

Public Document Pack

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Pennaeth Gwasanaethau Cyfreithiol a Democraidaidd



To: Cllr Aaron Shotton (Leader)

CS/TW

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

16 January 2013

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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, 22ND JANUARY, 2013** 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 - 14)

To confirm as a correct record the minutes of the meeting held on 18 December 2012.

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 **HOUSING REVENUE ACCOUNT 2013/14 & CAPITAL PROGRAMME 2013/14** (Pages 15 - 26)
Report of Head of Finance - Leader of the Council and Cabinet Member for Finance
- 5 **ADOPTION OF COUNCIL TAX SUPPORT SCHEME - APRIL 2013** (Pages 27 - 78)
Report of Head of Finance, Chief Executive - Cabinet Member for Corporate Management
- 6 **CONSTRUCTION PROCUREMENT NORTH WALES: PROCUREMENT STRATEGY** (Pages 79 - 84)
Report of Director of Lifelong Learning - Cabinet Member for Education
- 7 **FLINTSHIRE FUTURES UPDATE** (Pages 85 - 92)
Report of Chief Executive - Cabinet Member for Corporate Management
- 8 **FLINTSHIRE COMMUNITY COVENANT** (Pages 93 - 108)
Report of Chief Executive - Leader of the Council and Cabinet Member for Finance
- 9 **GYPSY AND TRAVELLERS NEEDS ASSESSMENT** (Pages 109 - 116)
Report of Director of Community Services - Deputy Leader of the Council and Cabinet Member for Environment
- 10 **NATIONAL PENSIONERS CONVENTION DIGNITY CODE** (Pages 117 - 126)
Report of Director of Community Services - Cabinet Member for Social Services

OPERATIONAL REPORTS

- 11 **REVENUE BUDGET MONITORING 2012/13 (MONTH 7)** (Pages 127 - 166)
Report of Head of Finance - Leader of the Council and Cabinet Member for Finance
- 12 **PROPOSED AMALGAMATION OF SHOTTON INFANTS AND TALIESIN JUNIOR SCHOOLS** (Pages 167 - 174)
Report of Director of Lifelong Learning - Cabinet Member for Education

- 13 **COUNCIL POLICY FOR INSTALLING NEW VEHICULAR CROSSINGS ON THE ADOPTED HIGHWAYS** (Pages 175 - 182)
Report of Director of Environment - Deputy Leader of the Council and Cabinet Member for Environment
- 14 **FLINTSHIRE BUSINESS WEEK** (Pages 183 - 188)
Report of Director of Environment - Cabinet Member for Regeneration, Enterprise & Leisure
- 15 **RESPONSE FROM ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE TO THE CALL IN OF A CABINET DECISION** (Pages 189 - 190)
Report of Member Engagement Manager - Deputy Leader of the Council and Cabinet Member for Environment
- 16 **EXERCISE OF DELEGATED POWERS** (Pages 191 - 194)
Report of the Chief Executive enclosed.

FORWARD WORK PROGRAMME - COUNTY COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY - FOR INFORMATION

The following items were listed on the Forward Plan for January 2013 but will not be submitted for the following reasons:

1. ICT Service Review – due to capacity issues there have been delays in progressing the ICT Services Review. A report will be available for consideration by Cabinet in April.
2. Council Tax & Business Rate Policies 2013-14 Report – Deferred to Cabinet on 19th February 2013 as information from the Welsh Government is still pending.
3. Councils New Streetlighting Policy – To allow time to prepare the Streetlighting Policy following the workshop which took place in December rather than November as originally planned.
4. Council Policy for Unadopted Roads – To allow time to identify current Council owned unadopted roads following legal determination on status.
5. Flintshire Connects Centres – Options Appraisal for Connah's Quay and Flint – Further work to be undertaken in January on options appraisal for further Connects facilities.
6. Hawarden Amalgamation Update – Consultation period does not end until the 18th January 2013.
7. CCTV Regional Report – Regional report due in January 2013.
8. Regional Collaboration – report deferred due to further work required to complete the review of the regional portfolio of collaboration projects.
9. Youth Service Review – Further development work needed to finalise the Strategy for submission in February.

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CABINET **18 DECEMBER, 2012**

Minutes of the meeting of the Cabinet of Flintshire County Council held at County Hall, Mold on Tuesday, 18 December, 2012

PRESENT: Councillor Aaron Shotton (Chairman)

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

ALSO PRESENT:

Councillors: Robin Guest, Ron Hampson, Patrick Heesom, Nancy Matthews and Arnold Woolley

IN ATTENDANCE:

Chief Executive, Director of Environment, Director of Community Services, Director of Lifelong Learning, Head of Finance, Head of Legal and Democratic Services, Head of ICT and Customer Services and Committee Officer

120. VARIATION IN ORDER OF BUSINESS

The Leader of the Council gave notice that there would be a change in the order of the agenda and that Agenda Item numbers 11 and 9 would be considered before Agenda Item number 4.

121. DECLARATIONS OF INTEREST

The Cabinet Member for Education declared a personal and prejudicial interest in Agenda Item number 7: Review of Public Conveniences as he was a Trustee and Board Member of the Daniel Owen Centre, Mold. He relied on the exemption in paragraph 12 of the code of conduct and remained in the room during the discussion on the matter.

122. MINUTES

The minutes of the meeting held on the 20 November, 2012 were confirmed as a correct record.

123. COUNCIL FUND REVENUE BUDGET 2013/14

The Leader of the Council presented the first draft of the revenue budget for the Council Fund for 2013/14 for initial approval for 1) further work and 2) presentation to Overview and Scrutiny Committees throughout January, 2013.

The Leader of the Council commented on the financial challenges facing the Council and explained that following the Annual Council Meeting the current Administration had given a commitment to protect 'front line' services. He thanked Cabinet Members and officers for the work undertaken in preparing the draft revenue budget proposals which he said indeed

protected 'front line' services and increased the base budget provisions for education and social services. He also commented on the Administration's commitment to protecting the core investment in local services, such as, bus travel and play schemes, where there had been a reduction in grant funding from the Welsh Government (WG).

The Chief Executive outlined the aims of the draft budget for 2013/14 as detailed in the report and commented on this being a 'stepping stone' budget for the new Council being led by a new Administration. He confirmed that despite the interim nature of the budget there was a strong budget alignment with the 10 Improvement Priorities which had been re-adopted by the new Council within its Improvement Plan. He outlined the Council's previous success in setting balanced budgets whilst investing in key priorities, meeting growths in service demands and absorbing the cost impacts of inflation. The Council had achieved this through developing internal programmes of change and reform to make efficiencies, through collaboration and cost-sharing work with partners, and through service reviews and change.

The Head of Finance explained that the current projected budget gap for 2013/14 was £1.480m which included £1.063m recurring base budget and £0.417m for one-off and for time limited items. Details of the current budget proposals were summarised within the report. Work would continue on eliminating the budget gap over the coming weeks. This would be through the identification of further service efficiencies and the implementation of cost control measures.

The Head of Finance circulated a briefing note on the Final Local Government Settlement for 2013/14 which had been announced on the 11 December, 2012. The note provided further details around the Council Tax Support Scheme (CTS) which had been confirmed as a new responsibility for the Council. The Minister for Local Government had announced in the Final Settlement an additional £4.6m of additional funding across Wales to assist Local Authorities with the costs of introducing the CTS scheme and work was underway to assess the specific implications for Flintshire. The briefing note also provided details on the Standard Spending Assessment (SSA) which had decreased by £0.120m. It was noted that for specific grants where only limited information had been received to date.

Cabinet Members spoke in support of the report and outlined their own commitments to protecting 'front line' services.

The Leader of the Council confirmed that longer-term planning and decisions on the base budget allocations would be reviewed as an early priority for 2013.

RESOLVED:

That the Council Fund revenue budget proposals, which were in progress, and would be subject to consideration by Overview and Scrutiny in January, 2013 be endorsed.

124. CAPITAL STRATEGY AND CAPITAL PROGRAMME 2013/14 TO 2022/23

The Leader of the Council presented a report to:-

- Propose the allocation of funding to the core capital programme in 2012/13 (with indicative allocations for future years); and
- Set out the work that had been undertaken (and continued), to develop a Council Fund Capital Strategy and 10 year Capital Programme for the Council.

The Leader of the Council confirmed that the comments made by Members during the Capital Workshop held on the 22 November, 2012 had informed the report.

The Director of Environment explained that two of the key objectives of the Medium Term Financial Plan (MTFP) were to ensure that revenue and capital resources were used to achieve the Council's priorities and objectives. The aims of the Capital Strategy together with details on available capital funding were outlined within the report. The report also detailed that a further £4m was to be made available across Wales by the Welsh Government (WG) in 2013/14 under the Local Government Borrowing Initiative (LGBI) for highway infrastructure, in addition to this, the WG had recently announced an extension of the LGBI to include schools, which would bring forward funding of £200m across Wales.

The Head of Finance reported on the total projected funding available over the 10 year period 2013/14 to 2022/23 which amounted to £108.516m. There was currently no general funding available to support new capital investment outside of the core programme schemes. Details of the 'core' capital block allocations were outlined within the report and at Appendix 2 of the report.

The Leader of the Council reported that a meeting of the Corporate Resources Overview and Scrutiny Committee had been scheduled for the 31 January, 2013 to enable all Members the opportunity to consider the capital programme proposals as set out in the report.

RESOLVED:

- (a) That the work which had been undertaken (and continued) to develop a Council Fund Capital Strategy and 10 year capital programme be noted; and
- (b) The allocation of funding to the core capital programme in 2013/14 as shown at Appendix 2 of the report (noting the indicative allocation for future years), subject to input by Overview and Scrutiny be approved.

125. SELF-EVALUATION OF LOCAL AUTHORITY EDUCATION SERVICES FOR CHILDREN AND YOUNG PEOPLE 2012

The Cabinet Member for Education presented the draft 2012 self-evaluation of Local Authority Education Services for Children and Young People. He explained the purpose and process of the self-evaluation as detailed in the report.

The Cabinet Member for Education commented that Flintshire continued to be one of the highest performing Local Authorities in Wales on indicators at Key Stages 3 and 4. He also commented on a number of other areas where improvements continued to be made, such as, school attendance and education opportunities for young people. He outlined areas where improvement was needed and said that the self-evaluation would assist Members, Head teachers and governing bodies in concentrating on areas where improvement was most needed.

The Director of Lifelong Learning highlighted further improvements, such as, the outcome performance for secondary school pupils which were amongst the highest across Wales. He also said that Flintshire had been recognised as improving the number of Members overseeing school improvements in individual schools.

The Leader of the Council welcomed the report and commented on the school bandings which had been published, showing positive results for schools in Flintshire. He said that it was important that the Council focused its attention on the areas where improvement was needed and welcomed the Cabinet Member for Education's comments on this. He also referred to earlier discussions and again highlighted the increased budget proposals for education.

The Chief Executive welcomed Cabinet Members' comments and highlighted the strong working relationship between the local authority and individual schools across Flintshire. Flintshire was an education authority which showed its capability to support and achieve performance and improvement.

RESOLVED:

- (a) That the report be approved;
- (b) That the Chief Executive and Director of Lifelong Learning, via consultation with the Cabinet Member for Education be authorised to finalise and submit the self-evaluation document.

126. REVIEW OF THE COUNCIL'S WASTE COLLECTION SERVICE

The Cabinet Member for Public Protection, Waste and Recycling presented an update on the progress made within the waste collection service, six months after the service review. He provided a detailed update on

current service performance explaining that that the number of missed collections had fallen to 80 for every 100,000 collections made each week. In addition to the recommendations within the Action Plans, the following changes had been made to the new service:-

- The service had been rolled out to all Flats in the County;
- A 'Scatter' round had been introduced to properties with difficult access points' and
- Saturday collections had been piloted.

The Cabinet Member for Public Protection, Waste and Recycling also provided a detailed update on feedback received on the service together with the anticipated efficiencies for 2012/13. He said that the service had now stabilised and the staff and workforce were making great efforts to ensure that the service operated at the levels residents and Members would expect of it.

The Leader of the Council thanked the Cabinet Member for the detailed update and welcomed the continued collection of side waste.

RESOLVED:

- (a) That the progress made within the service since the service review in March, 2012 be noted; and
- (b) That the current arrangements at the Council's Household Recycling Centres (HRC) sites remain at the current level, subject to a further report, once the impact of opening the proposed new Sandycroft HRC site and the information from the Welsh Government research project could be assessed.

127. STREETSCENE REVIEW

The Deputy Leader and Cabinet Member for Environment presented an update on the outcome of the review of the Streetscene service six months after its launch in March, 2012. He provided a detailed update of progress on each of the following objectives:-

- Improving Customer Access to the Service
- Raising Public Awareness of the Service
- Operational Changes to deliver a more joined up Service
- Depot Rationalisation

The Deputy Leader and Cabinet Member for Environment also outlined the Service Standards for Streetscene which had been in operation since its launch and were shown at Appendices 2 and 3 for approval by Cabinet. A further report on progress of the Streetscene service would be presented to Cabinet during the 2013/14 financial year.

The Chief Executive reported that there was a commitment to more frequent services in areas prone to localised flooding e.g. gully cleaning where severe weather was forecast.

RESOLVED:

- (a) That the Action Plans for the service as shown at Appendix 1 of the report be approved;
- (b) That the Councils Grass Cutting Policy as shown at Appendix 2 of the report be approved;
- (c) That the Streetscene Standards as shown at Appendix 3 of the report be approved; and
- (d) That a further report on the progress of the service be presented to Cabinet during the 2013/14 financial year.

128. REVIEW OF PUBLIC CONVENIENCES

The Deputy Leader and Cabinet Member for Environment presented a report to seek approval for the revised delivery arrangements for the Council's Public Convenience Service. Options for the revised service provision were outlined within the report together with the outcomes as shown at Appendix 1.

The Leader of the Council said that consultation would be carried out with Town and Community Councils on taking over maintenance of the sites proposed for closure.

RESOLVED:

That the future delivery option for each of the Public Convenience Facilities as shown at Appendix 1 of the report be approved.

129. FLYING START STRATEGIC PLAN 2013 – 2015

The Cabinet Member for Social Services presented a report to seek approval for the proposed expansion of the Flying Start programme in Flintshire. The proposed areas for expansion in Flintshire were outlined within the report and were areas identified as having the highest concentration of 0-3 year olds living in income benefit households.

The Director of Community Services welcomed the proposed expansion and commented on the positive impacts in the areas where Flintshire Flying Start was currently delivered.

In response to a question on future funding, the Chief Executive explained that the expansion of the Flying Start Programme was part of the Welsh Government Programme for Government and, therefore, he did not envisage a reduction in future grant funding.

RESOLVED:

That the proposals for the expansion of the Flying Start Programme in Flintshire be approved.

The Leader of the Council gave notice of an adjournment. Following a 15 minute adjournment the meeting reconvened at 11.20 a.m.

130. QUARTER 2 PERFORMANCE REPORT

The Cabinet Member for Corporate Management presented the 2012/13 Quarter 2 service performance reports produced at Divisional level for the period July to September 2012 together with the updates, progress and assessment included within the performance reports. He provided further information on the areas of high risk identified in the Strategic Assessment of Risks and Challenges (SARC) and the work undertaken to address those areas.

The Chief Executive highlighted the summary of the Council's overall assessment where good progress was being made in 35 of the 66 secondary priorities and satisfactory progress being made in the remaining 31. He provided further information on the areas of high risk explaining that the risk around leisure revenue funding had been considered by Overview and Scrutiny.

The Cabinet Member for Regeneration, Enterprise and Leisure said that an action plan was being developed and implemented to manage the leisure revenue funding in-year deficit which would see the risk improve.

RESOLVED:

(a) That any specific issues outlined within the report which may require management action and/or referral be referred to the appropriate Overview and Scrutiny Committees for consideration; and

(b) That the performance reports be noted.

131. REVENUE BUDGET MONITORING 2012/13 (MONTH 6)

The Head of Finance presented the latest budget monitoring information (Month 6) for the Council Fund and the Housing Revenue Account (HRA) 2012/13.

It was reported that the projected year end position, as estimated at Month 6, was a net overspend of £0.714m on the Council Fund and a net underspend of £0.349m on the HRA. The in year over/ (under) spends as detailed in the report reflected a number of risks and assumptions. The Head of Finance explained that it was the intention of Management to contain the currently projected variation within the overall agreed Council budget for the

year. As part of the ongoing work to develop the Medium Term Financial Plan (MTFP), opportunities to generate efficiencies were being explored including those that might have a positive impact on the 2012/13 projected outturn.

The Head of Finance provided an explanation on the likely future requirement to provide for Flintshire County Council's share of liability relating to a scheme of arrangements set up with Municipal Mutual Insurance Ltd (MMI) in 1992.

The Cabinet Member for Housing reported that as a result of the projected underspend within the HRA, the number of kitchen replacements had been increased to 1,600 together with the number of bathroom replacements almost doubling. Cabinet welcomed this information and asked that it be provided to the local press to inform tenants of the additional works being carried out.

The Leader of the Council thanked the Cabinet Member for Housing for the update and commented on the positive impact this would have to show Flintshire County Council's commitment to meeting the Welsh Housing Quality Standard.

RESOLVED:

- (a) That the overall report and the management actions being taken to address the projected overspend be noted;
- (b) That the Council Fund contingency sum (overdrawn balance) as at 31 March 2013 (paragraph 5.02) be noted; and
- (c) That the projected final level of balances on the Housing Revenue Account (paragraph 6.03) be noted.

132. CAPITAL PROGRAMME 2012/13 (QUARTER 2)

The Head of Finance introduced the latest capital programme information for 2012/13 (Quarter 2) which detailed the cumulative information relating to each programme as shown in Appendix A of the report.

The Leader of the Council commented on the current economic climate which was impacting on anticipated capital receipts. This was a key challenge for future Capital Programmes as the situation was likely to continue until the economy improved.

RESOLVED:

That the report be approved.

133. CORPORATE DEBT POLICY

The Cabinet Member for Corporate Management presented a report to seek approval for the introduction of a Corporate Debt Policy for the collection of Sundry Debt Invoices, Council Tax, Business Rates, Housing and Council Tax Benefit overpayments and Housing Rents. The report had been presented to the Corporate Resources Overview and Scrutiny Committee, who endorsed its introduction at a meeting held in November, 2012.

The Head of Finance explained that the Policy, attached at Appendix 1 of the report, had been developed to adopt best practice to ensure that all monies due to the Council were collected quickly and in a consistent manner. A Fair Debt Policy was currently being finalised and would be presented to Cabinet in February, 2013 following consideration of the Policy by the Welfare Reform Programme Board in the New Year.

RESOLVED:

That the Corporate Debt Policy be approved.

134. TOWNS CAPITAL INVESTMENT

The Cabinet Member for Regeneration, Enterprise and Leisure presented a report to inform Cabinet of the range of current capital investment programmes that would benefit the town centres in Flintshire. The report provided a summary and purpose for each of the investment programmes.

The Leader of the Council welcomed the report and commented on the investments outlined for the town centres of Flint and Buckley as detailed in the report.

RESOLVED:

That the capital investment programmes benefiting towns in Flintshire be noted.

135. WELSH GOVERNMENT HIGHWAY PRUDENTIAL BORROWING INITIATIVE

The Deputy Leader and Cabinet Member for Environment presented a report to seek approval for the Council's bid to Welsh Government (WG) for highway maintenance funding through their Prudential Borrowing initiative for the financial years 2013-14 and 2014-15. The first year's bid for funding were agreed by the Council's Executive in February, 2012 and the bids for Years 2 and 3 of the scheme were required to be submitted to the WG by the end of December, 2012.

All Cabinet Members welcomed the report. The Chief Executive said that there was scope to explore further with the WG similar future Prudential Borrowing initiatives for shared central-local service priorities.

RESOLVED:

That the outline bid for the second and third year of funding from the Welsh Government under the Prudential Borrowing initiative as set out in paragraph 3.02 of the report be approved.

136. CIVIL PARKING ENFORCEMENT

The Deputy Leader and Cabinet Member for Environment presented a report to provide an update on the introduction of Civil Parking Enforcement (CPE) in Flintshire and to establish an 'Off-street' Parking Policy for the County. Contained within the report were documents relating to Contravention Codes, Residents Permits and Disabled Parking Bays attached at Appendices A, B and C, all of which required approval from Cabinet.

The Deputy Leader and Cabinet Member for Environment provided additional information around the proposals to use the Wales Penalty Processing Partnership (WPPP) to process all Parking Contravention Notices, the nomination of a Councillor to serve on the Adjudication Joint Committee and the historic inconsistency in the way the Council's car parks were managed across the County. In moving the report, the Deputy Leader and Cabinet Member for Environment proposed an amendment to the recommendations outlined within the report, that Cabinet approve the 'Off Street' Parking Policy shown in Appendix D, subject to the views expressed during the Scrutiny process in January, 2013 and a review of all car parks listed against the criteria set out in paragraph 10 of Appendix D, with consideration of any temporary exemptions for special reasons. Following the Scrutiny process it was also proposed that a further report be brought back to Cabinet on Appendix D to finalise the proposals.

Cabinet Members welcomed the report. The Cabinet Member for Public Protection, Waste and Recycling said that the Council should be mindful of the sensitivity around estate parking and said that this would need further consideration in the future.

RESOLVED:

- (a) That the list of Contravention Codes and Polices on Residents Permits and Disabled Parking Bays shown in Appendices A, B and C be approved;
- (b) That the 'Off Street' Parking Policy shown in Appendix D be approved, subject to the views expressed during the Scrutiny process in January, 2013 and a review of all car parks listed against the criteria set out in paragraph 10 of Appendix D, with consideration of any temporary exemptions for special reasons;
- (c) That the Summary Business Case shown in Appendix E be approved for submission to the Welsh Government, as a formal request for Civil

Parking Enforcement powers to be conferred upon Flintshire County Council;

- (d) That the use of Wales Penalty Processing Partnership (WPPP) to process all Parking Contraventions Notices (PCNs) be approved;
- (e) That delegated authority be granted to the Director of Environment, following consultation with the Cabinet Member for Environment, to finalise all detailed aspects of the process, including the matters listed in paragraph 3.09 of the report;
- (f) That the Cabinet Member for Environment, or their nominated substitute, be approved as the Council's representative on the Adjudication Joint Committee outlined in paragraph 3.04 of the report; and
- (g) That a further report be brought to Cabinet on Appendix D, to finalise the proposals.

137. WELSH PUBLIC LIBRARY STANDARDS

The Cabinet Member for Education presented the Council's Welsh Public Library Standards Annual Report for 2011-12 together with the response of the Welsh Government (WG) to the report. A copy of the Council's submission and the WG response had been made available in the Members Library and on the Council's website.

The Council was achieving 5 of the 9 Standards in full and was partly achieving 4 of the Standards. Further information on the partly achieved standards were detailed within the report. The Welsh Government assessment of the report noted some informative in performance compared to 2010-11.

RESOLVED:

- (a) That Cabinet note the Welsh Public Library Standards Report for 2011-12 and the response of the Welsh Government; and
- (b) That Cabinet endorsed the actions outlined in 5.01 of the report to enable the Council to improve its performance against the Standards.

138. INCLUSION SERVICE REVIEW PROGRAMME

The Cabinet Member for Education introduced a report to inform Cabinet of progress on implementation of the Inclusion Service Review Programme.

Following the October, 2011 LAESCYP Inspection, the Council undertook a review to ensure that it meet the needs of all pupils. This was having a positive impact in supporting pupils with speech and language needs

and those with hearing impairment in cluster-based mainstream schools. Further details of the aspects of the review programme which had been completed to date were outlined within the report.

RESOLVED:

- (a) That progress in relation to the Inclusion Service review programme be noted; and
- (b) That the commission development of a project initiation document for the next phase of the programme be considered in January, 2013.

139. PROPOSED AMALGAMATION OF PENYFFORDD INFANT AND JUNIOR SCHOOLS

The Cabinet Member for Education introduced a report to seek approval to begin consultations with the school communities with regard to amalgamation of the infant and junior schools to form a primary school. The agreed policy of the Council was to amalgamate infant and junior schools whenever appropriate, and the amalgamation of Penyffordd infant and junior schools would see the completion of the planned programme.

The Director of Lifelong Learning explained that the existing infant and junior schools were on separate sites; therefore the new school would be on a split site. Evidence showed that where appropriately organised and managed this did not have a negative impact on the outcomes of the school as demonstrated by other primary schools on split sites, and example of which is at Mynydd Isa.

Consultations would be undertaken in the New Year with staff, governors, parents/carers and the community following which a further report detailing the responses to the consultation would be presented to Cabinet.

RESOLVED:

That the process of consultations to be undertaken by officers early in the New Year be approved.

140. UPDATE ON YSGOL RHES Y CAE

The Cabinet Member for Education provided an update on the outcome of the statutory process to the proposed closure of Ysgol Rhes y Cae following publication of the notice of closure published on the 16 October, 2012.

Two objections had been received following publication of the notice and details of the objections were presented in the report. In line with current legislation any formal objections have to be determined by Welsh Ministers, therefore the decision making process had been transferred to the relevant Minister.

The Leader of the Council thanked the Cabinet Member for Education for the update and said that the Cabinet would await further information following the decision of the relevant Minister.

RESOLVED:

- (a) That the report be noted; and
- (b) That Cabinet await the decision made by Welsh Minister on the proposal.

141. EXERCISE OF DELEGATED POWERS

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

The actions taken were as set out below:-

Lifelong Learning Leisure Services Tariff 2013

142. 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 paragraph 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

143. RESTRUCTURE OF HOUSING SERVICE SENIOR MANAGEMENT TEAM

The Cabinet Member for Housing introduced the proposed restructure for the Housing Service Senior Management Team, detailing the reason a review had been undertaken and the financial impact of the proposed restructure.

RESOLVED:

That Cabinet support the proposed restructure of the Housing Services Senior Management Team.

144. DURATION OF MEETING

The meeting commenced at 9.30 a.m. and ended at 12.26 p.m.

145. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were two members of the press and one member of the public in attendance.

