryside Service.
Dr. Jean Rosenfeld (Chair from 16.1.06: reappointed 26.1.09)	5.12.05	5.12.08	22.12.08	Research Scientist (renewable energy, solar). Past Chair of Clwyd/Flintshire branch of CPRW.
Mr. Howard Sutcliffe	5.12.05	5.12.08	22.12.08	Countryside Officer and AONB Officer for Clwydian Range AONB for Denbs. CC. Manages Moel Famau Country Park for DCC and FCC.
Mr. John Les Tomos	22.12.08	19.4.10	N/A	Retired teacher. Chairman of Flintshire Tourism Association. Director of Cadwyn Clwyd. Member of North Wales Tourism Partnership Board.
Mr. Howard White	14.10.02	5.12.08	22.12.08	Self-employed Planning Consultant, Member of the Ramblers' Association, Open Spaces Society, North Wales Wildlife Trust, National Trust, SUSTRANS and Forestry and Timber Association.
Mr. E. Gareth Williams	22.12.08	N/A	N/A	Retired. Member of Halkyn Graziers' Association. Nominated by the Association.

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Miss Janet O. Williams	22.12.08	N/A	N/A	Retired. British Driving Society Commissioner for NE Wales/N Powys. Chair of Coed Llandegla Carriage Driving & Horse Riding Association.
Mr. T. Henry (Harry) Williams	22.12.08	N/A	N/A	Farmer. Member of the FUW Land Use and Parliamentary Committee. Nominated by FUW.
Councillor Matt Wright	20.5.08	5.12.08	22.12.08	Appointed by Flintshire County Council as its representative. Chairman of its Environment and Regeneration Overview and Scrutiny Committee.

APPENDIX 4

Copies of the approved minutes for the meetings on:-

19th April 2010 (Appendix 4A)

12th July 2010 (Appendix 4B)

11th October 2010 (Appendix 4C)

17th January 2011 (Appendix 4D)

are enclosed.

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 21

REPORT TO: **EXECUTIVE**
DATE : **13 DECEMBER 2011**
REPORT BY: **DEMOCRACY AND GOVERNANCE MANAGER**
SUBJECT : **SPECIAL COUNCIL MEETING - SCHOOL MODERNISATION
CONSULTATION**

1.00 PURPOSE OF REPORT

1.01 To formally endorse the date of the proposed special Council meeting to consider the school modernisation consultation.

2.00 BACKGROUND

2.01 At the County Council meeting on the 28 September 2011 the Chief Executive provided a verbal update on the school modernisation process which led to a Council decision that following the proposed member workshops a special County Council meeting be arranged at the earliest opportunity on a Saturday morning.

2.02 Following a meeting of political Group Leaders on the 15 November the final member workshop was arranged for the morning of the 1 December 2011 and for the special County Council meeting to be held on the evening of Wednesday, 14 December 2011. This was conveyed to members by letter dated the 16 November 2011.

2.03 At the County Council meeting on the 22 November 2011 when the draft minutes of the Council meeting of the 28 September 2011 were being considered some members expressed concern that the resolution for a Saturday morning meeting was no longer being complied with. Councillor Guest referred to council procedure rule 14.1 concerning the rescission of a previous Council decision and proposed that the procedure rule be followed so that at the next Council meeting the resolution for a Saturday morning meeting could be changed. This was agreed.

3.00 CONSIDERATIONS

3.01 Council procedure rule 14.1 states "A motion or amendment to rescind a decision made at a meeting of Council within the past six months can not be moved unless moved on the recommendation of a Committee, or the Executive, or the notice of motion is signed by at least 10 members".

3.02 The school modernisation process is an Executive rather than a Council function and therefore any resolutions of Council only operate as recommendations to the Executive.

Date: 07/12/2011

3.03 Council procedure rule 4 makes clear that the time and place of Council and Committee meetings are determined by the Democracy and Governance Manager.

3.04 Whilst provisional arrangements had been made to hold a special County Council meeting on Saturday, 19 November 2011 and subsequently provisional arrangements made for it to be held on Saturday, 3 December 2011, these dates had to be vacated when the member workshops were not going to be completed by those dates. It has always been the intention to hold the special meeting at Theatr Clwyd but having it on a Saturday later than 3 December would cause logistical problems. Following widespread consultation it was therefore decided to hold the special Council meeting on the evening of Wednesday, 14 December 2011.

