

Public Document Pack

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Pennaeth Gwasanaethau Cyfreithiol a Democraidaidd



To: Cllr Aaron Shotton (Leader)

CS/NG

Councillors: Bernie Attridge, Chris Bithell,
Helen Brown, Christine Jones, Kevin Jones,
Peter Macfarlane and Billy Mullin

6 June 2012

Nicola Gittins 01352 702345
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Dear Sir / Madam

A meeting of the **CABINET** will be held in the **CLWYD COMMITTEE ROOM, COUNTY HALL, MOLD CH7 6NA** on **TUESDAY, 12TH JUNE, 2012** at **9.30 AM** to consider the following items.

Yours faithfully

Democracy & Governance Manager

AGENDA

1 **APOLOGIES**

2 **DECLARATIONS OF INTEREST**

3 **MINUTES** (Pages 1 - 18)

To confirm as a correct record the minutes of the last meeting of the Executive.

TO CONSIDER THE FOLLOWING REPORTS

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

STRATEGIC REPORTS

- 4 **FINANCIAL CHALLENGES FACING THE COUNCIL** (Pages 19 - 26)
Report of Head of Finance, Chief Executive - Leader of the Council and Cabinet Member for Finance
- 5 **SECONDARY SCHOOL - AREA REVIEWS** (Pages 27 - 32)
Report of Director of Lifelong Learning - Cabinet Member for Education
- 6 **FLINT MASTERPLAN** (Pages 33 - 38)
Report of Director of Environment - Cabinet Member for Regeneration, Enterprise & Leisure

OPERATIONAL REPORTS

- 7 **2011/12 Q4 AND YEAR END SERVICE PERFORMANCE REPORTS AND OVERVIEW** (Pages 39 - 58)
Report of Chief Executive - Cabinet Member for Corporate Management
- 8 **CHANGES TO THE NATIONAL PERFORMANCE MEASUREMENT FRAMEWORK 2012/13** (Pages 59 - 66)
Report of Chief Executive - Cabinet Member for Corporate Management
- 9 **REVENUE BUDGET MONITORING 2011/12 (MONTH 11)** (Pages 67 - 114)
Report of Head of Finance - Leader of the Council and Cabinet Member for Finance
- 10 **BUSINESS RATES - WRITE OFF** (Pages 115 - 118)
Report of Head of Finance - Cabinet Member for Corporate Management
- 11 **SINGLE STATUS** (Pages 119 - 122)
Report of Head of Human Resources and Organisational Development - Cabinet Member for Corporate Management
- 12 **WORKFORCE INFORMATION QUARTER 4** (Pages 123 - 132)
Report of Head of Human Resources and Organisational Development - Cabinet Member for Corporate Management
- 13 **REVIEW OF OPTIONS - YSGOL RHES Y CAE** (Pages 133 - 152)
Report of Director of Lifelong Learning - Cabinet Member for Education

14 **AMALGAMATION OF SHOTTON INFANTS AND SHOTTON TALIESIN JUNIOR SCHOOL** (Pages 153 - 156)

Report of Director of Lifelong Learning - Cabinet Member for Education

15 **REPORT ON THE AMALGAMATION OF HAWARDEN INFANTS AND RECTOR DREW VA JUNIOR SCHOOL** (Pages 157 - 160)

Report of Director of Lifelong Learning - Cabinet Member for Education

16 **REPORT ON THE AMALGAMATION OF DEESIDE COLLEGE & YALE COLLEGE** (Pages 161 - 174)

Report of Director of Lifelong Learning - Cabinet Member for Education

17 **EXERCISE OF DELEGATED POWERS** (Pages 175 - 178)

Report of the Chief Executive enclosed.

FORWARD WORK PROGRAMME - COUNTY COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY - FOR INFORMATION (Pages 179 – 212)

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

OPERATIONAL

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).

Disclosure of the item would prejudice normal employment practices if staff learn of decisions effecting their employment other than from their employer who is in consultation with them. It is not in the public interest to disclose the information.

18 **COMMUNITIES FIRST FUTURES** (Pages 213 - 230)

Report of Director of Environment - Cabinet Member for Regeneration, Enterprise & Leisure

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EXECUTIVE **27 MARCH 2012**

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 27 March 2012

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, F. Gillmore and D. I. Mackie

IN ATTENDANCE:

Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, Corporate Finance Manager, Head of Human Resources and Organisational Development, Democracy & Governance Manager and Committee Officer

APOLOGY:

Head of ICT and Customer Services

240. MINUTES

The minutes of the meeting held on 21 February 2012 were confirmed as a correct record.

241. DECLARATIONS OF INTEREST

Councillor N. Phillips declared a personal interest in minute number 250 and Councillor N. Matthews and N. Phillips declared a personal interest in minute number 263.

242. ORGANISATIONAL REVIEW (FLINTSHIRE FUTURES) AND THE MEDIUM TERM FINANCIAL PLAN 2012-16

The Executive Member for Corporate Management introduced the report to provide an interim report on the development of the Flintshire Futures programme and its projected efficiency targets for 2012-16.

The Chief Executive reminded Members of the importance post-election of reviewing and refreshing the recently adopted Council Priorities and the allocation of people and financial resources to Priorities, ensuring that robust programme governance and progress reporting arrangements were in place, and planning ahead for the 2013-14 annual budget and future years.

RESOLVED:

That the report and the timetable for further work with the new Council be noted.

243. 'SHARED PURPOSE – SHARED DELIVERY' – WELSH GOVERNMENT CONSULTATION ON INTEGRATING PLANS AND PARTNERSHIPS

The Executive Member for Corporate Management introduced the report to provide an overview of the consultation on the proposed statutory guidance produced by the Welsh Government (WG) on integrating plans and partnerships 'Shared Purpose – Shared Delivery' and to endorse the responses to the consultation.

The Chief Executive explained that this was an important WG consultation document and added that the 12 week consultation period set by the WG was due to end on 30 March 2012. The comments detailed in paragraphs 3.11 and 3.12 would form the Authority's response to the WG if supported by Members.

RESOLVED:

That the comments outlined in 3.11 – 3.12 as the basis for a consultation response to the Welsh Government be supported.

244. STRATEGIC EQUALITY PLAN 2012 – 2016

The Executive Member for Corporate Management introduced the report to agree the Council's set of equality objectives as a basis for the Strategic Equality Plan (SEP) 2012-2016 and to advise the Executive of the requirements to ensure compliance with the public sector equality duties of the Equality Act 2010.

The Chief Executive said that this was a significant plan and the Authority was on target to implement from April 2012. If it was adopted the plan would be published immediately.

RESOLVED:

- (a) That the local equality objectives for publication and the Strategic Equality Plan 2012-2016 be approved; and
- (b) That the requirements of the specific duties of the Equality Act 2010 be noted.

245. WELSH IN EDUCATION STRATEGIC PLAN FOR FLINTSHIRE 2012-2015

The Executive Member for Education introduced the report to seek approval on the draft Welsh in Education strategic plan for Flintshire County Council.

A forum had been set up to undertake the work and numerous working group meetings were held which were linked to specific outcomes within the plan. The draft Strategic Plan was submitted to the Department for Education and Skills in December 2011 and a Member workshop session was held in January 2012. To date no feedback had been received from the Welsh Government. Councillor Steele-Mortimer reminded Members of the need to adopt the plan by 1 April 2012.

The Director of Lifelong Learning commended the positive approach which had been undertaken by the Partner Organisations and by the elected Members in the forum and the workshops.

RESOLVED:

- (a) That the progress made in the drafting and production of the Welsh in Education Strategic Plan (WESP) for Flintshire be noted; and
- (b) That the approval of the draft strategic plan pending feedback from the Department of Education and Skills (DfES) be noted.

246. NORTH WALES TRUNK ROAD AGENCY

The Deputy Leader and Executive Member for Environment introduced the report to seek approval to enter into a revised Partnership Agreement for maintaining the Trunk Road Network in North and Mid Wales.

The Director of Environment explained that an existing Agreement was in place which expired at the end of March 2012; hence there was also a need to sign a new Agreement. He added that a national review was to be undertaken of the relationship between Trunk Road Agencies and Local Authorities which may result in changes to the nature of the Agreement.

RESOLVED:

That the draft Partnership Agreement be approved and authorisation given to the Director of Environment, following consultations with the Executive Member for the Environment, to agree any minor changes and sign the document.

247. QUARTER 3 PERFORMANCE REVIEW 2011/12

The Executive Member for Corporate Management introduced the report to note and consider the 2011/12 Quarter 3 service performance reports produced at the Head of Service/Divisional level under the business model of the Council and to note the progress and updates included in the report.

The Chief Executive highlighted paragraph 2.02 which provided details of the new format for quarterly reporting introduced from quarter 3 following its pilot by the Housing Service.

Red/Amber/Green (RAG) Status had been used as an assessment of the progress for each improvement priority against scheduled activity and as an assessment of the level of confidence at this point in time in achieving the 'outcome(s)'. Analysis of the performance against the Improvement Targets was also undertaken using the RAG status. The Chief Executive highlighted paragraph 3.05 which summarised the overall assessment against the secondary priorities and paragraph 3.08 which provided analysis of 33 of the 34 Improvement Targets reported quarterly. He also advised Members that for the 2010/11 the whole outcome agreement payment had been made to the Authority by Welsh Government.

RESOLVED:

- (a) That any specific issues outlined within the report be referred to the appropriate Overview and Scrutiny Committee for management action ; and
- (b) That the following be noted:-
 - The progress made against the Improvement Priorities of the Council by the individual services;
 - The update of the Strategic Assessment of Risks and Challenges (SARC) contained within the performance reports;
 - The progress made against the Improvement Target Action Plans contained within the performance reports;
 - The progress made against the service plan; and
 - The assessment of any regulatory reports with regard to the work of the service.

248. WELSH LANGUAGE SCHEME TARGETS AND TIMETABLE 2012-14

The Executive Member for Corporate Management introduced the report to present to Members the Welsh Language Scheme Targets and Timetable 2012-14 for approval, to seek approval for formal submission of the Targets and Timetable to the Welsh Language Board (WLB) and to inform Members of the developments with Welsh language legislation and their impact on the Council's Welsh Language Scheme.

The Chief Executive explained that the Welsh Language Board would cease on 31 March 2012.

RESOLVED:

- (a) That the Targets and Timetable 2012-2014 and its submission to the Welsh Language Board be approved; and
- (b) That the developments for Welsh language legislation and their impact on the Council's Welsh Language Scheme be noted.

249. FLINTSHIRE ARMED FORCES DAY AND THE CREATION OF AN ARMED FORCES COMMUNITY COVENANT

The Leader and Executive Member for Finance & Asset Management introduced the report to update Members on the possibility of the Council hosting an Armed Forces Day event in Flintshire, and the adoption of an Armed Forces Community Covenant.

The Leader detailed the background to the report and explained that it was important to recognise the Armed Forces Community. Events were currently held annually in Cardiff and one had recently been held in Caernarfon.

The Chief Executive explained that this was an Executive function but reminded Members that a report was also being submitted to the County Council meeting later that day. He explained work which would be undertaken including exploring whether other events could be held in different parts of Wales in addition to the annual event in Cardiff. Discussions were also being undertaken on whether the regional event held in Caernarfon could be rotated with an event in Flintshire. The report set out the Council's approach for the creation of the Community.

The Democracy & Governance Manager advised Members that the word 'Covenant' had been omitted after the word 'Community' in paragraph 4.01 (ii). He advised the Leader and the Executive Member for Lifelong Learning they did not have personal interests arising from their previous military service.

RESOLVED:

- (a) That the Council's intention to submit a bid to host the 2013 event be noted; and
- (b) That the approach to create an Armed Forces Community Covenant be endorsed.

250. CAPITAL PROGRAMME 2011/12 (MONTH 9)

The Leader and Executive Member for Finance & Asset Management introduced the report to provide Members with the latest capital programme information for 2011/12.

The Leader detailed the background to the report and highlighted the table on page 271 which set out how the programme had changed during 2011/12. The revised programme had decreased from £40.690m to £38.048m and the reasons for this were detailed in paragraph 3.01.2. The detailed cumulative information relating to each programme area was provided in Appendix A and a summary of the changes during the reporting period were shown in Appendix B. The 'Not Yet Committed' budgets were detailed in paragraph 3.03 and details of rephasing were reported in paragraph 3.04 and Appendix C. Capital Expenditure against Profiled Budget was reported and the significant variances (greater than £0.025m) were listed in Appendix D, along with the reasons for such and the required remedial actions.

The Corporate Finance Manager highlighted paragraph 3.07.5 on the announcement of additional grant monies from Welsh Government of £479,428 for Capital Maintenance and Investment in Schools which had been announced on 21 February 2012.

The Director of Environment welcomed the steps forward and said that recorded capital expenditure across the whole programme stood at 56.65% of the revised budget compared to 38.51% at month 9 in the previous year. He added that recorded expenditure of £21.553m represented 96.62% of the profiled budget total.

RESOLVED:

- (a) That the report be noted and approved;
- (b) That the carry forward of £0.133m for the DDA compliance works at Buckley Westwood CP School to the 2012/13 capital programme (Section 3.03.4) be approved; and
- (c) That the rephasing adjustments as detailed in Section 3.04 be approved.

251. REVENUE BUDGET MONITORING 2011/12 (MONTH 9)

The Leader and Executive Member for Finance & Asset Management introduced the report to provide Members with the revenue budget monitoring information at Month 9 for the Council Fund and the Housing Revenue Account (HRA) in 2011/12.

Members were asked to note the projected year end position as estimated at Month 9 which was a net underspend of £0.921m on the Council Fund (detailed in the table on page 300) and a net underspend of £0.390m on the HRA. The significant in-year projected variances to date were detailed in Appendices 2-6 for the Council Fund and Appendix 8 for the HRA. The analysis undertaken on the Programme of Efficiencies indicated that it was currently projected that £7.699m (86%) would be achieved, resulting in a net under-achievement of £1.221m. The risks and assumptions were reported in paragraph 3.08 and the carry forward requests were shown in paragraphs

3.10 to 3.15. The Leader commented on the Unearmarked Reserves which had an estimated amount available of £0.434m in the contingency reserve which was £0.020m more than the £0.414m estimated when the 2012/13 Council Fund Revenue Budget was approved by County Council at the meeting on 1 March 2012.

The overall projected underspend of £0.390m on the HRA represented an increase of £0.260m on the projected underspend position reported at Month 8. The HRA showed a projected closing balance at Month 9 of £1.510m which at 6% of total expenditure satisfied the prudent approach of ensuring a minimum level of 3%. The Chief Executive explained that as the projected closing balance was considerably higher than the recommended 3% minimum balance it was intended to spend a further £0.200m on repairs in the Repairs and Maintenance account. This would be funded from balances over and above the projected closing balance for 2011/12 reflected in the HRA 2012/13 budget report as approved by Council on 21 February 2012. The Executive Member for Housing said that this was excellent news for both the Housing Team and tenants.

RESOLVED:

- (a) That the overall report be noted;
- (b) That the carry forward requests included in the report (paragraphs 3.10 to 3.15) be approved;
- (c) That the Council Fund Contingency Sum available as at 31st March 2012 (Section 5) be noted;
- (d) That the additional allocation of £0.200m to the Repair and Maintenance account within the HRA account (para 6.04) be approved; and
- (e) That the projected final level of balances on the Housing Revenue Account (para 6.03) be noted.

252. EARLY RETIREMENT SCHEME

The Executive Member for Corporate Management introduced the report to provide Members with a summary of Early Retirements approved and implemented for the period 1 October 2011 to 31 December 2011, including details of associated costs to the Council.

The Head of Human Resources and Organisational Development explained that the Early Retirement Policy gave the commitment to report on all Early Retirements to the Executive and to provide details of the full costs on a quarterly basis. She explained that 'full costs' meant any Pension Strain costs that had resulted from an employee being released early but receiving their full pension benefits. A Business Case to support the approval of the Early Retirement and the associated costs for releasing the employee would be provided as part of the application and would be fully scrutinised by the Head of Service and Director (if applicable) and the Head of Finance and

Head of Human Resources and Organisational Development. The three categories were detailed in paragraph 3.01 and appendix 1 and paragraph 3.07 identified the total number of Early Retirements for 1 October to 31 December 2011 as 8 with a total cost of £152,074.

RESOLVED:

- (a) That the report be received; and
- (b) That the data relating to Early Retirements and the associated costs be noted.

253. WORKFORCE INFORMATION REPORT

The Executive Member for Corporate Management introduced the report to provide Members with an update for the third quarter of 2011/12. The report provided details on Establishment; Headcount; Agency numbers; Turnover; Diversity and Absence.

The Head of Human Resources and Organisational Development highlighted the table in paragraph 3.08 of turnover by percentage for each quarter. The figure of 1.91% for quarter 3 was a reduction from 2.10% reported for the same quarter in 2010/11. The report included details of redundant positions by gender and showed that the six positions which had been made redundant were all occupied by female workers. The figure for the average full time equivalent days lost was 2.88 for the quarter compared to 2.87 for the same quarter in 2010/11, however there was an expectation that the figure for 2011/12 would reduce when reporting for the next quarter was produced. Paragraph 3.15 indicated that 75% of employees in the organisation attained 100% attendance and this was a significant improvement of 10% based on the same period in 2010/11. The Head of Human Resources and Organisational Development explained that commentary was included in the report on the individual directorates and also for Schools and she welcomed the sustained improvement in Schools, Lifelong Learning and Corporate Services.

RESOLVED:

That the Workforce Information Report for the third quarter 2011/12 be noted.

254. POLICY FOR THE APPROVAL OF PREMISES AS VENUES FOR CIVIL MARRIAGES AND CIVIL PARTNERSHIPS AND PROPOSED FEES

The Executive Member for Corporate Management introduced the report to seek approval from Members for the adoption of a policy for the approval of premises as venues for civil marriages and civil partnerships from 1 April 2012 and the adoption of revised fees for registration services provided by Flintshire Registration Service.

The Chief Executive explained that the recommended fees had been increased to take account of administering licence applications and inflation over the last two years since the fees were last reviewed. The statutory fee for a marriage or civil partnership in a Register Office was £40 and remained unchanged.

RESOLVED:

- (a) That the new policy for the approval of premises as venues for civil marriages and civil partnerships as set out in Appendix 1 be agreed and adopted from 1 April 2012; and
- (b) That the revised fees for non statutory services as set out in Appendix 2 be agreed and adopted with effect from 1 April 2012.

255. REVIEW OF THE NEW WASTE COLLECTION SERVICE

The Executive Member for Waste Management introduced the report to inform Members of the outcome of the review of the new Managed Weekly Collection Service and to seek approval of the proposed Improvement Action Plan in respect of the service.

The Executive Member explained that following a debate at full Council on 31 January 2012, a review of the service was brought forward and was undertaken by service related officers in conjunction with officers from Corporate Services to ensure the process was objective and provided meaningful outcomes. She reminded Members that introduction of the new full service on 7 November 2011 had reduced landfill by 720 tonnes per month compared to the same period last year. Surveys had been undertaken of Members, Town & Community Councils, Customers and Employees and the responses provided feedback on key areas such as workforce/training, policy and communication. A workshop had also been held for Members and the issues and suggestions from the survey and the workshop were built into the Improvement Action Plan which was attached as Appendix 4 to the report. It would be integrated into the Streetscene Service Plan and a further report would be presented to Environment Overview & Scrutiny Committee to enable the progress made by the service to be considered in six months time.

The Chief Executive gave his congratulations to all involved in the service which he said had faced a number of challenges. The number of complaints had reduced to pre-launch levels approximately 12 weeks after the rollout in November 2011, which he welcomed. Members were reminded that a report on the issue was also to be considered by full Council later that day.

RESOLVED:

- (a) That the Executive confirms that the review process has met the Terms of Reference stated in 2.06 of the report;

- (b) That the Improvement Action Plan shown in Appendix 4 for the service resulting from the review be approved;
- (c) That a further report on the progress made against the Improvement Action Plan be considered at the Executive meeting in October 2012.

256. BUCKLEY PUBLIC REALM DESIGN

The Democracy and Governance Manager advised the Leader that Buckley Members of the Executive did not need to declare a personal interest in this item.

The Executive Member for Regeneration & Tourism introduced the report to inform Members about the public realm design work undertaken in Buckley, which followed on from, and supported, the Buckley Masterplan. Its role was to set a standard for the future regeneration of the town and ensure any future developments were integrated with the existing town centre and contributed to an improved public realm.

The Executive Member welcomed the report and said that there was developer interest in Buckley and other towns in Flintshire. He added that the report would help to guide developers as the report detailed options and preferred designs.

The Director of Environment said that Members would be aware that a planning application had been received for the Co-op site in Buckley and this information would allow officers to work through the application enabling them to take the Public Realm forward to regenerate Buckley.

RESOLVED:

- (a) That the contents of the two Buckley Public Realm reports be noted and their use, as part of and supporting the Masterplan, to assist with discussions with developers and to ensure that any new developments are integrated with the existing town centre and contribute to an improved public realm be endorsed; and
- (b) That delegated authority be given to the Director of Environment, following consultation with the Executive Member for Environment, to make any changes as felt appropriate to the public realm reports.

257. ESTYN INSPECTION OF LOCAL AUTHORITY EDUCATION SERVICES FOR CHILDREN AND YOUNG PEOPLE

The Executive Member for Education introduced the report to seek approval of the action plan following the 2011 Estyn Inspection of Local Authority Education Services for Children and Young People (LAESCYP).

The Executive Member explained that the inspection had been undertaken in October 2011 and that the outcome in relation to 'standards'

which described the Authority as 'adequate' was being discussed with Estyn. The Director of Lifelong Learning highlighted paragraph 3.04 which reported the Estyn Inspection recommendations and explained that an action plan to address the recommendations following the inspection was due for submission to Estyn by 4 April 2012.

The Director said that in his view, Flintshire had an education system that matched Estyn's description of 'good' for standards. He highlighted the figures detailed on page 587 of the report, detailing in particular the areas where Flintshire was best in Wales.

RESOLVED:

That the post-inspection Action Plan be formally approved.

258. PROVIDING DISABLED ADAPTATIONS IN COUNCIL PROPERTIES

The Executive Member introduced the report to seek approval for the establishment of an in-house team to deliver disabled adaptations within Council properties.

The Executive Member detailed the background to the report and highlighted paragraph 2.06 where it was reported that where a Council house adaptation was being sought, the Social Services duty team now referred the applicant to the relevant Neighbourhood Housing Office initially, for advice on alternative properties, which may be more suitable, or which were already adapted or could be adapted at lower cost. Currently all adaptations in Council properties provided through a Disabled Facilities Grant (DFG) were competitively tendered to a pool of local contractors. The process to identify a contractor currently took an average of 10 weeks. Should an in-house team be established for the delivery of adaptations in council homes, then the tendering period, award of contract and sometimes lengthy contractor start date would be stripped out of the process.

Paragraph 3.06 identified staffing and associated costs for 2011/12 and it was reported in paragraph 3.09 that there may be further opportunities to increase income to the service by purchasing all materials through the Council's outsourced stores arrangement with Travis Perkins. It was the intention to look initially within the existing trades teams for employees seeking to be seconded to this work for a trial period of 12 months. The proposals had been fully supported when they had been considered at a recent meeting of the Housing Overview and Scrutiny Committee.

The Director of Community Services said that this was a key area of need and the improvements proposed would promote efficiency.

RESOLVED:

That the establishment of an in-house team to deliver Disabled Adaptations in council property (via the Disabled Facilities Grant process), on the terms outlined in the report and initially for a 12 month period be agreed.

259. DELIVERY OF HOUSING RENEWAL SERVICES – 6 MONTHLY UPDATE

The Executive Member for Housing introduced the report to update Members on delivery of the Council's first Neighbourhood Renewal Area, to inform Members of progress towards the appointment of a loans administrator, to deliver equity and non equity loans for home repair, improvement and adaptation, and to provide Members with up to date information in relation to private sector empty homes and the £5m empty homes recyclable loan fund recently announced by Welsh Government.

The Executive Member commented on the second phase of the Group Repair Scheme and said that to date 120 properties had been surveyed and a further 29 were awaiting survey. On Environmental Improvements, she highlighted paragraphs 3.12 to 3.14 which reported the good work achieved though the partnering arrangement with Groundwork, the works recently completed and the projects due to be completed shortly. To date, the Council had received in excess of 200 applications to participate in the Community Energy Savings Programme; it was a requirement that the scheme must be completed by 30 September 2012. Agreement had been reached with Deeside College and their construction department that a series of work placements would be provided by the contractors for students over the course of this academic year which the Executive Member felt would be an excellent opportunity for the students. The proposed contract term for the loans administrator was three years with an option to extend on an annual basis in years 4 and 5. Paragraph 3.32 detailed the activity of the loan administrator and the Executive Member explained that Flintshire's fee was approximately £26,000 over the duration of the three year contract. The proposals had been fully supported when they had been considered at a recent meeting of the Housing Overview and Scrutiny Committee.

The Chief Executive welcomed the programme and the Deputy Leader and Executive Member for Environment felt that the skills partnership with Deeside College was excellent and was to be commended.

RESOLVED:

- (a) That the update on the delivery of the Council's first Neighbourhood Renewal Area be noted;
- (b) That Members support in principle the appointment of Street UK LTD and the proposal to provide £300k from the Housing Capital Programme during 12/13 so that they can provide this resource as loans; and

- (c) That Members note the announcement of the Empty Homes Recyclable Loans Fund and the work that is ongoing to ensure the efficient delivery of this fund.

260. RESULT OF THE CALL IN MEETING TO CONSIDER THE DECISION RELATING TO THE LEA GOVERNORS PANEL

The Executive Member for Education introduced the report to inform Members of the result of the call in meeting which was held on Friday 9 March 2012.

Lifelong Learning Overview & Scrutiny Committee had unanimously voted to refer the issue back to the Executive for their reconsideration. The Executive Member asked that discussion be deferred until the next meeting of the Executive to allow him to discuss the issue with the Chair of the Panel.

RESOLVED:

That the issue be referred to the next meeting of the Executive to allow the Executive Member to discuss it with the Chair of the Panel.

261. EXERCISE OF DELEGATED POWERS

An information report on the actions taken under delegated powers was submitted.