.....
Chairman

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **HOUSING REVENUE ACCOUNT 2013/14 & CAPITAL PROGRAMME 2013/14**

1.00 PURPOSE OF REPORT

- 1.01 To consider the Housing Revenue Account (HRA) budget as set out in 1.02 and 1.03.
- 1.02 Revenue budget proposals for the 2013/14 financial year, including proposed rent and service charge changes, key areas of income and expenditure, and the level of closing balance at the year end.
- 1.03 Budget proposals for the HRA Capital programme 2013/14, which is year two of a six year improvement programme.

2.00 BACKGROUND

- 2.01 As the Council has a stock of Council housing, it is required by the Local Government and Housing Act 1989 to keep a HRA in accordance with proper accounting practices, and to budget to avoid an end of year deficit.
- 2.02 The HRA is a “ring-fenced” account of certain defined transactions relating to Local Authority Housing. The ring-fenced nature of the account means that funding cannot be transferred between the Council Fund and HRA or vice versa, other than in certain prescribed circumstances.
- 2.03 Although there is a legal requirement to avoid an end of year deficit, it is also considered to be good practice to budget for a closing balance of at least 3% of total expenditure of the HRA.
- 2.04 Prior to the start of each financial year, the Welsh Government (WG) consults with Local Authorities on the draft HRA subsidy and Item 8 determinations. These are the key financial determinations set each year by WG which influence Local Authority rent increases, and also the amount of HRA subsidy payable by the Council. The two main elements of the consultation are the “guideline rent increase” and the Management and Maintenance (M&M) element of HRA subsidy.

- 2.05 The guideline rent increase is the amount by which WG considers the Authority should increase weekly rents in order to make progress towards achievement of the key WG objective of “benchmark” rents where Local Authority and Registered Social Landlords (RSL) rents for similar properties in similar areas are broadly the same. WG stipulates that in order to achieve this Local Authority Guideline rents should increase by RPI (Sept figure) +2%, and Housing Association rents by RPI (Sept figure) +1%.
- 2.06 The management and maintenance allowance element of HRA subsidy is the amount which WG considers each Local Authority requires per HRA dwelling to manage and maintain the housing stock held within the HRA.

3.00 CONSIDERATIONS

Revenue Budget 2013/14

- 3.01 The WG consultation letter on the Draft Housing Revenue Account subsidy and Item 8 determinations was received 20th December 2012. It is proposed to increase the all-Wales average weekly guideline rent by 4.6%. This is based on the Minister for Housing Regeneration and Heritage’s decision to apply the standard uplift policies:
- of using the previous September RPI inflation figure of 2.6%;
and
 - to apply a 2% real increase to the average local authority guideline rent for 2013-14.

The proposed guideline weekly rent increase for Flintshire for 2013/14 as per the consultation is £3.43 per week, (on a 52 week collection basis). This is a percentage increase of 5%, (compared to a 2012/13 average rent increase of 4.75%. This rent increase was reduced from 7% following consultation responses to WG). The Management and Maintenance allowance element of Housing Revenue Account Subsidy is proposed to increase to £2,610 per dwelling for each local authority, reflecting an increase of £162 per dwelling (6.6%) on 2012/13.

- 3.02 The current levels of benefit claimants amongst Flintshire housing tenants are illustrated in the table below :-

| Flintshire Tenants - Housing Benefit Claimants | | |
|-------------------------------------------------------|----------------|----------|
| Benefit Status | Tenants | |
| | Number | % |
| Full/Partial Benefit | 4,968 | 66.7% |
| Full Rent | 2,478 | 33.3% |
| Total | 7,446 | 100.0% |

As illustrated above, approximately 66.7% of the Councils 7,446 tenants would face no additional hardship as a consequence of the proposed rent increase. This will be met by housing benefit subject to claimants personal circumstances remaining the same and their households being unaffected by Welfare Reform. Those tenants who are not currently in receipt of benefit will naturally have to meet the full increase in rent, unless they become eligible for housing benefit.

3.03 **Rent Increase – Garages**

The 2013/14 proposed rent level for all HRA garages is £5.50 per week, an increase of £1.45 per week compared to 2012/13. It is proposed to increase at a rate higher than previous years in order to create additional income in the HRA and bring garage rents to line with other social housing providers. This compares to the current Council and Market rents for Wrexham and Denbighshire which range from £5.84 to £7.00. During 2013/14 a garage review will be undertaken and further proposals, including long term rent levels, investment and redevelopment options, will be brought to Council.

3.04 **HRA – Key areas of expenditure**

Are detailed below.

3.05 **Repairs and Maintenance**

The housing repairs service is continuing its drive to develop into a modern and efficient customer focused service, through the implementation of new technology, lean processes and customer focused working practices to deliver continuous improvement. Repairs and Maintenance is the largest element of expenditure within the HRA (30%) and equates to a unit cost of £1,138 per property in 2013/14. This is a reduction on 2012/13 of £41 per property.

3.06 Further savings in the Housing Asset restructure have been included at £0.060m per annum.

3.07 **Mobile Working**

The final loan repayment of £0.103m for mobile working was paid in 2012/13. This saving has been partially offset with £0.050m for replacement costs.

3.08 **Estate Management**

The Estate Management service has identified an overall 3.35% efficiency against the 2012/13 budget. Savings have been identified within the housing management structure, the removal of the Kings Head Building costs and payment of the tenant's water rates upfront, providing a total efficiency of £0.163m.

- 3.09 Service improvements amount to £0.100m; these relate to additional Anti Social Behaviour (ASB) staffing as provided for in the Choices document, an increase in the Tenants Incentive programme to support housing transfers and increased bank charges.
- 3.10 **Home Ownership**
There has been a dramatic decrease in the number of Right to Buy sales in the last five years. Therefore for budget purposes zero sales have been assumed for 2013/14.
- 3.11 **Allocations and Welfare**
The majority of these costs relate to the tenancy applications and allocations service. Also included within this area are the budgets for communal laundries and community meeting rooms for tenants. Only inflationary increases are proposed for this budget in 2013/14.
- 3.12 **Capital Expenditure financed from Revenue Account**
Capital expenditure financed from the revenue account (CERA) enables additional investment in the HRA Capital Programme. The use of this additional source of financing for capital improvements helps to progress the work to achieve the requirements of the Welsh Housing Quality Standard (WHQS). An investment of £5.195m has been included in the 2013/14 budget which is an increase of £0.758m on the 2012/13 budget, and £1.960m on the 2011/12 budget.
- 3.13 **Finance and Support Services**
Finance and support have identified an overall 3.5% efficiency against the 2012/13 budget. Savings have been identified through the reduction of support recharges as work previously undertaken within Corporate Finance is now undertaken in the Directorate team and no longer recharged, providing a total efficiency of £0.372m, (including removal of one off pension/redundancy costs).
- 3.14 Service improvements totalling £0.281m are proposed. These include an annual contribution to the Flintshire Connects programme which is offset from other savings identified above and one off costs for the implementation of Job scheduling and a new schedule of rates, which will support further modernisation of the repairs service.
- 3.15 **Closing Balance**
A closing balance of 3.20% is recommended for 2013/14. This is a reduction from previous years of 3.50% 2012/13, and 5.02% 2011/12 as strong budgetary control has enabled the Council to reduce the working balance to maximise WHQS investment.
- 3.16 **Communal Heating Charges**
It is proposed that the communal heating charge increase is deferred until the 1st July. At the moment due to the timing of the budget the heating bills for 5 months over the winter period have to be estimated to predict a full years heating costs and because of this it is impossible

to identify whether the previous years heating charges have fully covered the cost of the heating bills for the year. This method is not robust enough to set fair charges which can be explained and justified,

Communal heating does not need to be increased at the same time as the rent from a legal perspective and nor is a 4 week notice period required. We will notify tenants in the rent increase letter that there will be an increase in 2013 and that we will be writing to them in June with more detail once we have the final bills for the 12/13 year. We do not propose collecting 12 months increase over 9 generally, but phase in any deficit that may need to be collected over a reasonable time frame depending on the size of any deficit at any individual scheme.

4.00 RECOMMENDATIONS

4.01 Members are asked to approve and recommend to Council :

- i. The proposed HRA budget for 2013/14 as set out in Appendix 1, incorporating the proposals in Appendix 2 and the Service Improvements and Efficiencies in Appendix 3.
- ii. The level of rent and service charges for 2013/14 as set out in paragraphs 3.01 to 3.02
- iii. The level of projected balances at 31st March 2014 at 3.20% of total expenditure
- iv. The proposed HRA Capital Programme as set out in Appendix 4.

5.00 FINANCIAL IMPLICATIONS

5.01 The Council has a statutory duty to review the income and expenditure of the HRA, and to set a budget for the forthcoming financial year which avoids a deficit closing balance position. This report sets out how this can be achieved for the Council in 2013/14. The key financial assumptions on which this is proposed are set out in Appendix 2. The proposed budget estimates a closing balance of 3.20% to total expenditure.

6.00 ANTI POVERTY IMPACT

6.01 HRA activity helps alleviate poverty by providing safe and secure homes that are energy efficient and economical to run. The ongoing programme maintains the impetus to upgrade heating etc., to minimise fuel use and thereby boost disposable income.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no direct environmental impacts arising from the HRA budget as outlined in the report.

8.00 EQUALITIES IMPACT

8.01 There are no direct equalities impacts arising from this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications arising from this report.

10.00 CONSULTATION REQUIRED

10.01 Consultation with all tenants over any rent increase must take place and must be at least 28 days before any rent increase is due to come into effect. Consultation with tenants on the draft budget and proposed rent increase will be undertaken at the tenants' conference on 15th January 2013. The Housing Scrutiny committee will consider the budget proposals at their meeting on 22nd January 2013.

11.00 CONSULTATION UNDERTAKEN

11.01 Early discussions on potential rent increases took place with tenants at the tenants conference on 15 January 2013.

12.00 APPENDICES

12.01 HRA Summary – Appendix 1
HRA Budget Pressures and Savings – Appendix 2
Summary of proposed Communal Heating Scheme service charges – Appendix 3 - to be finalised and shared before Scrutiny on 22nd January 2013.
HRA Capital Programme – Appendix 4

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Contact Officer: Rachael Corbelli
Telephone: 01352 703363
Email: Rachael.Corbelli@flintshire.gov.uk

HRA BUDGET 2013/14

| | 2012/13 Budget | 2013/14 Budget | Variance | % to 2012/13 |
|---------------------------------------|-------------------|-------------------|----------|--------------|
| | £ | £ | £ | |
| INCOME | | | | |
| Rents (Council Dwellings & Garages) | -25,560,258 | -26,416,391 | -856,133 | 3% |
| Capitalised Salaries | -1,075,138 | -1,138,661 | -63,523 | 6% |
| Interest on RTB Mortgages | -4,000 | -8,000 | -4,000 | 100% |
| | -26,639,396 | -27,563,052 | -923,656 | 3% |
| EXPENDITURE | £ | £ | £ | |
| HRA Subsidy (Negative/Deficit) | 6,043,519 | 6,094,526 | 51,007 | 1% |
| Capital Financing - Loan Charges | 2,349,042 | 2,336,474 | -12,568 | -1% |
| Estate Management | 1,881,458 | 1,818,424 | -63,034 | -3.4% |
| Home Ownership | -1,225 | -1,225 | 0 | 0% |
| Allocations and Welfare | 159,579 | 166,913 | 7,334 | 5% |
| Repairs and Maintenance | 8,632,627 | 8,296,743 | -335,884 | -4% |
| Landlord Services | 302,980 | 244,711 | -58,269 | -19% |
| Welsh Housing Quality Standard - CERA | 4,437,000 | 5,195,000 | 758,000 | 17% |
| Finance and Support | 2,546,122 | 2,455,851 | -90,271 | -3.5% |
| Capitalised Salaries | 1,075,138 | 1,138,661 | 63,523 | 6% |
| | 27,426,240 | 27,746,078 | 319,838 | 1% |
| (Surplus) / Deficit for the year | 786,844 | 183,026 | -603,818 | |
| Opening Balance | -1,857,000 | -1,070,156 | 786,844 | |
| HRA Closing Balance | -1,070,156 | -887,130 | 183,026 | |
| % of Total Expenditure (Guideline 3%) | 3.90% | 3.20% | | |

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HRA BUDGET PRESSURES & SAVINGS OPTIONS- Appendix 2

| | | ADDITIONAL CAPITAL INVESTMENT | | | |
|------------------------------------------------------|-----------|------------------------------------------------------------|--|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Code | Bid Ref | | | 2013/14 | Notes |
| HRP/HRR | | CERA | | 758,000 | Increased contribution to the Capital programme |
| Increase in Rents | | | | | |
| Code | Bid Ref | | | 2013/14 | Notes |
| HRP/HRR | | 5% Rental Increase as per Welsh Government Guidance | | -953,839 | |
| EFFICIENCY SAVING OPTIONS | | | | | |
| Code | Bid Ref | | | 2013/14 | Notes |
| HRD | 17S | Increased Garage Rents to £5.50 per week | | -124,779 | An increase of £1.45 per week to create additional funds for WHQS. |
| HRE/HRX/HRM | 11S | HRA Savings Target - 2.5% | | -33,254 | Savings target applied to general costs excluding utilities and costs subject to service level agreements. |
| HRE | 12S | Flintshire Connects Savings - Kings Head Building | | -34,452 | Closure of Kings Head building in line with Flintshire Connects in Holywell opening. |
| HRE | 13S | Neighbourhood Housing Manager Connahs Quay - post deletion | | -53,542 | Senior Manager Restructure for Housing has created a reduction of 1 Neighbourhood Manager post |
| HRE | 1S | Early Bird Discount on Water charges | | -23,000 | If Flintshire pay the yearly water bill in one payment we receive a further discount on our water charges, this saving will offset the Water charge deficit of £20k. |
| HRM | 10S | Income | | -64,500 | Recharge to capital programme for DLO undertaking smoke alarm and electrical rewiring work. |
| HRM | 19S | Further housing Asset restructure savings | | -60,133 | These are in addition to savings of £113k in 2012/13 |
| HRP/HRR | 9S/18S | Temp loans | | -12,568 | Reduction in Capital Financing charges to the HRA. |
| HRX | 21S | Reception Savings | | -30,366 | Reduction in reception staff to offset Flintshire Connects costs |
| HRX | 14S | Support Recharges | | -187,869 | Reduction in support recharges to the HRA following a review of costs. |
| HRX/HRD | 5/7/8/22S | Other General Savings | | -10,599 | |
| HRP | 22S | Increase in Right to Buy Income | | -4,000 | |
| Total Savings | | | | -639,061 | 4.2% of Total Operating Costs |
| Budget Realignment/One off pressures reversed | | | | | |
| Code | Bid Ref | | | 2013/14 | Notes |
| HRM | 15S | Review of Utility Costs | | -74,863 | Reduction in utility costs following a review of Landlord services for HRA properties. |
| HRM | 16S/18P | Hard to Let Voids - Subcontractor spend | | -128,080 | Removal of the one year pressure on Hard to let Voids, offset by a £70k increase in oil contamination costs |
| HRM | 4S | Mobile working loan repayment | | -48,544 | Reversal on invest to save |
| HRM | 19S | Voids backlog team | | -127,260 | 9 mth fixed term contract for a voids backlog team comes to an end at March 2013. |
| HRE | 2S | ASB Equipment | | -3,000 | Removal of the one year pressure on CCTV cameras. |
| HRE | 20S | Transfer post to Council Fund | | -30,909 | Asset Management Officer to be funded through the Homeless restructure savings. This post should sit within the Council Fund. |
| HRX | 6S | Pension/Redundancy | | -120,000 | Removal of a one year pressure on redundancy costs following the housing restructures. |
| Total Savings | | | | -532,656 | 3.5% of Total Operating Costs |

| Code | Bid Ref | BUDGET PRESSURES/SERVICE IMPROVEMENTS | 2013/14 | Notes |
|-----------------------------|---------|----------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------|
| HRD/HRM | 1/2P | Welfare Reform Costs | 255,350 | |
| HRE | 4/5/6P | Court costs and Giro Charges | 11,208 | Increased court costs |
| HRE | 7/8P | Phones | 9,570 | Mobile phone increase due to mobile working, increased landline charges |
| HRE | 9P | Tenants Incentive | 10,000 | Expected increase in Tenant incentive payments |
| HRE | 10/16P | Estate Management service improvements / ASB | 51,459 | 2 Anti social behaviour officers pro rata 9 mths as agreed in the Choices document/ 0.2 FTE for Janitor weekend cover. |
| HRE/HRM | 11P | Subscriptions | 6,313 | Increase in subscription costs and Membership to TPAS. |
| HRM | 12P | Quality Assurance and Gas Certificates | 12,276 | |
| HRX | 19P | STAR Survey | 13,000 | Implementation of STAR survey |
| HRX | 20P | Software for Repairs and Maintenance | 101,942 | Implementation of Job scheduling and a new schedule of rates |
| HRX | 14P | Flintshire Connects Contribution | 100,000 | Offset by efficiency points 12S and 13S |
| HRD | | Increase in Garage Voids | 31,023 | |
| ALL | | Inflation | 161,597 | Average % |
| Service Improvements | | | 763,737 | 2.9% of Rental Income |

Appendix 4
Draft HRA Capital Programme 2013/14

| HRA Capital programme 2013/14 | £m |
|---------------------------------------------------------|---------------|
| Smoke Alarm Installations | 0.100 |
| Electrical periodicals and rewires | 0.150 |
| Heating Replacement - Programme and survey | 2.211 |
| Kitchen Replacements - Programme | 4.801 |
| Bathroom replacements | 0.173 |
| Asbestos Survey and Removal (Ongoing Programme) | 0.150 |
| DDA Audits, Fire Risk Assesments and other urgent works | 0.100 |
| Fire Risk Assessments | 0.250 |
| Vacant Properties | 0.350 |
| Planned urgent works | 0.300 |
| Disabled Facility Grants (DFG) - Mandatory/ Minor Adaps | 1.000 |
| Maisonettes | 0.500 |
| Capitalised Salaries | 0.310 |
| 13/14 Budget | 10.395 |

Funding - Base Programme

| | |
|-------|---------------|
| M.R.A | 5.200 |
| CERA | 5.195 |
| | 10.395 |

Capital Receipts

| | |
|---------------|-------|
| RTB's 13/14 | 0.000 |
| Land Receipts | 0.000 |
| | - |

HRA Capital Funding 2012/13 Programme

10.395

Unallocated Funds

-

| | |
|------------------------------------------------------------|--------------|
| Additional Works should more funds become available | 2013/14 |
| Heating Replacement - Programme and survey | 0.275 |
| | 0.275 |

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

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

SUBJECT: **ADOPTION OF COUNCIL TAX SUPPORT SCHEME -
APRIL 2013**

1.00 PURPOSE OF REPORT

1.01 The report explains the change from Council Tax Benefit to the Council Tax Reduction scheme, addresses the funding implications and the requirement to adopt the scheme by 31st January 2013.

2.00 BACKGROUND

2.01 The current Council Tax Benefit Scheme is to be replaced from 1 April 2013 with a Council Tax Reduction Scheme. In Wales, there will be a national scheme (in contrast to England, where schemes are local to each billing authority.)

2.02 The Council Tax Reduction Scheme in Wales is set by Regulations made under Schedule 1B of the Local Government Finance Act 1992 (as inserted by the Local Government Finance Act 2012). On 19 December 2012, the Welsh Assembly approved two sets of regulations:

- the Council Tax Reduction Schemes (Default Schemes) (Wales) Regulations 2012 ("the Default Scheme Regulations");¹ and
- The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2012 ("the Prescribed Requirements Regulations")².

These Regulations prescribe the main features of the Scheme to be adopted by all Councils in Wales.

¹ These can be accessed: <http://www.assemblywales.org/bus-home/bus-business-fourth-assembly-laid-docs.htm?act=dis&id=241510&ds=1/2013>

² These can be accessed: <http://www.assemblywales.org/bus-home/bus-business-fourth-assembly-laid-docs.htm?act=dis&id=241510&ds=1/2013>

- 2.03 Although the Act had given the Welsh Ministers discretion to allow Welsh local authorities to determine the content of their own schemes, the Government took a decision to establish a national framework for the provision of Council Tax Support in Wales. This will avoid what has been termed a "postcode lottery" whereby eligibility for particular groups could be different in different council areas.
- 2.04 Although a national scheme has been approved, within the Prescribed Requirements Regulations, there is limited discretion given to the Council to apply additional discretionary elements that are more generous than the national scheme and which provide for additional administrative flexibility. These are:
- The ability to extend the standard period of 4 weeks during which council tax reduction will continue after someone starts work;
 - A discretion to increase the amount of War Disablement Pensions and War Widows Pensions which is to be disregarded when calculating the income of the claimant;
 - A discretion to permit claims for council tax reduction to be submitted at offices other than County Hall/Flintshire County Council buildings;
 - A discretion to enhance the process for notification of decisions above the minimum requirements; and
 - The ability to backdate the award of council tax reduction for longer than the new standard period of three months, where a claim has been submitted late.
- 2.05 The Prescribed Requirements Regulations require the Council to adopt a Council Tax Reduction Scheme by 31 January 2013, regardless of whether it applies any of the discretionary elements. If the Council fails to make a scheme, then a default scheme will apply under the provisions of the Default Scheme Regulations. The Council can only apply discretion if it makes its own scheme under the Prescribed Requirements Regulations.
- 2.06 Whether or not the Council wished to adopt any of the above discretionary elements it was obliged to carry out consultation on the adoption of a scheme, even though the provisions were set by the Welsh Government. Because of the tight timescales between the making of the Prescribed Requirements Regulations and 31 January 2013 (by which date the scheme has to be adopted), consultation has been truncated in Flintshire County Council between 17th December 2012 and 14th January 2013. The consultation exercise has been applied by all Welsh Councils and has been based upon the best information available at the time.

3.00 CONSIDERATIONS

- 3.01 The Council's recommended approach to the available discretions is to apply them as outlined in Appendix 2.
- 3.02 It should be noted that there are no additional monies available from the Welsh Government to fund the discretionary elements. The cost of funding similar discretionary elements under the current council tax benefit scheme is outlined in Appendix 2
- 3.03 The Council continues to have powers to support hardship on an individual basis or in respect of a defined group. Such arrangements cannot, however, form part of the Council Tax Reduction Scheme itself.

4.00 RECOMMENDATIONS

- 4.01 To note the making of the Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations ("the Prescribed Requirements Regulations") by the Welsh Assembly on 19 December 2012.
- 4.02 To note the outcome of the consultation exercise undertaken by the Council on the introduction of the Council Tax Support Scheme.
- 4.03 To adopt the Scheme as set out in Appendix [1].

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Council needs to manage the cost of Council Tax Support within its budget. The amount of government support is limited to £8,772,518 and is provided on a fixed basis rather than the demand-led basis of support to council tax benefit. The Council needs to recognise also that as well as receiving a reduced amount of government support, it is anticipated that there will be an increase in non-collection rates as a result of the increased burden on claimants.
- 5.02 The Council has a duty to recover all outstanding Council Tax balances so that debts owed to the Council are kept to a minimum. With this in mind, the recent introduction of a Corporate Debt Policy should help to minimise the impact of non collection. The policy will ensure fairness for all in that every debtor will have an obligation to repay their debt owed so that future services do not suffer.

- 5.03 Critically, the policy will also ensure the Council and partner organisations will treat all debtors fairly and, where possible we will promote free debt advice services. Where appropriate, payment agreements will be put in place to assist debtors in adverse financial circumstances. Where a customer makes contact to discuss payment difficulties their circumstances will be considered fairly and objectively with a view to agreeing a reasonable payment arrangement, minimising recovery action and avoiding potential additional costs.
- 5.04 The decision to agree a repayment timetable will be influenced by the willingness of the customer to take advantage of the debt advice. Proportionate measures will be deployed to develop a culture of payment and early intervention while encouraging those in need of help to get in touch with the Council at an early stage.

6.00 ANTI POVERTY IMPACT

- 6.01 Wales has been argued to be the most deprived country in the UK. It has also been highlighted that the deprivation present in Wales is comparable to only parts of England, in which a similar “post – industrial setting is found”. It may be regarded that Wales faces more significant impacts as a result of changes to the systems of welfare which begin in earnest next year.
- 6.02 The Welfare Reform Programme has recognised the need for proactive work and support to try and mitigate as much as possible the effects on vulnerable residents in Flintshire. Residents may not only be affected by changes to Council Tax Support but may also be affected by other changes to other welfare benefits which are happening at the same time.

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

- 8.01 The replacement of Council Tax Benefit with the national support scheme will impact upon many of our low income residents including those in vulnerable groups.

The Council has undertaken a consultation exercise in the limited time available The consultation assists the Council in satisfying the public sector equality duty in the Equality Act.

The Welsh Government has compiled an equalities impact assessment following its consultation³. A local equalities impact assessment has been carried out by the Council and a summary is contained in Appendix 4.

³ This may be accessed through the following link (Page 16 Appendix A): <http://www.assemblywales.org/bus-home/bus-business-fourth-assembly-laid-docs.htm?act=dis&id=241515&ds=1/2013>

9.00 PERSONNEL IMPLICATIONS

9.01 None specifically associated with the content of this report.

10.00 CONSULTATION REQUIRED

10.01 Yes.

11.00 CONSULTATION UNDERTAKEN

11.01 The Welsh Government undertook consultation on Providing Support for Council Tax between February and April 2012. A technical consultation was carried out between 21 September and 19 October on the draft Default Scheme Regulations. No specific consultation has been carried out nationally on the Prescribed Requirement Regulations. An Equality Impact Assessment has been carried out and was submitted to the Minister for Local Government and Communities for consideration alongside the draft regulations.

11.02 Local consultation has taken place between 17th December 2012 and 14th January 2013. A summary of the consultation results is contained at Appendix 3.

12.00 APPENDICES

- Appendix 1 – Summary of the Scheme
- Appendix 2 – The Discretionary Elements
- Appendix 3 - Summary of Public Consultation
- Appendix 4 - Equalities Impact Assessment

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Schedule 1B of the Local Government Finance Act 1992 (as inserted by the Local Government Finance Act 2012

Council Tax Reduction Schemes (Default Schemes) (Wales) Regulations 2012 (“Default Scheme Regulations”)

Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2012 (“Prescribed Requirement Regulations)

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Summary of the Scheme

The Council Tax Reduction Scheme takes all its principal elements from the Council Tax Benefit scheme it replaces. It is a “means tested reduction” but it exists outside the legal framework for other Social Security benefits.