4.00 RECOMMENDATIONS

4.01 That the Executive formally endorses the decision to hold the special County Council meeting on the evening of Wednesday, 14 December 2011.

4.02 That the change from a Saturday morning to a Wednesday evening be reported to the next Council meeting enabling the 28 September Council decision to be rescinded under Council procedure rule 14.1.

5.00 FINANCIAL IMPLICATIONS

5.01 None as a result of this report.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 Council Chair, Chief Executive, Director of Lifelong Learning, political Group Leaders.

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Minute 66 of Council meeting 28 September 2011
Letter to members dated 16 November 2011

Contact Officer: Peter J Evans
Telephone: 01352 702304
E-Mail: peter_j_evans@flintshire.gov.uk

Executive Forward Work Programme **December 2011 – April 2012**

The following reports are included on 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

- Business Continuity Update
Internal update report only

ICT & Customer Services

- Regional Collaboration Support Services Board Update
Deferred. The Programme Board Meeting is at the end of November so a full report will be submitted in January 2012

Community Services

- Update on CIDS Merger with Wrexham
Deferred pending further information
- Introduction on Interest Bearing Loans
Deferred pending further information

Environment

- Recovery of Costs for Public Path Orders
Deferred. Further work is needed to clarify aspects of the report
- Civil Parking Enforcement - Update
Deferred until February/March due to ongoing consultations with Town and Community Councils

EXECUTIVE MEETING DATES
FORWARD WORK PROGRAMME ITEMS – DECEMBER 2011 - APRIL 2012

MEETING DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE (Strategic/Operational)	PORTFOLIO
13 December 2011	Chief Executive	➤ Q2 Performance Reporting	Operational	Corporate Management
		➤ SARC Refresh Update	Operational	Corporate Management
		➤ Business Continuity Update	Operational	Corporate Management
		➤ Improvement Plan Mid Year Review	Operational	Corporate Management
253	Finance	➤ Council Fund & HRA Revenue Budget Monitoring 2011/12 (M6)	Operational	Finance & Asset Mngt
		➤ Capital Programme 2011/12 (M6)	Operational	Finance & Asset Mngt
	ICT & Customer Services	➤ Customer Services Strategy Update	Strategic	Corporate Management
		➤ Regional Collaboration Support Services Board Update	Strategic	Corporate Management
	Community Services	➤ Update on CIDS Merger with Wrexham	Operational	Social Services
		➤ Introduction of Interest Bearing Loans	Operational	Housing

	Environment	<ul style="list-style-type: none"> ➤ Mineral Reviews ➤ Recovery of Costs for Public Path Orders ➤ Civil Parking Enforcement – Update 	Strategic Operational Operational	Environment Environment Environment
20 December 2011 (BUDGET)	Finance	<ul style="list-style-type: none"> ➤ Council Fund Revenue Budget 2012/13 Initial Proposals ➤ Council Fund Capital Programme 2012/13 – 2015/16 	Operational Operational	Finance & Asset Mngt Finance & Asset Mngt
24 January 2012	Chief Executive	<ul style="list-style-type: none"> ➤ Strategic Partnership Performance – Mid Year Review ➤ 2011 – 2013 Target Setting Review 	Strategic Strategic	Corporate Management Corporate Management
	Finance	<ul style="list-style-type: none"> ➤ Council Fund & HRA Revenue Budget Monitoring 2011/12 (M7) ➤ HRA Revenue Budget 2012/13 ➤ HRA Capital Programme 2012/13 	Operational Operational Operational	Finance & Asset Mngt Finance & Asset Mngt Finance & Asset Mngt
	ICT & Customer Services	<ul style="list-style-type: none"> ➤ Procurement Strategy Update 	Strategic	Corporate Management