The actions taken were as set out below:-

Environment	Main Road, Higher Kinnerton – Proposed Traffic Calming
	Match Funding for the Feasibility Study Clwyd Theatr Cymru
	Bereavement Services Fees and Charges
	Public Protection Fees and Charges
Finance	Write Off for December 2011 and January 2012

RESOLVED:

That the actions taken under delegated powers be noted.

262. 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 24

Paragraphs 14 and 16

The North East Wales Food Waste Treatment Project

Agenda item number 25

Paragraph 14

AD Waste

Agenda item number 26

Paragraph 15

Communities First

263. THE NORTH EAST WALES FOOD WASTE TREATMENT PROJECT

The Executive Member for Waste Management introduced the report to seek approval for removing the Preferred Bidder of the NE Hub Food Waste Project (should they fail to secure funding by the deadline date of 30th March 2012) and engage the Reserve Bidder.

The Executive Member detailed the background to the report and the considerations which had been undertaken. The Director of Environment provided details of the extensive process which had taken place since July 2011 and said that there was now a need to take the project forward.

RESOLVED:

- (a) That the removal of the Preferred Bidder to the NE HUB Food Waste project, should they fail to secure funding by the deadline date of 30th March 2012 be approved;
- (b) That the selection of Reserve Bidder, to be awarded Preferred Bidder status, should the preferred bidder fail to secure funding by the deadline date be approved; and
- (c) That delegated authority to the Head of Legal & Democratic Services be granted to finalise all necessary contractual documentation associated with the contract, in conjunction with Denbighshire Council, as lead authority, and Conwy Council and to sign the contract, together with the Chair of the Council.

264. AD WASTE

The Executive Member for Waste Management introduced the report to seek approval to pass a special resolution placing AD Waste Ltd. into members voluntary liquidation and appoint a liquidator.

The Executive Member detailed the background to the report and explained the considerations which had been undertaken.

RESOLVED:

- (a) That the Resolutions set out in Appendix A of the report be approved and the Director of Environment following consultation with the Executive Member for Waste Management, be given delegated authority on behalf of the council as sole shareholder to complete and sign the Resolutions and complete all other arrangements required in the liquidation process; and
- (b) That the cost of administration of the liquidation of the company are met by the Council and funded from the reserve account held for Waste Disposal activity.

265. COMMUNITIES FIRST

The Executive Member for Regeneration & Tourism introduced the report to update Members on the preferred option for improving the Communities First (CF) Programme in Flintshire based on principles agreed at the Executive of 18 October 2011 and the revised CF Futures criteria set by Welsh Government (WG), and to seek approval for submission of a bid to WG.

The Executive Member congratulated Barbara Coleman for her work on the issue. He detailed the background to the report and in highlighting the considerations undertaken, provided detail on the appendices attached to the report.

RESOLVED:

- (a) That the overall governance structure shown in Appendix B be noted;
- (b) That the submission of a two Cluster bid which includes Flintshire's most vulnerable areas, identified in WIMD 2011 (Appendix C) be supported; and
- (c) That the indicative staff structure shown in Appendix E for a two Cluster programme be approved in principle.

266. DURATION OF MEETING

The meeting commenced at 9.30 a.m. and ended at 11.04 a.m.

267. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were 2 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: 27 MARCH 2012
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MEMBER	ITEM	MIN. NO. REFERS
Councillor N. Phillips	Capital Programme 2011/12 (Month 9)	250
Councillors N. Matthews and N. Phillips	The North East Wales Food Waste Treatment Project	263

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **HEAD OF FINANCE, CHIEF EXECUTIVE**

SUBJECT: **MEDIUM TERM FINANCIAL STRATEGY – A
POSITION STATEMENT FOR MEETING THE
FINANCIAL CHALLENGES AHEAD**

1.00 PURPOSE OF REPORT

1.01 To provide Members with:-

- (i) an overview of the financial challenges facing the Council
- (ii) a strategic overview of the Council's medium term financial planning framework and timetable

2.00 BACKGROUND

2.01 The Council adopted its Medium Term Financial Strategy 2011 to 2015 in June 2011.

2.02 The Council Fund budget for 2012/13, the current year, was set by the Council on 1st March 2012. The final outturn for the 2011/12 financial year will be reported in July 2012. The latest projected position for 2011/12 is reported in detail later on this agenda.

2.03 Plans for the development of the Medium Term Financial Strategy (MTFS) and Medium Term Financial Plan (MTFP) for the five year period 2013/14 to 2017/17 were circulated at the end of April in a briefing note to all Members of the outgoing Council. Copies of the paper are available in the Members' library.

3.00 FINANCIAL CHALLENGES FACING THE COUNCIL

The Level of Welsh Government Funding

3.01 The total Council Fund revenue budget for 2012/13 which provides the funding to deliver all Council services is £281m. Of this, £184m comes from Welsh Government (WG) through Aggregate External Finance (AEF) which includes Revenue Support Grant and NDR Pool and £39m from specific grants. The remaining £57m is raised locally from Council Tax.

- 3.02 Like all other Councils in Wales, Flintshire does have forward projections of AEF from Welsh Government for the next two years but no further. Whilst this does give some certainty for the coming two years, we still need to plan ahead over a longer timeframe which will require making assumptions for future years.
- 3.03 The forward projections provided by WG show increases in AEF of 1.1% and 0.4% in 2013/14 and 2014/15 respectively. The level of AEF funding to the Council over the preceding two years has been reduced by 1.7% and 0.2% in 2011/12 and 2012/13 respectively. The impact of this is that by 2014/15, the actual level of WG funding in 2014/15 in cash terms will be 0.4% less than it was four years earlier. Against this cumulative reduction in funding the Council needs to fund the pressures of growth, demographic growth and service demands, and the impacts of the economic downturn, to protect services and find resources to fund Council priorities for improvement and service growth.
- 3.04 Adding to the pressure on revenue support funding there is severe and ongoing pressure on specific grants which are reducing steadily – a pattern which is likely to continue. In many cases, specific grants support core council services such as Education and Social Services, with Families First and Supporting People Grants being amongst the biggest.

The Projected Budget Gap

- 3.05 The Council has a Medium Term Financial Plan (MTFP) to forecast funding levels and resources requirements over the medium term, identify the gap between the two, and enable specific actions to be identified to balance the budget and manage resources.
- 3.06 The MTFP for 2013/14 and 2014/15 included in the 2012/13 budget report set out a preliminary position which showed a budget gap for 2013/14 of £2.336m rising by a further £2.970m for 2014/15 to a gap of £5.306m, based on the following factors only:-
- Funding from Welsh Government (WG) based on the indicative funding levels provided to date (as described in 3.03 above).
 - The roll forward of the 2012/13 budget and any full year effects for future years budgets.
 - Provision for pay and price inflation.

- 3.07 The April briefing paper identified that, in recent years, the Council has needed to include around £5m to £6m per annum to meet mainly unavoidable pressures (inflation, demography and the effects of the economic position). Information in Section 3.09 below sets out the major financial pressures which will need to be addressed both in the short and long term and work is ongoing to quantify them across all Council services and responsibilities.
- 3.08 Work is also ongoing to quantify the efficiencies which can be achieved to reduce overall budget costs. This is as described in Section 4.04 below. However, in advance of that work being completed, it is reasonable, for planning purposes, to assume a similar level of pressures to previous years which would mean that the gap in 2013/14 will be in the order of £7m to £8m, against which efficiencies will need to be found to produce a balanced budget for the year.

Financial Pressures

- 3.09 The major issues which will add to the budget gap in 2013/14 and over the medium term (5 years) include:-
- Settlement of Single Status and Equal Pay (planned for 2011/12).
 - The impacts of Welfare Reform, reduced funding for Council Tax Benefit and Benefit Administration and the impact on the Council Tax collection rate (effective from April 2013).
 - Prudential borrowing to fund schools modernisation and the wider capital programme.
 - Inflationary and demographic pressures and the ongoing impacts of the economy through reduced income (fees, charges and other income) and increased demands for services. These impact on the ability to sustain current service levels.
 - Shared WG and Council commitments to increase schools and social care budgets.
 - Investment of resources into:-
 - Council priorities and improvement objectives.
 - Any new chosen service developments.

Delivering Financial Efficiencies

3.10 At the same time that the Council is seeking to manage financial pressures, it is also having to meet the challenge of delivering financial efficiencies through the organisational change programme (known as Flintshire Futures) and “good housekeeping” in services to:-

- achieve organisational improvement and change, and
- achieve the financial efficiencies needed to balance budgets and provide resources for Council priorities and improvement plans.

In each case, where investment is needed to improve services or make change to secure efficiencies, a business case will show the costs to be incurred, the change to be achieved and the ‘payback’.

4.00 MEDIUM TERM FINANCIAL PLANNING FRAMEWORK AND TIMETABLE

4.01 Council finances have been significantly affected since 2011 and latest national forecasts suggest that this will continue until the end of the decade. Along with all other Councils, Flintshire is undergoing a significant amount of change to reshape and modernise Council services and to meet the financial challenge. Resources to maintain services and make improvements need to be generated from within the Council as funding from WG continues to be constrained.

4.02 Strategic financial planning is critical to matching financial resources to Council priorities and improvement objectives and to ensure the sustainability of public services.

4.03 The Council is committed to having a clear MTFP that fully incorporates the financial implications of all the Council’s efficiencies and savings programmes in order to determine the projected shortfalls (or surplus) for future annual budgets and to put plans in place to meet them and allocate resources to priorities.

4.04 The information to populate the MTFP will come from a variety of sources, all of which are actively being progressed at the present time. These include Directorate and Service Plans and the Flintshire Futures Programme.

4.05 Key issues identified in the April paper for early consideration with Members are:-

- A review of council priorities and improvement objectives.
- An assessment of the investment in capacity needed to deliver the next stages of the Flintshire Futures Programme.

- Identification of resources for “Invest to Save” spending in order to achieve the changes required and deliver efficiencies.
- Determination of a 10 year capital strategy.
- Determination of the revenue budget strategy, initially for the next two years (2013/14 and 2014/15), followed by a strategy and plan for the full five year period which incorporates the long term capital view.

4.06 The target date for completion of the developed MTFP and a refreshed MTFS is the end of September 2012. It is proposed that we first develop the current two year MTFP (2013/14 to 2014/15) and then move onto the five year position (2013/14 to 2017/18). At the same time we will be developing the 10 year Capital Strategy, the earlier years of which will feed into the MTFP. The initial two year forecast ties in with the current Comprehensive Spending Review (CSR) period and the indicative forecasts we have from Welsh Government.

4.07 The outline timetable for the development of this work is shown below:-

Key Milestones

By end July	2013/14 to 2014/15 – Detailed update Inclusion of capital forecast
End September (mid 2012/13)	2013/14 to 2017/18 Revised draft MTFS including 10 year Capital Strategy
October/November	Revenue Workshop(s) Capital Workshop(s) 2013/14 & Future Years
From December	Formal 2013/14 budget process and formal agreement of revised MTFS and Capital Strategy

4.08 The projected outturn for 2011/12, reported in detail in a later item on this agenda, estimates a year end underspend of £2.266m and recommends that £1.5m is ringfenced to support organisational change costs. The final position for 2011/12 will be reported in July. It is important to recognise that this sum is only available for non recurring expenditure and cannot be used to fund recurring base budget items.

4.09 As has been described in this report, significant work is in place to forecast pressures and efficiencies and hence the budget gap for 2013/14 and future years. It is also recognised that discussion is needed with Members now that the new Council is in place to review priorities and determine the detailed forward budget strategy. In view of this it is recommended that no changes are made to the 2012/13 budget as set on 1st March 2012 prior to discussion taking place over the coming months in the light of the more detailed financial forecast and clarity over Council Priorities under a new Council and Leadership.

5.00 RECOMMENDATIONS

5.01 Members are asked to:-

- (a) Note the report.
- (b) Endorse the ongoing work on the Medium Term Financial Plan.
- (c) Agree with the recommendation in 4.09 above that no changes are made to the 2012/13 budget as set on 1st March 2012 prior to discussion taking place over the coming months in the light of the more detailed financial forecast and clarity over Council Priorities under a new Council and Leadership.

6.00 FINANCIAL IMPLICATIONS

6.01 None directly as a result of this report. Potential future budget implications are as set out in the report.

7.00 ANTI POVERTY IMPACT

7.01 None directly as a result of this report.

8.00 ENVIRONMENTAL IMPACT

8.01 None directly as a result of this report.

9.00 EQUALITIES IMPACT

9.01 None directly as a result of this report.

10.00 PERSONNEL IMPLICATIONS

10.01 None directly as a result of this report.

11.00 CONSULTATION REQUIRED

11.01 None.

12.00 CONSULTATION UNDERTAKEN

12.01 None.

13.00 APPENDICES

13.01 None.

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

Medium Term Financial Strategy.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **12 JUNE 2012**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **SECONDARY SCHOOL – AREA REVIEWS**

1.00 PURPOSE OF REPORT

To present responses relating to the consultations for Secondary School area reviews held in March and April 2012.

2.00 BACKGROUND

2.01 The Flintshire School Modernisation Strategy provides a policy framework under which schools and communities can engage in discussions to help identify solutions to address demographic change and options for local educational change.

2.02 In the 2009 report on the strategic management of education in Flintshire, Estyn identified tackling school modernisation as a key recommendation. This recommendation was made again in the latest Estyn report on the quality of local authority education services in October 2011. In addition, Estyn has recently produced a national report identifying key issues relating to local authorities' responsibilities to manage the supply of school places.

2.03 The Flintshire School Modernisation Strategy contains a number of criteria for the review of schools including the percentage of surplus places. The three secondary schools having significant surplus places of over 25% are:

	No. of Surplus Places (PLASC Jan 2012)	% Surplus	Annual cost of surplus places £ (£510 per place)
Elfed High School, Buckley	393	38	200,430
Holywell High School	453	43	231,030
John Summers High School	181	32	92,310
Total	1027	37.7%	£523,770

Cost based on Estyn report 'How do Surplus Places affect the resources available for expenditure on improving outcomes for pupils?' (May 2012)

2.04 Initial consultations relating to options in the three areas were carried out in May and June 2011. In August 2011, the Council agreed to halt

the process and hold a series of workshops in the Autumn. All elected members of the Council, together with Parent and Diocesan representative members of the Lifelong Learning Overview and Scrutiny Committee were invited to participate in workshops focused on:

- understanding and collective ownership of the options appraisal process;
- elected member involvement and support;
- validation of the information base behind the options;
- collective ownership of the consultation process;
- relations with partner organisations; and
- project timetable and resources.

2.05 In December 2011 the full County Council approved renewed consultation on a range of options in each area, which had been formulated by members of the Council in workshops.

2.06 The subsequent consultation process was a combination of:

- public meetings for parents and students both for individual schools and for schools consortia;
- private meetings for teachers and school based employees;
- private meetings for governing bodies;
- special in-school consultation events for students and pupils:
and
- an open invitation for responses through published documents, the Council website and the local media.

3.00 CONSIDERATIONS

3.01 Consultation meetings have been well attended and recognised by most school representatives as well conducted. The improved process has not attracted the criticism of the earlier consultations held in mid-2011 and the objective of restoring trust and confidence in the consultation process has been met.

3.02 The meetings have all been recorded and the database of preferences for the options set out in the consultation, and the qualitative comments which underpins the preferences of individuals, is being built up. All preferences and feedback received before the end of April have been included in the database ready for consideration by elected members from June 2012.

3.03 A separate consultation process for Children and Young People in the relevant schools has been undertaken by staff of the Children and Young People Partnership. The responses to this phase of consultation are also included in the document attached to this report. The large volume of responses to the Children and Young People consultation has meant that the process of collating and analysis is continuing, but will be completed shortly.

3.04 The latest full reports from consultation responses have been placed in the Members' Library. Additional correspondence and petitions that were received during the consultation period, and did not fit against the set criteria for the response forms are also located in the Members' Library. The combined responses identify issues and questions to be addressed in detail in the next phases of review work.

Summarised responses are as follows:

3.05 Buckley, Mynydd Isa and Mold

- There is local interest in exploring the options for the retention and development of Elfed High.
- There is local concern about the co-location of Westwood Primary with Elfed High.
- There is interest in transfer of the Westwood Centre and further development of Westwood Primary School to meet any future needs for primary provision within Buckley.
- There is some local interest in Buckley in reopening an option to amalgamate Elfed High and Argoed High School. Earlier consultation showed high levels of concern about such an approach in the Argoed High School community.
- None of these options have been approved in principle for funding via the 21st Century Schools programme.

3.06 Holywell

- There is strong local interest in exploring further the co-location and new build options for Holywell High School, Ysgol Perth y Terfyn and Ysgol y Fron.
- There remain local concerns about Holywell High School being designated as a 11-16 school. This option has been approved in principle for funding from the 21 Century School programme, as part of the local and national transformation of 14-19 education.

3.07 Queensferry, Shotton and Connah's Quay

- There is a high level of local concern about the option to amalgamate John Summers High and Connah's Quay High.
- There is local interest in exploring the options for a sixth form 'hub' in Connah's Quay.
- There is strong local interest for exploring further the development of John Summers High/Queensferry campus as an all-through 3-16 provision, but also a need for further work on developing how it would work.

3.08 The establishment of a Post -16 Hub at Connah's Quay has been approved in principle by the Welsh Government for funding from the 21st Century Schools Programme. Some of the important criteria in the initial approval of projects for Capital investment by the Welsh

Government include the transformation of post-16 education to improve learner opportunities and outcomes, and increase efficiencies through integration. Education and training providers are challenged to 'set aside traditional, narrow, institutional arrangements and plan provision collectively across a geographic area' (Transforming Education and Training provision in Wales September 2008).

3.09 Initial stages of consultation are intended to provide Members with information to assess whether criteria for issuing a statutory proposal for school organisational change are met. The criteria within local policy are the likelihood of securing:

- positive effect on the standard of education to be provided in the area, including provision for pupils with additional learning needs, delivery of the Foundation Phase and the 14-19 Transformation Programme Educational Impact);
- positive effect on having the right number and type of school places, for example meeting the levels of parental demand for particular types of provision (e.g. pre 16, post 16, Welsh and Faith);
- positive effect on accessibility to schools, particularly in rural areas and on the journey times to school (Sustainability);
- positive effect on compliance with equality legislation such as the Disability Discrimination Act 2002 and the Sex Discrimination Act 1975, and the Welsh Government's strategy for tackling child poverty (Equalities);
- positive effect on the Welsh language, its maintenance in the community and the extent to which proposals would enhance provision (Welsh Language);
- positive effect of additional community focused facilities or preserves existing community service provision offered by a school, together with the impact on the local community and on social cohesion (Community);
- positive impact towards achieving the County Council's agreed strategy for making all its school buildings fit for purpose and securing better use of buildings (Asset Management); and
- cost-effective proposals (e.g. has consideration been given to the extent of refurbishment or new build requirements and modular options) (Cost Effectiveness).

4.00 RECOMMENDATIONS

4.01 That members receive the reports (in the Members' Library) relating to the consultation process.

4.02 That members commission a further report with regard to the next steps in each area review.

5.00 FINANCIAL IMPLICATIONS

5.01 Projects that have been put forward, and approved in principle by the

Welsh Government will need to be developed into a more detailed Outline Business Case, in accordance with the Five Case Business model which has been adopted by the Welsh Government as a standard means of submitting bids for capital funding for schools.

5.02 The Welsh Government will also require evidence of the affordability and commitment of the Council to meet the balance of 50% of the overall costs. Likely sources for this would be Prudential Borrowing, release of Capital Receipts, and the use of Revenue funding for the development of new ICT provision. Capacity to deliver a large programme in the agreed timescale would also be a requirement.

6.00 **ANTI POVERTY IMPACT**
None at this stage of consultation

7.00 **ENVIRONMENTAL IMPACT**
None at this stage of consultation

8.00 **EQUALITIES IMPACT**
None at this stage of consultation

9.00 **PERSONNEL IMPLICATIONS**
None at this stage of consultation

10.00 **CONSULTATION REQUIRED**
None at this stage of consultation

11.00 **CONSULTATION UNDERTAKEN**
Consultation is set out at Section 2.06.

12.00 **APPENDICES**
Report relating to the consultations with Parents, Governors and Staff of the affected schools – available from Member Library

Report relating to the consultation with Pupils and Young People in the affected schools – available from Member Library

Additional Responses – available from Member Library

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

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**
DATE: **TUESDAY, 12 JUNE 2012**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT: **FLINT MASTERPLAN**

1.00 PURPOSE OF REPORT

1.01 To inform Members of the outcome of the Flint Masterplanning exercise and secure agreement for the use of the document to inform policy and funding priorities as the basis for regenerating the town.

2.00 BACKGROUND

2.01 The need for a masterplan, to guide the physical regeneration of the town, was identified as part of the Town Action Plan Programme (the Council's strategic approach to tackling town centre decline) and from the need to regenerate or redevelop the maisonettes: this was agreed at Executive Committee in December 2011.

2.02 In 2008, the Town Centre Healthchecks Study concluded that whilst "Flint is a relatively healthy town centre improvements to the Council's residential property, enhancements to the eastern gateway and the provision of improved car parking, should be the top priority actions".
(Roger, Tym & Partners Final Report, Aug 2008, page 49)

2.03 Following the study, the Flint Town Partnership was established and undertook a range of town centre improvement projects, including the re-establishment of the street market and development of the Swinchiard Brook footpath. The need for a long-term Flint Masterplan was agreed by the Partnership on 23rd November 2010.

2.04 A working group was set up and DTZ were commissioned in August 2011. The brief stated that the Masterplan needed to:

- improve the built character of the town
- improve the town's image and contribute to its sense of place
- provide housing stock that holds and increases in value
- improve the layout of the town, specifically the links between the two retail areas and between the town and the waterfront
- create better distinctions between private and public spaces
- improve the quality of life for residents

2.05 DTZ approached the work in three main phases (Baseline, Strategic Framework and Draft Masterplan) with each involving a significant amount of consultation with Members, the Town Council, residents,

businesses, stakeholders and the wider community and users of Flint, with particular care taken to involve the residents of the maisonettes. Consultation summary documents were produced at each phase and made available in public areas in Flint for those unable to attend the consultation events. This led to a high level of awareness of the Master planning process among local residents. The comments received from all the consultation events were then fed back into the Plan.

The Masterplan was finalised in March.

3.00 CONSIDERATIONS

3.01 The Masterplan sets out a long term approach to the physical regeneration of Flint; these are shown on the attached plan. It will provide:

- a clear plan to encourage investment;
- new, high quality town centre housing;
- improved visitor appeal by connecting the waterfront with the town centre;
- improved public space and ease of movement around town
- improved promotion of the town

3.02 The main physical recommendations from the Masterplan are:

- (1) Sydney/Duke Street: Removing the maisonette blocks (representing nearly a quarter of the original medieval planned town – as depicted in Speed’s Map of 1610) and creating a new residential area of mixed tenure and residential types, made up of streets, gardens, squares and terraces. New streets will link Church Street with Duke Street, with housing and landscaping on Duke Street which will mark the line of the original town wall/ditch. Two buildings will appear as ‘gatehouse features’ when entering the community from the east.
- (2) Feather/Coleshill Street: Removal of the maisonette blocks. Retain the existing library with a view to remodelling, if necessary, to accommodate more public services. Creation of a better link route between Church Street and Flint Retail Park to facilitate footfall.
- (3) Enhance the area around St. Mary’s and St. David’s Church, including redesign of the open space around this important building to create a memorable setting, whilst keeping Church Street open to traffic.
- (4) Improving the route between Church Street and Flint Castle, particularly at Castle Street – including the use of a historical

'time line', interpretation of Flint Castle, improved landscaping and lighting to the Castle, creating a sense of drama and importance.

- (5) Retain Flint War Memorial in its current position, but renovate and upgrade it to create a more appropriate and thoughtful space. New residential development will frame and enclose the Memorial Gardens at a respectful distance to create improved shelter and enclosure.
 - (6) Highway remodelling on the A548 to re-create a small public square on the north side of Trelawny Square – following the original town layout. This would entail extending the pavement and reducing the highway to two lanes. The new public space would extend around the Town Hall and along Chester Street and would decrease pedestrian crossing distances and improve links between the Castle and the Town.
- 3.03 Apart from the physical Plan, the process resulted in creating a new vision for Flint and a comprehensive Action Plan with both physical and non physical projects for the short, medium and long term. The Masterplan will be used to inform Planning Policy, guide housing regeneration, inform the town regeneration process and the Flintshire Connects programme.
- 3.04 Next steps will include:
- (1) identifying the number and mix of housing needed
 - (2) a car park review
 - (3) implementing early improvements to the public realm
 - (4) producing a marketing plan to promote the town to both visitors and investors
 - (5) developing a Flintshire Connects facility in the town.
- 3.05 The draft Masterplan is available in the Members' library. Artist impressions giving an idea of what the new Duke Street, Church Street and housing areas may look like were displayed in Flint Library for approximately 8 weeks; these are appended.
- 3.06 The Masterplan provides a clear framework for both the regeneration of the town centre and the redevelopment of the maisonette sites and adjacent multi-story car park. It will ensure that the redevelopment of the new housing sites is undertaken sensitively and appropriately, given the town centre location, with the objective being to recapture a sense of place that is based on the town's historic past.

4.00 RECOMMENDATIONS

- 4.01 That Members approve the contents of the Flint Masterplan, authorise Officers to develop further the project proposals and that the

masterplan is used to inform future Planning Policy development for Flint.

5.00 FINANCIAL IMPLICATIONS

5.01 None at this stage.

6.00 ANTI POVERTY IMPACT

6.01 Town centres play a key role in providing accessible goods and services for those most vulnerable. Town centres are also a key source of local employment, actions and activities that help to strengthen the vitality and viability of towns and communities.

7.00 ENVIRONMENTAL IMPACT

7.01 The masterplan has included consideration of environmental concerns and includes measures to improve the environment.

8.00 EQUALITIES IMPACT

8.01 The masterplan seeks to enhance and expand the vitality and viability of Flint Town Centre. The town centre provides vital, locally based services, especially to those without access to private transport. The masterplan incorporates a proposal for a one stop shop on the ground floor of the existing County Council offices.

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 The County Council, Flint Partnership and the Working Group, as well as the local community and town council, will continue to be involved with the development of the actions and aspirations contained within the masterplan.