As such the new scheme compares an applicant’s “needs” with regard to age, disability and responsibility for a partner, children, or as a carer to their assessable income and capital. There are disregards from earned income and of some disability benefits, and the capital limit is £16, 000

Applicants with an income in excess of their needs will have their maximum Council Tax Reduction withdrawn at the rate of 20%.

The principal difference to CTB is that the maximum Council Tax Reduction available is limited to 90%, meaning that all applicants, even those on the lowest of income will have to pay at least 10% of their Council Tax bill.

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The Discretionary Elements

There are five distinct areas of discretion within the new Regulations and Flintshire County Council proposes to exercise these as follows;

1. Not to increase the “extended reduction period” to more than four weeks when an applicant starts work. This rule currently acts as a good work incentive measure under CTB, and it makes sense to maintain it in line with the Housing Benefit (HB) Extended Payment, which will continue at four weeks. FCC paid Council Tax Benefit (CTB) Extended Payments to the value of £19, 223 in 2011/2012
2. To continue to disregard all War Disablement and War Widows Pensions as income. This measure resulted in £30,297 of CTB expenditure in 2011/2012 and to continue this discretion would follow a long precedent and maintain the link with the Authority’s treatment of this income for HB purposes
3. Not to “designate” non Local Authority offices for the receipt of CTRS forms, as it is thought that this would not improve the service with regard to the security and speed of processing and it may prove difficult to guarantee Welsh language assistance to applicants
4. To maintain the current, extensive provision of information contained in notifications of awards
5. To maintain the standard three month backdating provisions for pensioners (in line with current CTB and HB arrangements) and to use the discretion to increase the period for which working age peoples claims can be backdated from 3 to 6 months when a good reason for failing to claim is shown. This reflects the current position with regard to CTB and HB, and in 2011/2012 FCC awarded backdated CTB claims to the value of £33, 078.

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Summary of Public Consultation

1. Consultation took place between 17th December 2012 to 14th January 2013. The consultation took the form of a consultation document and survey (in English & Welsh). It was available on the Councils website. It was also distributed to AMs, MPs, Members and Town & Community Councils. Posters were printed and distributed. There was some face to face meeting with some disability groups and other forums. All 13000+ current Council Tax Benefit customers were written to and informed of the consultation and proposed changes.
2. FCC received telephone 300+ calls from the public following the start of the consultation period and the despatch of the letters.
3. 20 residents asked for the documentation in hard format.
4. FCC received 18 survey documents regarding the consultation survey. 16 “online” and 2 in paper format. Only one was from an organisation and the others from individuals. All were in the medium of English.
5. A number of individual “letters” have been received and concerns are being addressed,
6. A number of general comments were made;

“Benefits exist as people can’t afford a decent standard of living. A reduction is a disgrace and shows how uncaring the government is. Tax the bankers”

“According to the paper can’t touch OAPs. Awful that the poorest are targeted so they have nothing to live on”

“Councils in England and Wales are protecting OAPs, Scotland no change”

“This is fair in the circumstances”

“Low income families depend on Benefits – higher fuel bills – many in Deeside are struggling”

“Unfair on pensioners who have limited income – sounds like you are blaming the UK government for a decision to limit to 90%”

“States 10% this year but what happens next year 20% then 30%.”

“It is intended that the poor in our society is to be squeezed”

“Benefit claimants are on a limited income, budget 10% will impact – people are in fuel poverty...”

“I am diabetic and disabled and need a special diet – 10% will have gone on fuel and food, I will have to go in to hospital and that will cost more”

“I am a single parent with a 2year old with cerebral palsy – I receive DLA highest rate for him so I can’t work”

“As Benefit is already means tested where does the extra income come from?”

“If payments are made to individuals and not landlords – what will be the safety net?”

“HELP! I am struggling to put food on the table and heat my home. Disabled and getting DLA. Every penny counts”

“I think this is crazy – people are already struggling – more depression for low income families”

“Where I am supposed to find the 10% - can I claim this back on my pension credit?”

7. Not many comments were made on the areas of discretion. The Royal British Legion commented that the status quo should be kept for the treatment of War Widows, Disablement Pensions and payments. There was one comment about designated offices that this should be considered. There were 3 comments about extended payments and consideration should be given to 6 weeks, 8 weeks and 6 months respectively. Backdated claims should be 6 months for all.

Flintshire County Council:

**The Council Tax Reduction Scheme in Wales:
The Impact Assessment for Flintshire**

Draft Version 1.0

January 2013

Contents

| | |
|-------------------------------------------------------------------------------|----|
| Executive Summary | 4 |
| 1 Introduction and Overview | 5 |
| 1.1 Background | 5 |
| 1.2 The Protected Characteristics..... | 5 |
| 1.3 This Report..... | 5 |
| 2 The Council Tax Reduction Scheme | 7 |
| 2.1 Overview | 7 |
| 2.2 The Council Tax Reduction Scheme..... | 7 |
| 2.3 Other Changes in Welfare from 2013 | 9 |
| 2.4 Context to the Impacts: A Brief Reminder on National Welfare Reforms..... | 9 |
| 3 The Options Summary | 11 |
| 3.1 Overview | 11 |
| 3.2 Key Decisions and Responsibilities | 11 |
| 3.3 The Wales Scheme | 11 |
| 3.4 Underpinning Evidence and Impact Assessment for Wales | 11 |
| 3.5 The Financial Envelope | 12 |
| 3.6 The Impacts by Options within the proposed Scheme | 13 |
| 3.7 Local schemes: The Impact of allowances for War Widows..... | 14 |
| 4 Overall Impact Assessment | 15 |
| 4.1 Overview | 15 |
| 4.2 Relationship between Impact Assessments..... | 15 |
| 4.3 Approach to data | 15 |
| 4.4 Data Sources: Wales and Local Council Analysis..... | 16 |
| 4.5 Summary of Impacts by Household Type | 17 |
| 4.6 Summary of the Overall Value of claims by Protected Characteristic..... | 18 |
| 4.7 Analysis of protected characteristic: Age, Working and Pensioner Age..... | 19 |

| | | |
|------|---------------------------------------------------------------------------|----|
| 4.8 | Analysis of protected characteristic: Age, Households with Children | 21 |
| 4.9 | Analysis of protected characteristic: Disability..... | 22 |
| 4.10 | Analysis of protected characteristic: Gender, Single Parents..... | 24 |
| 4.11 | Analysis of protected characteristic: Race | 25 |
| 4.12 | The Impacts of the proposed changes: All Households | 26 |
| 4.13 | Adverse impacts and mitigating actions..... | 27 |
| 4.14 | Clusters of potential common impact..... | 28 |
| 4.15 | Interim Conclusions | 28 |
| 5 | The Local context: Trend Analysis..... | 30 |
| 5.1 | Summary of section..... | 30 |
| 5.2 | Overall Approach..... | 30 |
| 5.3 | Increase in claims, All England and Wales | 30 |
| 5.4 | Council Tax Benefit: The Wales Perspective | 32 |
| 5.5 | Welsh Language Skills | 33 |
| 6 | Mitigation | 35 |
| 6.1 | Overview | 35 |
| 6.2 | Matters to be considered | 35 |
| 7 | Conclusions..... | 36 |
| | Appendix 1: Management of the Impacts from April 2013..... | 37 |

Executive Summary

The UK government is now undertaking some of the most substantial changes to national welfare benefits in more than 30 years. One of the key elements of these changes, and which is amongst the first to be implemented, is the replacement of Council Tax Benefit from April 2013.

Under Government rules, Council Tax Benefit is repealed, and is replaced by Council Tax Reduction. The changes to this benefit have two critical elements: firstly that responsibility for the determination of local schemes is delegated to a local level; and secondly that a funding cut of 10% of the cost of awards is applied. The funding cut, for the whole of Wales is in the region of £24m for 2013/14.

Wales has been argued to be the most deprived country in the UK. It has been argued that the deprivation present in Wales is comparable to only parts of England, in which a similar "post-industrial" setting is found. Accordingly, there are high levels of household dependency upon welfare benefits, and it may be argued that Wales faces more significant impacts as a result of changes to systems of welfare which begin from next year.

In Wales, the Welsh Government has determined to introduce a common scheme for Council Tax Reduction which will apply throughout the country. Under the scheme proposed, the funding cut of 10% will be passed to those in receipt of Council Tax Reduction, through the use of a 90% maximum amount of Council Tax Reduction rather than the 100% maximum which has been possible under Council Tax Benefit.

All of the Welsh Authorities have co-operated on this Impact Analysis, and there is as a direct consequence a strong opportunity to make comparisons with the Impact Analysis which has already been completed in respect of Wales by the Welsh Government. Throughout Wales, it has been possible to reach some conclusions on the same protected characteristics as within the whole Wales assessment. However with access to each Council's data, it is also possible to examine the potential impacts on those Characteristics at an individual Council level.

While for the whole of Wales the conclusions are similar to those of the Welsh Government, there are variations at a local level. For the Council, the key variations from the whole Wales findings are in terms of Age, Disability, Race and Gender. The specific findings in support of these overarching conclusions are explored in section 4 following.

The purpose of this report is to consider the effect on different groups who are protected under the Equality Act by discussing the potential effects of the proposed changes on such groups, and to ensure that the Council meets its public sector equality duty.

January 2013

1 Introduction and Overview

1.1 Background

The Government is committed to implementing the most significant changes to national welfare systems that have been seen in more than thirty years. The change programme begins in earnest from next year, and the changes to Council Tax Benefit will take effect from 2013. The implementation timetable is extremely demanding.

1.2 The Protected Characteristics

Under the Equality Act 2010, public authorities will consider the potential impact of proposed policy changes with regard to the following statutory Protected Characteristics:

- Age;
- Disability;
- Gender;
- Gender reassignment;
- Marriage and civil partnership;
- Pregnancy and maternity;
- Race
- Religion or belief;
- Sexual orientation.

1.3 This Report

This report is constructed to enable an informed decision making process, and with reference to the following sections:

- **At section 2:** A summary of the statutory changes which must be implemented from April 2013, and under which Council Tax Benefit is repealed, and replaced by Council Tax Reduction;
- **At section 3:** A summary of the relationship between each Council's Impact Analysis, and the scheme which is proposed for the whole of Wales, and the consequent Impact Analysis of the Welsh Government;
- **At section 4:** A summary of the equality impacts of those options within the Council;
- **At section 5:** A summary of analysis of the overall trends within the Council's Council Tax systems, and to begin planning and forecasting for the cost of the Council Tax Reduction scheme;

- **At section 6:** A summary of the mitigating steps which may be considered as appropriate; and
- **At section 7:** Overall conclusions and recommendations.

2 The Council Tax Reduction Scheme

2.1 Overview

This section explains the key points about the Council Tax Reduction scheme which must be implemented from April 2013, within the context of what is currently known about the changes underway within the national welfare benefits system. It is to be stressed that the Government is attempting the most significant changes to welfare that have been seen for at least 30 years. Indeed the Institute for Fiscal Studies have argued in their study for the options for Wales that the changes to be faced are the greatest in 40 years.

While the broad scale of change is not disputed, some of the detail of proposed change is not yet known. An additional complicating factor is the speed with which the change programme is being attempted. There is an extent to which, therefore, the changes to Council Tax operate within a context of wider welfare reform that is very much still under development.

In summary, the key changes to welfare may be considered as follows:

- From **April 2013**, Wales will implement the replacement scheme for Council Tax Benefit;
- From **April 2013**, new approaches will also apply for welfare support, under which one-off payments for specific purposes are managed, including some currently managed by the Department for Work and Pensions (DWP) which is currently responsible for the administration of Crisis Loans and Social Fund payments. In Wales, a common national scheme will apply, administered by a partnership of Northgate Public Services, Family Fund trading & Wrexham County Borough Council;
- From **October 2013**, the Government's flagship changes to national welfare payments under Universal Credit begin in earnest.

It is anticipated that as the above implementations proceed, and as the necessary policy changes to "fine tune" systems are identified, that further changes may be applied by the Government.

As a consequence of the volatile change environment which is described here, the Welsh Government has determined to implement a scheme of Council Tax Reduction which will initially apply for only one year from April 2013.

2.2 The Council Tax Reduction Scheme

Overview

The UK Government currently administers the appropriate provisions for reductions in Council Tax payments through two different Departments, the Department for Work and Pensions (DWP), and the Department for Communities and Local Government (DCLG). The DCLG have driven the programme for the reform of Council Tax Benefit.

Currently, Government grant for Council Tax Benefit is designed to largely match actual expenditure, and is claimed at the end of the year through the Council

Tax Benefits Subsidy system. Grant for the Council Tax Reduction scheme will be cash limited, and is intended to cost the Government 10% less than the current scheme. Local schemes are therefore expected to be less generous than the current scheme.

Although the UK Parliament enacted primary legislation for these changes in November, much of the detail of the schemes is provided via Regulations, which could not be laid until the overarching primary legislation was passed. In Wales, the National Assembly for Wales was recalled on the 19th December to determine the main scheme regulations.

Overall Financial Impact

Under current arrangements, which have applied since 1993, the lowest income households identified by a statutory means test are entitled to a maximum of 100% benefit award against Council Tax Liability.

The UK Government has decided to make savings in the cost of awards for Council Tax Benefit, and has calculated a 10% cut **in the overall cost of Council Tax Benefit** which will be applied to each Council.

Under the scheme for Wales, the 10% cut will be passed across to those receiving Council Tax Reduction from April 2013 by applying a 90% maximum eligible amount of Council Tax. The key impacts of this approach on customers may be summarised:

- All of those households currently receiving Council Tax Benefit will be required to contribute something towards the cost of their Council Tax, including those households currently receiving 100% relief;
- Some households, currently receiving smaller awards of reduction because of earned income will receive no relief at all under the 90% maximum eligible amount of Council Tax award policy;
- Pensioners will not receive automatic protection from the Scheme in Wales, and will be applicable to the Wales scheme in the same way as Working Age households.

Overall Financial Impact: Claim Groups

The overall value of claims for the Council is summarised as follows:

Table 1: Claims distribution, Working and Pension Age:

| Claim type | Value (£) | % |
|-------------|-----------|-------|
| Working Age | 4,788,348 | 50.5% |
| Pension Age | 4,705,263 | 49.5% |
| Total | 9,493,611 | |

The overall value of claims, as at December 2012 is £9.5m, of which £4.78m is paid in respect of Working Age claims and £4.71m in respect of Pensioner claims.

2.3 Other Changes in Welfare from 2013

From October 2013, the DWP's proposed changes to national welfare payments under the Universal Credit system begin in earnest.

Under current government plans, transitional arrangements to the new Universal Credit system will begin from October 2013, with a phased implementation by claim type. New claimants from October 2013 will be the first to go through the new system, with other claim groups including existing claimants of working and of pensionable age coming later. Under current government proposals, Universal Credit will be a single payment to successful claimants for all living costs, including for rent where applicable.

2.4 Context to the Impacts: A Brief Reminder on National Welfare Reforms

Council Tax Reduction is only a part of wider changes to welfare reform which are being completed by the Government. As the Council considers the potentially significant impacts of proposed changes to local welfare which must be considered, a brief reminder of that national context is summarised:

- The UK Government is committed to the most significant review of welfare that has been seen, possibly for 30 years and arguably since national systems of welfare were originally conceived after the Second World War. While the CTR is implemented from April 2013, this is not the only change in welfare which is underway;
- All the changes which are to be made to national welfare systems cannot yet be fully assessed, and indeed some of the details are not yet known. However it might be argued that some broad principles are emerging, as follows:
 - The UK Government appears to be positioning future policy to apply more cuts to the welfare budget;

- Some independent policy specialists have indicated that a prolonged period of reductions in Government spending may well now apply until 2020¹;
- Whoever follows the coalition, it is now difficult to see how further cuts cannot be envisaged. The policy choice is simply where they will be applied;
- Current Government policy appears, in particular to be targeting cuts to households which are larger households; are longer term recipients of Welfare; are younger; or are otherwise in receipt of larger value awards;
- Recent policy announcements from the Government appear to be significantly strengthening the position which is proposed for welfare for families in longer term receipt of welfare and for those families making life choices while on welfare. Such “life choices” may include decisions which currently have the effect of increasing welfare payments, for example having additional children.

¹ Tony Travers, Director, Greater London Group, London School of Economics. Conference paper to the Institute of Revenues, Rating and Valuation October 2012.

3 The Options Summary

3.1 Overview

This section summarises the relationship between the approach taken for the Council, and the adoption of the whole Wales scheme.

3.2 Key Decisions and Responsibilities

The pattern of changes to welfare reform which begins from April covers a series of measures for which different parties have responsibility. As regards the Council Tax Reduction Scheme the key responsibilities and relevant parties may be summarised as follows:

- The UK **Department for Communities** have determined to repeal rules for the administration of Council Tax Benefit, and replace those systems of welfare with Council Tax Reduction from April 2013;
- The **Welsh Government** have implemented an overall scheme of Council Tax Reduction which applies for the whole of Wales, and which will apply a scheme with a maximum eligible Council Tax set at 90%; and
- **Billing Authorities**, including the Council must implement and administer the local schemes.

3.3 The Wales Scheme

The Welsh Government has determined to implement a scheme for the whole of Wales, and which will apply as follows:

- That the maximum eligible amount of Council Tax Reduction which will apply is 90%;
- That no Second Adult Rebate will apply; and
- That the scheme will apply for one year only from April 2013.

In addition, the Scheme allows for the determination of some elements of the scheme by the local Billing Authority, and as follows:

- The approach to extended payment;
- The rules for backdating of awards
- The rules for the treatment as income of specified payments in respect of War Widows or Armed forces compensation; and
- The approach in respect of notifications of awards.

3.4 Underpinning Evidence and Impact Assessment for Wales

The Welsh Scheme as developed and implemented by the Welsh Government is supported by separate analysis and published supporting evidence, which should

be considered together with the Impact Analysis of the Council. That underpinning evidence for the whole Wales scheme includes:

- The report of the Institute of Fiscal Studies completed for the Welsh Government and the Economic and Social Research Council, "Reforming Council Tax Benefit, Options for Wales"; and
- The Impact Analysis completed by the Welsh Government and published October 2012 for the Impact Assessment of the proposed changes.

3.5 The Financial Envelope

The Government is imposing a reduction in the funding of Council Tax Reduction at the same time as localising decision making for the scheme of awards. The reduction proposed is significant, and if the Council chooses not to pass on the cost of the cut, then that money must be found from other sources.

Although the systems must be implemented very soon now, we still do not yet have final funding figures from the DCLG. The draft methodology which the DCLG and Welsh Government have together applied is summarised:

1. Take the overall estimated cost of Council Tax Benefit which the DWP have calculated for 2013/14;
2. Take the actual awards of Council Tax Benefit made by Billing Authorities during 2011/12, as calculated by DWP;
3. Share the 2013/14 budget out in the proportions of spend for 2011/12;
4. Apply the whole Wales scheme reduced maximum amount of Council Tax Reduction of 90%.

While the calculation removes 10% of the estimated cost at a national level, the impact locally is expected to be very different. This is for the following reasons:

The proposed approach takes no account of:

- Any increase in tax which may be applied in 2013/14;
- The increase in the costs of awards under the scheme, and as claimants increase, or as claimants become eligible for more help (and to the extent that the experience in the Council differs from the national assumptions made by the OBR, DWP and DCLG); and
- Provision for bad debt which should be calculated for this part of the Council Tax, and which is likely to be at a much higher percentage than for Council Tax Payers generally.

The trend analysis which begins to inform how this budget may behave from next year is commenced at section 5 below.

3.6 The Impacts by Options within the proposed Scheme

Under the Welsh scheme, local discretions are enabled in four areas, briefly described in the following table with reference to any potential links with protected characteristics.

Table 2: Impacts of options within draft scheme:

| Element of proposed Local Scheme | No. Claims Affected | Equality Issue for consideration | Protected Characteristic of those affected |
|-----------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| 1. Backdating | TBA | It may be argued that people with no familiarity with UK benefits systems are more likely to require backdating. | Race |
| 2. Extended payments | TBA | None identified | None identified |
| 3: War Widows allowances | TBA | None identified | None identified |
| 4. Notification letters | TBA | None identified | None identified |

3.7 Local schemes: The Impact of allowances for War Widows

The incidence of allowances in respect of War Widows pensions and so on in the claims population suggests the following value of claims:

Table 3: The Value of claims and War Widows allowances

| | No. | Value |
|-------------------------------------------------|------------|---------------|
| War Widows Pension, pre 1973 | 5 | 3,884 |
| War Widows Pension | 7 | 5,008 |
| War Widows Disablement pension | | |
| War Pensions Mobility Supplement | 3 | 3,022 |
| War Widows supplementary pension | | |
| War disablement pension | 50 | 43,244 |
| Payments under Armed Forces Compensation scheme | 1 | 697 |
| Total | 66 | 55,855 |

4 Overall Impact Assessment

4.1 Overview

This section attempts to summarise the key impacts which may arise from the Council's proposed Local Scheme of support. The approach attempts to consider those impacts, where it is possible, with reference to the "Protected Characteristics" which the Council has a duty to consider.

The remainder of this section is organised as follows:

- At para 4.2- 4.4 below, a brief explanation of the relationship with the Wales Impact Assessment, and of the approach to the analysis;
- At paras 4.5- 4.10 below a discussion of the potential incidence of the Protected Characteristics within the claim population;
- At paras 4.12- 4.15 overall interim conclusions are introduced.

4.2 Relationship between Impact Assessments

Although the data sources utilised are different, there is significant common ground over the extent which data can be gathered to reach conclusions in respect of Protected Characteristics. Both the Welsh Government's Impact Analysis, and the impact analysis of the Council have been able to capture and analyse data which has enabled the determination of possible impacts in relation to the following Protected Characteristics:

- Age;
- Disability
- Race; and
- Gender.

Insufficient information has been determined to enable initial conclusions in respect of gender reassignment; marriage and civil partnership; pregnancy and maternity; religion or belief; and sexual orientation. While the changes proposed under the Council Tax Reduction scheme are not designed or intended to militate against people within any protected characteristic, the Council does not, as regards these protected characteristics have sufficient information to reach any conclusions about the way in which the proposed changes may impact upon them.²

4.3 Approach to data

There are two main sources of data which have been used to complete this initial assessment, as follows:

² Welsh Government Equality Impact Assessment for the Council Tax Reduction, December 2012

- For a detailed analysis of the individual Council records which underpin Benefits administration currently, the Datatank analytical product which has been procured for Wales has been used to complete that assessment. This provides an analysis of “real time” data, which is accurate at December 2012, and which is an analysis of all Council records of claims in payment at that date; and
- In some instances, it has been possible to use published sources of nationally available information, and to support the Impact Analysis in aspects of the data which are not otherwise available from individual Council records. In particular, it has been possible to use:
 - published data from the DWP to enable profiling of Council Tax Benefit costs per authority, and profiling of the increase in the cost of awards over recent years; and
 - separately information from the Office of National Statistics (ONS) which has enabled higher level information regarding ethnic background of the population of Wales, as well as to provide information explaining the incidence of Welsh Language skills.

In all regards, it to be stressed that, insofar as this initial data analysis is concerned:

- The change to Council Tax Reduction from next year, including particularly the change in funding which passes a significant part of the cost of awards to the local authorities means that for the first time, Billing Authorities are responsible for, and bear the cost of part of the awards;
- There a very significant extent to which local Councils now bear a part of the risk of any increase in costs which occurs; and
- For the first time, planning for and managing the profile of claims under Council Tax Reduction will impact directly upon the costbase of Billing Authorities. It is therefore highly likely that Councils will have a significant interest in monitoring and managing forecasting of the cost of awards.

4.4 Data Sources: Wales and Local Council Analysis

The analysis which has been completed for the Welsh Authorities shows many similarities with the analysis which has also been completed for the whole of Wales by the Welsh Government. Although some of the actual percentages calculated vary, the broad conclusions of which protected characteristics may be subject to the calculation of an impact; and in which regard the incidence of such characteristics is present within the population is common.

It is suggested that there are two key reasons which are likely to account for differences in some values:

- The extent to which the data used within the Council analysis represents live data analysed at December 2012, as opposed to survey data from 2007-2010 and modelled for the whole of Wales;

- The extent to which, as the IFS and the Wales Impact assessment already conclude, that the Family Resources Survey contains a limited sample of Welsh data; and
- Natural differences which will occur over the time between some of the earliest data which has been used within the Whole Wales Impact Analysis at 2007 and 2012.

4.5 Summary of Impacts by Household Type

Within the following table, we summarise the impacts which may be considered in relation to segments of the local population eligible to receive Council Tax Benefit and Council Tax Reduction. There are some impacts of the overall scheme which are likely to be common to all people receiving Council Tax Reduction under the Council's Local Scheme from April 2013, and those are shown below.

The Council's summary of impacts shown in this section is underpinned by a variety of data sources, including:

- The research which has been completed by the Council to support the preparation of the Impact Analysis of the Council Tax Reduction scheme;
- Other sources of appropriate external and internal research which are where referenced specifically explained with footnotes or otherwise.

Table 4: Impacts by Household Type:

| No. | Household Type | Equality Issue for consideration | Protected Characteristic of those affected | No. |
|------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|----------------|
| Pensioner Age Claimant Households | | | | |
| 1. | Pensioner Claims (All) | Under the national Wales scheme, pensioner households will be liable for increases in tax in the same way as Working Age claimants | Age | 6,340 |
| People with responsibility for young children | | | | |
| 2. | Households with children | People with responsibility for children under five years People with responsibility for children under 16 | Age | 1,581 3,466 |
| Disabled Households | | | | |
| 3. | Working Age people with | The whole working Age population bears the proposed impacts of the scheme equally. However some groups with protected | Disability | 1,543 |

| No. | Household Type | Equality Issue for consideration | Protected Characteristic of those affected | No. |
|-----------------------|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------|
| | disability | characteristics face the greatest barriers to work and as such are disproportionately represented within the claims population. This includes people with disabilities. | | |
| 4. | Pensioner Age, people with disability | | Disability, Age | 1,650 |
| Single parents | | | | |
| 5. | Working Age, Single Parent, female | Single parent families have higher numbers of claimants who are female. Women who are single parents and receiving CTR may therefore disproportionately receive the impacts of payment of the tax, and of enforcement actions taken to recover unpaid tax. ³ 93% of single parents within the Council's claim population are female | Gender | 2,316 |

There are additional protected characteristics under the Equality Act which could also be dis-proportionally represented within the claims population because of barriers they are likely to experience to work, but for which the Council currently does not have sufficient data within Revenues and Benefits records to reach any conclusions. These include gender reassignment; pregnancy and maternity; religion or belief and sexual orientation.