		<ul style="list-style-type: none"> ➤ Regional and National ICT Collaboration 	Strategic	Corporate Management
	Community Services	<ul style="list-style-type: none"> ➤ Transforming Social Services for Adults 	Operational	Social Services
	Environment	<ul style="list-style-type: none"> ➤ Communities First: The Future ➤ Amendment to Dog Control Order (Fouling of Land by Dogs) ➤ Fleet Strategy ➤ Buckley Town Centre Regeneration – Proposed Final Buckley Planning Brief ➤ Erection of Banners on Street Lights ➤ Flintshire Business Week 2011 	Strategic	Regeneration and Tourism
			Strategic	Leisure Services and Public Protection
			Strategic	Waste Management
			Strategic	Regeneration & Tourism
			Operational	Environment
			Operational	Regeneration and Tourism
21 February 2012	Chief Executive	<ul style="list-style-type: none"> ➤ Wales Audit Office: Annual Improvement Report 	Strategic	Corporate Management
	Finance	<ul style="list-style-type: none"> ➤ Council Fund & HRA Revenue Budget Monitoring 2011/12 (M8) 	Operational	Finance & Asset Mngt

			<ul style="list-style-type: none"> ➤ HRA Revenue Budget 2012/13 ➤ HRA Capital Programme 2012/13 (Final) ➤ Treasury Management Policy & Strategy Statement 2012/13 	Operational	Finance & Asset Mngt
			➤ MASS Quarter 3	Operational	Corporate Management
	Human Resources & Organisational Development		➤ Buckley Developer Selection	Strategic	Regeneration and Tourism
	Environment		➤ School Admissions Policy – Annual Consultation	Operational	Education
256	Lifelong Learning		➤ Strategic Equality Plan	Strategic	Corporate Management
27 March 2012	Chief Executive		➤ Q3 performance Reporting	Operational	Corporate Management
			➤ Flintshire Futures Review	Operational	Corporate Management
			➤ Changes to the National Performance Measurement Framework 2012/13	Operational	Corporate Management
	Finance		➤ Council Fund & HRA Revenue Budget Monitoring 2011/12 (M9)	Operational	Finance & Asset Mgt

		<ul style="list-style-type: none"> ➤ Capital Programme 2011/12 (M9) 	Operational	Finance & Asset Mgt
	Human Resources & Organisational Development	<ul style="list-style-type: none"> ➤ Workforce Information Quarter 3 	Operational	Corporate Management
	Community Services	<ul style="list-style-type: none"> ➤ Youth Justice Service Inspection Outcome 	Operational	Social Services
24 April 2012	Chief Executive	<ul style="list-style-type: none"> ➤ Council (Governance Plan) review ➤ Voluntary Sector mid year review 	Strategic	Corporate Management
	Finance	<ul style="list-style-type: none"> ➤ Council Fund & HRA Revenue Budget Monitoring 2011/12 (M10) 	Operational	Finance & Asset Mgt
	Environment	<ul style="list-style-type: none"> ➤ Highways Asset Management Plan 	Strategic	Environment

FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: EXECUTIVE
DATE: 13 DECEMBER 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

<u>Directorate</u>	<u>Subject</u>
Finance	Write off Requests
Community Services	Creation of a Temporary Accommodation Support Officer Post
Lifelong Learning	Leisure Services Tariff 2012

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

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 13 December 2011

AGENDA ITEM NO: 24

REPORT OF: (Director of originating Department)

Head of Human Resources and Organisational Development

SUBJECT:

Proposed New Human Resources and Organisational Development Service Structure

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	<input checked="" type="checkbox"/>
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: Proposed New Human Resources and Organisational Development Service Structure

AUTHOR: Helen Stappleton

MEETING AND DATE OF MEETING: Executive on 13 December 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 15.

Factors in favour of disclosure:

Transparency.

Prejudice which would result if the information were disclosed:

Working relationships with staff effected and other unions would be prejudicial if proposals were made public prior to consultation consistent with normal employment practices.

My view on the public interest test is as follows:

At the present time it is not in the public interest to adversely effect working relationships with staff effected by the proposals and their unions.

Recommended decision on exemption from disclosure:

Exempt from disclosure.

Date: 29/11/2011

Signed:



Post: Interim Head of Legal and Democratic Services

I accept the recommendation made above.



Proper Officer - 29/11/2011