11.00 CONSULTATION UNDERTAKEN

11.01 As outlined above

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **2011/12 QUARTER 4 AND YEAR END SERVICE
PERFORMANCE REPORTS**

1.00 PURPOSE OF REPORT

- 1.01 To note and consider the 2010/11 Quarter 4 / Year End service performance reports produced at the Head of Service / Divisional level under the adopted business model of the Council. (The reports cover the Quarter 4 period (January to March 2011) and contain a summary of the year end position).
- 1.02 To note the draft year end position 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 and actual performance outturns against the targets as contained within the performance reports.

2.00 BACKGROUND

- 2.01 The quarterly performance / year end reports seek to provide the 'narrative' explanation of the statistical quarterly performance and year end summary. These reports are a 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 4 (January to March 2011) / Year End 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 This covering report gives a limited analysis of performance in respect of the Improvement Targets and the SARC. A performance overview for the year will be presented to Cabinet in July which will include performance against our Improvement Priorities and Outcome Agreement.

3.04 **Improvement Targets**

Appendix 1 of the report contains a schedule of all the Improvement Targets with analysis of the year end performance on targets and trend (comparison with the previous year's performance). The Improvement Targets incorporate the revised list of Improvement Targets endorsed by Executive 18 January 2011, following the target setting work undertaken mid way through Quarter 3.

3.05 Reporting against the Improvement Target Action Plans is also included within the quarterly performance reports.

3.06 Analysis of performance against the Improvement Targets is undertaken using the RAG (Red, Amber, Green) status. This is defined as follows:

- RED equates to non-achievement of target
- AMBER equates to target has been missed but within acceptable levels
- GREEN equates to target achieved.

3.07 Analysis could be undertaken for 45 of the 48 Improvement Targets, which showed the following:

- 25 (56%) had achieved a green RAG status
- 17 (38%) had an amber RAG status
- 3 (7%) had a red RAG status

Of the 3 Improvement Targets which could not be analysed, data had not been reported for REM3 (the percentage of employees receiving an annual appraisal with Individual Development Plan) and IA4.2L3 (Develop targets for increasing satisfaction levels by 5% per year over baseline overall satisfaction rate of 78% identified in 2009/10). A target had not been set for IA3.2L1 (the percentage of void properties achieving zero defects on work undertaken). This PI is not being collected for 2012/13 onward.

3.08 The indicators which did not achieve target and therefore show as a red RAG status are:

SCC/042b - the average time taken to complete initial assessments that took longer than 7 working days to complete (target 10.5 days)

Initial assessments are undertaken when a referral is received by Social Services. Overall this year, 90.2 % of initial assessments were completed within the statutory timescale of 7 days. However a few of the initial assessments that took longer than 7 days did not meet the ambitious target the Authority set itself of completing the assessments in 10.5 days.

Initial assessments being completed outside of the statutory timescales of 7 working days can arise for a number of reasons, such as capacity within the Duty and Assessment Team or the need to conduct assessments at the service users' pace and to act in the best interests of the child. Where capacity is an issue, referrals are prioritised according to need. Low level referrals that cannot be allocated immediately are regularly reviewed until such time as they can be allocated or closed. Capacity issues are being addressed.

Nationally, Flintshire's performance is consistently better than the All Wales average.

3.09 ***SCC/044b – the average number of days spent out of school on fixed term exclusions for children looked after who were excluded during the previous academic year (target 4 days)***

In total 3 pupils spent 46.5 days out of school on fixed term exclusions giving an average of 15.5 days which significantly exceeded the target of 4 days. Setting a target for this performance indicator can be very difficult as performance is very much dependent on the cohort of children. 1 pupil spent a total of 37 days out of school on fixed term exclusion which had a significant impact on the average.

3.10 ***HLS/010c - The average number of calendar days taken to complete non-urgent repairs (target 35 days)***

Housing repairs are classed as either emergency, urgent or non-urgent. Repairs carried out under the categories of emergency and urgent during 2011/12 both met target. However, whilst there has been significant improvement in the non-urgent repairs during quarter 4 of 2011/12 the outturn is still affected by the historic backlog of repairs. If the backlog did not exist the average number of calendar days taken to complete a repair in the non-urgent category would be 10.96 days.

Over recent years an in-house team have been deployed to carry out part of the capital works programme kitchen replacement scheme. This team has now completed their allocation of work in relation to the programme and will now be asked to focus solely on the backlog of repairs. As the backlog is addressed the performance for this performance indicator will improve.

3.11 A further analysis of the Improvement Targets for the year ended 2011/12 has been undertaken which examines the number of indicators for which performance had improved when compared to 2010/11:

- 34 (74%) improved on the previous year's performance
- 11 (24%) downturned on the previous year's performance

- 1 (2%) remained the same

3.12 **Strategic Assessment of Risks and Challenges**

Each quarterly performance report contains an update of each of the relevant strategic risks and challenges. This update has been provided by each of the lead responsible officers and is available for comment and review.

3.13 A draft revised SARC summary position of the present Red (high risk), Amber (medium risk) and Green (low risk) status for all of the reported strategic risks and challenges is provided at Appendix 2.

3.14 Analysis of the draft Quarter 4/Year End SARC RAG status shows that out of the 51 risks currently reported against: -

- 4 (8%) Red
- 41 (80%) Amber
- 6 (12%) Green

3.15 The 4 high (red) risks are :-

- CD10a – Leisure Revenue Funding
- CD20 – School Buildings / School Modernisation
- CD38 – Welfare Reform
- CG23 – Data Protection

Both CD38 and CG23 are newly emerging risks identified in quarter 4.

3.16 **CD10a – Leisure – Strategy Review**

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

The in-year deficit for Leisure Services in 2011/12 is projected to be £406,000. The short term disruption to service caused by the developments at Deeside and Flint has reduced income. However as these developments are completed and the new facilities become fully operational they are having a positive impact on revenue. Total Leisure Services' income increased by 6.13% in 2011/12 compared to 2010/11, helped by strong growth in Fitness income which grew by 79%. A budget challenge process has commenced to address the budget deficit. This risk will remain red (high) due to the financial implications.

3.17 **CD20 School/Buildings/School Modernisation - Condition, suitability and sufficiency of education assets**

Following a series of workshops held for all Councillors, in accordance with the timeline agreed by the County Council in August 2011, a new phase of area review consultations have been conducted in the areas

of Buckley/Mynydd Isa/Mold, Queensferry/Shotton/Connah's Quay and Holywell.

The responses to the first round of consultations were received by 27 April, and Councillors will consider the responses received during early summer.

A second round of consultation will begin in late summer after which Councillors will be asked if they wish to pursue a single option for each area to the statutory stage. This area of work carries a very high profile for the Council and has therefore been evaluated as high (red)

Despite previous 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 address, therefore the risk status has been evaluated as high (red).

3.18 CD38 Welfare Reform – changes resulting from the Welfare Reform Act

The Welfare Reform Act when fully implemented will see the introduction of Universal Credit to provide a single streamlined benefit that will ensure that work pays. It will feature a stronger approach to reducing fraud and error with tough penalties for the most serious offences. It will reform disability living allowance and create a fairer approach to Housing Benefit and support changes to a new system of child support.

In preparation for this the Council is:

- Mitigating the effects and actively supporting the implementation of the changes resulting from the Welfare Reform Act.
- Understanding the implications of the Reform upon our communities so that we can respond to local priorities.
- Accessing key people in other agencies to support the implementation of the reform.
- Prioritising spending on those with the greatest need.

This is a newly identified risk with many interdependencies for Flintshire and its Partners.

3.19 CG23 Data Protection

The Council being in breach of the Data Protection Act resulting in enforcement action by the Information Commissioner's office,

including the imposition of financial penalties and adverse publicity.

In preparation for this the Council is minimising the potential for:

- financial penalties of any significant breach of the Data Protection Act.
- negative publicity of any significant breach of the Data Protection Act.
- the damage and harm caused of any significant breach of the Data Protection Act

by ensuring that:

- service areas regularly processing personal information have included Data Protection breach as a service risk in their service plans.
- staff processing personal information have received appropriate training.
- training is given to Members on their Data Protection responsibilities.
- a register is maintained of all Data Protection complaints.
- news items are regularly distributed on the Infonet and to Heads of Service as a reminder of the importance of complying with Data Protection.

The Information Commissioner's Office are undertaking a voluntary audit in early 2013. Their report should identify further actions to reduce the risk.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet consider the 2011/12 Quarter 4/Year End 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 draft year 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 and actual performance outturns against the targets as 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 equality 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 – Draft Strategic Assessment of Risks and Challenges (Red, Amber, Green) Summary

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

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2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
FINANCE							
BNF 004L - Time taken to process Housing Benefit (HB) and Council Tax Benefit (CTB) new claims and change events	Green	Improved	10.03 days	7.68 days	14 days	There has been a marked improvement in this area. The service has fundamentally reviewed claims and changes in circumstance. The Department of Work and Pensions Performance and Development Team has worked closely with us to revise processes procedures and protocols. In the last quarter "claim in a day " has been piloted and this will be rolling out in full over the next few months. SMS (text messaging) technology has been used to contact customers to much success and this has aided the process.	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	Downturned	10.36 days	10.57 days	10 days	There is a continued programme of attendance management reporting and action planning across each Directorate. Absence reporting containing trigger reports produced on a monthly basis are issued to managers and with the support of the HR team, focus is made on frequent, short term absences and return to work interviews with employees to understand any underlying issues affecting attendance at work. Where necessary capability measures are taken including first stage disciplinary to address poor attendance. Further work is being undertaken in partnership with the Occupational Health service to proactively reduce levels of sickness absence with the introduction of physiotherapy service pilots within key services such as Streetscene.	Helen Stapleton
REM3L - The percentage of employees receiving an annual appraisal with Individual Development Plan				Missing Data	100%		Helen Stapleton
CUSTOMER SERVICES							
CUSM1L Efficient Complaints Handling - The percentage of initial complaints responded to within 10 working days	Green	Improved	68.54%	76%	80%	Performance for the year 2011/12 continues to steadily improve compared with data for previous years. It is anticipated that the newly developed Customer Relationship Management system which will also record compliments, concerns and complaints will be fully implemented during 2012.	Denise Naylor
ASSETS & TRANSPORTATION							
EEF 002ai - The percentage change in carbon dioxide emissions in the non domestic public building stock	Amber	Improved	2.89%	3.88%	4.00%	The return of a reduction of 3.88% is only marginally below our own internal Carbon Reduction target of 4% and ahead of the Welsh Governments 3% year on year target. Once again the severity of winter weather will have influenced the outcome.	Will Pierce
IA3.1L1 - Increase average Standard Assessment Procedure rating in council housing stock	Green	Improved	64.10%	66.70%	65.73%	Estimated SAP rating increase due to continuation of insulation, fuel switching and boiler replacement programmes together with renewable installations including solar photovoltaics and solar thermal systems.	Will Pierce

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
HOMELESSNESS							
HHA 002 - The average number of working days between homeless presentation and discharge of duty for households found to be statutorily homeless	Green	Improved	167.12 days	123.73 days	220 days	This figure will always fluctuate as it is calculated as an average, for example this figure takes into account households who may have spent relatively short periods in temporary accommodation as well as those who may have been accommodated up to two years.	Gill Conway
HHA 016 - The average number of days all homeless families with children spent in Bed and Breakfast accommodation	Amber	Downturned	6.63 days	9.44 days	7 days	This demonstrates our commitment to only place homeless families with children in Bed & Breakfast as a matter of last resort. Where ever possible we will always place a homeless family with children into more suitable temporary accommodation.	Gill Conway
HHA 017b - The average number of days that all homeless households spent in: Other forms of temp accommodation	Green	Improved	278.42 days	209.92 days	250 days	We are pleased with this small improvement which reflects proactive measures which have been put in place with our partners in an attempt to continually improve this figure.	Gill Conway
HOUSING							
HLS 010bL - The average number of calendar days taken to complete urgent repairs	Green	Improved	9.66 days	8.62 days	9 days	It is pleasing to see that the outturn for this indicator has achieved the improvement target.	Clare Budden
HLS 010cL - The average number of calendar days taken to complete non-urgent repairs	Red	Improved	64.8 days	61.15 days	35 days	Whilst there has been a significant improvement in this category of repairs this quarter the outturn is still affected by the backlog of repairs. Analysis shows that day to day repairs are being completed well below the target of 35 days. Over recent years an in-house team have been deployed to carry out part of the capital works programme kitchen replacement scheme. The reason for this was to generate additional income for the trading account without over spending the client account budgets. This has been the case again this financial year and the dedicated team has now completed their allocation of the capital kitchen replacement scheme. This team will now be tasked to focus solely on the backlog of repairs.	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	Improved	2.73%	2.32%	2%	It is pleasing to note that performance within this area has steadily improved throughout the course of the financial year. It is again anticipated that performance will continue to steadily improve over the course of the next financial year.	Brett Sadler
HLS 014L - The average number of calendar days taken to let lettable units of permanent accommodation during the financial year.	Amber	Improved	101.47 days	51.59 days	42 days	It is very pleasing to see such an improved performance over the course of the last 12 months, reducing the overall number of days to let a property significantly.	Brett Sadler
HPMM 7L - Percentage of gas safety checks completed	Green	Improved	98.05%	99.35%	99%	It is pleasing to see that the outturn for this indicator has achieved the improvement target.	Mike Bernard

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
IA3.2L1 - The percentage of void properties achieving zero defects on work undertaken	N/A	Improved	96.19%	98.50%	Target Not Set	Out of 594 voids tickets, only 9 showed any defaults.	Mike Bernard

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Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
PLANNING							
PLA 003biL - The percentage of these determined appeals that upheld the authority's decision in relation to planning application decisions	Amber	Improved	56.76%	70%	75%	Performance fails to meet the existing target but exceeds the revised target for the next period (2012/13) which provides a more realistic expectation of performance in relation to the national average and the diverse factors which cover this indicator. Planning Protocol Working Group will continue to consider appeal decisions and analyse the basis of these, particularly where they follow decisions contrary to officer recommendation.	Glyn P Jones
PLA 004b - The percentage of minor planning applications determined during the year within 8 weeks	Amber	Downturned	57.46%	53.15%	65%	The annual outturn is down on 2010/11 and again falls well short of the target. Apart from the increased emphasis on negotiating quality, which is difficult to quantify, there are a number of reasons why decisions on the minor applications go beyond the 8 weeks. These include the need for Section 106 Obligations to cover affordability of housing (under Policies HSG 3 and HSG 5 of the Unitary Development Plan). Nevertheless it is anticipated that a review of the delegated scheme will address some of these delays and, in the longer term, the introduction of a more robust system of pre-application advice (with charges) will allow any planning issues to be dealt with prior to the submission of applications in some cases. We will also be seeking to streamline the procedures involved with legal agreements, again to reduce delays currently involved with these. This clearly remains an Improvement target and performance will continue to be monitored, on a case by case basis where necessary, to ensure that negotiations on development proposals are carried out in accordance with procedures set out in the Procedure Manual, and to challenge with local members the need for committee determination of applications, where appropriate. However, we must not lose sight of the role of negotiation in improving the quality of development, even if this means that certain decisions go beyond the 8 weeks.	Glyn P Jones
PLA 005 - The percentage of enforcement cases resolved during the year within 12 weeks of receipt	Amber	Improved	52.41%	73.12%	75%	The annual performance against this indicator continues to improve significantly, falling just short of the revised target (75%). The improvements follow the adoption of more robust procedures and tackling the backlog of cases which were dragging down performance in previous annual returns.	Glyn P Jones
PUBLIC PROTECTION							
IA4.2L3 - Develop targets for increasing satisfaction levels by 5% per year over baseline overall satisfaction rate of 78% identified in 2009/10.				Missing Data	88%		Ian Vaughn Evans

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
ADAPTATIONS							
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	Improved	171.77 days	107.16 days	88 days	This indicator includes minor private sector adaptations for adults and children. It is no longer returned to Welsh Government but is retained as an improvement target for Flintshire County Council. Although we have not met our ambitious target of 88 days, this is a substantial improvement on 2010/2011 performance and we are now taking less time to complete more minor adaptations.	Maureen Mullaney
PSR 009a - The average number of calendar days taken to deliver a Disabled Facilities Grant for Children and Young People	Green	Downturned	297.6 days	307.05 days	350 days	Performance was slightly below last year but better than target and All Wales.	Carol Salmon
PSR 009b - The average number of calendar days taken to deliver a Disabled Facilities Grant for adults	Amber	Improved	446 days	410.23 days	350 days	There has been an improvement on performance and we are now taking less time to complete more Disabled Facility Grants. There has been, as we have identified in previous years, an increase in Occupational Therapy referrals in the summer. This impacts further into the year as capacity to assess also changes. Flintshire County Council recognises this as an area for investment and modernisation.	Maureen Mullaney
SOCIAL CARE FOR ADULTS							
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	Green	Improved	82.74%	84.07%	80%	Performance improved across all service areas, however the Mental Health Measure may impact in the future.	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	Green	Improved	79.78%	93.19%	87%	Performance has improved steadily. More complete data is now available for carers of mental health service users.	Maureen Mullaney
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	Improved	75.20%	78.90%	52%	Only services provided directly to carers are counted in this indicator. 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 guidance. Whole year performance has improved on performance in 2010/2011.	Maureen Mullaney
IA1.1L4 - Number of adults receiving a personal budget for services via either a direct payment or Citizen Directed Support	Green	Improved	135 No. of Adults	177 No. of Adults	170 No. of Adults	An infrastructure is now in place to support a larger number of direct payment users.	Maureen Mullaney

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
SOCIAL CARE FOR CHILDREN							
SCC 001b - For those children looked after whose second review (due at 4 months) was due in the year, the percentage with a plan for permanence at the due date	Amber	Downturned	100%	91.18%	100%	The permanency planning for the year has generally been good, with the exception of three children in quarter 1 who did not have a Plan for Permanence agreed by the time of the second review, due to their cases being in court proceedings at the time of review; the plans were not able to be agreed without the decision of the judge. Staff are generally aware of the necessity to provide permanency plan within timescales and this is reinforced through the supervision process.	Carol Salmon
SCC 016 - The percentage of reviews of child in need plans carried out within statutory timescales during the year	Green	Improved	62.85%	85.87%	70%	Changes implemented within the teams have resulted in a good improvement in performance through the year, and the annual target has been met, with an outturn which is well above the All Wales average. The close monitoring of the data quality of child in need cases has resulted in improved practice in the timely closing of child in need cases and the timely flagging of review deadlines for children with a disability.	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	Amber	Improved	41.67%	73.30%	80%	This was an improvement on last year's outturn, but missed the target of 80%. The provision of Personal Education Plan is monitored through the independent reviewing process for looked after children, and the Independent Reviewing Officers will make recommendations at the first review for outstanding plans to be completed, but this is often too late to meet the timescales of the indicator. We have recently implemented an electronic report they can be run by social workers at any time to identify which visits are becoming due, and this is working well so far.	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	Downturned	87.01%	79.98%	93%	This year, all Statutory visits have had to be recorded on Paris in order to be counted in the indicator. This has meant that the outturn for the year has been slightly lower than that of recorded last year. Furthermore, capacity problems due to sickness in the Permanency Team (CYST) have impacted on the recording of statutory visits to looked after children. Additional capacity was provided on the team towards the end of the year, and this is illustrated by the improved performance in this indicator in Quarter 4.	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	Amber	Improved	40.54%	66.67%	70%	Overall for the year, performance was 66.7%, against a target of 70%. The All Wales average, however, was 24.8% for this indicator. We have recently implemented an electronic report that can be run by social workers at any time to identify which Assessment and Progress Records (APR's) are becoming due, and this is working well so far. We will continue to monitor the timely provision of APR's through the independent reviewing process for looked after children.	Carol Salmon
SCC 030a - The percentage of young carers known to Social Services who were assessed	Green	Improved	72.73%	100%	80%	We have a series of actions in place aimed at encouraging young carers to accept our services. This indicator includes assessments and services provided by our partner agencies.	Carol Salmon

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
SCC 030b - The percentage of young carers known to Social Services who were provided with a service	Green	Improved	84.85%	100%	80%	We have a series of actions in place aimed at encouraging young carers to accept our services. This indicator includes assessments and services provided by our partner agencies.	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	Amber	Improved	61.54%	71.43%	75%	One young person was not in education, employment and training because of illness, one is actively looking.	Carol Salmon
SCC 039 - The percentage of health assessments for looked after children due in the year that have been undertaken	Green	Improved	51.49%	61.16%	55%	There was an increase in the number of children becoming looked after in Quarter 4. All children require their first health assessment within a month of becoming looked after and this has had a significant impact on the outturn. We continue to have a dialogue with Health Representatives both in the North Wales area and other Health colleagues when children are placed out of county and time frames and standards.	Carol Salmon
SCC 042a - The percentage of initial assessments completed within 7 working days	Green	Improved	88.36%	90.20%	89%	The rise in part b in Quarter 4 reflects the level of unmet need in the Duty & Assessment Team between January and March, prior to additional capacity being created. Overall this year, we have succeeded in completing 90.2% of our initial assessments within the statutory timescales, but we still have a few which take longer than our ambitious target of 10.5 days. However, we are performing consistently better than the All Wales average in both parts of this indicator.	Carol Salmon
SCC 042b - The average time taken to complete initial assessments that took longer than 7 working days to complete	Red	Downturned	15.26%	16.38 days	10.50 days	The rise in part b in Quarter 4 reflects the level of unmet need in the Duty & Assessment Team between January and March, prior to additional capacity being created. Overall this year, we have succeeded in completing 90.2% of our initial assessments within the statutory timescales, but we still have a few which take longer than our ambitious target of 10.5 days. However, we are performing consistently better than the All Wales average in both parts of this indicator.	Carol Salmon

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
EDUCATION							
EDU 002aiL - The number of all pupils in local authority care in any local authority maintained school, aged 15 as at the preceding 31st August who leave education, training or work based learning without an approved external qualification.	Green	Downturned	0 pupils	1 pupil	1 pupil	The strategies and systems are in place to ensure that the opportunity to obtain recognised qualifications is in place for all looked after children at Key Stage 4. The fact that one young person in an out of county placement for behavioural and offending reasons refused to sit exams is beyond our control. Attempts to engage at reviews and individual meetings failed to persuade the young person of the value and currency of qualifications.	Kevin Grandfield
EDU 002aiL - The number of all pupils (inc. those in local authority care), in any local authority maintained school, aged 15 as at the preceding 31st August who leave education, training or work based learning without an approved external qualification	Green	Improved	12 pupils	7 pupils	13 pupils	Target met and exceeded. There were only 7 pupils leaving full time education without a recognised qualification. This compares to 12 pupils in the previous year and at 0.4% of cohort is below the Wales average of 0.6%. It places Flintshire equal 10th best out of 22 authorities.	Kevin Grandfield
EDU 002bi - The percentage of: All pupils (inc. those in local authority care), in any local authority maintained school, aged 15 as at the preceding 31 August who leave compulsory education, training or work based learning without an approved external qualification	Green	Improved	0.69%	0.39%	0.60%	The target for 2011/12 of 60% has not been revised, and reflects the Improvement Agreed Target of 0.6% by 2012/13. The fall in the numerator figure for this pi is due to more children staying on at special school beyond statutory school age e.g. continuing beyond NCY11.	Kevin Grandfield
EDU 002bii - The percentage of: Pupils in local authority care in any local authority maintained school, aged 15 as at the preceding 31 August who leave compulsory education, training or work based learning without an approved external qualification.	Green	Downturned	0%	5.88%	10%	The fall in the numerator figure for this pi is due to more children staying on at special school beyond statutory school age e.g. continuing beyond NCY11.	Kate Wylde
EDU 009a - The average number of school days that permanently excluded pupils did not receive an offer of full time appropriate education provision during the academic year	Green	Improved	32 days	2 days	3 days	The Local Education Authority and Schools work in partnership to ensure all pupils permanently excluded have alternative provision in place prior to exceeding the target.	Jeanette Rock
EDU 009b - The average number of school days that permanently excluded pupils did not receive an offer of part time appropriate education provision during the academic year	Green	Static	0 days	0 days	3 days	The Local Education Authority and Schools work in partnership to ensure all pupils permanently excluded have alternative provision in place prior to exceeding the target.	Jeanette Rock

2011-12 Qtr 4/Year End Improvement Targets Appendix 1

Ref:	RAG	Trend (on previous Year)	2010-11 Outturn	2011-12 Outturn	2011-12 Target	Comment	Owner
EDU 011 - The average point score for pupils aged 15 at the preceding 31 Aug, in schools maintained by the local authority	Amber	Improved	384.85 point score	413.53 point score	418 score point	The target for 2011/12 was determined based on aggregated Secondary School targets and previous trends. The following year's target (2012/13) is much higher and this follows the more widespread introduction of Welsh Baccalaureate in schools.	Kevin Grandfield
EDU 015a - The percentage of final statements of special education need issued within 26 weeks including exceptions	Amber	Downturned	100%	94.83%	95%	Of the 58 new final statements issued in the 2011 calendar year 55 were issued significantly in advance of the due date. The remaining 3 statements that were issued after the due date had valid exceptions applied to them.	Jeanette Rock
EDU 015b - The percentage of final statements of special education need issued within 26 weeks excluding exceptions	Green	Improved	88.33%	100%	98%	All 55 of the new Final statements issued in the 2011 calendar year were issued well in advance of the statutory timeline 26 weeks.	Jeanette Rock
SCC 002 - The percentage of children looked after at 31st March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months	Green	Improved	17.36%	9.52%	12%	The percentage is marginally better but the situation remains the same, with a shortage of in county foster carers. This year more children and young people are travelling in supported transport such as taxis.	Kate Wylde
SCC 044b - The average number of days spent out of school on fixed term exclusions for children looked after who were excluded during the previous academic year	Red	Downturned	1.5 days	15.50 days	4 days	The average number of days spent out of school on fixed term exclusions for children looked after who were excluded during the previous academic year. In total 3 pupils spent 46.5 days out of school on fixed term exclusions giving an average of 15.5 days. 1 pupil spent a total of 37 days out of school on a fixed term exclusion.	Elwyn Davies

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

Risk Title		2011-2012					Predictive Green/Amber
		Q4	Q1	Q2	Q3	Q4	
Risk Reference	Community Leadership	Mar 11	June 11	Sept 11	Dec 11	Mar 12	Predictive Green/Amber
CL04	Affordable Housing	A	A	A	A	A	SEP 2012
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 2013
CL08	Climate Change & Flood Risk Management	A	A		A	A	TBC
CL09	Economic Regeneration	A	A	A	A	A	TBC
CL10	County Town Network Regeneration & Protection	G	G	G	G	G	FEB 2011
CL11	Integrated and Public Transport Infrastructure (External)	G	A	A	A	A	FEB 2011
CL12	Skills Needs of Employers	A	A	A	G	G	OCT 2011
CL14	North Wales Regional Waste Treatment Partnership	A	A		A	A	2016/17
CL15	Clwyd Theatr Cymru (CTC)	A	A	A	A	A	TBC
Risk Reference	Council Delivery	Mar 11	June 11	Sept 11	Dec 11	Mar 12	Predictive Green/Amber
CD02	Streetscene	A	A	A	A	A	JUN 2012
CD03	Transition from UDP to LDP	A	A	A	G	G	DEC 2011
CD04	Planning Protocol	A	G	G	G	A	SEP 2011
CD05	Highways Infrastructure	A	A	A	A	A	TBC
CD06	Transport Arrangments 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	R	R	TBC
CD10b	Leisure - Capital Projects			A	A	A	SEP 2012
CD10c	Leisure - Play Strategy			A	A	A	DEC 2012
CD12a	Housing Strategy	A	A	A	A	A	APR 2012
CD12b	Housing Management	A	A	A	A	A	TBC
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	G	TBC
CD19	Gypsies and Travellers	A	A	A	A	A	TBC
CD20	School Buildings/School modernisation	R	R		R	R	2018
CD22	School Improvement - Regional Project			A	A	A	TBC
CD23	Procurement of Independent Sector placements for looked after children	R	A	A	A	A	TBC
CD26	Disabled Facilities Grants	A	A	A	A	A	TBC
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)	G	G	G		G	SEP 2010
CD34	Severe Winter Weather	A	A	A	A	A	TBC
CD37	Food Waste Treatment Project					A	2016/2017
CD38	Welfare Reform					R	TBC
Risk Reference	Council Governance	Mar 11	June 11	Sept 11	Dec 11	Mar 12	Predictive Green/Amber
CG05a	Asset Management - Strategic	A	A	A	A	A	2015/16
CG05b	Asset Rationalisation			A	A	A	2015/16
CG06	Medium Term Financial Strategy	A	A	A	A	A	TBC
CG07	Financial Management and Control	A	A	A	A	A	TBC
CG08	ICT Strategy	A	A	A	G	G	DEC 2011
CG09	Information Governance	A	A	A	A	A	TBC
CG10	Human Resources and Management	A	A	A	A	A	NOV 2012
CG11	Single Status and Terms and Conditions of Employment	A	A	A	A	A	NOV 2012
CG13	Customer Focus	A	G	G	G	A	JUN 2011
CG16	Workforce and Succession Planning	A	A	A	A	A	NOV 2012
CG18	Procurement	A	A		A	A	TBC
CG19	Business Continuity (including Winter Disruption)	A	A	A	A	A	APR 2012
CG22	Flintshire Futures			A	A	A	TBC
CG23	Data Protection					R	

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **CHANGES TO THE NATIONAL PERFORMANCE
MEASUREMENT FRAMEWORK 2012/13**

1.00 PURPOSE OF REPORT

1.01 To advise Members of the changes to the National Performance Measurement Framework (PMF) for 2012/13.

2.00 BACKGROUND

2.01 The national PMF underwent significant changes for 2011/12 as described in the report to Executive (12th April 2011). Effectively the PMF was split in two: a small set of (outcome focussed) public accountability measures; and the remainder retained; as appropriate and where valued by authorities and professional groups, as service improvement data.