4.6 Summary of the Overall Value of claims by Protected Characteristic

The following table summarises, in addition to the number of households which may be present within the claims population with protected Characteristics, the value of such claims:

Table 5: Summary of claims value and Protected Characteristic:

| | No. | Value |
|--|-----|-------|
|--|-----|-------|

³ Warwick Business School and Coventry Women's' Voices, 2012

| | | |
|---------------------------------------------------------------------------|--------|-----------|
| Age: a) Pensioner Claims | 6,340 | 4,705,263 |
| b) Working Age claims | 6,761 | 4,788,348 |
| c) All claims | 13,101 | 9,493,611 |
| Age: young children, a) Under 5: | 1,581 | 1,158,811 |
| b) Under 16: | 3,466 | 2,587,816 |
| Disability: working age households in which specified benefits in payment | 1,543 | 1,143,739 |
| Disability: Pensioner households in which specified benefits in payment | 1,650 | 1,246,809 |
| Gender: Single Parents, a) female | 2,316 | |
| b) male | 128 | |

4.7 Analysis of protected characteristic: Age, Working and Pensioner Age

The table below shows the distribution of working and pension Age claims for the Council, together with the anonymised details of the other participating Councils in Wales.

Table 6: Working and Pension Age Claims

| Council | Working Age | | Pensioner Age | | Total | |
|-------------------|----------------|--------------------|----------------|-------------------|----------------|--------------------|
| | No | Value | No | Value | No | Value |
| Council A | 17,602 | 12,992,508 | 12,241 | 9,196,939 | 29,843 | 22,189,447 |
| Council B | 11,771 | 7,809,146 | 8,778 | 5,708,226 | 20,549 | 13,517,372 |
| Council C | 3,153 | 2,427,071 | 2,776 | 2,324,741 | 5,929 | 4,751,812 |
| Council D | 6,180 | 4,362,377 | 5,843 | 4,471,071 | 12,023 | 8,833,448 |
| Council E | 5,859 | 4,821,670 | 5,120 | 4,488,446 | 10,979 | 9,310,116 |
| Council F | 5,428 | 4,108,392 | 5,811 | 4,795,451 | 11,239 | 8,903,843 |
| Council G | 9,862 | 6,183,513 | 6,089 | 3,921,379 | 15,951 | 10,104,892 |
| Council H | 6,545 | 5,030,079 | 4,579 | 3,727,459 | 11,124 | 8,757,538 |
| Council I | 11,338 | 9,069,057 | 7,956 | 6,565,470 | 19,294 | 15,634,527 |
| Council J | 5,230 | 3,873,948 | 5,198 | 4,191,063 | 10,428 | 8,065,011 |
| Council K | 7,948 | 5,504,081 | 6,111 | 4,563,464 | 14,059 | 10,067,545 |
| Council L | 3,585 | 2,549,773 | 3,375 | 2,561,145 | 6,960 | 5,110,918 |
| Council M | 6,359 | 4,978,157 | 4,292 | 3,282,446 | 10,651 | 8,260,603 |
| Council N | 9,431 | 7,539,136 | 6,298 | 5,103,729 | 15,729 | 12,642,865 |
| Council O | 10,103 | 7,491,693 | 8,649 | 6,709,762 | 18,752 | 14,201,455 |
| Council P | 4,860 | 3,611,677 | 3,020 | 2,251,146 | 7,880 | 5,862,823 |
| Council Q | 6,265 | 3,652,971 | 5,392 | 3,470,388 | 11,657 | 7,123,359 |
| Council R | 15,867 | 10,707,329 | 11,205 | 8,196,356 | 27,072 | 18,903,685 |
| Council S | 3,519 | 3,098,553 | 3,277 | 2,951,343 | 6,796 | 6,049,896 |
| Council T | 6,485 | 4,681,756 | 4,643 | 3,336,680 | 11,128 | 8,018,436 |
| Flintshire | 6,761 | 4,788,348 | 6,340 | 4,705,263 | 13,101 | 9,493,611 |
| Total | 164,151 | 119,281,235 | 126,993 | 96,521,967 | 291,144 | 215,803,202 |

Interim Conclusions:

- The Council's overall value of claims is towards the average cost of claims in Wales. The Councils with the larger caseloads may be argued to bear a consequently larger share of the financial risk which is being delegated to local government under the changes in funding for Council Tax reduction, and in the event that claims costs increase but funding does not;
- The Council has a total of 13,101 customers currently receiving Council Tax Benefits, which have been calculated under current rules with reference to the 100% maximum eligibility. Under the changes from this April adopted by the Welsh Government, the maximum eligible Council Tax for the calculation of Council Tax Reduction for all of these customers will be 90%;
- 6,761 of these customers are Working Age, and 6,340 are pensioner households.

Table 7: Percentage of Working and Pension Age Claims, by value

| Council | Working | Pensioner |
|-------------------|---------------|---------------|
| | % Value | % Value |
| Council A | 58.55% | 41.45% |
| Council B | 57.77% | 42.23% |
| Council C | 51.08% | 48.92% |
| Council D | 49.38% | 50.62% |
| Council E | 51.79% | 48.21% |
| Council F | 46.14% | 53.86% |
| Council G | 61.19% | 38.81% |
| Council H | 57.44% | 42.56% |
| Council I | 58.01% | 41.99% |
| Council J | 48.03% | 51.97% |
| Council K | 54.67% | 45.33% |
| Council L | 49.89% | 50.11% |
| Council M | 60.26% | 39.74% |
| Council N | 59.63% | 40.37% |
| Council O | 52.75% | 47.25% |
| Council P | 61.60% | 38.40% |
| Council Q | 51.28% | 48.72% |
| Council R | 56.64% | 43.36% |
| Council S | 51.22% | 48.78% |
| Council T | 58.39% | 41.61% |
| Flintshire | 50.44% | 49.56% |
| Total | 55.27% | 44.73% |

Interim conclusions:

- The Council has a lower than average incidence of Working Age claims, at 50.44%; and
- Consequently, a higher than average incidence of pensioner claims at 49.56%;
- The Council’s overall share of pension age claims is towards the highest in Wales.

4.8 Analysis of protected characteristic: Age, Households with Children

The table below shows the distribution of working and pension Age claims for the Council, together with the anonymised details of the other participating Councils in Wales.

Table 8 Age: Households with responsibility for Children

| Council | Households with children under 16 | | | |
|-------------------|-----------------------------------|-------------------|--------------------|---------------|
| | Total No. | Value | Total Claims | % |
| Council A | 8044 | 6,081,093 | 22,189,447 | 27.41% |
| Council B | 5478 | 3,745,059 | 13,517,372 | 27.71% |
| Council C | 1219 | 998,430 | 4,751,812 | 21.01% |
| Council D | 2780 | 2,062,746 | 8,833,448 | 23.35% |
| Council E | 2736 | 2,377,108 | 9,310,116 | 25.53% |
| Council F | 2424 | 1,888,087 | 8,903,843 | 21.21% |
| Council G | 4740 | 3,134,123 | 10,104,892 | 31.02% |
| Council H | 3274 | 2,589,722 | 8,757,538 | 29.57% |
| Council I | 4846 | 3,981,814 | 15,634,527 | 25.47% |
| Council J | 2063 | 1,598,718 | 8,065,011 | 19.82% |
| Council K | 3841 | 2,697,193 | 10,067,545 | 26.79% |
| Council L | 1522 | 1,119,147 | 5,110,918 | 21.90% |
| Council M | 2562 | 2,092,947 | 8,260,603 | 25.34% |
| Council N | 4269 | 3,522,202 | 12,642,865 | 27.86% |
| Council O | 4428 | 3,433,616 | 14,201,455 | 24.18% |
| Council P | 2142 | 1,588,766 | 5,862,823 | 27.10% |
| Council Q | 2812 | 1,710,783 | 7,123,359 | 24.02% |
| Council R | 6508 | 4,497,720 | 18,903,685 | 23.79% |
| Council S | 1536 | 1,410,278 | 6,049,896 | 23.31% |
| Council T | 2852 | 2,130,786 | 8,018,436 | 26.57% |
| Flintshire | 3466 | 2,587,816 | 9,493,611 | 27.26% |
| Total | 73542 | 55,248,154 | 215,803,202 | 25.60% |

Interim Conclusions:

- The Council has a higher than average number of households with responsibility for children aged under 16 years of age, when considered with reference to the percentage of households in which there are children under 16.

4.9 Analysis of protected characteristic: Disability

The Office for National Statistics (ONS) have published, as part of the 2011 Census, data confirming the high incidence in Wales of people with a long term health problem or with disabilities. Data published in 2012 by the ONS confirms that 23% of residents in Wales have indicated a long term illness or disability, which is the highest percentage of any region in England and Wales.

The barriers which are faced to work by people with disabilities are likely to mean that there will be higher numbers of people with disabilities within the claims population. Using a test of counting people with a “qualifying benefit” to understand the numbers of people with disabilities which may be present within

the claims population allows an estimate to be made of the incidence within the claims population of people with disabilities. In the following table, the qualifying benefit which has been counted are:

- Care component of a Disability Living Allowance (Low, Middle or High);
- Attendance Allowance;
- Support component of Employment Support Allowance; and
- Incapacity Benefit.

Table 9: Households in which specified disability payments received

| | Disability | | Total Claim | |
|-------------------|---------------|-----------------|------------------|---------------|
| | No. | Value | Value | % |
| Council A | 13001 | 10329380 | 22189447 | 46.55% |
| Council B | 8018 | 5567858 | 13517372 | 41.19% |
| Council C | 2058 | 1732476 | 4751812 | 36.46% |
| Council D | 3304 | 2575758 | 8833448 | 29.16% |
| Council E | 3854 | 3558183 | 9310116 | 38.22% |
| Council F | 3317 | 2799832 | 8903843 | 31.45% |
| Council G | 4783 | 3253867 | 10104892 | 32.20% |
| Council H | 4523 | 3841233 | 8757538 | 43.86% |
| Council I | 9532 | 8304653 | 15634527 | 53.12% |
| Council J | 4125 | 3407069 | 8065011 | 42.25% |
| Council K | 3980 | 3073613 | 10067545 | 30.53% |
| Council L | 2556 | 2006129 | 5110918 | 39.25% |
| Council M | 4103 | 3344756 | 8260603 | 40.49% |
| Council N | 4588 | 3823057 | 12642865 | 30.24% |
| Council O | 8236 | 6622953 | 14201455 | 46.64% |
| Council P | 3546 | 2818764 | 5862823 | 48.08% |
| Council Q | 4442 | 3004952 | 7123359 | 42.18% |
| Council R | 11981 | 8937245 | 18903685 | 47.28% |
| Council S | 2148 | 2056256 | 6049896 | 33.99% |
| Council T | 4028 | 3098773 | 8018436 | 38.65% |
| Flintshire | 3193 | 2390548 | 9493611 | 25.18% |
| Total | 109316 | 86547355 | 215803202 | 40.10% |

Interim Conclusions:

- There are a number of approaches which could be taken to evaluating the scale of incidence of people with disabilities within the claims population, and each has their own advantages and disadvantages;
- The above approach has been taken to both provide a degree of clarity in the test applied, through a qualifying benefit, and to attempt to mitigate against the risk of double counting;
- Nonetheless, this is likely to be an area of the evaluation which the Council will wish to keep under review, and amend as necessary; however

- Wales, however is found by the ONS within the 2011 Census to have the highest incidence of people with disabilities or with a long term illness in England and Wales, so it is to be expected that there will be a higher incidence of People with disabilities within the claims population.
- The Council has the lowest incidence in Wales of People with disabilities, when considered by the above qualifying benefits.

4.10 Analysis of protected characteristic: Gender, Single Parents

The table below shows the distribution of single parent claims for the Council, together with the anonymised details of the other participating Councils in Wales.

Table 10: Single Parents Households

| Council | Single Parents | | | Total Claims | % Single Female | % of whole claim |
|-------------------|----------------|--------------|--------------|---------------|-----------------|------------------|
| | Male | Female | total | | | |
| Council A | 309 | 5377 | 5686 | 29843 | 94.57% | 18.02% |
| Council B | 197 | 3435 | 3632 | 20549 | 94.58% | 16.72% |
| Council C | 74 | 675 | 749 | 5929 | 90.12% | 11.38% |
| Council D | 125 | 1704 | 1829 | 12023 | 93.17% | 14.17% |
| Council E | 125 | 1663 | 1788 | 10979 | 93.01% | 15.15% |
| Council F | 114 | 1519 | 1633 | 11239 | 93.02% | 13.52% |
| Council G | 182 | 3176 | 3358 | 15951 | 94.58% | 19.91% |
| Council H | 121 | 2256 | 2377 | 11124 | 94.91% | 20.28% |
| Council I | 195 | 3191 | 3386 | 19294 | 94.24% | 16.54% |
| Council J | 112 | 1269 | 1381 | 10428 | 91.89% | 12.17% |
| Council K | 138 | 2470 | 2608 | 14059 | 94.71% | 17.57% |
| Council L | 75 | 923 | 998 | 6960 | 92.48% | 13.26% |
| Council M | 101 | 1628 | 1729 | 10651 | 94.16% | 15.28% |
| Council N | 165 | 2868 | 3033 | 15729 | 94.56% | 18.23% |
| Council O | 172 | 2518 | 2690 | 18752 | 93.61% | 13.43% |
| Council P | 77 | 1484 | 1561 | 7880 | 95.07% | 18.83% |
| Council Q | 105 | 1655 | 1760 | 11657 | 94.03% | 14.20% |
| Council R | 268 | 4478 | 4746 | 27072 | 94.35% | 16.54% |
| Council S | 64 | 963 | 1027 | 6796 | 93.77% | 14.17% |
| Council T | 111 | 1823 | 1934 | 11128 | 94.26% | 16.38% |
| Flintshire | 128 | 2316 | 2444 | 13101 | 94.76% | 17.68% |
| Total | 2958 | 47391 | 50349 | 291144 | 94.13% | 16.28% |

Interim Conclusions:

- The Council has higher than average numbers of single parents than the whole of Wales average;
- There remain very high numbers of single parents who are female;
- There is a very high consistency within the analysis of single parents for the overall findings with the whole Wales analysis.

4.11 Analysis of protected characteristic: Race

During December 2012, the Office for National Statistics published data from the 2011 census which showed the ethnicity of the population at the Census date of March 2011. The data shows the profile both at the level of each country in the UK, and as well as for each local authority. The whole Wales summary is as follows:

Table 11: Ethnic Background in Wales

| | Percentage of population, by Ethnic Background | | | | | | |
|-------------------|------------------------------------------------|---------------|-------------|----------------|-------------|-------------|-------------|
| | Total Population | White British | White other | Mixed heritage | Asian (All) | Black (All) | Other (All) |
| Wales | 3,063,456 | 93.2 | 2.4 | 1.0 | 2.2 | 0.6 | 0.5 |
| Isle of Anglesey | 69,751 | 96.6 | 1.7 | 0.8 | 0.7 | 0.1 | 0.3 |
| Gwynedd | 121,874 | 94.4 | 2.1 | 0.8 | 1.7 | 0.3 | 0.7 |
| Conwy | 115,228 | 95.4 | 2.3 | 0.8 | 1.1 | 0.1 | 0.3 |
| Denbighshire | 93,734 | 95.6 | 1.8 | 0.9 | 1.6 | 0.1 | 0.1 |
| Flintshire | 152,506 | 95.9 | 2.7 | 0.6 | 0.8 | 0.1 | 0.1 |
| Wrexham | 134,844 | 93.1 | 3.9 | 0.7 | 1.7 | 0.4 | 0.2 |
| Powys | 132,976 | 96.1 | 2.3 | 0.6 | 0.9 | 0.1 | 0.1 |
| Ceredigion | 75,922 | 93.1 | 3.6 | 1.0 | 1.4 | 0.3 | 0.5 |
| Pembrokeshire | 122,439 | 95.6 | 2.5 | 0.6 | 1.1 | 0.1 | 0.1 |
| Carmarthenshire | 183,777 | 95.5 | 2.6 | 0.6 | 1.1 | 0.2 | 0.2 |
| Swansea | 239,023 | 91.5 | 2.5 | 0.8 | 3.2 | 0.8 | 1 |
| Neath Port Talbot | 139,812 | 96.9 | 1.1 | 0.7 | 1.0 | 0.2 | 0.1 |
| Bridgend | 139,178 | 96.0 | 1.7 | 0.7 | 1.1 | 0.2 | 0.2 |
| Vale of Glamorgan | 126,336 | 94.4 | 2.1 | 1.3 | 1.6 | 0.4 | 0.2 |
| Cardiff | 346,090 | 80.3 | 4.4 | 2.9 | 8.0 | 2.4 | 2 |
| Rhondda Cynon Taf | 234,410 | 96.3 | 1.0 | 0.6 | 1.3 | 0.5 | 0.2 |
| Merthyr Tydfil | 58,802 | 94.6 | 3.0 | 0.9 | 1.2 | 0.2 | 0.2 |
| Caerphilly | 178,806 | 97.3 | 1.0 | 0.8 | 0.8 | 0.2 | 0.1 |
| Blaenau Gwent | 69,814 | 97.3 | 1.1 | 0.6 | 0.7 | 0.1 | 0.1 |
| Torfaen | 91,075 | 96.9 | 1.1 | 0.7 | 1.1 | 0.2 | 0.1 |
| Monmouthshire | 91,323 | 96.1 | 1.9 | 0.8 | 1.0 | 0.1 | 0.2 |
| Newport | 145,736 | 87.0 | 2.9 | 1.9 | 5.4 | 1.7 | 1 |

Interim conclusions:

- The Office for National Statistics data summarised above is publicly available data. It is therefore possible to analyse that data for both the whole of Wales, and to show each Council's data;
- The Office for national statistics confirm, in the overarching analysis of this data table, that while London is the UK's most diverse city, the country of Wales is the least diverse region in England and Wales;
- The Council is consistent with the overall findings for Wales, and has a very high incidence of White British population, with very low incidence of diversity;
- To assist with the analysis of the data, and as overall Wales has the lowest incidence of diversity in England and Wales, the analysis of ethnicity has been taken up to a higher level, to group, for example, all types of Asian, Black, Mixed Heritage and Other backgrounds;
- It is to be noted that within the Census survey, the ONS report that the box for "White British" was labelled "White English, Welsh, Scottish, Northern Irish, British";
- Against a national average of 80.5% for England and Wales of "White English" the Wales scores are accordingly much higher throughout Wales, extending to 96.9% in both Torfaen and Neath Port Talbot Councils.

4.12 The Impacts of the proposed changes: All Households

The proposed Local Scheme seeks not to disadvantage any particular group. However, as a simple product of the profile of the overall population currently receiving Council Tax Benefit or entitled to Council Tax Reduction from April 2013, some groups with protected characteristics will be disproportionately represented within the claims population because they face greater barriers to finding work. People facing Council Tax liabilities under the changes will experience negative impacts because of the requirement that they contribute towards Council Tax. Pensioner claimants; People with disabilities; people with responsibility for young children (which includes greater numbers of women as the primary carer); and people who are very recent migrants to the UK and who may have little knowledge of English, all face greater barriers to the workplace.

Nonetheless the principle impacts which are faced by all claimants under the Council's proposed scheme may be summarised as follows:

- Under the Council's proposed scheme, all of those in receipt of Council Tax Reduction will be required to pay something towards their Council Tax. Under current Government proposals, claimants facing such changes will not receive any additional payments. There will therefore be the issue of **how those households receiving Council Tax Reduction pay their Council Tax;**

- The proposed Wales scheme will not provide protection for pensioners. The scheme provided will neither provide local discretion for the determination of Vulnerable People.
- All of the households affected by the changes will be low income households. This is an inevitable impact of Government changes to national welfare systems. As a consequence there may be **issues of debt management, and how households avoid further debt burdens or additional costs through non-payment;**
- When Council Tax which becomes due under the Council's scheme is not paid, the Council will be obliged to collect and recover that tax. **The impacts of those enforcement measures may be disproportionately felt by people in the claims population with disabilities, people with responsibility for young children, women, and pensioner claimants.** This observation arises as a simple consequence of the fact that the claims population has higher numbers of people within it who face the greatest barriers to work. It is contended that, for different reasons, people with disabilities, people with responsibility for young children, and people who may struggle with English all face greater barriers to work;
- The Government's reforms intend that people in work should always be better off than people in receipt of welfare. There is a presumption that, over time, greater numbers of working age claimants who are workless will enter the paid employment workplace. However it is suggested that when the UK begins to exit the recession, the recovery will most likely be centred on London and the South East. **The location of the recovery is most likely to be centered on London, and the nature of jobs which are created may not be accessible to the Council's residents, because of that location;**
- While, therefore, some parts of the UK may receive local economic benefits from the national recovery from the recession, most likely located in London and the South East, the Council is less likely to do so. As a consequence, the expansion of the number of local jobs will be more dependent on local co-ordinated efforts to stimulate regeneration and economic development.

4.13 Adverse impacts and mitigating actions

This section has set out the likely equality issues for the range of households affected by these Council Tax changes, and the protected characteristics most affected.

Within the defined scope of the Council Tax Scheme there are no mitigating actions that can be taken that would reduce or remove the adverse equality impacts identified above. However, there are mitigating actions that the Council and its partners could take to mitigate the extent of equality impacts predicted as a result of the implementation of the Council Tax Scheme. These are briefly summarised in section 6 of the report.

4.14 Clusters of potential common impact

The analysis of the Wales authorities has been completed on behalf of all the Welsh Authorities.

The use of a common approach, including common data handling and the same data extraction and interrogation routines enable the determination of some possible areas of common impact, which may be considered as the implementation of the Council Tax Reduction is taken forward.

[Drafting Note: To be written, and as we proceed through individual Council sign-off during January. Subject to Council comments throughout the month, there are emerging some common themes which it is important to write down, even if some of this will inevitably be "work in progress", as the scheme becomes live and as lessons are learnt. Initial observations are:

- While the overall findings from this review are broadly consistent with the whole Wales Impact Assessment, within Wales, the individual authorities are not, I think homogenous;
- It may be possible to identify a series of "clusters" of like authorities in which there are emerging some possible similar themes, for example:
 - The extent to which there are higher numbers of single parents, and of People with disabilities within the south Wales valleys, and extending to the "old industrial" boroughs towards some of the coast;
 - By contrast, higher concentrations of pensioner claimants are seen in the more rural boroughs of Wales, and towards the north, this is coupled much higher incidence of Welsh Language skills; and
 - The main significant incidence of diversity in Wales is seen in the 3 southern coastal cities- Newport, Cardiff and Swansea.]

4.15 Interim Conclusions

The interim conclusions from the Impact Analysis of the proposed Local Scheme may be summarised as follows:

- The Government's policy to "Localise" decision making in local welfare relief on Council Tax is proposed at the same time as a cut in funding.;
- As a consequence of the way that the UK welfare systems have operated to date, the profile of people currently receiving Council Tax Benefits contains higher numbers of households in which there is no work, or in which there is low income.
- People facing the greatest barriers to work are represented in higher numbers in the claims population. That includes people with disabilities; people with responsibility for young children; and women;

- In some parts of Wales in which there are more diverse communities, people who may struggle with English may also face those barriers to work;
- It may therefore be argued that the implication of the proposed scheme may be borne disproportionately by these groups, simply as a product of their higher representation within the claims population;
- Under the scheme for Wales, all Working Age and pensioner households currently receiving Council Tax Benefit and transferring to Council Tax Reduction will be required to pay towards their Council Tax. This will include those households in which there is currently payment of 100% relief. It is likely that all households, whether those over represented in the claim population or not, will face similar impacts;
- Those impacts include how the tax will be paid; the risks of and dealing with debt; the impacts of enforcement action taken for unpaid tax; and the extent to which it will be harder for people in Wales to get back into work than it may be for people in other cities or in London;

5 The Local context: Trend Analysis

5.1 Summary of section

This section brings together contextual analysis which is designed to demonstrate the potential impacts of the proposed local scheme for Council Tax Reduction.

5.2 Overall Approach

The overall approach which has been taken to the analysis is summarised as follows:

- At para 5.3 and 5.4 the Council explains the overall trend analysis of Council Tax Benefit and Council Tax Reduction costs, with reference to datasets made available by the DWP and DCLG;
- At para 5.5 the Council profiles the likely weekly costs for households under proposed schemes; and
- At para 5.6 the Council explores the incidence of Welsh Language skills in Wales with reference to recently available ONS data.

5.3 Increase in claims, All England and Wales

Government statistics demonstrate that the national value of awards under Council Tax Benefit has been increasing. Between 1997 and 2011, the total value of awards for Council Tax Benefit more than doubled from £2,014 to £4,299m. Within the following table, and using the Government's data, we summarise the growth in claims since 2005.⁴ It must be stressed that the figures provided by the DWP and DCLG summarise simply the overall increase in Council Tax Benefit payments, which includes increases both in claimant numbers as well as the increasing cost of Council Tax.