2.02 **Public Accountability Measures (PAMs)** - A small set of “outcome focussed” indicators (25), selected from within the existing national PMF, reflecting those aspects of local authority work which authorities agree are important in terms of public accountability. This information, along with the Welsh Government’s statutory National Strategic Indicators (NSIs), is required, reported and published nationally on an annual basis. Whilst it is recognised that many existing PIs are not pure ‘outcome based’ indicators, a number can be used as proxies for outcomes.

2.03 **Service Improvement Data (SIDs)** – A broader set of data from within the wider PMF developed for use locally on a voluntary basis by local authorities as they plan and deliver services. The make-up of this data set is defined by local authorities according to need and value, and is collated centrally and shared within the local government community to support service improvement. If particular data is not regarded as relevant or valuable then authorities can choose to stop collecting and sharing it.

3.00 CONSIDERATIONS

3.01 Guidance for the NSIs and PAMs for 2012/13 has recently been released by the Welsh Government and the Local Government Data

Unit respectively. The changes can be summarised as follows: -

3.02 **National Statutory Indicators:** -

Deletions

- EEF/002 – The percentage change in carbon dioxide emissions in the non domestic public building stock.
- BNF/004 – Time taken to process Housing Benefit and Council Tax Benefit new claims and change events.
- BNF/005 – The number of changes of circumstances which affect customers' entitlement to Housing Benefit or Council Tax Benefit within the year.

Replacements

Due to a change in the definition of municipal waste the waste indicators will not be comparable to previous years. Therefore these two indicators are being renamed and a slight adjustment in calculation will be required.

- WMT/004(b) – The percentage of municipal waste collected by local authorities sent to landfill. Formerly WMT/004.
- WMT/009(b) – The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated bio-wastes that are composted or treated biologically in another way. Formerly WMT/009.

Additions

Some additional statutory indicators are being introduced to align the NSI set with the Welsh Government's Programme for Government. All the new indicators coincide with existing indicators in the PAMs or SIDs maintained by local authorities.

- SCC/004 (PAM) – The percentage of children looked after on 31 March who have had three or more placements during the year.
- SCC/011b (SID) – The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker.
- SCC/041(a) (SID) – The percentage of eligible, relevant and former relevant children that have pathway plans as required.
- SCA/019 (PAM) – The percentage of adult protection referrals completed where the risk has been managed.
- EDU/003 (PAM) – The percentage of pupils assessed at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment.
- EDU/006ii (SID) – The percentage of pupils assessed, in schools maintained by the local authority, receiving a Teacher

Assessment in Welsh (first language) at the end of Key Stage 3.

- 3.03 **Public Accountability Measures:** -
The only changes to the PAMs set is the replacement of WMT/004 and WMT/009 with WMT/004(b) and WMT/009(b) as detailed above.

4.00 RECOMMENDATIONS

- 4.01 Members to note the changes to the National Performance Measurement Framework for 2012/13.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no specific financial implications within this report.

6.00 ANTI POVERTY IMPACT

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

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

- 8.01 There are no specific equality impacts within this report.

9.00 PERSONNEL IMPLICATIONS

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

10.00 CONSULTATION REQUIRED

- 10.01 Consultation will be undertaken with key officers, partners and Members as appropriate.

11.00 CONSULTATION UNDERTAKEN

- 11.01 None.

12.00 APPENDICES

- 12.01 Appendix 1 - Schedule of NSIs and PAMs

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Contact Officer: Vicki Robarts

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Ref.	Description	NSI	PAM
Social Care			
SCA/001	The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	✓	
SCA/002	The rate of: a) older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March; b) older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	✓	
SCA/007	The percentage of clients with a care plan at 31 March whose care plans should have been reviewed that were reviewed during the year		✓
SCA/018a	The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year		✓
SCA/019	The percentage of adult protection referrals completed where the risk has been managed	✓	✓
SCA/020	The percentage of adult clients who are supported in the community during the year		✓
SCC/001a	The percentage of first placements of looked after children during the year that began with a care plan in place		✓
SCC/002	The percentage of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	✓	
SCC/004	The percentage of children looked after on 31 March who have had three or more placements during the year	✓	✓
SCC/011a	The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker		✓
SCC/011b	The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker	✓	
SCC/025	The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations		✓

SCC/030a	The percentage of young carers known to Social Services who were assessed		✓
SCC/033	The percentage of: a) young people formerly looked after with whom the authority is in contact at the age of 19; b) young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19; c) of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or	✓	
SCC/037	The average external qualifications point score for 16 year old looked after children in any local authority maintained learning setting	✓	
SCC/041a	The percentage of eligible, relevant and former relevant children that have pathway plans as required	✓	
SCC/045	The percentage of reviews of looked after children, children on the Child Protection Register and children in need carried out in line with the statutory timetable		✓
Housing			
HHA/013	The percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months	✓	✓
PSR 002	The average number of calendar days taken to deliver a Disabled Facilities Grant.	✓	✓
PSR/004	The percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority	✓	
Planning and Regulatory Services			
PLA/006	The number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year	✓	✓
Education			
EDU/002i	The percentage of: All pupils (including those in local authority care), in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification	✓	✓

EDU/002ii	The percentage of: Pupils in local authority care, in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification	✓	
EDU/003	The percentage of pupils assessed at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher	✓	✓
EDU/004	The percentage of pupils assessed at the end of Key Stage 3, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher		✓
EDU/006ii	The percentage of pupils assessed, in schools maintained by the local authority, receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 3	✓	
EDU/011	The average point score for pupils aged 15 at the preceding 31 August, in schools maintained by the local authority	✓	✓
EDU/015	The percentage of final statements of special education need issued within 26 weeks: a) Including exceptions; and b) Excluding exceptions	✓	
Environment and Transport			
EEF/002	The percentage change in carbon dioxide emissions in the non domestic public building stock		✓
WMT/004(b)	The percentage of municipal waste collected by local authorities sent to landfill	✓	✓
WMT/009(b)	The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	✓	✓
STS/006	The percentage of reported fly tipping incidents cleared within 5 working days	✓	
STS/005b	The percentage of highways inspected of a high or acceptable standard of cleanliness		✓
THS/007	The percentage of adults aged 60 or over who hold a concessionary bus pass	✓	
THS/012	The percentage of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition		✓

PPN/009	The percentage of food establishments which are 'broadly compliant' with food hygiene standards		✓
Leisure and Culture			
LCS/002	The number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity	✓	
LCL/001(b)	The number of visits to Public Libraries during the year, per 1,000 population	✓	

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **REVENUE BUDGET MONITORING 2011/12 (MONTH 11)**

1.00 PURPOSE OF REPORT

- 1.01** To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2011/12, which has been updated for the latest information available.
- 1.02** The next budget monitoring report to Cabinet will be the Final Outturn on 10 July 2012.

1.03 INDEX OF CONTENTS

Section 2	Executive Summary
Paragraph 3.02	Council Fund Summary Table
Section 4	Non Standard Inflation / Central Contingencies
Section 5	Unearmarked Reserves
Section 6	Housing Revenue Account
Appendix 1	Council Fund - Movement in Variances
Appendix 2	Community Services - Variances Summary
Appendix 3	Environment - Variances Summary
Appendix 4	Lifelong Learning - Variances Summary
Appendix 5	Corporate Services - Variances Summary
Appendix 6	Central & Corporate Finance - Variances
Summary	
Appendix 7	Council Fund Unearmarked Reserves Summary
Appendix 8	Housing Revenue Account - Variances Summary

2.00 EXECUTIVE SUMMARY

Members are requested to note the projected year end position as estimated at Month 11 which is :

- Council Fund - Net underspend of £2.266m
- Housing Revenue Account - Net underspend of £0.497m

3.00 CONSIDERATIONS

3.01 The last report to Executive on 27th March detailed the position at month 9. Therefore the table below compares the latest position to month 9.

COUNCIL FUND

3.02 The table shows a projected in-year underspend of £2.266m.

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 9	Month 11	Month 9	Month 11	Month 9	Month 11
	£m	£m	£m	£m	£m	£m	£m	£m
Directorates								
Community Services	57.374	57.109	(0.978)	(1.932)	(0.447)	(1.279)	(0.531)	(0.653)
Environment	32.262	33.157	(0.117)	(0.118)	(0.117)	(0.118)	-	-
Lifelong Learning	109.110	109.518	0.909	1.341	1.448	1.812	(0.539)	(0.471)
Corporate Services	16.436	18.384	0.188	(0.569)	0.188	(0.569)		
Total Directorates	215.182	218.168	0.002	(1.278)	1.072	(0.154)	(1.070)	(1.124)
Central and Corporate Finance	26.190	23.204	(0.923)	(0.988)	(0.923)	(0.988)		
Total	241.372	241.372	(0.921)	(2.266)	0.149	(1.142)	(1.070)	(1.124)

3.03 The Original Budget column reflects the budget approved by Council on 1st March 2011. The Revised Budget column reflects in-year virements which have been approved in compliance with Financial Procedure Rules, and includes a number of technical adjustments such as the allocations from central contingencies and non-standard inflation, single status project costs, and the contributions to the cost of employment efficiency being moved from Corporate Services to Central and Corporate Finance.

3.04 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 9 are detailed in Appendix 1.

3.05 The underspend of £2.266m is made up of a £1.278m underspend on services, increased by a £0.988m underspend from Central and Corporate Finance.

3.06 The most significant underspend is within Community Services which is projected to be £1.932m. However, a large proportion of this is in relation to a planned underspend within Social Services for Adults of £0.868m (including one-off vacancy savings of £0.365m) in preparation for the Transforming Social Services for Adults review where efficiencies of £1.2m have been assumed in the 2012/13 budget. A further £0.451m of the underspend relates to the improved position on Out of County Placements which has been reflected as an efficiency in the 2012/13 budget and a one-off underspend of £0.256m in relation to Housing pending implementation of a restructure.

3.07 The underspend of £0.118m within Environment is after the transfer of the underspend of £0.245m on Winter Maintenance to a reserve. The underspend has occurred as a result of lower salt usage in 2011/12 and has been set aside to mitigate the effects of any adverse weather in 2012/13.

3.08 REQUESTS FOR CARRY FORWARD

A number of requests for carry forward of underspends have been received from Service Directorates and for Corporate Services. As there was no opportunity for member consideration of these requests prior to the deadline for the closure of the 2011/12 accounts, these have been dealt with as Actions taken under delegated powers.

3.09 PROGRAMME OF EFFICIENCIES

The 2011/12 budget contains £8.920m of specific efficiencies and the progress on these has been reported regularly over recent months, with the overall level of achievement being consistently around 86%. The Final Outturn report to Cabinet on 10 July 2012 will provide an analysis of the final position on the 2011/12 programme of efficiencies.

4.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

4.01 NON STANDARD INFLATION

The 2011/12 budget included £0.547m for items where costs were likely to increase by more than the standard rate of inflation. These amounts have been held centrally until the additional requirement has been demonstrated. The likely final position in relation to these items is detailed below:-

- Fuel costs (£0.060m) - this has previously been allocated in full.
- Street lighting energy (£0.037m) - This has now been allocated in full.
- Energy costs (£0.450m) – an amount of £0.367m has previously been allocated. It is now anticipated that the remaining £0.083m will not be required and it is now shown as an underspend within central and corporate.

4.02 CENTRAL CONTINGENCIES

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. It has previously been reported that these amounts were no longer required and are shown as an underspend within central and corporate.

4.03 A further one-off contingency of £2.159m is also included in the 2011/12 budget relating to one-off exit costs associated with service modernisation. The likely final position is that £1.344m of this allocation is projected to be spent in 2011/12 with the remaining £0.815m requiring to be carried forward into 2012/13 in line with the timing of the completion of the relevant service reviews.

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 £1.923m.
- 5.03** A separate report on this agenda provides a position statement on the challenges that the Council will need to address over the coming years in relation to the significant financial pressures it will be facing, against a backdrop of continued reduction in funding from Welsh Government.
- 5.04** It is recommended therefore that £1.500m of the available Contingency Reserve is ringfenced in 2012/13 to support Organisational Change costs. In each case, where investment is needed to improve services or make change to secure efficiencies, a business case will show the costs to be incurred, the change to be achieved and the 'payback'. This will also dovetail with the ongoing work on the Medium Term Financial Plan and early preparation for the 2013/14 budget by identifying how efficiencies can be delivered.
- 5.05** If the recommendation in 5.04 is approved the estimated amount available in the contingency reserve for other significant unforeseen pressures will be £0.423m. This would be £0.009m more than the £0.414m estimated when the 2012/13 Council Fund revenue budget was approved by County Council at the meeting on 1st March 2012.

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 provides 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 opening balance for 2011/12 by the same amount.
- 6.03** The overall projected underspend of £0.497m represents an increase of £0.107m on the position reported at Month 9. The HRA shows a projected closing balance at Month 11 of £1.617m which at 6.4% 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.

7.00 RECOMMENDATIONS

7.01 Members are recommended to:-

- a) Note the overall report.
- b) Note that carry forward requests have been actioned under delegated powers (para 3.08).
- c) Note the Council Fund Contingency Sum available as at 31st March 2012. (Section 5).
- d) Approve the ringfencing of £1.500m for investment in change (para 5.04).
- e) Note the projected final level of balances on the Housing Revenue Account. (para 6.03)

8.00 FINANCIAL IMPLICATIONS

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

9.00 ANTI-POVERTY/ENVIRONMENTAL IMPACT

None

10.00 PERSONNEL IMPLICATIONS

None

11.00 CONSULTATION UNDERTAKEN

None

12.00 APPENDICES

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

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

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COUNCIL FUND - REVENUE BUDGET 2011/12
FLINTSHIRE COUNTY COUNCIL

Budget Monitoring (Month 11)
Summary of Movement from Month 9

	£m	£m
Month 9		
Out of County Ringfenced Budget	(0.903)	
Service Directorates	0.905	
Central and Corporate Finance	(0.923)	
Variance as per Executive Report		(0.921)
Month 11		
Out of County Ringfenced Budget	(0.922)	
Service Directorates	(0.356)	
Central and Corporate Finance	(0.988)	
Variance as per Directorate Returns		(2.266)
Change Requiring Explanation		(1.345)
<u>Community Services</u>		
• Out of County Pooled Budget (Children's Services) - The reduction in projected outturn reflects the net impact of a number of changes to placements.	(0.087)	
• Residential Services (Services for Older People) - The movement since month 9 is due to a combination of additional income (£0.053m) and reduced agency pay costs (£0.033m) offset by various small increases.	(0.060)	
• Day Services (Services for Older People) - The movement since month 9 reflects a reduction in transport costs (£0.033m) from the implementation of the transport review, agency pay costs (£0.020m) and purchased care (£0.032m).	(0.087)	
• Domiciliary Support (Services for Older People) - The movement since month 9 reflects additional Continuing Health Care income (£0.179m) together with reduced pay costs (£0.046m).	(0.225)	
• Residential Services (Physical Disability & Sensory Impairment) - The movement since month 9 reflects a reduction in purchased residential client care (£0.110m) together with a reduction in client income (£0.024m).	(0.086)	
• Community Living (Services for People with Learning Disabilities) - The movement since month 9 reflects reduced spend on independent sector purchasing (College Derwen £0.063m and Residential Placements £0.065m) together with reduced care management costs (£0.125m) offset by additional expenditure in other areas but particularly associated with the relocation from Ty Mesyn to Flint Offices (£0.106m).	(0.134)	
• Business Systems (Development & Resources) - The movement since month 9 reflects reductions in the projected spend on administration costs (Supplies & Services £0.026m; Support Costs £0.034m) together with less than expected costs of the PARIS project mainly regarding software (£0.070m).	(0.114)	
• Good Health (Development & Resources) - The movement since month 9 reflects additional unbudgeted costs associated with the statutory requirement to investigate complaints (£0.039).	0.055	
• Management & Support (Development & Resources) - The movement since month 9 reflects additional insurance costs (£0.018m), consultancy costs (£0.015m) and additional support costs (£0.031m).	0.071	

- Professional Support (Services for Children) - The movement since month 9 reflects the removal of a commitment for redundancy costs (£0.060m); the delayed filling of a vacant post and consequential savings (£0.033m); reduced expenditure on specialist consultants (£0.079m) with the balance resulting from the delayed start to one off projects within the Service. (0.224)
- Other minor changes of less than £0.050m (0.063)

(0.954)

Environment

- Administrative Buildings - various service underspends (0.027)
- Corporate Property & Design - fee income higher than previously projected (0.027)
- Transportation - Traffic Works - speed limit review expenditure not utilised 0.029
- Regulatory Services - Over recovery on street works income some of which has now been carried forward for essential resurfacing works. 0.047
- Street Lighting - Additional energy costs and inventory charges 0.061
- Waste Disposal and Civic Amenity Sites - Impact of increased diversion of Waste from landfill arising from full implementation of Managed Weekly Collections (0.131)
- Managed Weekly Collections - Waste Collection, Recycling, Sustainable Waste Management grant and Waste Collection trading account - Sustainable Waste Management (£0.097m), other minor changes (-£0.002m) 0.095
- Fleet Services - Above inflationary increases in materials not being reflected in income recharges made to clients 0.085
- Planning Control - Reduction in fee income (£0.030m), other minor variances (£0.010m) 0.040
- Management and Support - Net vacancy savings ahead of service review implementation (0.069)
- Minor changes of less than £25k (0.104)

(0.001)

Lifelong Learning

- Out of County (Special - ringfenced budget) - revised projections reflecting 4 new placements during February and March 0.068
- Leisure Services - Delayed efficiency - staff reorganisation plan (£0.121m), Indoor sports areas decreased income (£0.063m), other minor variances (£0.017m) 0.201
- Service Units - higher take up of free school meals (£0.067m), schools remissions costs increases (£0.060m), other minor variances (£0.005m) 0.132
- Facilities Services - Cleaning services loss of major income generating contract with Law Courts 0.026
- Schools related - Impact of reduced income from Service Level Agreements (£0.032m), Music service (£0.021m) 0.053
- Minor changes of less than £25k (0.048)

0.432

Corporate Services

- Chief Executives - Corporate Communications - increased underspend linked to employee consultation and corporate publications (-£0.046m). Management & Administration - underspend on the Employee Safety Measures budget (-£0.017m). Other minor variances (-£0.009m). (0.072)
- Clwyd Theatr Cymru - overspend on Electricity Costs 0.013
- Human Resources and Organisational Development - Occupational Health - increase in the projected underspend mainly due to lower consultancy costs and the current service review (-£0.046m). HR Operations - increase in vacancy savings (-£0.024m), plus other minor variances (£0.018m) (0.052)
- ICT and Customer Services - Reduction in the projected overspend within Design and Print (-£0.033m). Reduction in supplies and services expenditure and increase in vacancy savings in Customer Services (-£0.070m). Reduction in consultancy expenditure and increase in vacancy savings in ICT (£-0.114m). Other minor variances (-£0.033m) (0.250)
- Legal and Democratic Services - Increase in the projected underspend on Members Allowances (-£0.027m). Recruitment cost pressure (Head Of Legal & Democratic Svcs) (£0.023m). Increase in vacancy savings Legal (-£0.039m). Other minor variances (-£0.006m) (0.049)
- Finance - Management - reduction in projected consultancy expenditure (-£0.030m). Revenues & Benefits - Subsidy additional income (-£0.232m). Corporate Finance - review of balances (-£0.040m). Internal Audit - reduction in consultancy expenditure and increase in vacancy savings (-£0.015m). Other minor variances (-£0.030m) (0.347)

(0.757)

Central and Corporate

- Financing & Funding (insurance, banking etc.) - Decreased audit fees (-£0.056m), increased windfall income (-£0.215m), decreased buildings income (£0.012m), decreased write-offs income (£0.012m), increased bank charges (£0.007m), other minor changes (£0.019m) (0.221)
- Corporate (Other) - Non standard inflation budget provision for energy not required (-£0.083m), Carbon reduction commitment costs (£0.209m), other minor changes (£0.028m) 0.154
- Minor changes of less than £25k 0.002

(0.065)

Total changes

(1.345)

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COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Day Services (Services for Older People)	1.262	1.064	(0.198)	(0.111)	Early impact of transport review (£0.033m) together with a reduction in the use of agency staff by utilising in house services (£0.020m) and Independent Sector provision (£0.032k).	Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme.
Community Re-enablement (Services for Older People)	0.383	0.343	(0.040)	(0.043)	Mostly due to income exceeding budget offset by overspends in other areas.	Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme.
Domiciliary Support (Services for Older People)	7.632	7.370	(0.262)	(0.037)	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. However, changes to the delivery of the service, including reablement as part of TSSA, is leading to an improved outturn position and reduced pay costs (£0.046m). Additional Continuing Health Care funding has only just been secured (£0.179m); this is available only if certain criteria are met.	Continual review of individual care packages is contributing to reducing the overspend. Trend analysis continues to be used to improve projections of service demand. Reablement service is rolling out in line with TSSA.
Living Well (Services for Older People)	0.091	0.054	(0.037)	(0.035)	Mainly the result of reduced staffing levels due to maternity leave, a vacancy and a Social Worker seconded to PDSI.	The current service provision is being reviewed which may result in changes and is part of TSSA.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Residential Services (Services for Older People)	8.390	8.495	0.105	0.165	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. This is offset by an increase in the projected level of income from service users (£0.053m).	Use is being made of temporary Flintshire staff from other areas, to minimise the need for agency staff. Income levels continue to be monitored but depend on circumstances of individual service users.
					Purchased residential care is projected to overspend. This is mainly due to an additional week of payments in 2011/12 which is a 53 week year (impact approximately £0.145m). These overspends are partially offset by service user income exceeding budget.	
Professional Support (Services for Older People)	2.947	2.803	(0.144)	(0.219)	The projected underspend is mostly due to a number of vacant posts (£0.198m) offset by minor overspends in other areas as well as £0.051m requested carry forward mostly in respect of the need for additional HR support for TSSA in 2012/13	The service is being reviewed as part of TSSA.
Domiciliary Support (Physical Disability and Sensory Impairment).	1.591	1.567	(0.024)	(0.037)	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 and is part of TSSA.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Residential Services (Physical Disability and Sensory Impairment)	0.882	0.757	(0.125)	(0.039)	The Service is projected to underspend on purchased residential care (£0.110m) which will be offset by a projected shortfall in income (£0.024m). This reflects changes in clients needs.	Continue to monitor as clients needs change
Professional Support (Physical Disability and Sensory Impairment)	1.488	1.731	0.243	0.185	This movement relates to additional specialist agency and associated costs required to meet an increase in the demand for OT assessment.	No new assessments are being undertaken by the third party provider. Review the Service Level Agreement. Review budget allocations following lean review.
Community Living (Learning Disability Services)	9.363	9.125	(0.238)	(0.104)	The movement relates to actual expenditure on Purchased care being less, due to the timing of college placements together with lower than anticipated expenditure on residential placements. This has resulted in a reduction of £0.113m to the position reported at period 9. Care management is projecting a reduction of £0.120m due to delays in engagement of transition clients. This is offset by increased costs in the Supported Living Service and other minor movements.	Continue work on the identification and timing of new clients to moving into services. 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.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Work Opportunities (Learning Disability Services)	1.883	1.848	(0.035)	(0.028)	Vacancy savings (£0.104m) mainly offset by a projected shortfall in income of (£0.054m) and an overspend in client transport (£0.030m).	Continue to monitor - part of phase II of TSSA.
Day Services (Learning Disability Services)	0.962	0.942	(0.020)	(0.026)	Projected underspend on employee costs together with a reduction in the use of independent sector relief staff totalling £0.046m offset by overspends in other areas but mostly client transport.	Continue to monitor - part of phase II of TSSA.
Ringfenced Budgets (Mental Health)	0.324	0.162	(0.162)	(0.160)	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)	0.790	0.645	(0.145)	(0.031)	The increased underspend is due to the timing of expenditure within Business Systems which relates to the continual development of PARIS and lower than	Continue to monitor.
Business Services Income (Development & Resources)	(1.511)	1.605	(0.094)	(0.111)	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. The movement from Period 9 reflects an increased bad debts provision.	This income is one-off. Continue to review the average weekly income.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Supporting People (Development & Resources)	0.021	0.000	(0.021)	(0.017)		
Management & Support (Development & Resources)	0.556	0.688	0.132	0.061	The overspend is mostly due to staff pay exceeding budget and includes a request for a carry forward of balances into 2012/13 to fund the continuing work of the TSSA Project Manager (£0.051m).	One-off
Family Placement (Children's Services)	1.775	2.111	0.336	0.303	The projected overspend is mainly as a result of an increase in the number of foster care places within the service. It is also due to the increasing number of court orders for Residence and Specific Guardianship which invariably attract an ongoing allowance for the carers. The overspend includes the effect of the additional week included in 2011/12	A close evaluation of the Family Placement Team is to commenced in Jan 12 which will examine the function of the team and include an expenditure analysis review.
Family Support (Children's Services)	0.340	0.261	(0.079)	(0.053)	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 depending on caseload.	
Prevention & Support (Children's Services)	0.100	0.039	(0.061)	(0.035)	The underspend in this service is mostly the result of an underspend in transport costs, however fluctuations in monthly projections can occur depending on caseload.	

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Professional Support (Children's Services)	5.373	5.149	(0.224)	0.000	The increase in the underspend relates to a commitment for a potential redundancy that was expected to have been met by the service, together with a delay in the recruitment to a post relating the implementation of the Childrens Act 2008. Expenditure on one off activities has been delayed due to operational priorities.	
Out of County Pooled Budget (Children's Services)	4.057	3.606	(0.451)	(0.364)	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 9 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.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 9 (£m)	Cause of Variance	Action Required
Homelessness (General) (Housing Services)	0.450	0.351	(0.099)	(0.087)	£0.042m savings as vacancies will not be filled until 2012. An additional one off £0.020m contribution from Supporting People for the sheltered Housing improvement project	
Resident Wardens (Housing Services)	1.247	1.111	(0.136)	(0.119)	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.
Ringfenced Budgets (Homelessness)	0.151	0.079	(0.072)	(0.046)	Mostly due to underspends on supplies and services	Continue to monitor.
Other variances (aggregate)	6.562	3.271	(0.081)	0.010	Various minor variances.	Continue to review but not expected to be recurrent.
Total :	57.109	55.177	(1.932)	(0.978)		

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ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Industrial Units	(1.616)	(1.497)	0.119	0.134	Shortfall of £0.219m from Industrial Estate Rental Income, due to the current economic climate reducing occupancy levels. Repairs & Maintenance and Electricity projected to exceed budget by £0.043m. Salary savings of £0.122m mitigate some of the above shortfalls.	Maximise occupancy levels throughout industrial units going forward.
Administration Buildings	1.187	1.201	0.014	0.041	Insurance Claim settlement for the Council Chamber repair and upgrade resulting in a betterment excess of £0.050m being incurred, the majority of which has been met from other service underspends.	
Corporate Property & Design	2.382	2.350	(0.032)	(0.005)	An income shortfall had previously been mitigated by vacancy savings. However, income is now projected to be higher than originally anticipated.	
Regulatory Services	0.268	0.249	(0.019)	(0.066)	Over recovery on Streetworks income. This now includes a request to carry forward £0.030m of the additional income for some essential resurfacing works to which Streetworks were directly involved with supervising.	
Car Parks	0.025	0.063	0.038	0.030	Car Park income is anticipated to be £0.045m short of target offset by a £0.007m reduction in planned maintenance works	Keep income levels closely monitored going forward and ensure the reduction in planned maintenance does not have a detrimental effect on car parks

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Transportation	1.586	1.451	(0.135)	(0.164)	Savings on Bus Operator payments for Bus Subsidies. This also includes a carry forward request for the Rural Development Programme commitment in 2012/13 and 2013/14 for	
Routine Maintenance	1.746	1.776	0.030	0.050	Increased tipping fees for gully emptying between August and March as a result of the loss of the DIP facility.	New arrangement for gully emptier/sweeper waste disposal needs identifying for 2012 - 13
Street Lighting	1.052	1.113	0.061	0.000	Additional cost of street lighting energy and inventory charges	To be met from various minor underspends on other works budgets within the Highways Maintenance service area. Final financial pressure allocation of £60k in 2012 - 13 will remove the overspend in subsequent years
Neighbourhood Services (Streetscene Service Structure)	1.305	1.502	0.197	0.192	Impact of not implementing the Streetscene service staff structure by 1st October 2011. This also includes the loss of income from the North Wales Trunk Road Agency Technical Investigations Unit that was transferred to Gwynedd Council.	Full year implementation of the new structure within the 2011/12 financial year will remediate the on going overspend and deliver the additional £250k saving in 2012 - 13

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ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Waste Disposal and Civic Amenity Sites	6.849	6.268	(0.581)	(0.433)	Diversion from landfill as a result of the introduction of the Managed Weekly Collections arrangement resulted in a significant diversion from landfill to recyclates. The savings reflect the reduction in landfill tax and tipping fees.	This underspend will be reduced by the increase in Landfill Tax in 2012 - 13 which will be accommodated within the budget without the need for additional budget pressures. The balance of the underspend will provide the final £245k MWC service saving required in 2012 - 13.
Managed Weekly Collections - Waste Collection, Recycling, Sustainable Waste Management Grant and Waste Collection - Trading Account	3.118	3.668	0.550	0.448	The full roll out of the Managed Weekly Collection service commenced from November, on a five day working pattern, rather than six, reflecting the outcome of the Streetscene ballot in September 2011. Additional vehicles were required to be hired and additional staff taken on to maintain the service provision requirements operating on a five day working pattern. Additional costs have also been incurred for R&M relating to relocating the recycling function from Flint to Buckley and as a result of full roll out, significant numbers of new containers for recycling were required, totalling in excess of £0.150m, due to the demand for these from householders.	The roll out of the full six day working pattern during the summer 2012 will allow the overspend to be remediated in future years. The one off payments for recycling containers will not be required in future years

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Winter Maintenance	0.999	0.999	0.000	0.000	The amount of salt used has been significantly lower than the two previous years, together with reductions in overtime and fuel costs. As a means of comparison, 4,000 tonnes of salt was used in 2011/12, compared with around 9,000 tonnes in 2010/11. This has resulted in an underspend of £0.245m in 11/12 which has been placed in a reserve to mitigate the effects of any adverse weather conditions in 12/13.	
Fleet Services	(0.011)	0.074	0.085	0.000	Above inflationary increases in materials not being reflected in income recharges made to clients.	Review charging arrangements to all service users
Planning Control	0.459	0.596	0.137	0.097	Costs awarded against the Council in relation to both the Public Inquiry for the proposed development on Ruthin Road, Mold and land at Broughton. Planning fee income has reduced against projections due to the ongoing economic climate and it is now anticipated to be slightly short of target.	Vacancy savings from other areas of Planning Services and additional land charges income can assist with mitigating a large proportion of this variance.
Planning	1.480	1.401	(0.079)	(0.086)	Vacancy savings ahead of service review implementation. Also assumes a request to carry over a further £0.075m of UDP/LDP allocation for use in 2012/13.	
Land Charges	(0.042)	(0.073)	(0.031)	(0.015)	Land Charges income (Search Fees) is anticipated to exceed target	

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Management Support & Performance	1.370	1.247	(0.123)	(0.055)	Further vacancy savings ahead of service review implementation, which were anticipated to be filled by financial year end. In addition, the annual fee totalling £0.033m for Ordnance Survey was not required to be paid in 2011/12 and beyond due to a change in funding	The base budget for Ordnance Survey commitment has been reduced from 2012/13 onwards.
Public Protection	3.446	3.157	(0.289)	(0.269)	Net vacancy savings ahead of service review implementation, together with in-year leavers from posts within the new service structure. These outturn figures also make provision for carry forward requests totalling £0.067m being approved for works at cemeteries and dog fouling commitments which were unable to be carried out in 2011/12.	
Other variances (aggregate)	7.400	7.378	(0.022)	0.022	A number of variances of no more than £0.023m individually.	
Total :	33.157	33.039	(0.118)	(0.117)		

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Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Out of County (Special – ringfenced budget)	3.090	2.619	(0.471)	(0.539)	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 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.
					Following notification at Inclusion Senior Management Team (ISMT), 6 placements ended during the Summer Term.	
					Agreements for further income of £35k from the University Health Board for joint funded payments were received.	
					3 high cost placements have been heavily reduced and others have been slightly reduced following the involvement of Commercial and Clinical Solutions. Discussions are still ongoing with current placements.	

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Out of County (Special - ringfenced budget)					<p>A further 4 placements have been reduced following Commercial and Clinical Solutions involvement. An additional placement has ended.</p> <p>During January several changes occurred as follows. 3 placements changed providers, 3 placements ended, 5 placements reduced their service requirement, 1 placement increased their service requirement and 1 new mother and baby placement was received into the Service.</p> <p>4 new placements were received into the Service during February and March. The extra costs of these new clients was partially offset by a discount received for 1 placement following continued Commercial and Clinical Solutions involvement.</p>	
Leisure Services .	3.496	3.909	0.413	0.212	Within Leisure Services, Deeside Leisure Centre suffered a loss of income due to closures caused by redevelopment of £0.061m.	Other methods of recovering this overspend were explored and contributed £0.033m.

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Leisure Services					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 were achieved. The one efficiency that has not be made during 2011-12 relates to the original staff re-organisation plan being delayed until November 2012. This has caused many of the posts in the original plan to be appointed on temporary posts whilst the new organisational chart is being created. The on-going effects of this have cascaded their way through the service and have caused a one off £0.121m overspend in 2011/12.	Leisure Services JEQ's have been submitted for scoring. Expected implementation is November 2012
					The Energy Unit advised that Gas price increases of up to 35% were to be expected this year. This has affected all services that have premises, particularly Leisure. The effect of this price rise is within the provision of Non Standard Inflation currently held centrally.	Further work is ongoing in liaison with the Energy Efficiency Unit.

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Leisure Services					<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>The first full months repayment for the new Extreme Zone and Spa was repaid in January. As these activity areas only opened part way through January there wasn't a full months income to offset the repayment. This is a one off situation.</p> <p>February and March are the highest income generating months for Leisure Services. The extreme hot weather, particularly in March, had a very detrimental effect on income. The Ice Rink income alone was £63k less than received in the average taken over the last 5 years, with other indoor sports income at every site also negatively effected. Income generation has improved during poor weather in April.</p>	
Schools Related	(1.634)	(1.402)	0.232	0.179	Schools Service Level Agreements have been identified as a risk for some time. The implications of this have only been firmed up during January.	Budget holders are to be notified of the impact of this on their 2012/13 budget, and take decisions where required to reduce expenditure accordingly.

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Schools Related					It has been decided that a further £32k of the Schools Service Level Agreement relating to Corporate overheads is to remain in Lifelong Learning for 2011/12. Corporate overheads have remained static in 2011/12 although school subscriptions have reduced.	This is to be revisited during 2012/13.
					There has been an increase in the number of pupils partaking in the Music Service (£94k) following service changes, however, fees at current levels do not recover full service costs. The Service has incurred one off costs of £25k for I.T. to invoice pupils. Extra staffing to cope with the increased delivery of the Service has incurred the remainder of the overspend, which has also suffered additional costs through sickness and maternity cover.	These additional expenses are largely one off costs which will not be incurred in future years.

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Inclusion Services	5.564	5.925	0.361	0.355	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.	In 2012/13 a budget allocation of £300k has been approved to replace lost grant funding.
					Amendments to other grants on which the service could draw on previously have been tightened further.	Service changes to match reduction in grants.
Youth and Community	1.224	1.274	0.050	0.065	Implementing only staffing changes in relation to the approved Youth Service Strategy in 2011/12 has left a budget shortfall in relation to accommodation. The Accommodation Review has been rescheduled for 2012/13.	
					The Workwise/Wheels to Work project has been wound up, the net effect was a one off cost to the service of £0.030m.	Various grant streams were approached to reduce this without success.

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Pupil / Student Transport	6.388	6.573	0.185	0.172	The School Transport service has overspent on College Transport by approximately £0.174m 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
					Approximately £20k of savings were realised due to the school buses not running during the Industrial Action day in November.	
Service Units	2.138	2.316	0.178	0.046	The figures received from September showed 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.
					There was a further increase of £67k due to greater Free School meals between January and March, taking the total for this to £141k	Working with Facilities a detailed analysis is taking place to ascertain the reasons for the increase.

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Service Units					School Remissions costs increased by £60k during February and March. £20k of this was for school trips which only equated to £1.2k last year, and £40k was from information received from the Music Service in March.	A review of Remissions Policy is planned.
Facilities Services	1.037	1.438	0.401	0.375	<p>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.</p> <p>The Cleaning Service is struggling to find the £0.100m in year efficiency target, further work is currently being undertaken. An addition to this is the loss of the surplus generating contract with the Law Courts.</p>	<p>Non-standard inflation has been provided for in the 12/13 budget process.</p> <p>Implementation of agreed daytime cleaning at County Hall.</p>

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£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. The draft APSE review has now been received which will be used to form the basis of this strategy.	A project scope for Facilities Services to review organisational structure design principles and service delivery has been approved. It includes work on (i) cost reduction/procurement (ii) improved and themed menus (iii) take-up strategies (iv) on-line payments.
					Sickness rates amongst school cooks since September is considerably higher than average	
					The extreme hot weather during March had a negative effect on school meals take up as less hot meals were sold than would usually be expected.	
Other variances (aggregate)	88.215	88.207	(0.008)	0.044	Variances under £0.050m.	
Total :	109.518	110.859	1.341	0.909		

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CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Chief Executive	2.274	2.138	(0.136)	(0.064)	Vacancy savings £0.051m.	
					Employee Consultation efficiency £0.038m.	
					Employee Safety Measures efficiency £0.025m	
					Other minor efficiencies £0.022m.	
Finance	3.355	2.982	(0.373)	(0.026)	The net position on staffing costs is an underspend of £0.185m , 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.	

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Finance					In order to keep on top of backlogs within Housing Benefits it has been necessary to engage an outside data centre to process claims £0.049m .	
					Savings on essential car allowances and transport costs due to staff vacancies £0.012m .	
					Additional costs of software, software maintenance and consultants due to legislative changes and upgrades to systems £0.032m .	
					Additional funding received from WAG £0.040m .	
					Benefits Subsidy - additional income received £0.232m	
					Various decreases in running costs/decrease in income received, £0.015m .	
Legal & Democratic Services	3.247	3.094	(0.153)	(0.104)	Additional Income - Legal Services £0.038m	
					Reduction in Members' Allowances payable and expenses, £0.104m .	

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Legal & Democratic Services					Recruitment costs £0.022m	
					Other minor variances £0.033m.	
Human Resources & Organisational Development	2.676	2.855	0.179	0.231	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 budget error £0.025m pressure.	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.
					CRB Checks £0.066m pressure.	A report on CRB checks is currently being prepared for CMT which will make recommendations to reduce future costs.

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
cont.... Human Resources & Organisational Development					Organisational Design pressure of £0.123m.	This expenditure relates to the OD Project which will generate efficiencies through ongoing service reviews.
					Corporate Training refreshments pressure £0.030m	
					Vacancy savings £0.124m.	
					HRMIS Phase 2 in year pressure of £0.025m.	
					Payroll SLA pressure £0.034m	
ICT & Customer Services	5.819	5.720	(0.099)	0.151	Estimated deficit D&P £0.260m.	
					Vacancy Savings (vacancies on hold pending outcome of Service Reviews) £0.326m.	
					Other minor efficiencies £0.033m.	
Clwyd Theatr	1.013	1.026	0.013	0.000		
Total :	18.384	17.815	(0.569)	0.188		

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Central Loans & Investment Account	13.974	13.915	(0.059)	(0.059)	The projected outturn of £13.915m reflects a net decrease in Interest/Principal/Debt Management expenses of £0.057m, a net increase in Temporary Investment and Other Interest income of £0.046m and an increase in the Minimum Revenue Provision of £0.044m.	Continue to monitor closely.
Financing & Funding (insurance, banking etc.)	2.419	1.685	(0.734)	(0.513)	The projected outturn of £1.685m reflects a decrease in Audit Fees of £0.056m, a decrease in Other Buildings income of £0.012m, write-offs income of £0.012m, an increase in Bank Charges of £0.007m and an adjusted Windfall Income total of £0.685m, which takes account of Rateable Value reductions, the write-off of unclaimed NNDR credits and the refund of VAT following a recent House of Lords decision (Fleming and Conde Nast Publications Ltd).	Continue to monitor closely.
Corporate Other	3.119	2.920	(0.199)	(0.353)	An increase in Special Expenses of £0.001m.	

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
...cont Corporate Other					Overspend due to delay in identifying savings to offset the committed payment to Exchange Wales (e-procurement system) of £0.027m.	
					Non-Standard Inflation underspend of £0.083m relating to energy costs not required in 11/12.	
					Flintshire Futures Cost of Employment £0.236m shortfall in achievement of full efficiency.	
					Part year savings of £0.045m identified relating to the implementation of the Occupational Health collaboration project with Wrexham.	Full year savings have been included in the approved budget for 2012/13.
					An overachievement of the centrally held Matrix efficiency is now projected resulting in an underspend of £0.180m.	This will continue to be monitored closely. An increase in the efficiency is also included in the approved budget for 2012/13.

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
...cont Corporate Other					An underspend has now been confirmed on the 1st and 2nd Tier Officer Appraisal Review budget of £0.075m, this is offset by a one-off committed payment of £0.075m to the Regional Transformation Fund.	
					The day of industrial action has resulted in a reduction in costs in the region of £0.233m for non teaching staff.	
					A centrally held procurement saving target of £0.511m has not been allocated.	This is now included as a pressure in the approved budget for 2012/13.

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
...cont Corporate Other					As indicated in previous monitoring reports 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. The further detailed work has now been completed and it can be confirmed that these amounts are not now required resulting in a saving of £0.487m. A further projected saving of £0.260m has also been identified relating to the reductions in the total superannuation payable by the Council due to early payment.	Future year impacts of these savings were included in the approved budget for 2012/13.
					It is currently estimated that £0.200m of the £0.328m Single Persons Discount Efficiency will be achieved. Other items effecting the Collection Fund include banding adjustments on 86 properties. The net effect is a pressure of £0.150m.	
					A surplus of £0.016m on the cycle to work and nursery vouchers schemes.	

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
...cont Corporate Other					Carbon Reduction Commitment costs of £209k needed to be shown in the 2011/12 accounts due to a change in Accounting Guidance received.	
					Print and Printer review efficiency of £0.030m.	
					Miscellaneous write-offs expenditure of £0.001m.	
Other variances (aggregate)	3.692	3.696	0.004	0.002	Anticipated overspend in Coroners' fees of £0.005m.	This service is managed and monitored by Wrexham C.B.C.
					£0.001m underspend due to less-than-anticipated requests for rate relief.	
Total :	23.204	22.216	(0.988)	(0.923)		

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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 allocation from contingency reserve to meet one-off / time limited costs in 2012/13	(0.973)	
Add - amounts transferred from other balances	0.144	
Add Projected Underspend as at 31 st March 2012	<u>2.266</u>	<u>-0.176</u>
Initial Estimated Level of Total Contingency Reserve as at 31st March 2012		1.923
Ringfenced for Investment in Change (5.04)		(1.500)
Final Estimated Level of Total Contingency Reserve as at 31st March 2012		0.423

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Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Rental Income	(24.529)	(24.322)	0.207	0.096	£0.100m projected adverse variance on voids 1.94% at pd11 averaged at 2.5% over the full year against a budget of 2%. £0.051m council tax for maisonettes awaiting demolition, £0.068m on rent bad debts.	
Repairs and Maintenance	9.302	9.035	(0.267)	0.033	Additional Subcontractors to cover for absent staff and to maintain services whilst staff trained on mobile working. Write offs on obsolete stores materials of £80k.	
Estate Management	1.812	1.590	(0.222)	(0.280)	£0.105m savings on salaries and we have not yet needed to implement 24 hour evacuation in high rise flats. £0.135m savings on grounds adhoc maintenance and communal HRA land.	
Building Maintenance Trading Account	0.000	0.244	0.244	(0.083)	Additional Subcontractors to cover for absent staff and to maintain services whilst staff were trained during implementation of mobile working. Write offs on obsolete stores materials.	

Budget Monitoring 2011/12 (Month 11 vs. Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 9 (£m)	Cause of Variance	Action Required
Finance and Support	2.211	1.812	(0.399)	(0.136)	£0.085m savings on the re-negotiation of the insurance contract and third party claims less than anticipated. £0.042m saving on non reimburseable ballot costs. £0.040m saving on Consultancy fees. £0.100m Carry forward request for early retirement and redundancy costs delayed into 2012/13. £0.087m saving on year end management and admin recharges.	
Other variances (aggregate)	11.572	11.510	(0.062)	(0.019)		
Total :	0.367	(0.131)	(0.497)	(0.390)		

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **EXECUTIVE**
DATE: **TUESDAY, 12 JUNE 2012**
REPORT BY: **HEAD OF FINANCE**
SUBJECT: **BUSINESS RATES - WRITE OFF**

1.00 PURPOSE OF REPORT

1.01 To request authorisation to write off a single business rates debt amounting to £62,492.68

2.00 BACKGROUND

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

3.00 CONSIDERATIONS

3.01 The consideration to write off debts 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 Grapho Media Ltd, a company whose principal activity was that of a commercial web offset colour printer. The company commenced trading in June 2010 and was liable for business rates at Unit 48, Deeside Industrial Park.

3.03 In the first year of trading, business rates for 2010-11 were paid in full. However in the latter part of 2010 the company reported that it needed to re-finance machinery following the failure of the main printing press. The cost of the repairs and the resultant loss of revenue were deemed by the company to be significant. Further problems in machinery occurred again in August 2011 resulting in the loss of orders of circa £120,000.

3.04 During 2011-12, a business rates demand notice was issued in accordance with normal procedures, but owing to the ongoing financial difficulties within the company monthly re-payments of business rates were not made.

3.05 The Council also received an application for Hardship Rate Relief from the company in the autumn of 2011, and this was dealt with by way of delegated powers by the Head of Finance and Executive

Member for Finance. A decision was taken not to award hardship rate relief on the basis that the reported net loss position, at the time, was a normal feature of any large business, especially taking into account the usual start-up costs associated with setting up a business of this nature.

3.06 In addition to this, there was recognition that the company had already received public funding in the form of a 'start-up' Welsh Government Grant along with assistance from the Council in the form of part occupation rate relief during 2010-11. Taking everything into account, it was deemed not to be in the wider public interest of Council Tax payers to provide financial support through Hardship Rate Relief.

3.07 Statutory reminders and final notices were issued in the early stages of 2011-12 and in November 2011 it eventually became necessary for the Council to take legal action through the Magistrates Court to secure payment. Officers attempted to assist the company further by proposing a non statutory payment to commence in December 2011.

3.08 Despite this, on the 6th December, the company directors submitted a 'Notice of Intention to appoint an administrator' in the Birmingham High Court of Justice, Chancery Division, which resulted in advice from the appointed Insolvency practitioners that Grapho Media should cease to trade immediately and be wound up for the benefit of the creditors. On the 9th March 2012 the Council received confirmation from Smith & Williamson, to confirm their appointment as liquidators.

3.09 As unsecured creditors, the Council has lodged a claim to the liquidators, Smith & Williamson, in respect of unpaid business rates. The liquidators have confirmed asset realisations will amount to only £55,000 and there will be an estimated net deficiency of £1.1 million for creditors. There is therefore no prospect of a dividend being paid to the Council in the future.

4.00 RECOMMENDATIONS

4.01 That Executive approves the write off of this debt, amounting to £62,492.68 and relating to business rate charges for the period between 1st April 2011 to 14th February 2012.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no financial implications to the Council or to local 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 financial provisions made within the Collection Pool for the write off of bad 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 9.6c)

Notice of Intention to Appoint an Administrator – Case Number
861012011 – High Court of Justice, Chancery Division, Birmingham
District Registry

Notification of Liquidation and Meeting of the Company's creditors on
15/2/2012 - dated 9th March 2012

Contact Officer: David Barnes, Revenues Manager
Telephone: 01352 703652
Email: david_barnes@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **CHIEF EXECUTIVE AND HEAD OF HUMAN
RESOURCES AND ORGANISATIONAL
DEVELOPMENT**

SUBJECT: **SINGLE STATUS UPDATE**

1.00 PURPOSE OF REPORT

1.01 To provide a project update and assurance report on the delivery of the Single Status and Equal Pay Projects.

2.00 BACKGROUND

2.01 The previous update on the Single Status project was presented to Executive on 21 February, 2012. The Single Status Project Board had met on 15 December 2011 and had agreed a timeframe for completion of the project, with a target implementation date of November 2012.

2.02 A Workforce Communication was issued to all employees in scope of the project on 8 February, 2012, outlining the new timetable, the key milestones for completion and the target implementation date.

2.03 Since that time, considerable progress has been made in delivering the workstreams under the project. A further Workforce Communication was issued in early May to update employees on progress made and the next steps in the project plan.

2.04 Additional Governance arrangements have been introduced since the Single Status Project Board in December, to support the effective delivery of the project through to implementation, to make key project decisions and to manage risks. These include the introduction of an Officer Executive Group to oversee risk management within the project.