⁴ DWP Research published May 2012 by DCLG within "Council Tax Reduction Funding Consultation"

Table 13: Overall Council Tax Benefit Spend, England and Wales

| | Total Council Tax Benefit Spend | |
|---------|---------------------------------|----|
| | England | |
| | £m | % |
| 2005-06 | 3,230 | 6 |
| 2006-07 | 3,385 | 5 |
| 2007-08 | 3,471 | 3 |
| 2008-09 | 3,672 | 6 |
| 2009-10 | 4,095 | 12 |
| 2010-11 | 4,299 | 5 |

Table 14 Overall increase in spend, Wales:

| Year | CTB Award, £M | Increase, Percent |
|----------------|---------------|-------------------|
| 2000/01 | 119 | |
| 2001/02 | 123.7 | 3.9 |
| 2002/03 | 131 | 5.9 |
| 2003/04 | 141.9 | 8.3 |
| 2004/05 | 160.5 | 13.1 |
| 2005/06 | 176.5 | 9.9 |
| 2006/07 | 184 | 4.2 |
| 2007/08 | 189 | 2.7 |
| 2008/09 | 199.6 | 5.6 |
| 2009/10 | 222.7 | 11.6 |
| 2010/11 | 237.9 | 6.8 |
| 2011/12 | 246.1 | 3.4 |
| Average | | 6.85 |

Interim conclusions:

- While DWP projections claim that the value of awards paid for Council Tax will fall from 2013, the national trend since 1997 has been that the value of awards has increased;
- The rate of increase throughout Wales over the period since 2000 has averaged 6.85% whereas in England and Wales the average rate of increase has been closer to 6%;
- If the rate of increase continues to increase, or continues to be greater than for the whole of England and Wales, and the “fixed grant” approach of the DCLG continues to apply for future years, then there will be a financial risk to the Welsh authorities.

5.4 Council Tax Benefit: The Wales Perspective

There are 22 Councils in Wales with the responsibility to administer benefit payments for Council Tax. Data published by the DWP confirms the following value of subsidised amounts of Council Tax benefit for the year 2011/12

Table 15: DWP Subsidised Awards, 2011/12, All Wales

| Council | Subsidised Council Tax Benefit 2011/12 £m |
|-----------------------|--------------------------------------------------|
| Isle of Anglesey | 5.03 |
| Gwynedd | 8.89 |
| Conwy | 8.65 |
| Denbighshire | 9.05 |
| Flintshire | 9.90 |
| Wrexham | 9.87 |
| Powys | 7.93 |
| Ceredigion | 4.70 |
| Pembrokeshire | 7.04 |
| Carmarthenshire | 14.26 |
| Swansea | 19.11 |
| Neath Port Talbot | 15.67 |
| Bridgend | 12.45 |
| The Vale of Glamorgan | 8.65 |
| Cardiff | 27.82 |
| Rhondda Cynon Taff | 21.69 |
| Merthyr Tydfil | 5.72 |
| Caerphilly | 13.66 |
| Blaenau Gwent | 8.15 |
| Torfaen | 7.86 |
| Monmouthshire | 6.10 |
| Newport | 9.79 |
| Total | 242.0 |

Table 16: Illustrative Weekly Payments

The impact of the change in Council Tax Benefit will be applied to all claimants. For the first time since 1993, there will cease to be entitlement to 100% relief from the Council Tax. Unlike the changes introduced under the Poll Tax, no additional funding is proposed to assist claimants with their household budgeting for this payment.

Many households facing this change will, in practice, budget for essential costs on a weekly basis. The following summary table therefore explains the illustrative weekly costs of the Welsh national scheme, assuming a household previously entitled to 100% reduction which now receives only 90%, and using the costs of Council Tax at Band D for 2012/13 including allowances for the Police and for Communities.

| Band | Charge | Max | | |
|--------|---------|---------|--------|----------|
| | | Ben | Due | per week |
| A, DPR | 611.11 | 550.00 | 61.11 | 1.18 |
| A | 733.33 | 660.00 | 73.33 | 1.41 |
| B | 855.56 | 770.00 | 85.56 | 1.65 |
| C | 977.78 | 880.00 | 97.78 | 1.88 |
| D | 1100.00 | 990.00 | 110.00 | 2.12 |
| E | 1344.44 | 1210.00 | 134.44 | 2.59 |
| F | 1588.89 | 1430.00 | 158.89 | 3.06 |
| G | 1833.33 | 1650.00 | 183.33 | 3.53 |
| H | 2200.00 | 1980.00 | 220.00 | 4.23 |
| I | 2566.67 | 2310.00 | 256.67 | 4.94 |

Source: Flintshire Council

Interim Conclusions:

- The weekly financial impact of the 90% maximum amount is shown in the above table, and to indicate the illustrative weekly cost of Council Tax, for those households which budget on a weekly basis;
- The Council has already begun to examine ways in which approaches to financial management and money advice may assist households with the budgeting which lays ahead.

5.5 Welsh Language Skills

The following table is drawn from data published by the ONS from the 2011 Census in December 2012. The table shows Welsh Language speaking skills for all Welsh authorities, and in respect of all people aged 3 years and over.

| | Welsh Language Speaking Skills | | | % |
|-------------------|--------------------------------|----------------|----------------|---------------|
| | Yes | No | Total | |
| Anglesey | 38,568 | 28,835 | 67,403 | 57.22% |
| Blaenau Gwent | 5,284 | 62,064 | 67,348 | 7.85% |
| Bridgend | 13,103 | 121,442 | 134,545 | 9.74% |
| Caerphilly | 19,251 | 152,721 | 171,972 | 11.19% |
| Cardiff | 36,735 | 295,538 | 332,273 | 11.06% |
| Carmarthenshire | 78,048 | 99,594 | 177,642 | 43.94% |
| Ceredigion | 34,964 | 38,883 | 73,847 | 47.35% |
| Conwy | 30,600 | 81,124 | 111,724 | 27.39% |
| Denbighshire | 22,236 | 68,291 | 90,527 | 24.56% |
| Flintshire | 19,343 | 127,597 | 146,940 | 13.16% |
| Gwynedd | 77,000 | 40,789 | 117,789 | 65.37% |
| Merthyr Tydfil | 5,028 | 51,595 | 56,623 | 8.88% |
| Monmouthshire | 8,780 | 79,829 | 88,609 | 9.91% |
| Neath Port Talbot | 20,698 | 114,580 | 135,278 | 15.30% |
| Newport | 13,002 | 126,847 | 139,849 | 9.30% |
| Pembrokeshire | 22,786 | 95,606 | 118,392 | 19.25% |
| Powys | 23,990 | 105,093 | 139,083 | 17.25% |
| Rhondda | 27,779 | 197,776 | 225,555 | 12.32% |
| Swansea | 26,332 | 204,823 | 231,155 | 11.39% |
| Torfaen | 8,641 | 79,203 | 87,844 | 9.84% |
| Vale of Glamorgan | 13,189 | 108,829 | 122,018 | 10.81% |
| Wrexham | 16,659 | 112,766 | 129,425 | 12.87% |
| Wales | 562,016 | 2,393,825 | 2,955,841 | 19.01% |

Interim Conclusions:

- While the overall average for Wales is 19%, the variation in different parts of the Country is significant;
- The concentration of high numbers of people with Welsh speaking skills is most clearly seen in the north of the Country, and with high concentrations in Gwynedd, Anglesey, and Ceredigion;
- In the south of Wales, Carmarthenshire also shows a high percentage of Welsh speaking skills;
- Welsh skills are at the lowest in the eastern valley Councils of Blaenau Gwent and Merthyr Tydfil.

6 Mitigation

6.1 Overview

This section summarises key steps which it is suggested must also be taken forward to enable the completion not just of a meaningful Council Tax Reduction scheme, but also that collection and enforcement policies which apply from next April are consistent with the collection requirements of this client group.

Many of the poorest households affected by this change will not be used to paying Council Tax. The last time that the UK managed a system under which the maximum local tax benefit was less than 100% was under the Community Charge, and many claimant households will not have been within the welfare systems at that time.

The key argument which applies here is that because of the disproportionate financial burden which falls on the in-scope working age population, this group may not have the means to pay in the same way as the rest of the Council Tax population, and different arrangements must be planned for.

However, the Council must also ensure that the necessary steps are taken to collect and recover sums due under the new arrangements, and using the full range of enforcement tools which are available.

6.2 Matters to be considered

As the Council moves from the phase in which a local scheme in Wales has been designed to the collection and administration of the tax due, the following matters may be considered for to review, at the appropriate time:

- The approaches to collection actions which may be appropriate, with regard to the observations made at section 4 above regarding protected characteristics;
- The approaches to enforcement actions which may be appropriate, with regard to the observations made at section 4 above regarding protected characteristics;
- The practices which may and may not apply to the application of costs and charges for those households responsible for new liabilities;

7 Conclusions

The changes to welfare benefits which begin from this April are very significant. While the introduction of the Council Tax Reduction is amongst the first of those changes to become live from April 2013, it will not be the last.

Considered together, the cumulative impact of the changes which begin from this April is considered likely to be significant. The changes will be particularly keenly felt in those parts of the UK in which there are both increased levels of deprivation or household reliance upon welfare payments, and those parts of the UK in which it will be most difficult to create and sustain local jobs. Both arguments may be made in respect of Wales.

The Council must nonetheless implement the local scheme of Council Tax Reduction which is designed for Wales.

Both the Council's assessment, and that of the Welsh Government have been able to reach some conclusions about the potential impact upon some in the claims caseload with protected characteristics. It has been possible within both studies to reach conclusions in relation to the protected characteristics of Age, Disability, Gender, and to an extent, Race. The Council does not conclude that the remaining protected characteristics are unaffected by these changes, rather that there is insufficient data to reach conclusions.

In the Council's case, it has been possible to reach some initial data based conclusions in respect of the protected characteristics of Age, Disability, Gender, and Race. There is an incidence of households with these protected characteristics within the claims population, because of the barriers to work which are faced. With regard to the remaining protected characteristics, these may well be represented within the claims population, but at the current time, the Council has insufficient evidence available to reach conclusions.

The mitigating steps that the Council may consider may include the approaches to customer management which are deemed appropriate; the approaches to collection and recovery actions which are deemed appropriate; and the approaches to support effective budgeting and household financial management which are deemed appropriate.

The planned local scheme for Council Tax reduction does not plan to militate against the interests of those with protected characteristics within the claim population, and it is considered likely that all of those within the claims population will face common impacts as a consequence of the implementation of the changes to Council Tax Benefits. However, some of those with protected characteristics face the greatest barriers to work, which includes People with disabilities, women, those with responsibility for children, and people with limited access to or knowledge of English or Welsh language. Additionally, people of pensioner Age are not within the working population any longer.

The groups may therefore be disproportionately represented within the claims population as a consequence of these barriers.

Appendix 1: Management of the Impacts from April 2013

Within the following table, the Council suggests some of the management actions that may be considered, on a quarter by quarter basis, and as the Council Tax Reduction scheme goes live from April 2013.

| 2013, Quarter | Actions |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quarter 1 | <ul style="list-style-type: none"> • Fast – track referral arrangements with CAB have been arranged for customers to assist with Debt Management issues and CTRS queries. • Take-up Team will provide basic money advice and advice on other welfare benefits to maximise income, referred from Council Tax Teams and Contact Centre. • Take-up team will continue with initiatives to support BME communities. • Determine initial reactions from new taxpayers to issue of bills and reminders; • Consideration to proposed enforcement actions for unpaid CTRS debts; • Determine lessons learnt from first completed recovery cycle at end of quarter 1. |
| Quarter 2 | <ul style="list-style-type: none"> • Revisions to collection and enforcement actions as appropriate; • Review number of cases referred to CAB. • Review number of cases handled by Take-up team. • Profile initial collection performance and review |
| Quarter 3 | <ul style="list-style-type: none"> • Determine funding implications from first year of operation |

| | |
|-----------|--------------------------------------------------------------------------------------------------|
| | <ul style="list-style-type: none">• Feed into financial planning cycle for 2014/15 |
| Quarter 4 | <ul style="list-style-type: none">• Finalise arrangements for CTR from 2014 |

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **CONSTRUCTION PROCUREMENT NORTH WALES:
PROCUREMENT STRATEGY**

1.00 PURPOSE OF REPORT

1.01 A decision is required from each North Wales authority to agree to implement the project (set up a framework for construction projects over £4.35m) for the North Wales region as a condition of grant funding from the 21st Century Schools Programme.

2.00 BACKGROUND

2.01 The purpose of this report is to present the Procurement Strategy for the Construction Procurement North Wales project and seek approval to implement the strategy. A condition of the 21st Century Schools funding is that authorities must sign up to this approach to enable them to draw down grant funding. The project is a collaborative project funded by Department for Education and Skills (21st Century Schools Programme) Welsh Government and led by Denbighshire and Flintshire County Councils on behalf of the 6 North Wales authorities.

2.02 The aim is to set up a regional framework agreement for major construction works over the Official Journal of European Union (OJEU) threshold for construction works (valued over £4.35m), which is a pre-qualified group of contractors that any authority can appoint through a mini-competition without going through a lengthy OJEU process for each individual project, leading to significant cost and time savings.

2.03 Along with the regional framework, the project's scope is also to improve the current construction procurement practices for projects valued below this threshold across the region, to ensure consistency, drive delivery of community benefits, develop continuous improvement and set new benchmarks for best practice.

2.04 It is proposed that the framework be operational for all authorities and available to other public sector agencies (Higher Education, Police Authority and Fire and Rescue Services) by August 2013 and be in place for four years (with a break clause to review after 2 years).

3.00 **CONSIDERATIONS**

- 3.01 The Procurement Strategy document has been placed in the Members' Library. The document is set out in two sections; the overview of the strategy covering project context and the main principles that the strategy would adopt, and the operational section which sets out the technical procurement and construction details.
- 3.02 The project has been set up with sound governance and reporting structures with the overall decisions for approval being sought from the respective cabinets.
- 3.03 The main driver for the project is to obtain value for money from public procurement and deliver community benefits across the region. This is best achieved through an aggregation of construction projects associated with the 21st Century Schools Programme. This equates to a £196m investment across North Wales over the next 4 to 7 years, funded 50/50 by Local authorities and the Welsh Government. The table below indicates the projects across the region.

21st Century School Programme- Project per County Area

| County | No. of Projects | Overall Value |
|---------------------|------------------------|----------------------|
| Conwy | 4 | £18m |
| Denbighshire | 4 | £48m |
| Flintshire | 4 | £64m |
| Gwynedd | 5 | £36m |
| Wrexham | 5 | £22m |
| Ynys Mon | 1 | £8m |
| TOTAL | 23 | £196m |

Please note that projects where contracts have already been awarded have been excluded from this figure

This long term programme has allowed the project team through extensive consultation to determine an appropriate lotting structure and number of contractors to appoint into each value band.

- 3.04 The Lotting Strategy (the way in which the framework will be divided into value bands is set out below:

| Indicative Value Bands | No. of Projects | Value £m | No of Contractors |
|-------------------------------|------------------------|-----------------|--------------------------|
| £4.35m > £7.5m | 6 no. | £32m | 6 no. |
| £7.5m > £15m | 7 no. | £84m | 6 no. |
| £15m+ | 2no. | £60m | 1 no. |
| TOTAL | 15 no. | £176m | |

- 3.05 The aim for smaller projects is to improve current practises through standardised procurement approaches and improved collaboration procedures to develop a common regional procurement approach, share best practice, develop standard specifications and share resources. There are currently 8 projects within the 21st Century Schools programme below the OJEU threshold (£4.35m) totalling £20m.
- 3.06 The Regional Framework Agreement for major construction works over the OJEU threshold (£4.35m) is estimated to cover 15 projects within the 21st Century Schools programme and work totalling £176m.
- 3.07 The “Community Benefits, Delivering Maximum Value for the Welsh Pound” toolkit produced by Value Wales will be incorporated into the framework.

The framework will aim to maximise the benefits of the projects to the local community and sustain economic development. The following considerations will be sought through a community benefits plan submitted by the contractors:

- training and employment targets – work experience, mentoring, Shared Apprenticeship Scheme;
 - embedding the use of the Fair Payment Charter and promote and encourage prompt payment of sub-contractors;
 - considering opportunities for supported businesses;
 - education – work placements, volunteering at school / college open day events, school visits;
 - Jobcentreplus work experience programme; and
 - community Initiatives - supporting local youth Groups and Community.
- 3.08 The above is an agreed set of principles that will be delivered through the procurement process, but with scope for each authority to determine their own specific economic needs and to ensure that the contract conditions for each project specify the actual community benefits that are sought. This will allow flexibility in the process and can be tailored to each specific project and local authority’s needs, whilst enforcing the community benefits needed as a result of this investment across the region.

Work has been undertaken to mitigate the risks of local SMEs not being appointed onto the framework for North Wales. The project team (working with national trade bodies) mitigate this by engaging

with the market and ensuring that the proposed procurement vehicle that is developed, is a fair and transparent model to all contracting organisations. Balance is also maintained by a proportion of construction work being retained for tendering outside the framework. Work with Construction Skills and SDS (Supplier Development Service), Menter a Busnes and National Federation of Builders has enabled the development of bespoke and generic economic development support packages for the construction industry.

- 3.09 An inter authority legal agreement between the participating authorities would be required to be drawn up to ensure in the event of a legal challenge that the costs associated with this would be spread amongst the collaborative authorities and not borne by an individual authority.
- 3.10 Community Benefits (educational and economic) identified above are a key priority for the project. The project must also deliver on the commitment to securing economies of scale, continuous improvement and efficiencies through procuring projects (over £4.35m) through a framework approach.

4.00 RECOMMENDATIONS

- 4.01 It is recommended that the project be approved to proceed to implementation stage to set up a framework for projects over £4.35m and improve current construction procurement practices below this level across the region.

5.00 FINANCIAL IMPLICATIONS

- 5.01 A key factor to the future success of the framework and maximising delivery on community, educational and economic benefits will be a properly resourced contract management team. It has been agreed that a report setting out the framework management will be discussed by Chief Executive Officers North Wales Forum Meeting in January 2013. This will be hosted by Denbighshire County Council, and will result in a cost of approximately £75k pa. Between the 6 authorities this is in the region of £13k per authority per annum for at least four years.

6.00 ANTI POVERTY IMPACT

Community benefits provide the opportunity for increased local employment and training opportunities.

7.00 ENVIRONMENTAL IMPACT

- 7.01 All 21st Century Schools projects delivered through the framework will be at a minimum of BREEAM Excellent ((BRE Environmental Assessment Method) which is the leading and most widely used

environmental assessment method for buildings).

8.00 EQUALITIES IMPACT

As above, community benefits provide the opportunity to create new employment and training opportunities.

9.00 PERSONNEL IMPLICATIONS

There are no direct personnel implications arising from this report.

10.00 CONSULTATION REQUIRED

Stakeholder engagement remains key to delivering positive outcomes including value for money and community benefits.

11.00 CONSULTATION UNDERTAKEN

11.01 Stakeholder Engagement has been a key part of the project work so far. Key stakeholders in this process have been the construction industry, officers in all six North Wales authorities and Welsh Government (DfES, Value Wales, and Constructing Excellence Wales). A Prior Information Notice in the OJEU (Official Journal European Union) was published in October 2012 with a link to an online questionnaire that asked a series of questions to help inform the Procurement Strategy document. A contractor briefing event was also held on 12th November to feedback to the Construction industry the results from the questionnaire and to inform the industry about the process and drivers for the project and also answer and respond to key questions. Over 120 contractors attended the event and of the 49 feedback forms returned 98% stated that the event was excellent or good. The feedback report can be seen in the appendices of the Procurement Strategy, which is available in the Members' Library.

12.00 APPENDICES

12.01 Procurement Strategy in Members' Library.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET
DATE: TUESDAY, 22 JANUARY 2013
REPORT BY: CHIEF EXECUTIVE
SUBJECT: FLINTSHIRE FUTURES UPDATE

1.00 PURPOSE OF REPORT

- 1.01 To provide an update on progress of achievement against the Flintshire Futures efficiency targets.
- 1.02 To provide an update on the strengthened Flintshire Futures governance arrangements.
- 1.03 To consider capacity building proposals recommended by the Flintshire Futures Programme Board for agreement.

2.00 BACKGROUND

- 2.01 The Flintshire Futures programme is a “whole” Council approach to organisational change and efficiencies. The programme has been structured to include a mixture of short (up to 12 months), medium (up to 3 years) and longer (up to 5 years) term projects.
- 2.02 Over the past 12 months organisational change projects under the themes of Assets, Customer, Finance, Procurement and Workforce have been the priority.
- 2.03 A report was considered by the Corporate Resources Overview and Scrutiny Committee in October, 2012 which provided an update on the progress of the programme and particularly the Corporate Change Projects.
- 2.04 Although there have always been programme and project management arrangements in place using the Council’s project management methodologies member involvement in programme governance had been limited. The new Cabinet and Corporate Management have since improved and strengthened Programme Governance arrangements.
- 2.05 The forecast budget gap within our Medium Term Financial Strategy has reinforced the need to inject pace and ambition in to the programme to contribute to the level of efficiencies needed whilst protecting public services.

3.00 CONSIDERATIONS

- 3.01 The budget report setting out the initial budget proposals for 2013/14 considered by Cabinet on 18th December included forward predictions. Even though the Flintshire Futures programme will secure over £4M of efficiencies for 2013/14 there is still a gap of £1.5M to be filled, with further cumulative efficiencies of £30M to be achieved over the 5 year period to 2017/18.
- 3.02 Plans are in being to bridge the 2013/14 gap; but the Council needs to develop and accelerate its corporate change programme for future years. To do this we need to allocate invest-to-save funds to specific programmes and projects.
- 3.03 The Flintshire Futures Programme Board is now in place with strengthened Member involvement. The Terms of Reference of the Board have been agreed and are attached for information at Appendix 1. The Member representation on the Board is made up of the Leader (Chair), Deputy Leader, Cabinet Member for Corporate Management and the Chair of Corporate Resources Overview and Scrutiny Committee.
- 3.04 The Board met on the 10th December, 2012 and considered capacity proposals from each of the Corporate Change theme lead officers. The proposals set out the requirements, business case, anticipated return on investment and whether the capacity was likely to be resourced internally or externally. A summary of the agreed proposals is attached at Appendix 2. The target return on investment ratio agreed for the programme as whole is 5:1, the proposals as agreed by the board estimate a 9:1 return.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet note the level of Flintshire Futures efficiencies included in the current Medium Term Financial Plan which will be updated and reported in the final 2012/13 budget report.
- 4.02 That Cabinet note the Flintshire Futures governance arrangements and the Terms of Reference for the main Programme Board.
- 4.03 That Cabinet approve the capacity proposals agreed and recommended by the Board.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Funding of the approved capacity bids can be fully met from the balance in the previous year's change budget brought forward and the allocation for change and improvement in the 2012/13 budget which

was allocated following the 2011/12 outturn. A summary of the costs and efficiencies is attached at Appendix 2.

6.00 ANTI POVERTY IMPACT

6.01 None directly from this report

7.00 ENVIRONMENTAL IMPACT

7.01 None directly from this report

8.00 EQUALITIES IMPACT

8.01 None directly from this report

9.00 PERSONNEL IMPLICATIONS

9.01 None directly from this report

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

Appendix 1 – Terms of Reference Flintshire Futures Programme Board.

Appendix 2 – Flintshire Futures Capacity Proposals Summary – as approved by programme board.

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

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**Flintshire Futures Program Board
Terms of Reference**

- Setting the vision, aims and objectives for the Flintshire Futures Organisational Transformation Programme
- Programme management of the Flintshire Futures Programme including resourcing, risk management and communications
- Specific Programme Management of the Corporate Change sub-programme which has less developed reporting and accountability arrangements
- Programme Management of the remaining three sub-programmes by exception
- Guidance and decision-making on priorities, problem-solving solutions and programme resourcing
- Tracking and reporting of planned and actual efficiencies generated through the programme
- Integration of the investments in and the efficiencies from the Programme with the Medium Term Financial Strategy and Plan

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Summary

| Capacity Requirements | | | | | |
|-----------------------|---------|---------|---------|---------|-------|
| | 2013/14 | 2014/15 | 2015/16 | 2016/17 | Total |
| 2012/13 | | | | | |
| 0.023 | 0.174 | 0.214 | 0.236 | 0.000 | 0.647 |

Total Assets

- (1) Project Manager to support office accommodation rationalisation
- (2) Design and Procurement support (space planning activity)
- (3) Capacity to support planning and physical office moves
- (4) Specialist support and advisory services for the development of office accommodation strategy

Total Customer

- (1) Contact Centre roll-out continuation and phase 2 - use of £0.070m b/f balance

Total Finance

- (1) Specialist external support to develop options to deliver capital schemes
- (2) One-off purchase costs Corporate - Debt IT System

Total Procurement

- (1) P2P Project Support
- (2) MIS and Benefits Assistant - additional capacity to provide management information support across the Programme
- (3) e-sourcing software licences for e-tendering, e-auctions, contract management, approved lists
- (4) e-sourcing Project Manager and specialist implementation support
- (5) Passport to Procurement - training programme to improve procurement knowledge and skills awareness
- (7) Invoicing software and implementation costs

Overall Totals

| Forecast Efficiencies | | | | | |
|-----------------------|---------|---------|---------|---------|---------|
| | 2013/14 | 2014/15 | 2015/16 | 2016/17 | Total |
| 2012/13 | | | | | |
| 0.000 | (0.077) | (0.100) | (0.300) | (0.300) | (0.777) |

| | | | | | |
|-------|---------|---------|---------|---------|---------|
| 0.000 | (0.100) | (0.100) | (0.100) | (0.100) | (0.400) |
|-------|---------|---------|---------|---------|---------|

| | | | | | |
|-------|-------|-------|-------|-------|-------|
| 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
|-------|-------|-------|-------|-------|-------|

| | | | | | |
|-------|---------|---------|---------|---------|---------|
| 0.000 | (1.723) | (2.228) | (2.673) | (2.673) | (9.297) |
|-------|---------|---------|---------|---------|---------|

| | | | | | |
|-------|---------|---------|---------|---------|----------|
| 0.000 | (1.900) | (2.428) | (3.073) | (3.073) | (10.474) |
|-------|---------|---------|---------|---------|----------|

| Net (Efficiency) / Cost | | | | | |
|-------------------------|---------|---------|---------|---------|---------|
| | 2013/14 | 2014/15 | 2015/16 | 2016/17 | Total |
| 2012/13 | | | | | |
| 0.023 | 0.097 | 0.114 | (0.064) | (0.300) | (0.130) |

| | | | | | |
|-------|---------|---------|---------|---------|---------|
| 0.000 | (0.100) | (0.100) | (0.100) | (0.100) | (0.400) |
|-------|---------|---------|---------|---------|---------|

| | | | | | |
|-------|-------|-------|-------|-------|-------|
| 0.025 | 0.050 | 0.000 | 0.000 | 0.000 | 0.075 |
|-------|-------|-------|-------|-------|-------|

| | | | | | |
|-------|---------|---------|---------|---------|---------|
| 0.129 | (1.551) | (2.144) | (2.673) | (2.673) | (8.912) |
|-------|---------|---------|---------|---------|---------|

| | | | | | |
|-------|---------|---------|---------|---------|---------|
| 0.177 | (1.504) | (2.130) | (2.837) | (3.073) | (9.367) |
|-------|---------|---------|---------|---------|---------|

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET
DATE: TUESDAY, 22ND JANUARY 2013
REPORT BY: CHIEF EXECUTIVE
SUBJECT: FLINTSHIRE COMMUNITY COVENANT

1.00 PURPOSE OF REPORT

To recommend the adoption of an Armed Forces Community Covenant between the Council, The Armed Forces in Flintshire and representatives from the Voluntary, Business, Health and Education Sectors.