3.00 CONSIDERATIONS

3.01 The following activities are nearing completion to prepare for the commencement of pay modelling (designing and costing a new pay and grading structure) and to inform the proposed collective agreement ready for formal negotiations with the Joint Trade Unions.

3.02 Organisational Structure and Posts

One of the key steps in the implementation of the Single Status agreement is the confirmation of the current organisational structure / posts and associated costs. Work is nearly completed to confirm the existing structure, including posts and grade information.

3.03 Financial Analysis

A key part of the Single Status project is to fully determine all financial implications and the affordability of the proposed collective agreement. As a starting point, the project team are working on an organisation-wide exercise to confirm the current employee costs and to reconcile these with the current budget provision. This will allow potential future pay costs to be compared to the cost of the current paybill as part of the affordability assessment.

3.04 Rank Order Verification

The “rank order” (a simple listing of job scores of posts with the highest scoring post at the top of the listing, and the lowest scoring post at the bottom) for the whole of the organisation is required to be confirmed for pay modelling. As part of this process the Job Evaluation Moderation Panel have been working through the Job Evaluation profiles to review jobs that have been identified as 'sore thumbs'. This work is progressing well and is due to be completed in May 2012 to allow pay modelling to commence.

3.05 Service Review

A number of Service Reviews are currently in progress and many are scheduled to be completed over the next few months. The timetable for delivery of each review and the likely financial impact needs to be set for the pay modelling exercise to allow for potentially changing Job Evaluation results.

3.06 Part Three Terms and Conditions

The proposed Part Three terms and conditions of employment (for example, Overtime rates and shift allowances) have been reviewed to allow the detailed negotiations to begin with the Joint Trade Unions.

3.07 Pay Modelling

To enable the pay modelling activity to start, the activities described above must be completed. This preparation work is nearing completion.

3.08 The pay modelling will allow different pay and grading structural options to be modelled and costed, in conjunction with the Joint Trade Unions. This will lead to a preferred new pay and grading structure to be proposed as part of a new collective agreement.

3.09 Equal Pay

The Council has made the commitment to settle Equal Pay claims within the same timeframe as Single Status and to protect the Council from future Equal Pay liability. The Council is developing an Equal Pay Settlement Strategy ready for negotiation with the Joint Trade Unions and their legal representatives.

3.10 Trade Union Negotiation Exercise

Initial negotiation discussions have commenced in May on the design of a new pay and grading structure, Part Three terms and conditions of employment and Equal Pay. The detailed pay modelling exercise is due to begin in June.

4.00 Recommendations

4.01 That Members note the Project update.

5.00 FINANCIAL IMPLICATIONS

5.01 The potential cost of the proposed Single Status Agreement and the settlement of Equal Pay claims will be reported to Members on an ongoing basis as the pay modelling and negotiations progress. In anticipation of a settlement in late 2012, the proposed use of the additional base budget available for an increase in the pay bill in 2012/13 was set out in a report to Executive – “Final Settlement and Council Fund Budget 2012/13” on 20 December 2011.

6.00 ANTI POVERTY IMPACT

6.01 Consideration will be given during the various stages of the project on the financial impact of the proposals on employees.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 A full Equalities Impact Assessment will be undertaken on the final proposal of a Single Status Collective Agreement.

9.00 PERSONNEL IMPLICATIONS

9.01 Employees will receive full details of the proposed Single Status Collective Agreement and their proposed grade by letter. Employee Roadshows are planned to raise awareness on the proposed agreement and to respond to any queries.

10.00 CONSULTATION REQUIRED

10.01 Consultation will take place via the recognised Trade Unions. The Council will engage with all employees in scope of the project via Workforce Communications and Employee Roadshows. Employees who are members of a recognised Trade Union will have the opportunity to vote in a ballot on whether they wish to accept the proposals.

11.00 CONSULTATION UNDERTAKEN

11.01 See above.

12.00 APPENDICES

12.01 None.

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

Contact Officer: Helen Stappleton

Telephone: 01352 702720

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 12 JUNE 2012**

REPORT BY: **HEAD OF HUMAN RESOURCES AND
ORGANISATIONAL DEVELOPMENT**

SUBJECT: **WORKFORCE INFORMATION QUARTER 4**

1.00 **PURPOSE OF REPORT**

1.01 To provide Executive Members with an update for the fourth quarter / whole year 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.

2.03 This report now includes additional details on agency workers including number of placements, level of spend and the savings which have been achieved through the Matrix Contract.

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 in the number of positions. Overall there are over 301 fewer positions on the Establishment at this point compared to the same point last year. The majority of the reductions are in Community Services and

Lifelong Learning with the only increase being in Schools.

- 3.03 Further reductions are expected in the number of vacancies with more work taking place in this area. These changes are expected to be reflected in the first quarter report for 2012/13. The removal of these vacant positions will allow a more accurate reflection of the establishment.
- 3.04 The Headcount Summary Report shows that the total Headcount figure has decreased by 491 (5.48%) when comparing the headcount at the same time last year.
- 3.05 As part of ongoing data cleanse work the headline figures around Position Type and Position Basis have been changed when compared to the same period last year.
- 3.06 When looking at Position Type the largest decreases are in the number of individuals engaged via Managed Agency Service (MASS) (52%) together with a reduction in the numbers engaged as Contract for Services (89.36%). The number of individuals retained via MASS has decreased in each Directorate with the largest decrease being in Community Services.

The numbers of Relief and Temporary Fixed Term positions have also decreased by 4.9% and 8% respectively.

- 3.07 With regards to Position Basis the number of full-time workers has dropped slightly by 3.75% while the number of Part time workers has increased (11.9%). This work has allowed for a more accurate reflection of the way individuals are retained by the Organisation.
- 3.08 The following statistics provide a breakdown of the average number of agency workers per month during this quarter and the associated expenditure. In this quarter, the headcount has reduced month on month. The quarter began with slightly higher figures due to the Service review within Streetscene which took longer than anticipated to complete and the introduction of Managed Weekly Collections which necessitated a temporary increase in resources.

Month	Spend £	Net Savings £	Net Savings %	Average number of agency workers (headcount)
January	£458,539.49	£54,678.66	11.92%	234
February	£371,391.09	£44,183.66	11.90%	214
March	£288,514.11	£36,057.32	12.50%	197

- 3.09 The European Union's Agency Workers Directive became UK law on 1st October 2011 (now known as the Agency Worker Regulations). This guarantees the right to equal treatment: in relation to basic employment and working conditions after 12 weeks in the job. The Council monitors the number of placements exceeding 12 weeks and where appropriate has taken steps to reduce those that exceed this duration.

- 3.10 The number of placements exceeding 12 weeks within Community Services has decreased by approximately 50%. For Environment a recruitment exercise to fill 55 posts in Streetscene has been undertaken with the first intake to start on 1st April 2012. As a result of this, figures from Matrix for April 2012 demonstrate a 46% drop in placements over 12 weeks.
- 3.11 The Turnover Summary by Directorate Report reflects the number of leavers, turnover and the stability rate for each Directorate. When looking at the percentage turnover for the year there has been an increase in the headline figure but this comes despite a small decrease in the actual number of leavers (0.83%).

During the fourth quarter there were 352 leavers, and of these over 17% left voluntarily. The largest group of leavers (56%) were for those who had not worked during the previous years but the leavers' forms had not been submitted.

**Turnover
%**

	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Actual
Quarter 1	1.41	3.97	4.05	1.56
Quarter 2	3.03	4.31	4.35	4.52
Quarter 3	3.10	1.29	2.10	2.28
Quarter 4	3.07	3.07	1.50	4.13
Whole Year	9.72	10.70	11.94	12.56

- 3.12 A total saving of £358,271.48 was made for the financial year 2010 / 11 compared to £420,090.70 for 2011/12. This indicates an overall increase of 17.25% on savings.

The net savings for the fourth quarter for the financial year 2011/12 are £104,770.36.

- 3.13 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	6	0	0	0
Quarter 4	3	0	3	2
Whole Year	49	7	11	5

- 3.14 During Quarter 4, six of the positions that have been made redundant were occupied by female workers. When looking at the gender profile for the year so far approximately 83% are female. 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 an individual that holds multiple positions still being employed by the Organisation even though they have been made redundant from one of their positions'.

- 3.15 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.

As mentioned in the last report 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, sixteen of the twenty-two local authorities in Wales have made the same undertaking. These benchmarking statistics provide us with important people 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. Over 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.

**Average FTE
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
Qtr 1	2.63		2.42		2.27		2.27
Qtr 2	2.37		2.33		2.19		2.17
Qtr 3	3.28		3.03		2.87		2.89
Qtr 4	3.32		3.04		3.03		3.21
Whole Year	11.61	11.5	10.83	10.9	10.36	10.34	10.54

- 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 4.95%. This figure remains fairly constant when 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 does not provide an All Wales comparative figure for Absence Rate.

- 3.18 When looking at the fourth quarter 67% of employees attained 100% attendance. This is slightly down on the same quarter last year. When comparing the whole year 2011/12, 42% of employees in the organisation attained 100% attendance. This being an increase of 2% on the previous year. Overall this means that over 3,550 employees did not have any sickness absence at all in 2011/12.

100 % Attendance

	2010/11 Actual	2011/12 Actual
Quarter 1	78	77
Quarter 2	78	84
Quarter 3	65	75
Quarter 4	69	67
Whole Year	40	42

- 3.19 When looking at each Directorate separately, Environment Services and Schools have the highest rate of 100% attendance at 45% for the year. This figure is 3% higher than the rate for the rest of the Organisation.

100 % Attendance

	2011/12				
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Whole Year
Community Services	74	78	70	65	34
Corporate Services	79	86	80	73	44
Environment	76	78	77	70	45
Lifelong Learning	76	82	77	70	43
Schools	77	89	74	65	45

- 3.20 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 still likely to be a contributory factor to our overall attendance levels.

- 3.21 The Absence Rate Summary report shows the FTE days lost. Each quarter this year, with the exception of quarter four has shown a decrease in the number of days lost to sickness absence. This year there have been a total of 57,158 days lost compared to 62,426 in 2008/09 showing a steady decline in recent years. This is a reduction of 5,268 days 8.4% and reflects the improved performance in this area following the positive impact of the ongoing implementation and review of the Attendance Management Policy and an Attendance Management Strategy.

Total Days Lost

	2008/09 Actual Whole Year	2009/10 Actual Whole Year	2010/11 Actual Whole Year	2011/12 Actual Whole Year
Total Days Lost	62,426	59,576	56,963	57,158

- 3.22 Within **Corporate Services**, the number of days lost is continuing to improve year on year with 8.61 days lost per FTE in 2009/10, 6.69 days lost per FTE in 2010/11 and 6.75 days lost per FTE for 2011/12.

Corporate Services has the lowest level of absence when compared with other directorates within the Organisation.

The number of days lost this quarter has remained stable with very little seasonal variation. The DMT's within Corporate Services continue to take a pro-active approach to attendance management.

Days Lost - Corporate Services

	2009/10 Dir	2009/10 FCC	2010/11 Dir	2010/11 FCC	2011/12 Dir	2011/12 FCC
Quarter 1	1.98	2.42	1.37	2.27	1.44	2.27
Quarter 2	2.32	2.33	1.88	2.19	1.63	2.17
Quarter 3	2.30	3.03	1.84	2.87	1.64	2.89
Quarter 4	2.00	3.04	1.60	3.03	2.05	3.21
Whole Year	8.61	10.83	6.69	10.36	6.75	10.54

- 3.23 Within **Community Services** the number of days lost to sickness absence remains higher, this quarter and for the whole year, than any of the other Directorates. Looking at the year overall there was a decrease in the absence for the first two quarters which increased in the second half of the year compared to the previous year.

Days Lost - Community Services

	2009/10 Dir	2009/10 FCC	2010/11 Dir	2010/11 FCC	2011/12 Dir	2011/12 FCC
Quarter 1	3.84	2.42	3.39	2.27	3.02	2.27
Quarter 2	3.77	2.33	3.88	2.19	3.6	2.17
Quarter 3	4.39	3.03	3.89	2.87	4.49	2.89
Quarter 4	4.42	3.04	3.94	3.03	4.11	3.21
Whole Year	16.43	10.83	15.10	10.36	15.23	10.54

In comparison to the end of previous financial years; from 2010 / 2011 there has been an increase in days lost per FTE from 15.10 days to 15.24 days. This however is a decrease from the 2009 / 2010 figure of 16.43 days lost per FTE.

When reviewing the absence levels by division, levels of absence have increased in 3 of the 4 areas. Social Services for Adults rates have reduced from 8.70% in Quarter 3 to 7.28% in Quarter 4. Housing Services absence levels have increased from 8.29% to 8.90%, Social Services for Children's have increased from 4.45% to 5.92%. There has also been an increase in absence levels within Development and Resources from 7.33% to 8.05 %.

These absence rates equate to 13.14 days lost per FTE in Development and Resources, 15.22 days lost per FTE in Housing, 16.22 days lost per FTE in Social Services for Adults and 13.78 days lost per FTE in Social Services for Children.

The Community Services Directorate Management Team continues to carry out 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. Long term absences remain a concern and the Directorate will focus on early intervention and management to support employees to return to work as quickly and safely as possible. Monitoring of frequent absences continues to take place across all services.

An end of year review is to take place in May / June 2012 at DMT to identify any further actions that could be taken to reduce absence.

The 100% attendance pilot in Housing Services has been completed and a further full review will take place in May / June 2012. The evaluation of this pilot will subsequently feed into the proposal to roll out the 100% attendance initiative across the Council.

- 3.24 Within the **Environment** directorate the level of absence has increased each 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 Dir	2009/10 FCC	2010/11 Dir	2010/11 FCC	2011/12 Dir	2011/12 FCC
Quarter 1	1.76	2.42	2.27	2.27	2.45	2.27
Quarter 2	2.33	2.33	2.27	2.19	2.86	2.17
Quarter 3	2.87	3.03	2.69	2.87	3.27	2.89
Quarter 4	3.16	3.04	3.24	3.03	3.77	3.21
Whole Year	10.15	10.83	10.48	10.36	12.36	10.54

Levels of absence have increased slightly for the whole Directorate during the quarter when compared with Quarter 4 2010/11 - from 3.24 days lost per full time equivalent (FTE) to 3.77 days lost per FTE. However, four of the six service areas have exceeded the corporate target of 10 days per FTE, with Regeneration reporting 5.17 days lost per FTE, Planning 7.04 days lost per FTE, Management Support & Performance 7.3 days lost per FTE and Assets & Transportation reporting 8.45 days lost per FTE. Positive interventions are scheduled to continue, and it is anticipated that these services will maintain or see an improved position in the coming year.

The absence rate for Streetscene has seen a slight increase from 4.35 days per full time equivalent in Quarter 3 to 4.36 days per full time equivalent in Quarter 4. The absence level in this service area continues to be a priority for the Directorate and a focussed, targeted approach is being undertaken with HR supporting Supervisors to progress cases to the formal stages of the attendance management policy. Supervisors have also attended an attendance management workshop and individual coaching of managers/team leaders has taken place in relation to specific attendance cases.

DMT continue to monitor attendance on a quarterly basis and identify services areas where Departmental Attendance Reviews will be conducted.

- 3.25 Within **Lifelong Learning**, the levels of absence have seen a decrease in the number of days lost by just over half a day per FTE (0.51) 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	2.76	2.27
Quarter 2	2.93	2.33	2.50	2.19	2.33	2.17
Quarter 3	3.40	3.03	3.26	2.87	2.78	2.89
Quarter 4	3.06	3.04	3.02	3.03	3.25	3.21
Whole Year	11.9	10.83	11.29	10.36	11.13	10.54

The Quarter 4 absence figures for Lifelong Learning show an increase of 0.47 days lost per FTE to 3.25, this is a disappointing increase from Quarter 3 when the absence figure was 2.78 days lost per FTE.

There has been a continuing focus within the Directorate and all service areas on attendance management. Particular focus has been within Facilities where absence within cleaning and catering areas is a known area for high absences, the absence rate in Development and Resourcing in Quarter 4 is at a high of over 4.69 days lost per FTE compared to low of 3.34 days lost per FTE in Quarter 2. There is however a continued improvement within the Culture and Leisure service with 1.92 days lost per FTE in Quarter 4 compared to 2.49 days lost per FTE in Quarter 1.

Monthly trigger reports detailing the number of occurrences of absence and the reasons for absence are circulated to managers. Meetings attended by management with support from HR to emphasise the need for return to work interviews, capability one meetings, and the timely return of return to work data are held on a monthly or quarterly basis within each service area as required. There has been a focus on moving to Capability two meetings in the cases where there is persistent recurring absence. This increase in the last quarter will be addressed through the DMT meetings with a proposal to request managers to formally report against these absences on a quarterly basis.

- 3.26 Within **Schools**, the levels of absence remain fairly consistent with last year and showing a decrease in the third quarter. Schools absence continues to show a downward trend over recent years and the number of days lost remains lower than the organisation as a whole. The level of absence 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	1.8	2.27
Quarter 2	1.35	2.33	1.19	2.19	1.22	2.17
Quarter 3	2.38	3.03	2.44	2.87	2.2	2.89
Quarter 4	2.46	3.04	2.74	3.03	2.75	3.21
Whole Year	8.10	10.83	8.17	10.36	7.96	10.54

4.00 RECOMMENDATIONS

- 4.01 Members note Workforce Information Report for the fourth quarter / Whole year 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

Available in Members' Services

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

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **REVIEW OF OPTIONS: YSGOL RHES Y CAE**

1.00 PURPOSE OF REPORT

To seek approval from the Cabinet for Officers to renew consultation with relevant groups on options for the future of Ysgol Rhes y Cae.

2.00 BACKGROUND

2.01 The County Council's Executive approved the implementation of the School Modernisation Strategy in October 2009, which set out criteria for the review of Flintshire Schools. The strategy recommends a review if the school has more than 25% surplus places and has fewer than 15 pupils in Key Stage One and/or fewer than twenty pupils in Key Stage Two, over a period of 3 years in succession.

2.02 Ysgol Rhes y Cae meets with these criteria in having a surplus of 80% (the highest in Flintshire) and a total of 9 pupils.

2.03 A report seeking approval for officers to review the school and consult on options was submitted and approved on 21st September 2010.

2.04 An initial three meetings were held with Staff, Governors and Parents of pupils in early October, followed by a more formal consultation meeting and presentation to Parents, Governors, Staff and representatives of the wider community. Feedback from the meeting was recorded, and written responses were agreed at the meeting to be returned to the Authority by the 8th November. All of the written responses, and the notes of the consultation were made available to members in the members' library.

2.05 It is a requirement that any options put forward for consultation should be realistic and that unrealistic expectations should not be raised. A practical guide to managing School Reorganisation in Welsh Local Authorities (2010) states that if there is a preferred option, this should be clearly identified so as to enable consultees to focus on it, taking care to avoid an impression that the Council has decided the outcome in advance. It also states that if a clear preferred option seems to be

the only sensible way forward, it is unwise to float unfeasible possibilities, simply to avoid the appearance of prejudging the outcome.

2.06 Four options were put forward to initiate discussion are as follows:
follows:

1. No Change
2. Possible amalgamation with another school
3. Possible federation with other school/s
4. Possible closure of the school and the integration of pupils into neighbouring schools

Option 1 is not sustainable and the reasons are due to low pupil numbers, the consequent costs involved, and issues relating to the quality of educational provision at the school.

Option 2 would involve technical merger with another neighbouring school, and the establishment of a single school on a split site, with one Headteacher, one Governing Body and one budget.

There would be issues with the management of a small rural school on a split site, and the budget would be reduced due to the loss of an element of small schools protection.

There would be some saving, but this would be confined to the salary of one Headteacher, as the other functions of the school in terms of local management, administrative work etc. would remain the same. Infrastructure costs would be unchanged.

Option 3 relates to the establishment of a Federation with another school. Federation is an arrangement that is proposed by Governing Bodies of schools agree to dissolve their existing Governing Bodies and to establish a new body which would govern the federation. The Local Authority would be a consultee in the event of such a proposal being put forward.

In a Federation, the schools would share a Headteacher, but would retain their budget, although the new governing body could decide to pool the budget if they felt that it was appropriate to do so.

A Federation established with Ysgol Rhes y Cae would not address the central issue of low pupil numbers, and the consequent levels of surplus places.

No proposal for federation has been received at any stage in the review process from the Governing Body.

Option 4 would require careful consultation and engagement with parents and staff to appropriately manage a move to another

appropriate school. In terms of ensuring continuity of provision and efficiencies in terms of resources, this is the preferred option.

2.07 As the Authority is unable to propose a federation, any proposal to establish a federation would need to come from the Governing Bodies of the prospective Federation. No proposal has come forward during the extended period of review for a federation from the Governing Body.

3.00 CONSIDERATIONS

3.01 The review has been initiated due to low pupil numbers, high costs per pupil and concerns over the educational experience of learners. As the School is a controlled school, close liaison with the Church in Wales Diocesan Director of Lifelong Learning has been maintained. The number of children admitted to the school continues to depend on the preference expressed by parents.

3.02 As the original consultations were carried out in October 2010, it is reasonable to require a new consultation process.

3.03 Key issues for consideration by elected members include:

- the effect on the standard of education to be provided in the area including provision for pupils with additional learning needs, delivery of the Foundation Phase and the 14-19 Transformation Programme (Educational Impact Assessment);
- the need for the particular type of provision that is proposed, for example the level of parental demand for Welsh medium education or impact on the proportion of places in faith schools in the area (Demography and Demand Assessment);
- the effect on compliance with equality legislation such as the Disability Discrimination Act 2002 and the Sex Discrimination Act 1975, and the Welsh Assembly Government's strategy for tackling child poverty (Equalities Impact Assessment);
- the effect on accessibility to schools, particularly in rural areas and on the journey times to school (Sustainability Assessment);
- the effect on the Welsh language, its maintenance in the community and the extent to which proposals would contribute to the aims of Iaith Pawb (Welsh Language Impact Assessment);
- whether the proposal includes additional community focused facilities or with the impact on the local community

- and on social cohesion (Community Impact Assessment);
- the views of those most directly affected, such as children, young people, parents, staff, governors and other schools or providers in the area;
- whether the proposal contributes towards achieving the County Council's agreed strategy for making all its school buildings fit for purpose; and
- the cost-effectiveness of proposals and whether adequate financial resources are available to implement them.

3.04 Educational Impact Assessment:

The latest Estyn inspection in 2008 resulted in the school receiving six grade threes and one grade two against key questions. Grade two is good features with no important shortcomings. Grade three is good features outweigh shortcomings.

In July 2010 the school was placed on Stage 3 (this is a school with weaknesses in important areas, and a school in need of an increased level of support to address specific issues) of Flintshire's Monitoring, Challenge, Support and Intervention Policy. This procedure had led to a monitoring visit to the school by the Principal Primary Officer of Flintshire County Council and two Senior Learning Advisors. The report produced following the visit on the 10th June 2010 indicates the following: -

"As standards and quality of teaching remain a concern, in particular KS2, the school has been placed at Stage 3 of the Monitoring, Challenge and Support Policy".

In August 2011 due to ongoing concerns the school was placed on Stage 4. A school at Stage 4 is one in need of significant improvement.

Recent Estyn inspections of neighbouring schools show the following for the 7 key questions:

Rhosesmor Rhos Helyg - 7 grade 2 outcomes.

Lixwm - 7 grade 2 outcomes.

Brynford - 7 grade 2 outcomes.

Alternative schools also have facilities for before and after school care.

3.05 Demography and Demand Assessment:

The pupil numbers at the school are 7 full-time with 2 children in the nursery. One pupil is presently in Year 6 and will leave the school

at the end of the academic year.

The capacity of the school is for 45 pupils, and the present surplus is 36, therefore 80%. Current 2012 admissions data indicate that there will be 8 full-time pupils with no pupils in the Nursery being admitted resulting in 37 surplus places (82%) from September 2012.

3.06 Equalities Assessment:

Access to alternative provision would not be affected by a proposed closure. Other schools have sufficient capacity, and specialist provision is available at other schools for pupils with special or specific needs.

3.07 Sustainability Assessment:

The attached map shows the current home locations of registered pupils. Although some live close enough to walk to school, many more travel by car. Some pass schools nearer to their homes.

In the event of a school closure, there would be consequent savings both in financial and energy terms, and alternative schools already have sufficient space without the need for any further cost or increase in the use of energy.

It is not possible to predict which alternative school would be preferred by parents, but given the number of local suitable schools with surplus places, it is not expected that either distances travelled or journey times for pupils would be increased significantly.

3.08 Welsh Language Impact:

Ysgol Rhes y Cae provides Welsh medium education in accordance with the Welsh National Curriculum. All other schools in Flintshire are required to provide this prescribed level of Welsh medium education.

3.09 Community Impact Assessment:

Rhes y Cae has a Community Hall which should be able to continue to provide a Community focus for non-school activities. The school accommodation is used principally for teaching purposes.

3.10 Consultation Assessment:

The issues raised at the meetings in October 2010 included the following:

Option 2 would involve the technical merger with another neighbouring school and the establishment of a single school on a split site, with one Headteacher, one Governing Body and one budget. There would be issues with the management of a rural school on a split site, and the budget would be reduced due to the loss of an element of small schools protection. There would be some saving, but this would be confined to the salary of one Headteacher, as the other functions of the school in terms of local management,

administrative work etc. would remain the same.

Option 3 would involve the proposal of a governing body/ies of neighbouring school/s to form a federation. In this arrangement, one Headteacher would provide the leadership and management of the schools in the federation. However, the individual governing bodies and separate budgets could be retained in the federation, and decisions would be made by the Governors as to how the budgets were delegated.

Option 4 would involve the closure of the school and integration of the children into other local schools. An analysis of the local schools and the location of the home addresses of pupils indicated that pupils came from a wide area where some pupils were travelling past schools nearer to their homes. A map showing the distribution of pupils and local schools is included as **Appendix 1**.

Responses at the meeting included the following:

- that parents were happy with the education that was provided by the school, and that the school played an important role in the community;
- that the school was a welcoming environment for the children, and that the small classes were advantageous to the children. There were several consultees, who stated that the community would suffer if the school closed;
- some parents stated that the access to the school from the locality was good, and that some children were able to walk to school, and that this would not be possible if the school was to close. Some consultees felt that the area could increase in terms of residential development, and that this would have a positive effect on the numbers who would attend the school;
- change in staffing was cited by some as a reason for the decline in numbers, and that after a time, parents would again send their children to the school as opposed to the current trend for parents to express a preference for other schools in the area;
- references were made to the Estyn inspection (2008) which highlighted the role of the school in the community and the value for money aspect of the school.

Written responses to the consultation include:

- mixed age classes being beneficial, and the greater attention that children receive from parents due to the numbers involved;

- the adoption of the foundation phase, and the ability of the school to remain within its budget;
- that the school building is in the ownership of the Church, and that no capital receipt would be available to the Council;
- that the school was one of the first to receive the Eco flag award;
- that the savings made from the closure of the school would be a small % of the total education budget.

Many consultees felt that the consultation had not fully explored alternative options to closure, and that the closure was made out to be the only viable option. No specific alternative proposals on amalgamation, federation or other options have been received by the Authority.

A copy of the review timeline handed to consultees is attached as **Appendix 2**.

Responses to the points made above

Although many of the consultees supported the concept of a small school, there are many positive features of a larger school. These include the larger teaching groups that avoid the teaching of four year groups together. Larger groups allow for increased social and educational interaction between pupils.

All schools were required to introduce the foundation phase,

Any perception about increases in population of the village are not backed by the Local Development Plan.

References made in Estyn inspection reports to 'value for money' refer to the management of the delegated budget by the school. The judgement does not refer to the comparison of value for money with other schools.

Comment was made in the feedback from the consultation in relation to the options put forward, and that the consultation tended to assume that closure of the school was the only viable option. The four options put forward were to initiate discussion, and each was discussed in turn. Each option was assessed in terms of the potential to increase the pupils numbers, which is the focus for the review. Neither Amalgamation nor Federation would address the issue of pupil numbers, and the consequent issues of costs.

The surrounding schools have surplus places that are more than adequate to absorb pupil numbers if the decision was made to close Ysgol Rhes y Cae These are:

Caerwys - 30 places (Church in Wales Aided)
Rhosesmor Rhos Helyg - 31 places (Community)
Nannerch - 36 places (Controlled)
Lixwm - 7 places (Community)
Brynford - 10 places (Community)

3.11 Asset Management Assessment:

Although the school is Controlled, the Local Authority retains the obligation to maintain and repair the building, and to be responsible for any liabilities associated with the School.

In the event of closure, the building would revert to the ownership of the Church in Wales.

3.12 Financial Assessment:

From the latest Section 52 statement of the Council's budget, the average annual cost for a pupil in Rhes y Cae is £14,029 as opposed to the Flintshire average of £3,139.

Financial implications are set out at 5.01.

4.00 RECOMMENDATIONS

That members approve consultation relating to the options outlined with a clear preferred option to propose the closure of the school in accordance with the statutory process.

5.00 FINANCIAL IMPLICATIONS

5.01 The estimated savings from a proposed closure of the school would be £119,328 per annum.

5.02 Teaching staff would have their salary protected for a period of three years if there are staffing redeployments that result in a post being offered in another school of lower salary. If redundancies occur as a result of proposals, the relevant policies for teaching and non-teaching staff in Flintshire schools would be operated.

6.00 ANTI POVERTY IMPACT

6.01 The reorganisation of schools is subject to the policies relating to transport and other benefits available to parents.

7.00 ENVIRONMENTAL IMPACT

7.01 Local schools are available in the area. Some pupils travel past other schools to Rhes y Cae at present.

8.00 EQUALITIES IMPACT

8.01 The proposed reorganisation will not have a negative impact on the educational opportunities available to children in the area.

9.00 PERSONNEL IMPLICATIONS

9.01 In the event of school closure, staff will be redeployed to other schools as a first option. If redundancy can not be avoided, the relevant Flintshire policy will be used.

10.00 CONSULTATION REQUIRED

10.01 A statutory period of two months will be provided to consultees to lodge formal objection to the proposal.

11.00 CONSULTATION UNDERTAKEN

11.01 Three initial meetings held with the relevant groups of Parents, Staff and Governors of the School, followed by a formal consultation meeting with Parents Staff Governors and representatives of the local community.

12.00 APPENDICES

Appendix 1 – Map

Appendix 2 – Copy of the consultation documentation handed to consultees

Appendix 3 – Financial Implications

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

None

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Email: tom.davies@flintshire.gov.uk

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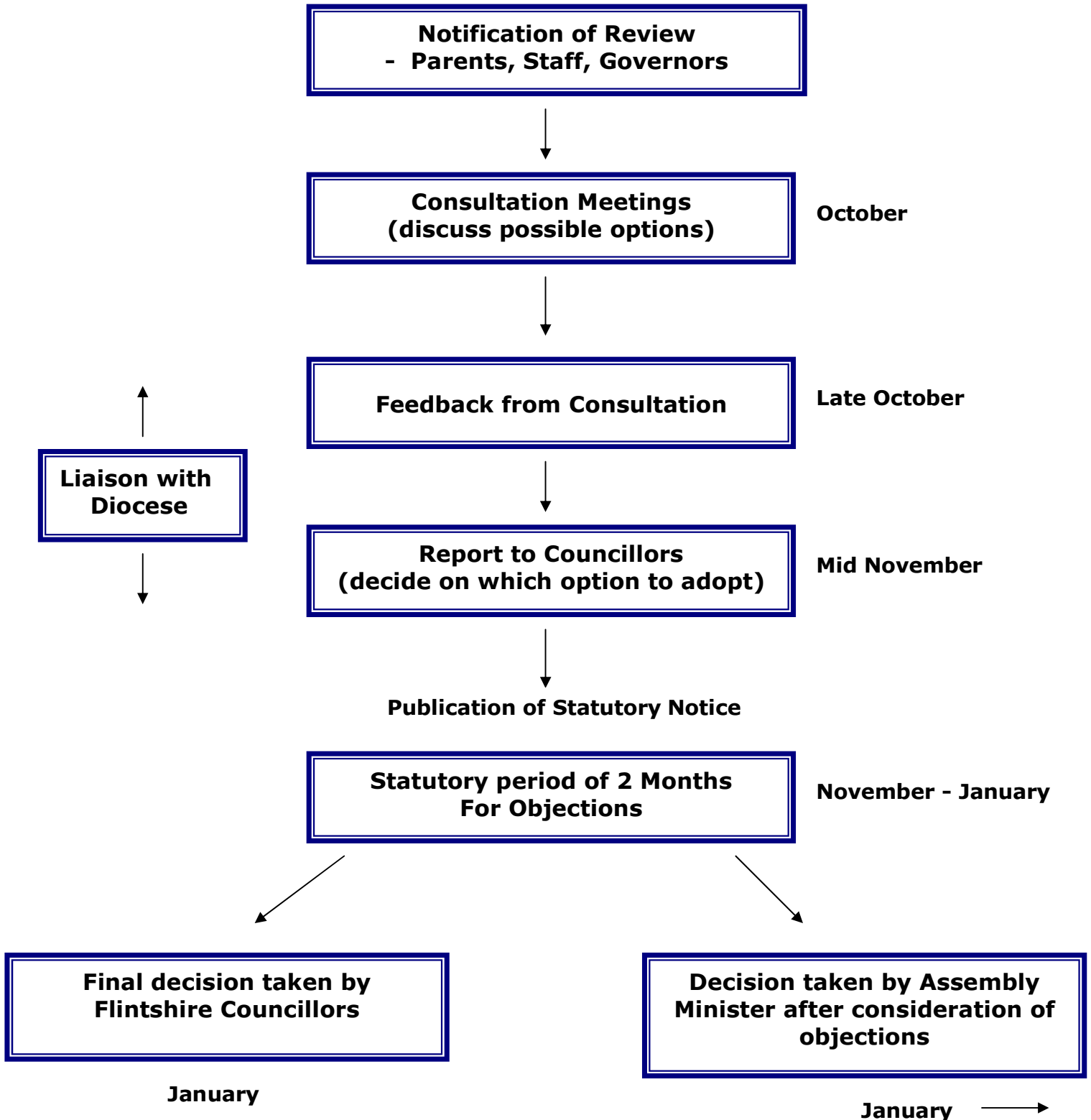



Key: Blue = Schools
Green = Pupils

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School Review – Rhesycae

Timeline of Events






School Modernisation Strategy


Review of Rhesycae School

Consultation: October 2010



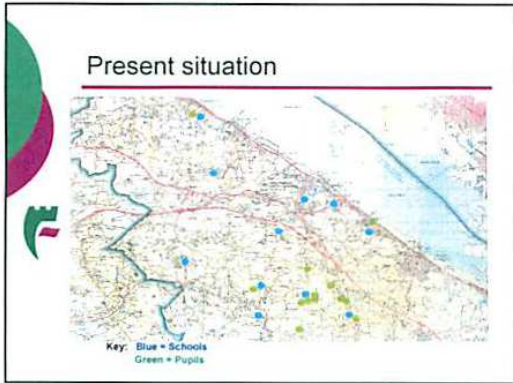
The rationale for review

- ❑ School modernisation strategy agreed by Flintshire Council in 2009
- ❑ Review of schools which have significant surplus places and have fewer than 15 in KS1 and/or 20 in KS2 over a period of 3 years in succession



The present situation

- ❑ Currently 17 f/t pupils on role (4 in year 6)
- ❑ Costs per pupil are £7635 per annum (Flintshire average is £3200)
- ❑ Current Surplus places are 72%



-
- Options for consideration**
- Do nothing
 - Consider amalgamation with another school
 - Consider federation with another school
 - Consider closing the school and accommodating the children in other schools


Consideration of the possible options

Do nothing – the present is not sustainable

Amalgamation – this would not increase the numbers on role at the school


Federation – this would not address the numbers on role or the cost issues as above

Closure – obvious issues associated with a loss of the school



The future

- ❑ *What could be done to address the issues if Rhesycae school was to close?*
- ❑ A need to ensure that the alternative education provision is of a high standard and of the ethos requested by parents
- ❑ Support for parents in selecting alternative schools
- ❑ Minimising disruption through integration of pupils into a new school at the end of the summer term
- ❑ Providing transport under the County policy
- ❑ Support for members of staff



The next steps

- ❑ Two weeks for any written response to the consultation to be returned to the Authority
- ❑ Report to the Executive Board of the Council for their decision on which option is to be implemented (mid November)
- ❑ Statutory notices published for formal objections to a proposal (two month period, ending in mid January)
- ❑ If objections are lodged, final decision taken by the Minister at the Welsh Assembly

Rhesycae School

**CONSULTATION MEETING
MONDAY, 18TH OCTOBER 2010**

In accordance with the policy of the County Council, the school is subject to review.

Your views are important and will be taken into consideration by members of the Executive Board of the Council before they decide on the next steps.

You can make your views known at the meeting or by returning this sheet with your comments: -

Name

Address

.....

.....

Parent/Governor/Staff member (please delete as appropriate)

Your comments relating to the consultation:

.....
.....
.....
.....
.....

Please continue on the back of the form if necessary.

Send your completed forms by Monday, 1st November 2010 to:

**Tom Davies
Lifelong Learning Directorate
County Hall
Mold
CH7 6ND**

OR leave at the school with the Headteacher for return.

RHES Y CAE 351 FORMULA SAVINGS

BUDGET 2012 2013

ELEMENT Amount
£

LUMP SUMS

Teacher Staffing	38335	
Small School Protection	52822	
Nursery Nurse Top Up	7959	
Mid Day Supervisor Top Up	1658	
Improvement Grant	2100	
Ancillary Staff	3016	
School Meals Admin	1217	
Supply	585	
Additional Delegations	1429	
		109121

PREMISES RELATED

Rates	1592	
Energy	2175	
Water	110	
Grounds Maintenance	516	
Refuse Collection	52	
Caretaking and Cleaning	5082	
Repairs and Maintenance	680	
		10207

Total Potential Savings		<u><u>119328</u></u>
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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **AMALGAMATION OF SHOTTON INFANTS AND SHOTTON TALIESIN JUNIOR SCHOOL**

1.00 PURPOSE OF REPORT

To seek the approval of the Cabinet for Officers to carry out a series of consultations relating to the proposed amalgamation of Shotton Infant and Taliesin Junior Schools.

2.00 BACKGROUND

2.01 In accordance with the Flintshire County Council policy for amalgamating Infant and Junior Schools whenever appropriate, officers have liaised with the Headteachers and Chairs of the respective Governing Bodies to discuss the proposal to amalgamate the two schools to provide an all-through Primary School, on the site of the present Ysgol Taliesin. The submission of a bid to replace the existing schools partly funded the School Buildings Improvement Grant (S.B.I.G.) with a new school building was approved by the Welsh Assembly in 2010.

2.02 Subsequent meetings with the full Governing bodies of the schools and with Staff indicated that there was general support for an amalgamation of the Infant and Junior Schools to form a through Primary school.

2.03 Consultations with the relevant groups of Parents, Governors and Staff need to be carried out in preparation for the statutory process of publication of a notice of proposal to amalgamate the two schools.

2.04 This proposal could appropriately be effected by September 2014 as only one Head teacher would be in post.

3.00 CONSIDERATIONS

3.04 Members approved the policy for considering the amalgamation of Infant and Junior schools when appropriate, at their meeting on the 16th September 2009

3.02 The proposed amalgamation would provide for a single Headteacher

to manage the all-through Primary School, providing one ethos and vision for both Key Stage One and Key Stage Two. The proposed new School would be managed by one Governing Body.

3.03 Establishing a new school is subject to the process of adequate consultation with the relevant groups, and the subsequent publication of a statutory notice, where any objection to the proposal may be lodged over a two month period.

3.04 In the event of formal (written) objections, the matter will be determined by the Welsh Assembly Minister for Children, Education, Lifelong Learning and Skills (DCELLS). When no formal objections have been received in this period, the Council may determine the matter locally.

4.00 RECOMMENDATIONS

That Members approve a period of consultation with Staff, Governors and Parents of both Shotton Infant and Taliesin Junior Schools in relation to the proposed amalgamation, the outcome of which will be related back to the Cabinet in a subsequent report.

5.00 FINANCIAL IMPLICATIONS

No implications at the stage of consultation.

6.00 ANTI POVERTY IMPACT

No implications at the stage of consultation.

7.00 ENVIRONMENTAL IMPACT

No implications at the stage of consultation.

8.00 EQUALITIES IMPACT

No implications at the stage of consultation.

9.00 PERSONNEL IMPLICATIONS

No implications at the stage of consultation.

10.00 CONSULTATION REQUIRED

There is a requirement for adequate consultations to be undertaken with the relevant groups prior to a decision to publish statutory proposals.

11.00 CONSULTATION UNDERTAKEN

Informal consultation with staff and Governors of the schools.

12.00 APPENDICES

None.

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

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Email: tom.davies@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 12 JUNE 2012**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **REPORT ON THE AMALGAMATION OF HAWARDEN
INFANTS AND RECTOR DREW VA JUNIOR SCHOOL**

1.00 **PURPOSE OF REPORT**

1.01 To seek the approval of the Cabinet for Officers to carry out a series of consultations relating to the proposed amalgamation of Hawarden Infant and Rector Drew Church in Wales Voluntary Aided Junior School.

2.00 **BACKGROUND**

2.01 Following the retirement of the Headteacher from Rector Drew Voluntary Aided school at Easter 2012, officers liaised with the Anglican Diocesan Director of Education, Headteacher of the Infant school and Chairs of the respective Governing Bodies to discuss the immediate interim arrangements for the management of the schools, and the proposal to consider the amalgamation of the two schools to provide an all-through Primary School, in accordance with the Flintshire County Council policy to amalgamate Infant and Junior schools whenever appropriate.

2.02 The schools presently have one permanent Headteacher based in the Infants School, who, with the agreement of Governors and the Diocesan Director also leads the Junior school on an interim basis.

2.03 Subsequent meetings with the full Governing bodies of the schools and with Staff indicated that there is general support for an amalgamation of the Infant and Junior Schools to form an all-through Church in Wales Voluntary Aided Primary school, which would occupy the existing accommodation.

2.04 The existing schools although in close proximity are currently separate buildings. Work has been identified to link the two schools, which would provide coherent primary accommodation.

2.05 The Governing Bodies want the Local Authority to consider proposals to reconfigure the school accommodation to link the existing buildings. Works necessary could be funded by prudential borrowing in

accordance with the Flintshire County process for unsupported borrowing. This would need a specific project plan and authorisation.

- 2.06** This proposal for amalgamation could be effected by January 2013 as only one Head teacher is in post. It has therefore been considered that this is an appropriate time to propose amalgamation, as the Governance and leadership of the proposed amalgamated school could be resolved in a timely manner.

3.00 CONSIDERATIONS

- 3.01** Members approved the policy for considering the amalgamation of Infant and Junior schools when appropriate, at their meeting on the 16th September 2009.

- 3.02** The proposed amalgamation would provide for a single Headteacher to manage the through Primary School, providing one ethos and vision for both Key Stage One and Key Stage Two. The proposed new School would be managed by one Governing Body.

- 3.03** Establishing a new school is subject to the process of adequate consultation with the relevant groups, and the subsequent publication of a statutory notice, where any objection to the proposal may be lodged over a two month period.

- 3.04** In the event of formal (written) objections, the matter will be determined by the Welsh Assembly Minister for Children, Education, Lifelong Learning and Skills (DCELLS). When no formal objections have been received in this period, the Council may determine the matter locally.

4.00 RECOMMENDATIONS

- 4.01** That members approve a period of consultation with Staff, Governors and Parents of both Hawarden Infant and Rector Drew Junior Schools in relation to the proposed amalgamation, the outcome of which will be related back to the Cabinet in a subsequent report.

5.00 FINANCIAL IMPLICATIONS

None at this consultation phase.

6.00 ANTI POVERTY IMPACT

None at this consultation phase.

7.00 ENVIRONMENTAL IMPACT

None at this consultation phase.

8.00 EQUALITIES IMPACT

None at the consultation phase.

9.00 PERSONNEL IMPLICATIONS

None at this consultation phase.

10.00 CONSULTATION REQUIRED

As required by WG guidance.

11.00 CONSULTATION UNDERTAKEN

Informal consultation with Governors, Diocesan Authority Senior staff and Governors.

12.00 APPENDICES

None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

Contact Officer: Tom Davies
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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 12 JUNE 2012**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING & CHIEF EXECUTIVE**

SUBJECT: **REPORT ON THE AMALGAMATION OF DEESIDE COLLEGE & YALE COLLEGE**

1.00 PURPOSE OF REPORT

To INFORM Cabinet of the response to the consultation over the proposed amalgamation of Deeside College and Yale College. The response was agreed by the Leader and Cabinet Member due to the need to respond by the deadline of 24 May 2012.

2.00 BACKGROUND

2.01 The Governing Bodies of the Further Education Corporations of Deeside College and Yale College have agreed to propose to the Welsh Assembly Government that the two colleges should merge. The Governing Bodies have issued a consultation document which sets out the context, rationale and anticipated benefits of the proposed merger. The document is intended to draw informed comment from key partners, learners, employees, employers and the local community. The Colleges are committed to being sensitive to matters raised during this process and will seek to reflect them in the merger proposal to be submitted to the Welsh Government.

2.02 Both Governing Bodies believe that the proposed merger will provide for a more comprehensive, flexible and responsive curriculum offering for the merged College with the potential to improve access and increase choice for a broader range of students at all levels, to improve progression routes and enable greater course viability. It is also intended that the resulting merged College will provide an enhanced curriculum offer in a more economical, cost effective and viable way than at present.

2.03 The Governing Bodies consider that the proposed merger provides an exciting opportunity to shape the future of education, training and skills in North East Wales. Both Governing Bodies believe that the proposed merger is in the best interests of all its stakeholders, including the staff and students of both colleges.

2.04 The Governing Bodies agree that a merger may best be achieved by

dissolving the existing Corporations and creating a new institution. There is a commitment within both colleges that the merger will be carried out in a collaborative spirit and take advantage of the strengths of all partners. The operative date would be 1st August 2013.

3.00 CONSIDERATIONS

The Colleges' Vision and Rationale for the Merger Proposal

- 3.01** The overarching aim of the proposed merger is to secure and further develop an excellent post-16 education, training and skills infrastructure in North East Wales in partnership with the 14-19 Networks of Denbighshire, Flintshire and Wrexham. In summary, the Governing Bodies believe that creating a new expanded College will:
- ensure excellence in teaching and learning, training and learner support;
 - ensure and further enhance learning opportunities and choice within a reasonable travel distance;
 - improve links with employers in Denbighshire, Flintshire and Wrexham building on the strength of existing relationships;
 - create a more strategic, stable and resilient Further Education sector in the areas covered;
 - create a more cost-effective and viable financial base and delivery model;
 - build a critical mass which is sustainable and capable of attracting further investment in the learning infrastructure; and
 - be responsive to the Welsh Government's vision and policies.

3.02 The Council's Observations

Whilst supportive of the principles underpinning the merger proposal, there are some key areas in which the Council will expect and need clarification and involvement as both a key partner to the college and as a 'champion' on behalf of learners. Key risks include:

Profile of the Merged College

- Corporation and local site governance arrangements must be effective and inclusive of local partners and communities including Flintshire County Council. Early engagement with partners on this is important.

Meeting Local Priorities

- Early involvement is needed to ensure that a combined college is fully focused on delivering local educational and economic priorities, including those set out in Council and Local Service Board Strategies. Flintshire County Council has a key involvement and interest in:
 - governance and priority setting;
 - joint planning on capital allocations to sites;

- investments in vocational and apprenticeship schemes in support of the regeneration strategy

Curriculum and Quality of Service

- The Colleges have a key role in delivering expansion in vocational and work related learning, working collaboratively with local employers and the local authority as an 'engine for growth' in employment and expansion of apprenticeships. Engagement with partners in development of a renewed programme to address current economic development needs is key to training, employment and community prosperity.

Linking with Partners

- The commitment to working in partnership with local 14-19 networks and Councils is welcome. More detailed joint working on local priorities including 14-19 transformational change, sixth form provision, and economic development would be welcome. Early discussion on localised curriculum delivery for post 16 learners and transport entitlement would be welcomed. Further discussion on strategies for growth of adult and community learning programmes would also be welcomed.

Resources and Facilities

- Additional joint planning needs to be undertaken on resource planning for local 14-19 educational transformation, including the specific commitments made in relation to tertiary/sixth form provision. This needs to include joint revenue and capital funding. The consultation document contains little information on efficiencies or capital investment proposals.

4.00 RECOMMENDATIONS

- 4.01** The response notes that the Council supports the principle of the merger of the two Colleges, however, there are also key risks to be addressed.

(A copy of the response is attached at Appendix 3)

5.00 FINANCIAL IMPLICATIONS

- 5.01** The two colleges are primarily funded through the Welsh Assembly Government and each generates additional income from tuition fees and a range of income generating training, consultancy and commercial trading activities.

- 5.02** The merger proposal provides for the creation of a financially robust College able to invest in providing an outstanding learning environment.

5.03 The merged College will maintain a policy of rigorous financial control. The financial strategy will ensure that the merged College provides the maximum educational value from its annual resources.

5.04 In preparing full proposals the colleges are required to undertake a full due diligence exercise and prepare a risk management framework to support strategic and financial planning. This will support the management of risk leading up to the merger and the implementation of the merger.

6.00 **ANTI POVERTY IMPACT**

6.01 There are no poverty implications directly arising from the report.

7.00 **ENVIRONMENTAL IMPACT**

7.01 The merged College would continue to operate on its existing sites, thereby ensuring continuity of academic, vocational and land based activities.

7.02 Providing a quality learning environment is a key aspect of achieving the aims and vision of the merged College. A review of the estate and premises will take place to identify the condition and efficient use of the facilities.

8.00 **EQUALITIES IMPACT**

8.01 Both colleges are committed to the principle of education provision within the community and the new merged College will continue to maintain and enhance the level of service currently provided within the community served by the two colleges. Local access to higher education will enhance opportunities for progression within Flintshire.

9.00 **PERSONNEL IMPLICATIONS**

9.01 The College Corporations intend that the merged College will build on the best employment practices of the two colleges and provide a rewarding and stimulating working environment for its employees. The professionalism and effectiveness of staff is central to the success of a merged College. The corporations commit that any changes to staffing structures that result from the merger will be designed to minimise disruption and maximise the quality of the learning experience for the learners.

9.02 The College Corporations intend that any merged College will honour its legal obligations to staff. The contracts of employment of staff transferring from Deeside and Yale Colleges would have effect as

originally made. Communication with staff and the recognised trade unions and full consultation will be undertaken before any changes are made.

10.00 CONSULTATION REQUIRED

10.01 Consultation is being undertaken by the Colleges' Governing Bodies

11.00 CONSULTATION UNDERTAKEN

11.01 The Council response is part of the Colleges' stakeholder consultation.

12.00 APPENDICES

12.01 **Appendix 1** – A copy of the College profiles for both Deeside and Yale.

Appendix 2 – A copy of the Twelve Commitments from the colleges.

Appendix 3 – A copy of the consultation response.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

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Appendix 1

College Profiles for Deeside and Yale College

Deeside College

Deeside College is a large further education college delivering full-time and part-time academic and vocational courses which mainly serves the area of North East Wales. The College offers provision in all learning areas and is the largest provider of land-based courses in Wales. Full-time course provision from pre entry level to level 3 for both vocational and academic courses, including Essential Skills and the Welsh Baccalaureate, is provided for approximately 3,500 students. Over 10,000 students are enrolled on part-time courses, which include a wide range of community courses and provision up to level 6 and customised training for employers. Employer engagement is an important part of the College's offer and includes a substantial Work Based Learning contract.

The College has an excellent quality profile and has a Category 'A' Financial Health categorisation and operates from four main sites and a number of community centres that are strategically placed across the areas served. The College employs over 850 staff in teaching and business support roles and has a turnover of £35 million.

Deeside College's mission is "Supporting learners to achieve their full potential in a positive environment, through dedicated and innovative professionals".

Yale College

Yale College is the main provider of tertiary education in Wrexham with approximately 3,500 full-time and 10,000 part-time students. There are two campuses, offering a curriculum ranging from pre entry through to higher level programmes. The College offers 40+ A/AS levels, 70+ vocational routes, work based vocational programmes, as well as Professional Development Programmes. Adult and Community Education is offered at Grove Park and at over 30 outreach centres. The College also provides pre-16 provision for approximately 650 learners as part of the Wrexham 14-19 curriculum offer. The College also leads on a sizable Work Based Learning contract as part of a consortium arrangement with other providers.