2.00 BACKGROUND

The Community Covenant Scheme was launched by the Government in 2011. The Scheme was announced by the Prime Minister as part of a wider Armed Forces Covenant package in May 2011 when it was agreed that the principles of the Armed Forces Covenant be written into Law.

The Armed Forces Act 2011 includes the following principles:

- Recognising the unique nature of Service
- Ensuring that there is no disadvantage e.g. in accessing public services, as a result of Service in the armed Forces;
- Allowing special treatment where justified e.g. in the case of injured personnel

In November 2011 the Welsh Government published their Package of Support for the Armed Forces Community in Wales. The Welsh Government document should be read in conjunction with and compliments the MOD's Covenant and sets out specific policies that the Welsh Government plans to implement. To date the Welsh Government has:

- contributed to the production of an annual Armed Forces Covenant Report
- appointed an Armed Forces Advocate (June Milligan, Director General Local Government and Communities)
- established an Expert Group on the needs of the Armed Forces Community in Wales which meets bi-annually and is chaired by the Minister for Local Government and

- Communities;
- improved communications with the Armed Forces Community to ensure they receive information on services and support they are entitled to
 - Welsh regulation, inspection and audit agencies will provide the checks and balances with regard to local authorities, health etc., on how they are operating.

Community Covenants are voluntary statements of mutual support between civilian communities and their local Armed Forces community. They are intended to complement, at a local level, the Armed Forces Covenant, which outlines the mutual obligations between the Nation, the Government and the Armed Forces.

Community Covenants aim to:

- Encourage local communities to support the Armed Forces community in their areas
- Nurture public understanding and awareness of the issues affecting the Armed Forces community
- Recognise and remember the sacrifices faced by the Armed Forces Community
- Encourage activities which help to integrate the Armed Forces community into local life
- Encourage the Armed Forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement.

As highlighted above the Welsh Government is encouraging local authorities and their partners to develop Community Covenants. Appendix 1 shows the current position across Wales; 7 local authorities have signed a Covenant, 11 are in the process of signing and 4 have not yet begun.

The Ministry of Defence has also made available a Community Covenant Grant Scheme to deliver financial support to projects at the local level, which strengthen the ties or the mutual understanding between members of the Armed Forces Community and the wider community in which they live. £30 million is available from the MOD until 2015 and applications are invited for sums from £100 to £250,000, although it is likely that bids for smaller amounts of funding will be favoured to support local projects that deliver tangible benefits.

At its meeting on the 24th February 2012, the Welsh Local Government Association agreed to the development of a Memorandum of Understanding between Welsh Local Government and the Armed Forces Community in Wales which is in the process of being signed.

3.00 CONSIDERATIONS

Attached at Appendix 2 to this report is a draft outline of a Flintshire Community Covenant which is based on the 'model' Community Covenant issued by the MOD. Section 4 of the Covenant, "Measures" should outline the role that Flintshire County Council, together with its partner agencies, will actively promote in the development of a Covenant.

At its meeting on Monday 7th January, Members of the Community Profile and Partnerships Overview and Scrutiny Committee considered the report and draft Community Covenant. A number of textual changes were suggested which have been incorporated into the draft appended. The Overview and Scrutiny Committee approved, in principle, the adoption of a Covenant.

Group Leaders have also been invited to comment on the draft Covenant.

The development of a Community Covenant will need to be a multi agency approach and representatives from the health, voluntary, business and educational establishments and the Armed Forces will be crucial to the success of the Covenant. A suggested list of partner agencies is included on page 2 of the appended draft Community Covenant.

Appendix 3 provides a "process map" of the typical steps involved in the development of a Community Covenant that the Council may wish to follow. This is taken from the Royal British Legion "Best Practice Guide to Community Covenants".

Once all the partners are on board and agreement has been reached, a signing ceremony will take place to officially launch the Covenant.

The Leader of the Council, Councillor Aaron Shotton will champion the Armed Forces Community Covenant.

More information about Community Covenants can be found at the following sites:

www.britishlegion.org.uk
www.mod.uk/covenant

4.00 RECOMMENDATIONS

Cabinet Members are requested to recommend :

- I. the adoption of a Community Covenant for Flintshire; the draft is appended which includes comments already received from various Members and Cabinet Members are invited to finalise

- the Covenant for recommendation to County Council on the 29th January;
- II. recommend the signatories as proposed; and
 - III. recommend the launch of the Community Covenant

5.00 FINANCIAL IMPLICATIONS

None directly associated with this report. However, once a Community Covenant is signed and implemented; access to various funding streams is increased.

6.00 ANTI POVERTY IMPACT

None.

7.00 ENVIRONMENTAL IMPACT

None.

8.00 EQUALITIES IMPACT

The purpose of the community covenant is to ensure that Members, or veterans, of the Armed Forces and their families are not disadvantaged in accessing public services.

9.00 PERSONNEL IMPLICATIONS

None directly associated with this report.

10.00 CONSULTATION REQUIRED

As outlined within the report and Community Covenant with partner agencies.

11.00 CONSULTATION UNDERTAKEN

None.

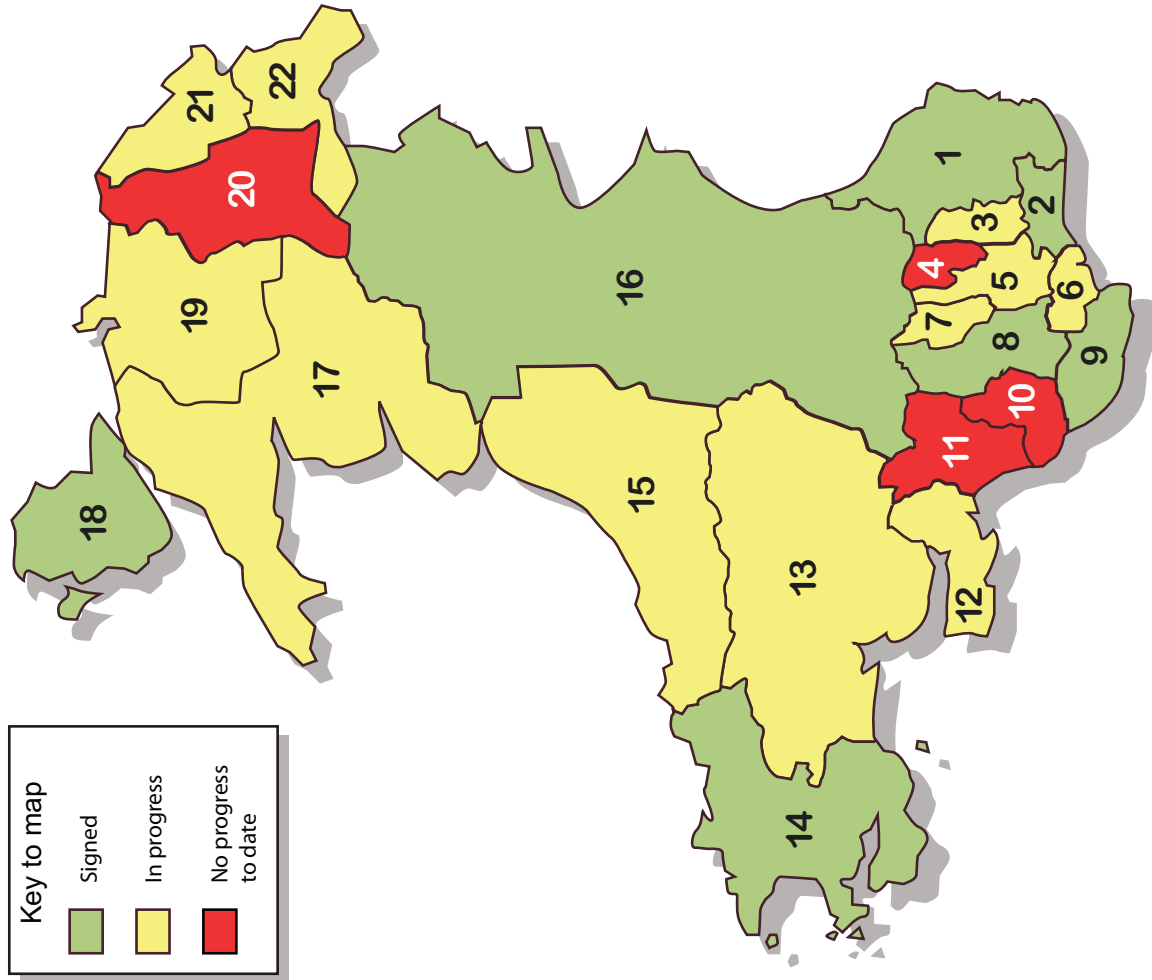
12.00 APPENDICES

Appendix 1 – Wales Community Covenant Map
Appendix 2 – Draft Flintshire Community Covenant
Appendix 3 – Process map

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

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Community Covenant in Wales



| Ser | Unitary Authority | Military Lead |
|-----|--------------------|------------------------|
| 1 | Monmouthshire | 1 Rifles, R MON RE |
| 2 | Newport | 104 RA |
| 3 | Torfaen | 104 RA |
| 4 | Blaenau Gwent | 104 RA |
| 5 | Caerphilly | 203 (W) Fd Hospital |
| 6 | Cardiff | HMS Cambria, 3 R Welsh |
| 7 | Merthyr Tydfil | 3 R Welsh |
| 8 | Rhondda Cynon Taff | 3 R Welsh |
| 9 | Vale of Glamorgan | MOD St Athans |
| 10 | Bridgend | Welsh Tpt Regt |
| 11 | Neath Port Talbot | Welsh Tpt Regt |
| 12 | Swansea | Welsh Tpt Regt |
| 13 | Cardiff | Welsh Tpt Regt |
| 14 | Pembrokeshire | 14 Signal Regt |
| 15 | Ceredigion | WUOTC |
| 16 | Powys | IBS |
| 17 | Gwynedd | RAF Valley JSMTC |
| 18 | Isle of Anglesey | RAF Valley |
| 19 | Conwy | 3 R Welsh |
| 20 | Denbighshire | 101 Bn REME |
| 21 | Flintshire | 101 Bn REME |
| 22 | Wrexham | 101 Bn REME |

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Community Covenant

An Armed Forces Community Covenant

Between

Flintshire County Council

**Representatives of the Charitable and Voluntary Sectors,
the public sector, business community, further and higher education
establishments**

and

The Armed Forces in Flintshire

**We, the undersigned, agree to work and act together to
honour the Armed Forces Community Covenant**

LIST ALL THE AGENCIES:

Suggestions to date:

Flintshire County Council

Local Communities

The Armed Forces:

Regional brigades

Local regiments

Territorial Army

Cadet Forces

Armed Forces Charities and Organisations including The Royal

British Legion

Health Care Providers

Chamber of Commerce

Local Enterprise Partnership

Local Service Board (LSB)

Business Representatives

Local Colleges and Universities

Jobcentre Plus

Citizens Advice Bureaux

Probation Service

Drug and Alcohol Services

Section 1: Participants

1.1 This Armed Forces Community Covenant is made between:

Flintshire County Council

And

Representatives of the public sector, the charitable and voluntary sectors, health sector, businesses, further and higher education and the civilian community of Flintshire (together “the Civilian Community”)

And

The serving and former members of the Armed Forces and their families working and residing in Flintshire (“the Armed Forces Community”)

Section 2: Principles of the Armed Forces Community Covenant

2.1 The Armed Forces Community Covenant (“the Community Covenant”) is a voluntary statement of mutual support between the Civilian Community and the local Armed Forces Community.

2.2 The purpose of the Community Covenant is to encourage support for the Armed Forces Community working and residing in Flintshire and to recognise and remember the sacrifices made by members of the Armed Forces Community.

2.3 For Flintshire County Council and the Civilian Community the Community Covenant presents an opportunity to bring their knowledge, experience and expertise to bear on the provision of help and advice to members of the Armed Forces Community.

2.4 For the Armed Forces Community, the Community Covenant encourages the integration of Service life into civilian life and encourages members of the Armed Forces Community to help their local community through voluntary work.

2.5 Flintshire’s Principle:

“Flintshire County Council recognises the importance of what personnel who have or are serving in Her Majesty’s Armed Forces do for all of us. The commitment made by our Armed Forces community means that we, as a county, should ensure that no serving member or veteran of the Armed Forces whether Regular or Reserve, nor their families, should be disadvantaged in accessing public services; they should receive fair and proper treatment in recognition of their commitment. “

Section 3: Objectives and General Intentions

3.1 The Community Covenant complements the principles of the Armed Forces Covenant which defines the enduring, general principles that should govern the relationship between the Nation, the Government and the national Armed Forces Community.

3.2 It aims to encourage all within a community to offer support to the local Armed Forces Community and make it easier for Service personnel, families and veterans to access the help and support available from the MOD, from statutory providers and from the Charitable and Voluntary Sector. These organisations already work together in partnership at local level.

3.3 The scheme is intended to be a two-way arrangement and the Armed Forces Community are encouraged to do as much as they can to support their community and promote activity which integrates the Service community into civilian life.

Section 4: Measures

Flintshire County Council will work in partnership with the “Civilian Community” and the “Armed Forces Community” to ensure that the Armed Services personnel, their families and veterans residing in Flintshire are not disadvantaged in accessing public services.

Examples of what we will do include:

4.1 Flintshire County Council will establish an on-line service library of organisations with a remit to provide assistance and support to members of the Armed Forces Community. A designated web page will enable the service library to be accessible for members of the Armed Forces Community to find the assistance they need and will be used by council staff as a signposting resource.

4.2 Flintshire County Council will publicise an established single point of contact via its Flintshire Connects Centres (and other customer reception points until all 6 Connects Centres are live); employees will be trained to provide appropriate advice and support, or provide a “signpost” facility to encourage Members of the Armed Forces to make their status known so that all available help and advice from the council and other organisations can be provided.

4.3 Flintshire County Council will collect data on the range and frequency of services accessed by the Armed Forces Community. The management information derived from this data will be utilised to help improve services offered to the Armed Forces Community.

4.4 Flintshire County Council will engage with its partners in the private, public and voluntary sectors, health and business sectors to identify opportunities to fulfil the objectives of the Community Covenant.

Development of the Covenant

The development of Flintshire’s Community Covenant will be a countywide project – a reflection of the countywide support of the principle behind it.

We can arrange an open day with all the agencies involved to explore what a Community Covenant means for Flintshire and set up a Member/Officer Board to:

Improve the sharing and recording of information where appropriate to support serving and ex-service Armed Forces members whether Regular or Reserve and their families in Flintshire.

Provide strategic direction and approval for any bids made to the Community Grant.

Champion communications to ensure Armed Forces personnel know who to contact for support at a local level.

DRAFT

Contact Personnel and Telephone Numbers

MOD DCDS (Pers&Trg) Covenant Team

Contact Name: Tanya Clancy
Title: SO3 MCI
Telephone: 01874613952
Address: HQ 160 (Wales) Brigade
The Barracks
Brecon
Powys
LD3 7EA

In-Service representative

Contact: Captain Neil Turnbull, Military Civil Integration
Telephone: tbc
Address: tbc

Flintshire County Council

Contact: Sharron Jones
Executive Manager
Sharron.jones@flintshire.gov.uk
Telephone: 01352 702017/07752 595239
Address: Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NB

Signatories

(Dependant upon who it is agreed that we jointly work with)

DRAFT

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Appendix 3

Community Covenant – Practical Steps

Process Map

1. Download resources from MOD website
2. Obtain buy-in from Councillors and Senior Staff
3. Allocate an officer/department to lead community covenant work
4. Engage with the Armed Forces
5. Gain idea of Staff awareness and current provision of services by the council
6. Engage with Local organisation, service providers and voluntary sector
7. Hold an open day/information session with council staff, the Armed Forces and local organisations to identify key issues and gaps in provision via sessions with council staff and Armed Forces personnel
8. Consider setting up sub working groups to develop and lead specific actions
9. Put together an Action Plan in conjunction with Community Covenant
10. Set up working group and approval panel to meet regularly once signed
11. Organise and hold the signing ceremony ensuring that appropriate local groups are invited
12. Ensure the working group and panel meet regularly to develop and implement proposals from the strategy
13. Publicise the Community Covenant Grant Scheme

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**

SUBJECT: **GYPSY AND TRAVELLERS NEEDS ASSESSMENT**

1.00 PURPOSE OF REPORT

- 1.01 To consider the Gypsy-Traveller Needs Assessment that will inform the development of a Gypsy-Traveller Strategy.
- 1.02 This report was endorsed by the Housing Overview and Scrutiny Committee on the 5th December 2012.

2.00 BACKGROUND

- 2.01 Flintshire participated in the wider North West Wales Gypsy Traveller Accommodation Assessment (GTAA). The study was conducted on behalf of Anglesey, Conwy, Denbighshire, Flintshire and Gwynedd councils by Bangor University. Wrexham carried out an independent assessment.
- 2.02 The collaborative approach is in line with Welsh Government guidance which urges “local authorities to work in a regional capacity and share the legal, moral, financial and political responsibility to address the accommodation inequality experienced by the Gypsy and Traveller community in Wales” (Travelling to a Better Future, Welsh Government).
- 2.03 There are currently five authorised sites for Gypsies and Travellers in Flintshire. There is one local authority owned site, Riverside, at Queensferry which has 20 pitches and is managed currently by the Gypsy community in partnership with the Council. The Council is currently exploring the extension of the Riverside site on to under utilised land in its ownership adjacent to the current site. (This site has the potential to provide up to 20 residential pitches).
- 2.04 There are four privately owned sites that benefit from planning consent. These are two long standing sites at Corbetts Yard, Sandycroft which has a capacity of 22 pitches and Mifford caravan site at Gwespyr which has a capacity of 20 pitches. There are also two smaller private sites in Flintshire which have been the subject of recent planning applications and subsequent appeals. These sites are

at Dollar Park, Holywell, where a temporary permission exists up to 2016. The second recent private site is at Gwern Lane, Hope where a permanent consent was granted on appeal in May 2011 for four caravans

3.00 CONSIDERATIONS

3.01 The Gypsy Traveller Accommodation Assessment

North Wales is a popular location for “stop over” for Gypsies and Travellers as a principal travelling route passes through all of the local authority areas in North Wales. That said the population of Gypsies and Travellers in North East Wales is constrained in its choice of where it can stay by the pattern of provision of sites, which is skewed predominately to Flintshire and Wrexham, and also conversely by the lack of any authorised provision in Conwy or Denbighshire.

3.02 In terms of current site and pitch provision in North Wales Flintshire is the most significant provider of any North Wales local authority. According to the January 2012 caravan count Flintshire accommodates 66 caravans representing 58% of all of the caravans available in North Wales. Once the 37 caravans provided by Wrexham is excluded (33%), the remaining authorities in North Wales have only 10 recorded caravans between them, only 9% of the North Wales total, and none of which are on authorized sites.

3.03 This inequality of choice and provision has been clearly recognised by the Welsh Government in its framework for action, which also identified the imbalance of responsibility taken and leadership shown at a regional level to address and redress these factors. This frustration at the inadequacy of responses of local authorities to the issue of making provision for the need of Gypsies and Travellers has been given further expression by views expressed on emerging Local Development Plans (LDP's) in North Wales at examination, and via Welsh Government comments on plans at pre-examination stage. The proposal contained within the recent Housing White Paper gives the clearest indication that more needs to be done with proposals that local authorities will in future have a statutory obligation to provide sites based on an assessment of need.

3.04 As outlined above the question is how the need will be met in a sub-regional response to the GTAA.

3.05 This regional collaborative approach follows the approach supported and requested by the Welsh Government emphasising with it the need to accept and share the “legal, moral, financial and political responsibility to address the accommodation inequality experienced by the Gypsy and Traveller Community in Wales”. The Welsh Government, through the national strategy strongly encourages local authorities, other relevant agencies, such as the Police, Local

Strategic Partnerships and the voluntary sector to ensure the needs of the community are reflected in plans, strategies and initiatives at local and regional levels. The Welsh Government states that it has provided leadership at a national level and expects this to be underpinned through leadership at a regional level.

- 3.06 The main findings of the GTAA are attached at Appendix 1 and will be commented on shortly, however it is important firstly to understand the principle basis of the study and the main implications of the outcome of the study and its findings.
- 3.07 The study shows that the current distribution of supply of sites is skewed to certain locations and from this the distribution of any need it has assessed is also skewed to where the population currently has to live. It is therefore not surprising that the needs calculation for permanent sites shows an unbalanced distribution, with a clear bias towards locations where there is current provision (authorised or otherwise) i.e. Flintshire, Gwynedd and Anglesey. Also, due to the method of calculating “growth” and various assumptions made in the study, the relationship that emerges is that the higher the current supply of pitches in an area, and specifically Flintshire, the greater the resulting calculated need.
- 3.08 On the one hand this is the function of a technical (and in the main hypothetical) calculation of population growth. On the other the study shows how the population of Gypsies and Travellers in North Wales as presently accommodated, would grow if assumptions are correct.
- 3.09 Given the geographic spread of the study area and the authorities covered, the correct way to interpret the basis and findings of the study is therefore not as an estimate of need where it arises, but rather as an estimate of need where it should be met.
- 3.10 This key point is backed up by the fact that the Gypsy and Traveller community surveyed who were asked to set out where new site accommodation should be located. This demand for site locations is set out below. Significantly and unsurprisingly, this evidence demonstrates a need for sites at strategic locations along the main travelling route through North Wales, with none of the top locations being locations within Flintshire. The most referenced locations were for permanent sites. None of these locations are in Flintshire and reflect the need to rebalance the current provision.

Table 1: Area preferences of adult Gypsy Travellers (permanent accommodation)

| Number of responses | Town/ area. |
|---------------------|-----------------------------------------------------------------------------------------------------------------------|
| 1-5 | Mold, Queensferry, Holywell, Flint A further 15 locations were noted outside Flintshire including the A55 corridor |
| 6-10 | 4 locations were identified outside Flintshire |

- 3.11 The Council's view is that the findings and outcome of this GTAA are critical to the understanding of where need should be met in North Wales. What must be done from this study is for the partners to examine the findings, to agree the actual level of need and to accept and agree a sub-regional distribution of new sites throughout North Wales that is fair and equitable to all local authorities and also to the needs of the Gypsy and Traveller community.
- 3.12 From the GTAA, it is clear that this Council presently meets its obligations towards the needs of Gypsies and Travellers in North Wales far more responsibly than any other local authority. That is not to say that there is no need to be met in Flintshire, however the expansion at Riverside could address Flintshire's share of need. What the GTAA has clearly demonstrated is that the main factor in assessing the need for further sites for Gypsies and Travellers is where that need should be met, rather than just where it arises.
- 3.13 **Gypsy and Traveller Strategy**
Although the Council is currently delivering and managing a range of services to the Gypsy - Traveller community there is a need for a coordinated approach. Consequently it is recommended that a Gypsy – Traveller strategy be developed using the results of the GTAA as a base and drawing together the range of activities currently being delivered in Flintshire, coordinating with other public authorities and agencies.
- 3.14 The Welsh Government has provided clear guidance within the national Gypsy-Traveller strategy and this will be taken into account in developing the strategy.
- 3.15 The timescale is to commence work on the Gypsy-Traveller strategy in early 2013 with the project being completed in September 2013. This will coincide with the Spring travelling season and will ensure that opportunities to engage with the Gypsy-Traveller community are maximised. Opportunities will also be taken to incorporate consultation within the emerging LDP process.

4.00 RECOMMENDATIONS

- 4.01 Cabinet receives the findings of the GTAA and endorses the approach to develop a Gypsy – Traveller Strategy for Flintshire.
- 4.02 The Cabinet expects that all other counties in the region consider fully the outcomes of the GTAA and contribute towards a regional strategy to meet need.
- 4.03 The Council clarify with Welsh Government its expectations over a regional approach and the resource availability to meet it, with all Councils meeting their localised needs as identified.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The GTAA indicates growth for additional caravan pitches. Should the Council decide to expand its current provision the potential cost has not yet been fully quantified. However Welsh Government grant assistance can be applied for to assist in meeting these costs.

6.00 ANTI POVERTY IMPACT

- 6.01 There is no direct anti-poverty impact emerging from the GTAA other than accepting that in the main the Gypsy and Traveller community features amongst those communities most likely to suffer the effects of poverty.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There is no direct environmental impact emerging from the GTAA. The potential for small-scale environmental impact from isolated unauthorised encampments is outside the scope of this report but will be considered as part of the emerging Gypsy-Traveller strategy.

8.00 EQUALITIES IMPACT

- 8.01 The GTAA will make an important contribution towards identifying and meeting the needs of the Gypsy-Traveller community who typically suffer from inequality.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Although there are no direct financial implications emerging from the GTAA the estimation of the need to make further provision in the form of permanent or temporary site provision suggests that additional personnel may be required. The implications of any additional provision have yet to be fully quantified but will form part of the emerging Gypsy-Traveller strategy.

10.00 CONSULTATION REQUIRED

10.01 Consultation with the Gypsy-Traveller community was carried out prior to the commencement of the GTAA. No further consultation has been carried out since the completion of the study. It is however intended that full consultation with the Gypsy-Traveller and settled communities will be undertaken as part of developing Flintshire's emerging Gypsy-Traveller strategy.

11.00 CONSULTATION UNDERTAKEN

11.01 Representatives of the Gypsy-Traveller community were involved in the selection of the consultants used to carry out the interviews. Across the study area a total of 93 responses were received from adult Gypsies and Travellers and a further 43 from a survey of young Gypsies and Travellers.