Yale College has developed core values clearly articulating the on-going commitment to ensuring that exceptional teaching and learning remains at the heart of college life. The College employs over 800 staff, has an annual turnover in excess of £25 million and a Category 'A' Financial Health categorisation.

The College's mission statement is to 'Provide all learners with the highest quality education and training, foster partnerships and contribute to the social and economic development of Wrexham and the wider community'.

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Appendix 2

The Twelve Commitments from the Colleges

As an integral part of the decision of Deeside College and Yale College Governing Bodies to merge, both have adopted 12 Commitments for the benefit of learners, staff and all other stakeholders. These have been shared with staff and are openly available.

Our Learners

1. We will ensure that any change during and after our merger has a positive impact on the learning experience and excellent levels of personal support provided to our learners.
2. We will promote to learners the new learning opportunities within an enhanced curriculum and will increase the number of bilingual learning opportunities.

Our Strategy & Vision

3. We will remain at the forefront of educational achievement and committed to excellence in all aspects of the College.
4. We will maintain a strong financial position, thus enabling significant investment to create sector leading learning environments for all learners in all settings.

Our Staff

5. We will manage change with a commitment to no compulsory redundancies, and ensuring that all staff are treated in accordance with TUPE; any change in terms and conditions will be by mutual agreement.
6. We will continue to act with integrity throughout any period of change ensuring all staff are treated honestly and fairly.

Our Community and Identity

7. We will ensure the continuation and further development of the Deeside College, Coleg Llysfasi, Northop College and Yale College identities (“brands”) within the new merged institution.
8. We will honour the merger commitments made to the Welsh College of Horticulture (2009) and Coleg Llysfasi (2010), including safeguarding the development and expansion of land based provision.
9. We will celebrate local community and identity, and Welsh language and culture across all campuses.

Our Partners

10. We will continue to develop links with our university partners, particularly Glyndŵr University.

11. We will work in close partnership with the Local Authorities in Denbighshire, Flintshire and Wrexham to secure equality of access to provision for all learners, particularly within local 14-19 partnerships with schools and other partners. We will also build strong links with our FE partner colleges in North West and Mid Wales.
12. We will work with employers to provide learning relevant to their needs with the aim of supporting economic and social development in the region.

Jo Tincello
Collaboration & Planning Officer
Yale College
Grove Park Road
Wrexham
LL12 7AB

LR/IB
06 June 2012
Liz Barron (PA)
01352 704010
01352 704040

Dear Jo,

Merger Between Deeside College and Yale College

Thank you for the consultation document on the proposed merger between Deeside College and Yale College.

The Council values the partnership that it enjoys with local further education providers. There is particularly positive local engagement between Deeside College and the Council on:

- curriculum design and delivery for 14-19 year olds;
- inclusion and wellbeing of learners;
- a coordinated approach to the national transformation programme;
- adult and community education;
- economic development; and
- local strategic planning.

Working in partnership, we trust that merger between the two colleges will provide opportunities to deliver enhanced opportunities for learners, including:

- enhanced curriculum choice within a reasonable travel distance;
- improved links with employers building on the strength of existing relationships;
- a more strategic, stable and resilient Further Education sector;
- a more cost effective and viable financial base and delivery model;
- a sustainable college capable of attracting further investment in the learning infrastructure; and
- an enhanced response to Welsh Government “imperatives” on “Transformation” and the Welsh Language.

There are some key areas in which the Council will expect and need clarification and involvement as both a key partner to the college and as a 'champion' on behalf of local learners. Key risks include:

Profile of the Merged College

Corporation and local site governance arrangements must be effective and inclusive of local partners and communities including Flintshire County Council. Early engagement with partners on this is important.

Meeting Local Priorities

Early involvement is needed to ensure that a combined college is fully focused on delivering local educational and economic priorities, including those set out in Council and Local Service Board Strategies. Flintshire County Council has a key involvement and interest in:

- governance and priority setting;
- joint planning on capital allocations to sites;
- investments in vocational and apprenticeship schemes in support of community regeneration.

Curriculum and Quality of Service

The Colleges have a key role in delivering expansion in vocational and work related learning, working collaboratively with local employers and the local authority as an 'engine for growth' in employment and expansion of apprenticeships. Engagement with partners in development of a renewed programme to address current economic development needs is key to training, employment and community prosperity.

Linking with Partners

The commitment to working in partnership with local 14-19 networks and Councils is welcome. More detailed joint working on local priorities including 14-19 transformational change, sixth form provision, and economic development would be welcome. Early discussion on localised curriculum delivery for post 16 learners and transport entitlement would be welcomed. Further discussion on strategies for the growth of adult and community learning programmes would also be welcomed.

Resources and Facilities

Additional joint planning needs to be undertaken on resource planning for local 14-19 educational transformation, including the specific commitments made in relation to tertiary/sixth form provision. This needs to include joint revenue and capital funding. The consultation document contains little information on efficiencies or capital investment proposals.

Whilst supportive of the principles underpinning the merger proposal, we also look forward to working with you in resolving risk issues and to securing enhanced opportunities for local learners.

Yours sincerely,



Leader



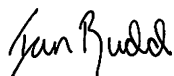
Chief Executive

Chris Bithell

Cabinet Member for Education

Peter MacFarlane

**Cabinet Member for Economic
Development & Leisure**



Director of Lifelong Learning

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FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET
DATE: 12 JUNE 2012
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".
- 2.02 The delegated decisions overleaf were taken by the Director/Head of Service in conjunction with the relevant Executive Members under the previous Council.

3.00 RECOMMENDATION

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

4.00 FINANCIAL IMPLICATIONS

4.01 As detailed in each report.

5.00 ANTI-POVERTY IMPACT

5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT

6.01 As detailed in each report.

7.00 EQUALITIES IMPACT

7.01 As detailed in each report.

8.00 PERSONNEL IMPLICATIONS

8.01 As detailed in each report

9.00 CONSULTATION REQUIRED

9.01 Not applicable

10.00 CONSULTATION UNDERTAKEN

10.01 Not applicable

11.00 APPENDICES

11.01 Summary of Decisions taken under Delegated Powers.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background documents: See individual report.

Contact Officer: Detailed on the individual reports.

APPENDIX 1

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Directorate

Subject

Corporate

Merger of the North East Wales and North Wales Central jurisdictions into a single coronership for Flintshire, Wrexham, Denbighshire and Conwy.

Amendment to Internal Audit staffing structure – increase the establishment by 0.3 FTE.

Amendment to Corporate Finance staffing structure – following a request from the postholder, reduction of Insurance Advisor post from 1 FTE to 0.6 FTE (saving of £17,020p.a).

Write Offs for February and March 2012.

Creation of a temporary post – Programme Manager – Welfare Reform for 12 months. The position will be offered as a secondment opportunity.

Environment

Changes to fees and charges – Public Protection (Pest Control) 2012/13. Amendment to 2012/13 fee to £39.98 following an incorrect fee listed in 2011/12 of £32.35 when it was £38.82.

Proposed puffin crossing B5126, Mold Road, Connah's Quay. One unresolved objection – recommended to be overruled.

Proposed dedication of council owned land as a public footpath in the vicinity of Flint Point, Flint.

Community Services

Social care charges for adults – uplifted using the formula previously agreed by the Executive.

Domiciliary & day care rates (including direct payments).

Care fee rates – Flintshire, Denbighshire and Wrexham Councils, together with care home owners and Care Forum Wales have developed a North-East Wales Methodology to inform the calculation of fair fees. Rates have been set using that methodology.

The joining of two properties (27 & 29) Strand Walk into one property for one family with a disabled child.

Letting of vacant warden Pproperty at 1 Glan y Morfa Court to Age Concern who wish to lease the property for 10 years at an agreed annual rent.

Disposal of Canton Depot, Bagillt, Holywell which has been declared surplus to requirements.

Lifelong Learning

Library Fees and Charges – Proposed Amendments 2012-13.

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

**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY
JUNE 2012 TO NOVEMBER 2012**

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
June					
Corporate Resources Overview & Scrutiny Committee	11 June 2012	Human Resources and Organisational Development	People Strategy To update Scrutiny Members on the delivery of the People Strategy		
Corporate Resources Overview & Scrutiny Committee	11 June 2012	Human Resources and Organisational Development	Single Status To receive an update against the progress plan.		
Corporate Resources Overview & Scrutiny Committee	11 June 2012	Finance	Revenue Budget Monitoring 2011/12 (Month 11) To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2011/12.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	12 June 2012	Chief Executive's	2011/12 Q4 and Year end Service Performance Reports and Overview To note and consider year end progress in 2011/12 against Service Performance reports.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Chief Executive's	Changes to the National Performance Measurement Framework 2012/13 To advise Members of the change to the National Performance Measurement Framework for 2012/13	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Finance	Revenue Budget Monitoring 2011/12 (Month 11) To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2011/12.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	12 June 2012	Finance	Business Rates - Write Off To request authorisation to write off a single business rates debt.	Operational	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	12 June 2012	Human Resources and Organisational Development	Single Status To receive an update.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Human Resources and Organisational Development	Workforce Information Quarter 4 To provide Executive Members with an update for the fourth quarter of 2011/12 and for the whole year 2011/12.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Human Resources and Organisational Development	People Strategy To update Cabinet Members on the delivery of the People Strategy	Strategic	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Human Resources and Organisational Development	MASS Quarter 4 To provide an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.	Operational	Cabinet Member for Corporate Management
Cabinet	12 June 2012	Environment	Flint Masterplan To consider and approve the Flint Masterplan	Strategic	Executive Member for Regeneration and Tourism

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	12 June 2012	Environment	Communities First Futures To advise the Executive of the implication of a reduced Communities First Programme. To ask the Executive to consider the available options for the future Communities First programme.	Operational	Executive Member for Regeneration and Tourism
Cabinet	12 June 2012	Lifelong Learning	Review of Options - Ysgol Rhos y Cae Primary School Organisation	Operational	Cabinet Member for Education
Cabinet	12 June 2012	Lifelong Learning	Secondary School Organisation Secondary School Organisation	Strategic	Cabinet Member for Education
Cabinet	12 June 2012	Lifelong Learning	Report on the Amalgamation of Hawarden Infants and Rector Drew VA Junior School Proposed Amalgamation - Hawarden Infant and Rector Drew Junior Schools	Operational	Cabinet Member for Education

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	12 June 2012	Lifelong Learning	Amalgamation of Shotton Infants and Shotton Taliesin Junior School To seek the approval of the Cabinet to carry out a series of consultations relating the proposed amalgamations of Shotton Infants and Shotton Taliesin Juniors.	Operational	Cabinet Member for Education
Cabinet	12 June 2012	Lifelong Learning	Report on the Amalgamation of Deeside College & Yale College To respond formally to the consultation over the proposed amalgamation of Deeside College with Yale College.	Operational	Cabinet Member for Education
Cabinet	12 June 2012	Community Services	Flint Maisonettes To approve the plans for the first phase of demolition.	Strategic	Cabinet Member for Housing
Cabinet	12 June 2012	Community Services	Mental Health Measure To approve the Council's response to the Mental Health Measure.	Strategic	Cabinet Member for Social Services

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	13 June 2012	Environment	Winter Maintenance To consider the success of the new Winter Maintenance Policy following the winter period of 2011/12		
Environment Overview & Scrutiny Committee	13 June 2012	Environment	Rural Development Plan To receive regular quarterly updates on the progress of each of the projects within Axis 3 and 4, with particular consideration to any downturns in progress. (To include information relating to convergence/competitive funding streams as requested by Cllr Heesom)		
Flintshire County Council	19 June 2012	Chief Executive's	Improvement Plan 2012/13 To endorse the priorities, objectives and outcomes within the 2012/13 plan		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 June 2012	Finance	<p>Operational Audit Plan & Recommendation Tracking To inform Members of progress against the operational plans for 2011/12 and 2012/13. The plans are attached (Appendices A and B). The results of the current recommendation tracking since the previous Audit Committee are also attached (Appendices C and D).</p>		
Audit Committee	25 June 2012	Finance	<p>Final Reports & Performance Indicators To inform Members of final reports issued since the last Audit Committee (Appendix A) and of Internal Audits and Directorates performance against targets for issuing and responding to reports (Appendices B and C).</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 June 2012	Finance	Investigations Progress Report To outline ongoing proactive counter fraud work and reactive investigative work currently being carried out.		
Audit Committee	25 June 2012	Finance	Internal Audit Annual Report To inform Members of the outcome of all audit work carried out during 2011/12 and to give an opinion on the standard of risk management, governance and internal control within the Council.		
Audit Committee	25 June 2012	Finance	WAO Regulatory Programme To report for acceptance the proposed Regulatory Programme for Performance Audit Plan of the Wales Audit Office (WAO)		
Audit Committee	25 June 2012	Finance	Report on Internal Audit (WAO) To inform the Committee of the results of the WAO assessment of Internal Audit.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 June 2012	Finance	Risk Management Update To receive an update on Risk Management matters.		
Audit Committee	25 June 2012	Finance	Financial Procedure Rules To present recommendations to update the Council's Financial Procedure Rules.		
Audit Committee	25 June 2012	Finance	LG Measure Update To receive the outcome of the Welsh Government response on the LG Measure in relation to the Audit Committee.		
Audit Committee	25 June 2012	Finance	Treasury Management Update and Annual Report 2011/12 To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2011/12 and 2012/13 to the end of May.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Housing Overview & Scrutiny Committee	27 June 2012	Overview and Scrutiny	Quarter 4 Performance Report To consider quarter 4 performance outturns for improvement targets.		
July					
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Capital Programme 2011/12 (Outturn) To provide Members with the capital programme outturn information for 2011/12.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Revenue Budget Monitoring 2011/12 (Outturn) To inform Members of the Council Fund and the Housing Revenue Account Outturn for 2011/12 (subject to audit) and the impact on the respective level of reserves as at 31st March 2012.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 2) To provide Members with the revenue budget monitoring information at Month 2 for the Council Fund and the Housing Revenue Account in 2012/13.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	Workforce Information Quarter 4 To provide Scrutiny Members with an update for the fourth quarter of 2011/12 and for the whole year 2011/12.		
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	MASS Quarter 4 To provide Scrutiny Members with an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	5 July 2012	Human Resources and Organisational Development	Early Retirement Summary - January -March 2012 To provide Scrutiny Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council		
Cabinet	10 July 2012	Chief Executive's	Council (Governance Plan) Review To receive and endorse the Council (Governance) Plan following annual review	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Regional Collaboration To review progress against the portfolio of collaborative projects adopted regionally.	Strategic	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Chief Executive's	2011/12 Performance Review and 2012/13 Priorities To note and consider year end progress in 2011/12 against 1) improvement targets, 2) outcome agreement and 3) Strategic Assessment of Risks and Challenges (SARC); and to review and reset 2012/13 improvement priorities	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Equality and Diversity Policy To present and endorse the revised policy	Strategic	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Voluntary Sector Md Year Review To receive an update report on the funding position and review of voluntary organisations receiving Core Funding Agreements	Strategic	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Chief Executive's	<p>Strategic Partnership Performance - Mid year review</p> <p>For Executive to receive a mid year overview of:</p> <ul style="list-style-type: none"> - the progress of the Strategic Partnerships and; - the priorities for each of the Strategic Partnerships and key milestones for the year ahead 	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Finance	<p>Capital Programme 2011/12 (Outturn)</p> <p>To provide Members with the capital programme outturn information for 2011/12.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	10 July 2012	Finance	<p>Revenue Budget Monitoring 2012/13 (Month 2)</p> <p>To provide Members with the revenue budget monitoring information at Month 2 for the Council fund and the Housing Revenue Account in 2012/13</p>	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Finance	<p>Revenue Budget Monitoring 2011/12 (Outturn) To inform Members of the Council Fund and the Housing Revenue Account Outturn for 2011/12 (subject to audit) and the impact on the respective levels of reserves as at 31st March 2012.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	10 July 2012	Finance	<p>Prudential Indicators - Actuals 2011/12 To provide Members with 2011/12 (actual) prudential indicator figures as required under the Prudential Code for Capital Finance in Local Authorities (the Prudential Code).</p>	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Finance	Annual Treasury Management Report for 2011/12 To present to Members the Annual Treasury Management Report for 2011/12.	Operational	Cllr Billy Mullin
Cabinet	10 July 2012	Human Resources and Organisational Development	Early Retirement Summary - January - March 2012 To provide members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	ICT and Customer Services	ICT Strategy Update To provide an update on progress with the implementation of the Corporate Information and Communications Technology [ICT] Strategy.	Strategic	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Environment	Waste Strategy To receive and consider the Waste Strategy.	Strategic	Cabinet Member for Public Protection, Waste & Recycling
Cabinet	10 July 2012	Environment	Local Flood Risk Management Strategy To inform members of the issues relating to Flood Risk throughout Flintshire.	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	10 July 2012	Environment	Food Service Plan Details Food Safety's work priorities and programmes for the year starting 01/04/2012 as well as a review of previous work.	Operational	Cabinet Member for Regeneration, Enterprise & Leisure

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Environment	<p>New Legislation Concerning the Regulation of the Supply of Single Use Carrier Bags by Sellers of Goods in Flintshire</p> <p>For Members to consider The Climate Change Act 2008 and The Single Use Carrier Bags Charge (Wales) Regulations 2010. To inform Members of additional powers of civil sanction granted to the Authority by the legislation. For Members to delegate additional powers to the Director of Environment to appoint and authorise officers of the Trading Standards Service to enforce the new legislation in Flintshire.</p>	Operational	Cabinet Member for Regeneration, Enterprise & Leisure
Cabinet	10 July 2012	Lifelong Learning	<p>Leisure & Culture Strategy</p> <p>Leisure</p>	Strategic	Cabinet Member for Education

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	10 July 2012	Community Services	Children's Services Inspection To approve the Council's response to the CSSIW Inspection in March 2012.	Operational	Cabinet Member for Social Services
Cabinet	10 July 2012	Community Services	Private Sector Renewal Policy To approve the Private Sector Renewal Policy.	Operational	Cabinet Member for Housing
Cabinet	10 July 2012	Lifelong Learning	Estyn Action Plan Update Estyn Action Plan Update	Operational	Cabinet Member for Education
Audit Committee	17 July 2012	Finance	Draft Statement of Accounts 2011/12 To present the Statement of Accounts 2011/12 (subject to audit) for Members' information only at this stage.	Operational	Leader of the Council and Cabinet Member for Finance
Audit Committee	17 July 2012	Finance	Annual Governance Statement To present the draft Annual Governance Statement for 2011/12.	Operational	

COMMITTEE		MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Flintshire Council	County	17 July 2012	Finance	Financial Procedure Rules To receive a recommendation from the Audit Committee in relation to an update of the Council's Financial Procedure Rules.		
Flintshire Council	County	17 July 2012	Finance	Annual Treasury Management Report for 2011/12 To receive a recommendation from the Executive in relation to the Annual Treasury Management Report for 2011/12.		
August						
September						

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	13 September 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 3) To provide Members with the revenue budget monitoring information at Month 3 for the Council Fund and the Housing Revenue Account in 2012/13.		
Cabinet	18 September 2012	Chief Executive's	Community Strategy and Local Service Board - Mid Year Review To seek endorsement of the ongoing work of the Flintshire Local Service Board (LSB)	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Chief Executive's	Green Dragon - Environmental Management Standard To receive and endorse the status report of the Green Dragon Environmental Management Standard	Strategic	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18 September 2012	Chief Executive's	Quarter 1 - Service Performance Reports To note and consider progress within the Q1 service performance reports noting progress against the Improvement Priorities, Targets and SARC	Operational	Cabinet Member for Corporate Management
Cabinet	10 July 2012	Chief Executive's	Welsh Language Annual Monitoring Report To present the annual monitoring report for 2011/12	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 3) To provide Members with the revenue budget monitoring information at Month 3 for the Council Fund and the Housing Revenue Account in 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18 September 2012	Human Resources and Organisational Development	People Strategy To provide a final update to Members on the delivery of actions under the People Strategy 2009-12. To present the revised People Strategy 2012-2016 for Member endorsement.	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Human Resources and Organisational Development	Workforce Information Quarter 1 To provide Executive Members with an update for the first quarter of 2012/13.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Human Resources and Organisational Development	Early Retirement Summary - April - June 2012 To provide Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council.	Operational	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18 September 2012	Human Resources and Organisational Development	MASS Quarter 1 To provide an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	ICT and Customer Services	Customer Services Strategy Update To provide an update on progress made towards implementation of the Customer Services Strategy.	Strategic	Cabinet Member for Corporate Management
Cabinet	18 September 2012	ICT and Customer Services	ICT Service Review To provide an update on progress of the ICT Service Review and seek Members approval to relevant actions.	Operational	Cabinet Member for Corporate Management
Cabinet	18 September 2012	Lifelong Learning	Estyn Action Plan Update Estyn Action Plan Update	Operational	Cabinet Member for Education

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18 September 2012	Community Services	Tenancy Agreement for Council Housing To approve the Tenancy Agreement for Council Housing.	Operational	Cabinet Member for Housing
Audit Committee	25 September 2012	Finance	Operational Audit Plan & Recommendation Tracking To inform Members of progress against the operational plan for 2012/13. The plan is attached (Appendix A). A summary of the changes from the original plan is attached (Appendix B). This also shows amendments reported to previous Audit Committee meetings. The results of the current recommendation tracking since the previous Audit are also attached (Appendices C&D).		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 September 2012	Finance	<p>Final Reports & Performance Indicators</p> <p>To inform Members of final reports issues since the last Audit Committee (Appendix A) and of Internal Audits and Directorates performance against targets for issuing and responding to reports (Appendices B and C)</p>		
Audit Committee	25 September 2012	Finance	<p>Management of Internal Audit</p> <p>To advise Members of the management arrangements for the Internal Audit Department after 31st March 2013.</p>		
Audit Committee	25 September 2012	ICT and Customer Services	<p>Investigations Progress Report</p> <p>To outline ongoing proactive counter fraud work and reactive investigative work currently being carried out.</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 September 2012	Finance	<p>Final Statement of Accounts 2011/12 To present to Members of the Audit Committee the Statement of Accounts for 2011/12, incorporating those changes agreed with the Wales Audit Office (WAO) during the course of the audit (as reported separately on the agenda).</p>		
Audit Committee	25 September 2012	Finance	<p>Audit of 2011/12 Financial Statements - Reports by Wales Audit Office (WAO) To present to Members of the Audit Committee, WAO's reports in connection with the audit of the 2011/12 financial statements:- - Flintshire County Council - Clwyd Pension Fund</p>		
Audit Committee	25 September 2012	Finance	<p>Risk Management Update To receive an update on Risk Management matters.</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25 September 2012	Finance	<p>Treasury Management Mid Year Update</p> <p>To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2012/13 to the end of August 2012.</p>		
Flintshire Council County	25 September 2012	Finance	<p>Final Statement of Accounts 2011/12</p> <p>To seek Members' approval of the final Statement of Accounts for 2011/12.</p>		
Flintshire Council County	25 September 2012	Finance	<p>Audit of the 2011/12 Financial Statements - Reports by Wales Audit Office (WAO)</p> <p>To present to Members the WAO's reports in connection with the audit of the 2011/12 financial statements:-</p> <ul style="list-style-type: none"> - Flintshire County Council - Clwyd Pension Fund 		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Housing Overview & Scrutiny Committee	26 September 2012	Housing	Secure/Introductory Tenancy Agreement To provide members with an updated version of the Secure/Introductory Tenancy Agreement following earlier proposals in April 2011.		
October					
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 4) To provide Members with the revenue budget monitoring information at Month 4 for the Council Fund and the Housing Revenue Account in 2012/13.		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Finance	Capital Programme 2012/13 (Month 4) To provide Members with the latest capital programme information for 2012/13		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	<p>People Strategy To provide a final update to Scrutiny Members on the delivery of actions under the People Strategy 2009-12. To present the revised People Strategy 2012-2016</p>		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	<p>MASS Quarter 1 To provide Scrutiny Members with an update on the contract for the provision of agency workers. The report provides details of savings from the contract and numbers of agency placements for the quarterly period.</p>		
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	<p>Early Retirement Summary - April - June 2012 To provide Scrutiny Members with a summary of Early Retirements approved and implemented for the quarterly period, including details of associated costs to the Council.</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	11 October 2012	Human Resources and Organisational Development	Workforce Information Quarter 1 To provide Scrutiny Members with an update for the first quarter of 2012/13.		
Cabinet	16 October 2012	Chief Executive's	Annual Performance Report 2011/12 To approve the 2011/12 draft Annual Performance Report for adoption by County Council	Operational	Cabinet Member for Corporate Management
Cabinet	16 October 2012	Finance	Capital Programme 2012/13 (Month 4) To provide Members with the latest capital programme information for 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	16 October 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 4) To provide Members with the revenue budget monitoring information at Month 4 for the Council Fund and the Housing Revenue Account in 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 October 2012	ICT and Customer Services	Procurement Update To provide an update on the work being undertaken nationally, regionally and locally to improve procurement practices, develop professional capacity and deliver efficiency savings.	Strategic	Cabinet Member for Corporate Management
Cabinet	16 October 2012	Finance	Treasury Management Mid Year Update To present to Members the Treasury Management Mid Year Report for 2012/13 for recommendation to Council.	Operational	Cllr Billy Mullin
November					

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Flintshire County Council	13 November 2012	Finance	Treasury Management Mid Year Update To present to Council the recommendations of the Executive of 16th October 2012 in relation to the Treasury Management Mid Year Report 2012.		
Corporate Resources Overview Scrutiny Committee	19 November 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 5) To provide Members with the revenue budget monitoring information at Month 5 for the Council Fund and the Housing Revenue Account in 2012/13.		
Cabinet	20 November 2012	Finance	Council Tax Base for 2013-14 To approve the Council Tax Base for the financial year 2013-14.	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20 November 2012	Finance	Revenue Budget Monitoring 2012/13 (Month 5) To provide Members with the revenue budget monitoring information at Month 5 for the Council Fund and the Housing Revenue Account in 2012/13.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	20 November 2012	Finance	Council Tax and Business Rate Policies 2013-14 To approve various policies for the administration of Council Tax and Business Rates for the Financial Year 2013-14.	Operational	Cllr Billy Mullin

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