12.00 APPENDICES

12.01 Appendix 1: Main findings of the GTAA

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Contact Officer: David Humphreys
Telephone: 01352703820
Email: david.humphreys@flintshire.gov.uk

APPENDIX 1

Table: Gypsy – Traveller Residential Needs Calculation 2011-16

| | | LA 1 | LA 2 | (Flintshire) | LA 4 | LA 5 | Total |
|----|-----------------------------------------------------|------|------|--------------|------|------|-------|
| | Current Residential Supply | | | | | | |
| 1 | Socially rented pitches | 0 | 0 | 20 | 7 | 0 | 27 |
| 2 | Private authorised pitches | 0 | 0 | 44 | 5 | 0 | 49 |
| 3 | Total authorised pitches | 0 | 0 | 66 | 12 | 0 | 78 |
| 4 | Plots for Travelling Show people | 0 | 0 | 0 | 0 | 0 | 0 |
| | Residential pitch need 2011-16 | | | | | | |
| 5 | End of temporary planning permissions | 0 | 0 | 6 | 0 | 0 | 6 |
| 6 | New household formation from sites | 0 | 0 | 10 | 2 | 0 | 12 |
| 7 | Unauthorised developments [Tolerated/not tolerated] | 0 | 0 | 2 | 2 | 0 | 4 |
| 8a | Movement between sites and housing (out of site) | 0 | 0 | 0 | -1 | 0 | -1 |
| 8b | (into site) | 2 | 1 | 5 | 5 | 1 | 14 |
| 9 | Closure of sites | 0 | 0 | 0 | 0 | 0 | 0 |
| 10 | Unauthorised encampments | 2 | 2 | 2 | 0 | 10 | 16 |
| 11 | Additional residential need | | | | | | |
| | :Currently overcrowded | 0 | 0 | 12 | 1 | 0 | 13 |
| | :Net in migration/outmigration | 0 | 0 | 0 | 0 | 0 | 0 |
| | :Other residential need | 0 | 0 | 0 | 0 | 0 | 0 |
| | Additional supply 2011-16 | | | | | | |
| 12 | Pitches currently closed but re-entering use | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | Pitches with permission but not developed | 0 | 0 | 0 | 0 | 0 | 0 |
| 14 | New sites planned | 0 | 0 | 5 | 0 | 0 | 0 |
| 15 | Vacancies on socially rented sites | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | Total Supply 2011-16 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17 | Residential Need Shortfall 2011-16 | 4 | 3 | 35 | 9 | 11 | 59 |

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**

SUBJECT: **NATIONAL PENSIONERS CONVENTION DIGNITY CODE**

1.00 PURPOSE OF REPORT

- 1.01 To update Cabinet on the National Pensioners Convention Dignity Code.
- 1.02 The report proposes that we confirm to the National Pensioners Convention (NPC) that we adopt the principles of the code across services provided and commissioned by the Council.
- 1.03 As the principles of the code are fully covered by the “Flintshire Dignity in Care Charter” we would absorb the principles under this Charter ‘banner’ for continuity.

2.00 BACKGROUND

- 2.01 Britain’s biggest pensioner organisation, the National Pensioners Convention launched a Dignity Code in February 2012 which sets out minimum standards for the dignified treatment of older people, whether in hospital or the community.
- 2.02 The Code has been widely supported by both those in the care sector and in public services.. Correspondence received from the Chair of NPC Cymru is likely to result in a number of Welsh authorities ‘signing up’ in coming months. (See Appendix 1)
- 2.03 The Flintshire Dignity in Care Charter has been in place since 2012. In exactly the same way the Flintshire Charter establishes dignity principles that health and social care communities in Flintshire are committed to delivering. (See Appendix 2)
- 2.04 **The Dignity Code/ Flintshire Dignity In Care Charter**
The Dignity Code introduced by National Pensioners Convention calls for a number of things including:-
- Respect for individuals to express their personal wishes as expressed in living will
 - Respect for an individuals habits , values and needs

- Formal spoken terms of address, unless invited to do otherwise
- Comfort, consideration and participation in all aspects of care
- Care based on individual need
- Support to maintain appearance
- Respect for privacy
- Right to complain without fear
- Availability of Advocacy.

(summary from Appendix 1)

2.05 The Flintshire Dignity in Care Charter comprehensively covers the areas noted within the Dignity Code with the exception of living wills. The right to complain without fear is not directly noted either although good communication and listening to peoples views is a strong feature of the Charter.

2.06 To address these areas simple amendments will be made to Flintshire Charter available on the infonet, and future printed versions will reflect these changes also.

3.00 CONSIDERATIONS

3.01 It is proposed that Flintshire County Council confirm its adoption of the Dignity Code under the “Flintshire Dignity in Care Charter”. Amendments will be made to Flintshire Charter to fully reflect the Dignity Code.

4.00 RECOMMENDATIONS

4.02 Cabinet is invited to consider and approve the proposed way forward described

5.00 FINANCIAL IMPLICATIONS

5.01 None arising from this report

6.00 ANTI POVERTY IMPACT

6.01 None arising from this report

7.00 ENVIRONMENTAL IMPACT

7.01 None arising from this report

8.00 EQUALITIES IMPACT

8.01 None arising from this report

9.00 PERSONNEL IMPLICATIONS

9.01 None arising from this report

10.00 CONSULTATION REQUIRED

10.01 None arising from this report

11.00 CONSULTATION UNDERTAKEN

11.01 None arising from this report

12.00 APPENDICES

Appendix 1 NPC Correspondence and Dignity Code

Appendix 2 Flintshire Dignity in Care Charter

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

**Contact Officer: Alwyn Jones
Telephone: 01352 702502
Email: alwyn.jones@flintshire.gov.uk**

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National Pensioners Convention Wales Confensiwn Pensiynwyr Cenedlaethol Cymru

Ty John Pathy, 13/14, Neptune Court, Vanguard Way, Cardiff, CF24 5PJ

5th December 2012

Mr Colin Everett
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NB



Dear Mr Everett

I enclose a copy of the National Pensioners Convention Dignity Code.

This Code asks that all people, regardless of age, should be treated with dignity.

The purpose is to uphold the rights and maintain the personal dignity of older people, within the context of ensuring the health, safety and well-being of those who are increasingly less able to care for themselves or to properly conduct their affairs.

This code has already been accepted in many areas. Signatories include many professionals, MPs, AMs and lay people.

We ask that you will accept and sign up to this Code and apply it throughout your Authority.

Yours sincerely

Mrs Phyllis Preece
Chair NPC Cymru/Wales

Dignity Code

The purpose of this Dignity Code is to uphold the rights and maintain the personal dignity of older people, within the context of ensuring the health, safety and well being of those who are increasingly less able to care for themselves or to properly conduct their affairs.

This Code recognises that certain practices and actions are unacceptable to older people, such as:

- Being abusive or disrespectful in any way, ignoring people or assuming they cannot do things for themselves
- Treating older people as objects or speaking about them in their presence as if they were not there
- Not respecting the need for privacy
- Not informing older people of what is happening in a way that they can understand
- Changing the older person's environment without their permission
- Intervening or performing care without consent
- Using unnecessary medication or restraints
- Failing to take care of an older person's personal appearance
- Not allowing older people to speak for themselves, either directly or through the use of a friend, relative or advocate
- Refusing treatment on the grounds of age

This Code therefore calls for:

- Respect for individuals to make up their own minds, and for their personal wishes as expressed in 'living wills', for implementation when they can no longer express themselves clearly
- Respect for an individual's habits, values, particular cultural background and any needs, linguistic or otherwise
- The use of formal spoken terms of address, unless invited to do otherwise
- Comfort, consideration, inclusion, participation, stimulation and a sense of purpose in all aspects of care
- Care to be adapted to the needs of the individual
- Support for the individual to maintain their hygiene and personal appearance
- Respect for people's homes, living space and privacy
- Concerns to be dealt with thoroughly and the right to complain without fear of retribution
- The provision of advocacy services where appropriate

NPC

Walkden House, 10 Melton Street, London NW1 2EJ
www.npcuk.org

NPC
NATIONAL
PENSIONERS
CONVENTION

Flintshire Dignity in Care Charter



Dignity in Care ...
It's a **Personal** Thing...



Respect

Privacy

Self Esteem

Autonomy

DIGNITY is one of the 5 United Nations Principles for Older people and it consists of many overlapping aspects.

Promoting **DIGNITY IN CARE** means providing care, in any setting, which supports and promotes, rather than undermines, a person's self-respect.

It includes:

- **Respect**
- **Privacy**
- **Self Esteem**
- **Autonomy**

Health and social care communities in Flintshire are committed to providing services on an individual basis, ensuring that whenever possible, older people receive a service that meets their particular needs, choice and aspirations.

This **Dignity in Care Charter** is part of continuing process of informing older people of their rights and privileges to enable them to make informed choices with regard to their care.

Dignity In Care Charter

1. RESPECT

- ✓ To be addressed politely, using the individual's preferred name
- ✓ To be treated courteously
- ✓ To receive all communications in the language and form of their choice where possible

2. PRIVACY

- ✓ To receive all personal, medical and nursing care needs in privacy at all times
- ✓ To respect the right to privacy in the home or in personal living space
- ✓ To be provided with support and advice in privacy when requested



Cover photo: www.careimages.com

Dignity In Care Charter

3. SELF ESTEEM

- ✓ Protection of social standing and sense of self worth
- ✓ To be protected from discrimination, all forms of abuse or infringements of personal rights on any grounds
- ✓ To have all spiritual, linguistic, cultural and dietary needs and practices respected

4. AUTONOMY

- ✓ To encourage independence and personal care choices and preferences
- ✓ To involve older people in their service planning and respect their views by ensuring their ideas and suggestions are acted upon



Promote dignity by:

- ✓ Asking how people they want to be addressed
- ✓ Providing different forms of communication where appropriate
- ✓ Supporting self management of medication
- ✓ Providing opportunities for exercise, recreational activities and lifelong learning
- ✓ Including older people in community matters
- ✓ Giving choice
- ✓ Assessing and reviewing care needs regularly
- ✓ Support in maintaining personal hygiene
- ✓ Allowing people to receive mail unopened
- ✓ Ensuring privacy in communications
- ✓ Requesting consent before providing care
- ✓ Involving older people in care choices
- ✓ Encouraging nutritious, varied and balanced diets
- ✓ Identifying and training staff
- ✓ Offering access to specialist advice and advocacy
- ✓ Assisting with oral hygiene when needed
- ✓ Ensuring access to equipment to assist daily living

Dignity in Care Charter

Indignity will be caused by:

- ⊗ Not listening
- ⊗ Not involving
- ⊗ By ignoring older people's views
- ⊗ By emphasising disabilities and impairments publicly
- ⊗ Ridiculing
- ⊗ Stereotyping
- ⊗ Not providing support when needed to maintain independence
- ⊗ Ignoring privacy when care is being administered
- ⊗ Using a first name when requested not to do so
- ⊗ Breaching confidentiality
- ⊗ Any physical or mental abuse or discrimination

Flintshire County Council
Social Services for Adults
County Hall, Mold, CH7 6NN

01352 702642

www.flintshire.gov.uk/careinfo

For a copy of this leaflet in Braille,
large print or tape call 01352 702642

Design and Print Tel: 01352 704000 Ref: 12097

Respect

Privacy

Self Esteem

Autonomy

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **REVENUE BUDGET MONITORING 2012/13 (MONTH 7)**

1.00 PURPOSE OF REPORT

1.01 To provide members with the most up to date revenue budget monitoring information (Month 7) for the Council Fund and the Housing Revenue Account in 2012/13.

1.02 INDEX OF CONTENTS

| | |
|-------------------------|---------------------------------------------------|
| Section 2 | Executive Summary |
| Paragraph 3.01 | Council Fund Summary Table |
| Paragraph 3.05 | Risks and Assumptions |
| Paragraphs 3.06 to 3.09 | Carry Forward Requests |
| Section 4 | Non Standard Inflation / Central Contingencies |
| Section 5 | Unearmarked Reserves |
| Section 6 | Housing Revenue Account |
| Appendix 1 | Council Fund - Movement in Variances from Month 6 |
| Appendix 2 | Community Services -Variances Summary |
| Appendix 3 | Environment -Variances Summary |
| Appendix 4 | Lifelong Learning -Variances Summary |
| Appendix 5 | Corporate Services -Variances Summary |
| Appendix 6 | Central & Corporate Finance -Variances Summary |
| Appendix 7 | Council Fund Unearmarked Reserves Summary |
| Appendix 8 | Housing Revenue Account -Variances Summary |

2.00 EXECUTIVE SUMMARY

2.01 Members are requested to note the projected year end position as estimated at Month 7 which is :

- Council Fund - Net overspend of £0.516m
- Housing Revenue Account - Net underspend of £0.401m

3.00 CONSIDERATIONS

COUNCIL FUND

3.01 The table below shows a projected in-year overspend of £0.516m :-

| TOTAL EXPENDITURE AND INCOME | Original Budget | Revised Budget | In-Year Over / (Under) spend | | Non Ring-fenced | | Ring-fenced | |
|----------------------------------|--------------------|-------------------|---------------------------------|--------------|-----------------|--------------|----------------|----------------|
| | | | Month 6 | Month 7 | Month 6 | Month 7 | Month 6 | Month 7 |
| | £m | £m | £m | £m | £m | £m | £m | £m |
| Directorates | | | | | | | | |
| Community Services | 58.437 | 58.397 | (0.272) | (0.424) | (0.097) | (0.130) | (0.175) | (0.294) |
| Environment | 31.794 | 32.452 | (0.116) | (0.121) | (0.116) | (0.121) | - | - |
| Lifelong Learning | 109.219 | 109.912 | 0.988 | 0.822 | 1.120 | 1.128 | (0.132) | (0.306) |
| Corporate Services | 17.469 | 17.404 | 0.319 | 0.370 | 0.319 | 0.370 | - | - |
| Total Directorates | 216.919 | 218.165 | 0.919 | 0.647 | 1.226 | 1.247 | (0.307) | (0.600) |
| Central and Corporate Finance | 25.759 | 24.513 | (0.205) | (0.131) | (0.205) | (0.131) | - | - |
| Total | 242.678 | 242.678 | 0.714 | 0.516 | 1.021 | 1.116 | (0.307) | (0.600) |

3.02 The Original Budget column reflects the budget approved by Council on the 1st March 2012. The Revised Budget column reflects in-year virements which have been approved in compliance with Financial Procedure Rules.

3.03 The significant in-year projected variances to date are detailed in Appendices 2 - 6 (Council Fund) and Appendix 8 (HRA), and in addition to giving the reasons for the variances, the actions required to address each variance is provided. The significant changes for the Council Fund from Month 6 are detailed in Appendix 1.

3.04 It is the intention of Management to contain the currently projected variation within the overall agreed Council budget for the year. As part of the ongoing work to develop the MTFP, opportunities to generate efficiencies are being explored including those that may have a positive impact on the 2012/13 projected outturn.

RISKS / ASSUMPTIONS

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

1. **Community Services**

- Social Services for Adults
 - Occupational Therapy service - increased demand
- Social Services for Children
 - Out of county placements - demand led with volatility influenced by numbers and high values of individual placements
 - Family Placement - increases in foster care places / court orders for Residence and Specific Guardianship

- Housing Services
 - Homelessness - projected high demand influenced by current economic climate and recent welfare reform
- 2. Environment**
- Planning
 - A number of planning decisions are the subject of ongoing appeals which may have the potential for costs to be awarded against the Council
- 3. Lifelong Learning**
- Facilities
 - Catering - overspend projected but possible mitigation from project plans following APSE review
 - Development & Resources
 - Free school meals and remissions - influenced by economic factors
 - Ringfenced budgets
 - Out of county placements - demand led with volatility influenced by numbers and high values of individual placements
 - Leisure Income
 - Income levels for the new leisure facilities are being monitored carefully on a weekly basis. Any variation, either positive or negative, could have a material effect on the projected outturn.
- 4. Corporate Services**
- Welfare Reform
 - Welfare Reform preparation is starting to impact on the projected outturn for 2012/13 (see Appendix 5). Although a number of pressures are already included in the projections the full impacts are continuously being assessed and will be reported to Cabinet as soon as any variations are identified.
 - Municipal Mutual Insurance Ltd (MMI)
 - A contingent liability was recorded in the 2011/12 Statement of Accounts which recognised a possible future requirement to provide for Flintshire County Council's share of liability relating to a scheme of arrangement set up in 1992. The MMI Board of Directors met on the 13th November 2012 and decided that there was no other alternative to insolvent liquidation than to trigger the scheme of arrangement. A financial review of the company will now take place to consider the extent to which any levy is to be imposed upon scheme creditors (including Flintshire County Council).
 - Outcome Agreement Grant
 - The current projections assume that the Council will receive the full amount of Outcome Agreement Grant included within the budget for 2012/13 (£1.475m). WG assessment currently being discussed with Officers. The Minister is to be advised by civil servants that the Council has met the threshold to qualify for the grant in full.

3.06 REQUEST FOR CARRY FORWARD - ENVIRONMENT

The WG funding arrangements for the Local Transport Services Grant (LTSG) in 2012/13 were revised after a pressure for £0.149m had already been approved for the service. As a result of these revised arrangements only £0.079m of this pressure will be utilised in 2012/13. Consequently, it is requested that the estimated balance of £0.070m on LTSG in 2012/13 be carried forward to meet further WG grant reductions on LTSG in 2013/14.

3.07 REQUEST FOR CARRY FORWARD - ENVIRONMENT

As reported in the Cabinet Report of 18th December, the specific balance of £0.186m is required to provide for the set up costs of implementing Civil Parking Enforcement (CPE) during 2013/14. This will involve significant investment in signing and lining works on both on-street and off-street parking, together with car park resurfacing and lighting works. Permission is therefore sought to carry the existing balance of £0.186m into 2013/14.

3.08 REQUEST FOR CARRY FORWARD - ENVIRONMENT

The Unitary Development Plan (UDP) was adopted in 2011/12 and subsequently printed and published in 2012/13. The review of the UDP leads to the production of a new plan, the Local Development Plan (LDP). This has required a significant amount of evidence to be gathered to support the development of the LDP hence the provision of funding for specialist advice and background studies. Unfortunately, not all of this work and studies will have been completed by financial year end, so it is anticipated that £0.060m will be required to be carried forward for completion in 2013/14. This is in addition to the £0.325m already held in balances which will also require carrying forward for future commitments on the LDP in 2013/14. Permission is therefore sought to increase the existing balance of £0.325m by £0.060m.

3.09 REQUEST FOR CARRY FORWARD – CORPORATE SERVICES

An ongoing budget investment of £0.245m was approved during the 12/13 budget process to sustainably fund the Modern Trainee Programme. Following detailed costing work and the identification of budgets held within directorates an increased number of trainees were recruited in September 2012 on a two year basis. In order to fund this cohort over the two year period it is requested that £0.170m be carried forward into 2013/14.

4.00 NON STANDARD INFLATION

4.01 Included in the budget are amounts for non-standard inflation. These budgets are being monitored closely and the current position for each element is outlined below:

- £0.078m in respect of Energy for Street Lighting - this budget is still held centrally and is expected to be allocated in full to the service budget prior to the reporting of budget monitoring for Month 8.
- £0.300m in respect of Energy - most of this budget has now been allocated to services, the remaining £0.060m is currently being reviewed and will be reported on for Month 8.

- £0.196m in respect of Fuel - it has been confirmed that the full amount will be required and the allocation of this budget is reflected in this report.
- £0.133m in respect of Food - it has been confirmed that the full amount will be required and the allocation of this budget is reflected in this report.

5.00 UNEARMARKED RESERVES

5.01 The 2011/12 final outturn reported to Cabinet on 10th July showed unearmarked reserves at 31st March 2012 (above the base level of £5.476m) of £0.992m, after taking into account commitments in 2012/13 :

- Use of £0.973m to meet one-off / time limited costs
- Ringfencing of £1.500m to support Organisational Change costs

5.02 Appendix 7 details the movements to date on unearmarked reserves and the level of contingency sum available. As a result of the movements the current projected level of the contingency reserve at the end of March 2013 is an amount of £0.115m. However, as noted in section 3.04 it is the intention of Management to contain the currently projected variation within the overall agreed Council budget for the year which will also have a further positive effect on the contingency reserve.

6.00 HOUSING REVENUE ACCOUNT

6.01 On 21st February 2012, the Council approved a Housing Revenue Account (HRA) budget for 2012/13 of £26.671m. The budget provided for a closing balance of £0.867m, which at 3.25 % of total expenditure satisfies the prudent approach of ensuring a minimum level of 3 %.

6.02 The 2011/12 final outturn reported to Cabinet on 10th July 2012 showed a closing balance at the end of 2011/12 of £1.857m (subject to audit) which was £0.753m more than when the 2012/13 budget was set. This had the effect of increasing the closing balance for 2011/12 by the same amount.

6.03 There is an overall projected underspend of £0.401m and a projected closing balance at Month 7 of £1.471m, which at 5.4 % 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 and the management actions being taken to address the projected overspend

- b) Note the Council Fund contingency sum as at 31st March 2013 (paragraph 5.02)
- c) Approve the carry forward requests included in the report (paragraphs 3.06 to 3.09)
- d) Note the projected final level of balances on the Housing Revenue Account (paragraph 6.03)

8.00 FINANCIAL IMPLICATIONS

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

9.00 ANTI POVERTY IMPACT

9.01 None

10.00 ENVIRONMENTAL IMPACT

10.01 None

11.00 EQUALITIES IMPACT

11.01 None

12.00 PERSONNEL IMPLICATIONS

12.01 None

13.00 CONSULTATION REQUIRED

13.01 None

14.00 CONSULTATION UNDERTAKEN

14.01 None

15.00 APPENDICES

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

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

Contact Officer: Steven Gadd
Telephone: (01352) 702287
Email: steven_gadd@flintshire.gov.uk

COUNCIL FUND - REVENUE BUDGET 2012/13
FLINTSHIRE COUNTY COUNCIL



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

| | £m | £m |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------------|
| Month 6 | | |
| Out of County Ringfenced Budget | (0.271) | |
| Service Directorates | 1.190 | |
| Central and Corporate Finance | (0.205) | |
| Variance as per Executive Report | | 0.714 |
| Month 7 | | |
| Out of County Ringfenced Budget | (0.563) | |
| Service Directorates | 1.210 | |
| Central and Corporate Finance | (0.131) | |
| Variance as per Directorate Returns | | 0.516 |
| Change Requiring Explanation | | <u>(0.198)</u> |
| <u>Community Services</u> | | |
| <ul style="list-style-type: none"> • Out of County Pooled Budget (Childrens' Services) - the movement from month 6 is mostly (£0.134m) due to the ending of three placements. Other minor variances account for the remaining change. (0.122) • Vacancy Management (Development & Resources) - the credit budget (£0.100m) has now been allocated against vacant posts within Adult Services resulting in reduced budgets within those areas for this year only.. (0.100) • Resources and Regulated Services (Intake and Reablement) - the movement is mostly due to changes in the projection of pay costs. (0.031) • Locality Teams (Localities) - the movement from month 6 is mainly due to a reduction in the projection of purchased care costs across both the Older People and PDSI service areas. (0.032) • Resource & Regulated Service (Disability Services) - This movement mostly reflects a budget reduction in respect of Vacancy Management (£0.050m) offset by reduced pay and agency costs in other areas within the Service. 0.039 • Transition & Disability Service (Disability Services) - This movement reflects the impact of two new employees within the Transition Team. 0.035 • Vulnerable Adults & Disability Services (Disability Services) - This movement mostly reflects a budget reduction in respect of Vacancy Management (£0.027m). 0.028 • Commissioning (Development & Resources) - additional pay costs shown against this area due to the effects of TSSA. 0.052 • Other minor changes of less than £0.025m (0.021) | | <u>(0.152)</u> |
| <u>Environment</u> | | |
| <ul style="list-style-type: none"> • Highways Policy & Development Control - payment of £0.024m for line markings ahead of Civil Parking Enforcement implementation, plus £0.002m other minor 0.026 • Business & Strategy - Reduced running costs at Queensferry depot following relocation to Alltami depot (0.054) • Minor changes of less than £25k 0.023 | | <u>(0.005)</u> |

Lifelong Learning

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| • School Improvement Service - A number of minor one-off reductions as a result of the DMT commitment to reduce the Directorate overspend. | (0.055) |
| • Out of County Pooled Budget (Education) - the movement from month 6 (£0.174m) is due to the ending of a number placements and reduced charges from external suppliers. | (0.174) |
| • Leisure Services - Continuing review of income projections (£0.079m), additional security costs (£0.007m) and additional staff cover (sickness and HR related) (£0.008m). | 0.094 |
| • Development & Resources - Reductions in projected expenditure in the Youth Service (£0.029m), Service Units (£0.026m), and Management & General Admin. (£0.017m). These reductions have been partially offset by a number of small invest to save items of expenditure in Facility Services (£0.047m). | (0.030) |
| • Minor changes of less than £25k | (0.001) |
| | (0.166) |

Corporate Services

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| • Legal and Democratic Services - (£0.015m) efficiency relating to the refurb of Room 206 due to costs being met by Environment (Capital), (£0.007m) reduction in salaries pressure, changes in other minor variances (£0.014m). | (0.036) |
| • HR and Organisational Development - (£0.005m) decrease in pressure on Corporate Training, decrease in loss of income from External Organisations in respect of Payroll provision (£0.001m), increase in vacancy savings (£0.002m) changes in other minor variances £0.015m. | 0.007 |
| • ICT and Customer Services - additional vacancy savings (£0.004m), increase in pressure relating to internal support services recharges £0.024m, additional registrars income (£0.013m), changes in other minor variances £0.007m. | 0.014 |
| • Corporate Finance: Reduction in the projected underspend within Corporate Finance following implementation of the Finance Function Review of £0.060m Revenues and Benefits: Reduction in workforce variance (£0.038m) partly offset by the required investment in Agile Working of £0.025m. Minor variances of less than £0.010m amounting to £0.025m account for the remaining change. Internal Audit: Reduction in committed expenditure to mitigate overspend (£0.005m) | 0.067 |
| • Chief Executives Department - increase in efficiency on other minor variances (£0.001m) | (0.001) |
| • Minor changes of less than £25k | 0.000 |
| | 0.051 |

Central and Corporate

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| • Financing & Funding - Adjustment in respect of previously anticipated additional "windfall" income arising from settlement of VAT appeals which would result in positive outcomes for the Council. Although income of this nature may still be recovered, it is now considered much less likely to be settled in the current financial year. | 0.090 |
| • Minor changes of less than £25k | (0.016) |
| | 0.074 |

Total changes**(0.198)**

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------------------------------------|---------------------|------------------------|---------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Resources and Regulated Services (Intake and Reablement) | 6.189 | 5.661 | (0.528) | (0.497) | <p>Extra Care projected in year underspend on new scheme (£0.200m) due to timeframe for completion.</p> <p>In-house Domiciliary Care projected underspend of £0.296m due to reduced pay costs from changes to service delivery and greater use of reablement and independent sector care providers. The increase (£0.061m) from month 6 is mainly due to further reductions in projected pay and staff transport costs (£0.051m) and additional income (£0.016m).</p> <p>Of the additional variance a projected underspend of £0.138m relates to work which is yet to be undertaken to realign the budgets following the transport review (this cannot be undertaken until the outcomes of the current contract tendering process is known in January) and £0.053m to vacancies within Day Services. This is offset by a projected overspend within Professional Support (£0.152m), increased from month 6 (£0.015m) which will be addressed as part of TSSA realignment.</p> | The underspend against Extra Care is one-off and non recurring and has arisen due to delays in building works encountered by our partner. Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme and realign budgets as appropriate. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|--------------------------------------------|---------------------|------------------------|---------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Reablement Service (Intake and Reablement) | 0.370 | 0.275 | (0.095) | (0.093) | Pay costs being suppressed due to the use of Homecare staff, vacant post and part year appointments (£0.082m) together with additional Health income (£0.020m) offset by various small overspends. | Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------------------|---------------------|------------------------|---------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Locality Teams (Localities) | 16.436 | 16.610 | 0.174 | 0.206 | <p>The significant variances lie within:</p> <p>Physical Disability Services</p> <ul style="list-style-type: none"> > Purchased Home Care - projected overspend (£0.111m) reflects current care packages. A reduction from month 6 (£0.037m) due mostly to additional income (£0.031m). > Purchased Residential Care - projected underspend (£0.255m) reflecting current service users. > Minor Adaptations - projected overspend (£0.097m) reflecting the continuing demand within the service. <p>Older People Services</p> <ul style="list-style-type: none"> > Purchased Day Care - projected underspend (£0.082m) due to a changed emphasis in service delivery. > Reablement Service - projected overspend (£0.081m) due to changes in service delivery resulting from TSSA. > Purchased Home Care - projected overspend (£0.217m) reflecting current care packages. > Purchased Residential Care - projected overspend (£0.018m) a reduction from month 6 (£0.040m) reflecting current service users. | <p>Keep under review pending completion of Transforming Social Services for Adults (TSSA) programme. Following phase 1 of TSSA and during the detailed reorganisation of services, it has been decided that most of the PDSI elements included as part of the locality team budgets at the early stages of TSSA will form a separate line under the Disability Services Heading, with only the Occupational Therapy service remaining as part of the locality teams. This will undertaken for 2013/14.</p> |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------------------------------|---------------------|------------------------|---------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Resource & Regulated Service (Disability Services) | 12.508 | 12.558 | 0.050 | 0.011 | This variance is mostly due to a budget reduction (£0.050m) due to the application of the vacancy management efficiency. However, within the Service in-house Community Living is projecting an overspend of £0.176m mainly due to the need to procure independent sector staff to cover for absences across the various houses. in addition, the Independent sector purchased care section is projecting to underspend overall by £0.105m due to underspends against purchased residential care; the balance (£0.021m) is made up of various small under and overspends within the Service. | Keep under review. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|------------------------------------------------------|---------------------|------------------------|---------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ringfenced Budgets (Mental Health) | 0.301 | 0.182 | (0.119) | (0.126) | Reflects current care packages for 2012/13. | Keep under review - potential volatility due to changes in client numbers and demands at short notice from prison or courts. Reduced budget in 12/13. The possibility of re-aligning budget between the two services has been considered and dismissed for now as there are early indications of additional Mental Health clients although at this stage potential costs or start dates are unknown. |
| Ringfenced Budgets (Learning Disability) | 0.466 | 0.610 | 0.144 | 0.149 | This reflects the full year impact of a new service user that commenced during December 2011 together with some other changes to care packages. | |
| Good Health (Development & Resources) | 0.981 | 1.117 | 0.136 | 0.136 | The majority of the overspend (£0.104m) is mainly due to one-off redundancy related costs for two staff falling on the service following a restructure. | Not recurring. |
| Business Services - Income (Development & Resources) | (1.511) | (1.461) | 0.050 | 0.050 | Following a recommendation from Corporate Debt Recovery an additional £0.050m has been added to the total provision for bad or doubtful debts. | |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------------------------|---------------------|------------------------|---------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Vacancy Management (Development & Resources) | 0.000 | 0.000 | 0.000 | 0.100 | This has now been allocated against vacant posts: Resources & Regulated Services (Disability Services) £0.050m; Vulnerable Adults (Disability Services) £0.027m; Professional Support (Intake & Reablement) £0.016m; Resources & Regulated Services (Intake and Reablement) £0.007m. | None |
| Family Placement (Children's Services) | 1.833 | 2.152 | 0.319 | 0.320 | The projected overspend is mainly as a result of an increase in the number of foster care placements within the service. It is also due to the increasing number of court orders for Residence and Special Guardianship orders which invariably attract an ongoing allowance for the carers. | A review of the Family Placement Team has commenced the outcome of which will inform future planning and possible efficiencies. |
| Family Support (Children's Services) | 0.341 | 0.285 | (0.056) | (0.064) | The projected underspend in this service is mostly due to a reduction in the use of sessional staff following an embargo and a review of thresholds. The use of sessional staff can fluctuate monthly depending on caseloads, especially for child protection and court ordered supervised contact. | As the spend in this Service is very dependant on caseload continue to keep under review. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|---------------------------------------|---------------------|------------------------|---------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Other Residential (Children Services) | 0.526 | 0.466 | (0.060) | (0.065) | The projected underspend relates to the opening of Arosfa being later than anticipated. | Keep under review due to the potential for additional costs relating to transport charges. |
| Grants (Children Services) | 0.117 | 0.069 | (0.048) | (0.049) | This budget is used for funding mostly one-off activities the need for which does vary. The underspend reflects current expectations of demands. | Keep under review. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|--------------------------------------------|---------------------|------------------------|---------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Professional Support (Children's Services) | 5.382 | 5.551 | 0.169 | 0.158 | This area comprises Fieldwork, Resources, Children's Integrated Disability Service (CIDS) and General. Fieldwork is projecting to overspend by £0.339m mostly due to the Children and Young Adolescent Support team (£0.328m) - client payments (£0.218m) and staff pay costs (£0.096m); the client payments includes the costs for two particularly high cost individuals (£0.120m). Resources is projecting to underspend by £0.037m mostly due to underspending on staff pay within Family Placement Team. CIDS is projecting to overspend by £0.061m which is mainly due to increased take up of direct payments. General is projected to underspend by £0.194m. This is partly due to legal/court costs underspending as is associated transport costs, in addition Children First is currently projecting an underspend by as is Corporate Parenting. Due to the overspend within the Service where possible spending is minimised wherever possible. | Keep under review. The Head of Service (Children) has instigated a review into the specifics around these two service users. |

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|---------------------------------------------------|---------------------|------------------------|----------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Out of County Pooled Budget (Children's Services) | 3.711 | 3.450 | (0.261) | (0.139) | Projections reflect existing placements up until March 2013. This reflects known reductions in payments to providers following re-negotiation of contracts. The movement since month 6 reflect three placements ending and a reduced projection for costs associated with work undertaken in relation to provider costs. | The focus of high cost placements is now a North Wales project and will continued to be reviewed. The in house project requires sign off by the two directors at the next meeting. |
| Ring-fenced Budget (Housing Services) | 0.377 | 0.319 | (0.058) | (0.059) | This reflects current projection of the anticipated demand on the service this financial year. | Keep under review. One off and non recurring due to anticipated rise in presentations in 13/14 due to Welfare Reform impact and projections that the full budget will be required for further temporary accomodation units in the future. |
| Homelessness (Housing Services) | 0.488 | 0.437 | (0.051) | (0.040) | This reflects current projection of the anticipated demand on the service this financial year. | |
| Resident Wardens (Housing Services) | 1.236 | 1.134 | (0.102) | (0.090) | Budget based on restructure. Variance relates to vacancies within the new structure yet to be implemented. | Restructure approval required. |
| Other variances (aggregate) | 8.646 | 8.558 | (0.088) | (0.180) | Various minor variances. | Continue to review but not expected to be recurrent. |
| Total : | 58.397 | 57.973 | (0.424) | (0.272) | | |

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ENVIRONMENT

APPENDIX 3

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|------------------------------|---------------------|------------------------|---------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Industrial Units | (1.479) | (1.421) | 0.058 | 0.063 | Shortfall of Industrial Unit Rental Income, due in the main to Gaz de France decommissioning the Shotton Power Station site. Income shortfalls are partly mitigated by savings in vacant posts at Deeside Enterprise Centre. NNDR costs based on actuals to date. At Period 07 a non-standard inflation allocation for £0.005m for Metered Electricity has partly mitigated the variance. | Keep Unit rental income closely monitored throughout the year |
| Property Holdings | 0.090 | 0.042 | (0.048) | (0.036) | Ty'r Binwydden has budget provision for £21k but is no longer an active site. However, there is the potential for additional expenditure on vacant schools in Connah's Quay which could offset this underspend. NNDR costs based on actuals to date. Dilapidation Costs at Warren Hall. | Review of site budgets necessary in line with asset management programme |
| Agricultural Estates | (0.158) | (0.161) | (0.003) | (0.021) | The previous Land Agent Vacancy has now been filled on a one year fixed term contract basis. | |
| Property Asset & Development | 0.530 | 0.485 | (0.045) | (0.043) | Net Vacancy Savings | |
| Car Parks | 0.025 | 0.061 | 0.036 | 0.037 | Car Park income shortfall at Holywell and Mold partially offset by a reduced maintenance programme | |

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------------------------------|---------------------|------------------------|---------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Highways Policy and Development Control | 0.412 | 0.407 | (0.005) | (0.031) | Recharge of Highways Policy staffing costs to the Rural Development Programme (RDP) At period 07, this is offset by a payment of £0.024m for Line Markings ahead of Civil Parking Enforcement implementation | |
| Business & Strategy | 1.406 | 1.405 | (0.001) | 0.053 | Additional costs associated with pay protection following the Streetscene Service Review of £0.050m. These have been mitigated at Period 7 by an estimated underspend on running costs at Queensferry Depot due to the move to Alltami of an equivalent value. | |
| Highways Maintenance | 2.136 | 2.166 | 0.030 | 0.030 | The figures now include the cost associated with attending flooding events following substantial rainfall in July, August and September. | |

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------------------------|---------------------|------------------------|---------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Waste Disposal & Waste Collection | 9.201 | 9.429 | 0.228 | 0.200 | Cost of overtime and agency payments to operatives (pre part 3 agreement) totalling £305k (a reduction of £75k at Period 6) plus additional vehicle requirements as a result of the phased roll out of the full Saturday collection service of £140k. This is partly mitigated by £300k due to the increased recycling levels from the implementation of Managed Weekly Collections which not only reduces landfill and tipping charges but increases the level of recycling income. In addition, the energy generation from Gas at the landfill sites has been affected by problems with the Gas Engines at both landfill sites in producing the energy and is estimated to result in at least a £90k shortfall. | Keep tonnage levels closely monitored to establish if further savings can be achieved to fully mitigate the costs. Business Case for additional Streetscene Operatives has been submitted to minimise use of agency and overtime on an ongoing basis. Gas Engines income return for 2013/14 a further risk to the Council. |
| Fleet Services | (0.026) | (0.052) | (0.026) | (0.066) | Outturn based on actual recharges to date projected to financial year end with these charges also refelected in all Environment client budgets. Additional Fleet Management System costs and overtime payments to the Fleet Operatives has reduced the variance at Period 7. | |

ENVIRONMENT

APPENDIX 3

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------------|---------------------|------------------------|----------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| Planning Control | 0.367 | 0.402 | 0.035 | 0.047 | Planning fee income has again improved against projections due to the receipt of Northern Gateway and Croes Atti related fees. | Partially offset by salary savings within the Planning service |
| Service Development & Support | 0.236 | 0.218 | (0.018) | (0.014) | Part time salary savings | |
| Management Support & Performance | 1.164 | 1.053 | (0.111) | (0.152) | Vacancy Savings relating to 5 posts (2 x Sc4, Sc6, SO1 & M6) ahead of Service Review implementation. This variance is affected at Period 7 by charging a further five Modern Apprentices from Sept 2012. | Provision will be made within Service budgets for the Modern Apprentice costs in 2013/14. |
| Public Protection | 3.510 | 3.282 | (0.228) | (0.196) | Vacancy Savings totalling £250k (3 x EHO 2 x EO 1 x Admin) ahead of the Service Review being implemented, offset by income shortfalls in Pollution Control. At Period 07, salary costs already incurred that were identified as Streetscene related were transferred totalling £0.032m. | |
| Other variances (aggregate) | 15.038 | 15.015 | (0.022) | 0.013 | A number of variances of no more than £0.038m individually. | |
| Total : | 32.452 | 32.331 | (0.121) | (0.116) | | |

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|---------------------------------|------------------------|---------------------------|------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Out of County | 2.659 | 2.353 | (0.306) | (0.132) | Following a request from the Out of County Management Board one high cost placement has been heavily reduced with the continued involvement of Commercial and Clinical Solutions and a number of placements have ended or transferred back to Flintshire schools. | |
| Libraries, Culture and Heritage | 2.883 | 2.836 | (0.047) | (0.046) | There has been an in year adjustment to the book fund to address the Directorate budget overspend. | |
| Leisure Services | 4.043 | 4.701 | 0.658 | 0.564 | <p>Leisure (pressure of £0.658m) There are a number of historic budget issues which also adversely effected the Leisure outturn position in 11/12.</p> <p>In line with the national picture, income from ice skating at Deeside Leisure Centre has reduced by £0.173m over the last 4 years, this is despite inflationary increases in admission prices and promotions.</p> <p>Three posts within Leisure Services are unbudgeted due to timing delays caused between the Leisure Services Restructure and the JEQ results, this amounts to £0.120m including on-costs.</p> | <p>A tariff review is being undertaken across the whole of Leisure Services.</p> <p>Work is being conducted to review operational efficiency and performance at all facilities.</p> <p>Following receipt of JEQ results:</p> <p>Analysis of affordability of proposed new staffing structures.</p> <p>Revisit organisational design principles.</p> |

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-------------------------------|------------------------|---------------------------|------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Leisure Services continued... | | | | | <p>The following pressures have been identified during 2012/13:</p> <p>The relocation of Leisure Services Staff to Deeside has assisted in making a significant saving from relocation (vacating Connah's Quay offices). However, this has increased occupancy costs for Leisure Services for cleaning, maintenance, mileage, telephones etc by £0.025m which is unfunded.</p> <p>A review of music licensing has identified additional liabilities resulting in a cost increase of £0.037m.</p> <p>Leisure centre income figures have not met those anticipated by the Alliance Business Plan. Future income projections are now based on actual income to date allowing for continued increases each month as facilities become more popular.</p> | <p>The in year recharges for these services are to be revisited and recharged accordingly.</p> <p>A budget pressure bid for this has been submitted for 2013/14.</p> <p>New processes for authorising expenditure have been implemented. Income figures will continue to be monitored closely. We are also hoping to implement P2P earlier than anticipated to introduce more controls on expenditure for 2013/14.</p> |
| Delegated Schools Budgets | 77.523 | 77.523 | 0.000 | 0.000 | | |

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------|------------------------|---------------------------|------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| School Improvement Service | 10.634 | 10.678 | 0.044 | 0.099 | <p>Early Years Efficiencies of £0.066m have been secured to assist the overall in year position including photocopying, travel and catering. The realignment of sustainability funding has resulted in fewer requests for emergency funding from nurseries and playgroups.</p> <p>SLAs Following an instruction from the Director at month 5, budget holders have taken a number of measures to reduce expenditure in areas where schools have not taken up SLAs.</p> <p>School Improvement Service A number of minor efficiencies equating to £0.119m in total are projected. These relate to influencable expenditure on supplies and ICT and to recharges for staff seconded to the Welsh Government and RSEIS.</p> <p>Music Services Music Services are forecasting an overspend of £0.102m based on current levels of income and expenditure. A project group has been established to review the music service.</p> <p>ICT Unit The ICT Unit has managed to reduce expenditure on a one-off basis by £0.024m to assist in reducing the Directorate overspend.</p> | <p>Work is currently being undertaken to re-draft SLAs for the beginning of the new financial year.</p> <p>The Music Services project group has recently been established with a key aim of minimising the in-year overspend and developing a sustainable financial and operational model for the service moving forward into 2013/14.</p> |

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-------------------------|------------------------|---------------------------|------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Development & Resources | 12.170 | 12.643 | 0.473 | 0.503 | <p>Service Units (pressure of £0.218m) A pressure of £0.224m is currently anticipated on pupil benefits (free school meals and remissions) because of changes in the economic climate. A minor reduction in other projected expenditure of £0.006m has also been made.</p> <p>Facility Services - pressure of £0.313m The Catering Service is developing radical proposals to modernise via projects such as on-line payments for parents, rebranding, targeting increased take-up strategies, improved/themed menu's, cost reduction/procurement. The draft APSE review has been used to form the basis of this strategy.</p> <p>The Cleaning Service is unable to recover the surplus generated from the Law Courts contract and some other smaller sites. A large income target still exists which is unattainable with a lower level of cleaning activity taking place.</p> <p>Youth Service The Youth Service has reduced projected expenditure across all areas by £0.036m.</p> <p>Management & General Admin There have been a number of minor reductions in projected expenditure in Management & General Admin. These equate to £0.022m.</p> | <p>Both elements of the budget are being carefully monitored and pressure bids have been submitted as part of the 2013/14 budget process.</p> <p>Service needs to continue to implement the agreed strategy for efficiencies.</p> <p>This is the subject of management action and service redesign and a budget pressure bid for 2013/14.</p> |

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------|---------------------|------------------------|---------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| | | | | | The Development & Resources budget has increased by £0.266m since month 6. This relates to the non standard inflation allocation for energy budgets. The Directorate is currently reviewing all energy budgets and will allocate the additional budget across the relevant services during period 8. | |
| Total : | 109.912 | 110.734 | 0.822 | 0.988 | | |

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CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------|---------------------|------------------------|---------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Chief Executive | 2.270 | 2.263 | (0.007) | (0.006) | (£0.019m) vacancy savings. £0.014m pressure relating to a voluntary sector contribution towards Dangerpoint. (£0.002m) other minor variances. | |
| Finance | 4.367 | 4.775 | 0.408 | 0.341 | Management and Secretariat (£0.010m) underspend made up of: (£0.010m) various minor variances. | |
| | | | | | Corporate Finance (£0.027m) underspend made up of: (£0.027m) net vacancy savings relating to the Corporate Finance Review. | |

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|---------|---------------------|------------------------|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | | <p>Revenues & Benefits £0.409m overspend made up of: £0.028m pressure relating to the Royal Mail price increases of 39% in April 2012. £0.269m pressure relating to workforce costs in Revenues & Benefits because of additional work in preparation for Welfare Reform and the new Council Tax Support Scheme. £0.065m pressure relating to a benefits system software upgrade. £0.025m investment in Agile Working (Revs & Bens). £0.022m other minor variances.</p> | Finance to investigate alternatives to Royal Mail. The additional workforce costs relating to welfare reform are one-off and will be reduced where possible. |
| | | | | <p>Internal Audit £0.036m overspend made up of: £0.042m pressure relating to additional audit days. (£0.006m) reduction in non committed expenditure to mitigate pressure.</p> | | |

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|----------------------------------------------|---------------------|------------------------|---------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Legal & Democratic Services | 3.368 | 3.264 | (0.104) | (0.068) | <p>£0.010m pressure translation of Constitution.</p> <p>(£0.119m) Members Special Responsibility Allowances.</p> <p>£0.053m Salary changes.</p> <p>(£0.048m) other minor variances.</p> | |
| Human Resources & Organisational Development | 2.169 | 2.231 | 0.062 | 0.055 | <p>£0.051m pressure CRB checks.</p> <p>£0.014m pressure Corporate Training.</p> <p>£0.031m loss of income from external organisations.</p> <p>(£0.047m) Vacancy Savings.</p> <p>£0.013m other minor variances.</p> | <p>A budget pressure for CRB checks has been submitted as part of the 2013/14 budget process.</p> <p>Request to carry forward £170k Modern Trainee budget which will be required in 2013/14.</p> |

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-------------------------|---------------------|------------------------|---------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| ICT & Customer Services | 5.230 | 5.241 | 0.011 | (0.003) | <p>£0.006m pressure relating to the final Design & Print costs.</p> <p>(£0.034m) vacancy savings relating to ongoing service reviews.</p> <p>£0.065m pressure relating to internal admin support recharges.</p> <p>(£0.027m) efficiency in relation to additional registrars income.</p> <p>£0.001m other minor variances.</p> | |
| Total : | 17.404 | 17.774 | 0.370 | 0.319 | | |

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|--------------------------------------------------|------------------------|---------------------------|------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financing & Funding (insurance, banking etc.) | 2.365 | 2.244 | (0.121) | (0.211) | There is additional windfall income of £0.081m, which takes account of the recent settlement by Welsh Government of the Council's claim for additional costs for staff time incurred on the Housing stock transfer consultation/ballot project. Windfall income levels will be monitored closely and reported on in future monitoring reports. | Levels of unbudgeted income will continue to be monitored closely and reported on in future monitoring reports. |
| | | | | | A saving of £0.061m has been identified due to a budget provision within an insurance fund (relating to a potential liability for historic asbestos issues) which is now not required | |
| | | | | | Additional windfall income of £0.090m had previously been anticipated in respect of settlement of an outstanding claim re. overpayment of VAT due to the impact of legal challenges to custom and practice elsewhere. A recent Tribunal decision found in favour of HMRC in respect of one of the outstanding cases, although it is considered that there are grounds for appeal. This remains one of several ongoing cases which may bring additional "windfall" income to the Council in the future, although it is now considered less likely that it will be in the current financial year. | A number of outstanding VAT claims which may result in "windfall" income will be kept under review pending legal determinations and possible appeals. |

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------------------------|---------------------|------------------------|---------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financing & Funding continued.... | | | | | An overspend on additional superannuation costs of £0.044m in respect of added years granted to former employees early retirements prior to the 1996 Local Government reorganisation. | All significant overspends will be monitored monthly. Opportunities for budget realignment within the Central & Corporate Finance budgets will be explored and actioned where possible. |
| | | | | | A decrease in other miscellaneous Expenditure of £0.023m. | |
| Corporate - other | 3.047 | 2.895 | (0.152) | (0.136) | An overspend of £0.079m against the regional transformation fund following external audit requirements of the lead authority (Conwy CBC) on accounting treatment of balances. | This is a one-off budget pressure in 12/13. Notification by Conwy of the change in treatment was not received until after the 12/13 budget was approved. |
| | | | | | A reduced projected overspend of £0.015m against the phased funding strategy to address the Council's share of the Clwyd Pension Fund deficit following the 2010 actuarial valuation. | All significant overspends will be monitored monthly. Opportunities for budget realignment within the Central & Corporate Finance budgets will be explored and actioned where possible. |
| | | | | | An underspend of £0.240m resulting from salary budget efficiencies previously achieved following historic service reviews | |
| | | | | | Other minor variances amounting to a net underspend of £0.006m. | |

CENTRAL CORPORATE FINANCE

APPENDIX 6

Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|------------------------------------|------------------------|---------------------------|------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Central Loans & Investment Account | 14.200 | 14.066 | (0.134) | (0.134) | Increased interest received on temporary investments £0.060m, increased internal interest received on prudential borrowing £0.025m. Reduction in interest payable on variable rate market loans and internal interest payable £0.036m, reduction in Mimimum Revenue provision (MRP) £0.013m. | |
| Central Service Recharges | (1.968) | (1.691) | 0.277 | 0.277 | Shortfall of £0.192m of internal income recovered from trading accounts and the HRA, plus £0.085m impact of review of internal recharges from Service Level Agreements. | Support Service basis and allocations are currently being reviewed as part of the Finance Workstream of Flintshire Futures. |
| Other variances - aggregate | 6.869 | 6.868 | (0.001) | (0.001) | | |
| Total : | 24.513 | 24.382 | (0.131) | (0.205) | | |

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APPENDIX 7

Movements on Council Fund Unearmarked Reserves

| | £m | £m |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|
| Total Reserves as at 1 April 2012 | 9.029 | |
| Less - Base Level (inclusive of increase of £0.088m agreed as part of the 2012/13 budget) | <u>(5.564)</u> | |
| Total Reserves above base level | | 3.465 |
| Less amount approved in 2011/12 as being ringfenced for Investment in Change | (1.500) | |
| Less allocation from contingency reserve to meet one-off / time limited costs in 2012/13 (approved in 2012/13 budget and allowed for in calculation of 2011/12 final outturn on contingency reserve) | (0.973) | |
| Less allocation from contingency reserve as a one-off investment to support the new Leisure facilities in their first year of operation (approved in Month 3 report) | <u>(0.361)</u> | |
| Amount available for delegation to Cabinet | | 0.631 |
| Less Projected overspend as at 31 st March 2013 | <u>(0.516)</u> | |
| Projected Level of Total Contingency Reserve as at 31st March 2013 | | 0.115 |
| | | |

Note :-

See paragraph 3.04 of the report which sets out Management's intention to contain the projected variation within the overall agreed budget.

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Budget Monitoring 2012/13 (Month 7)

| Service | Revised Budget (£m) | Projected Outturn (£m) | Variance (£m) | Variance Last Month (£m) | Cause of Variance | Action Required |
|-----------------------------|------------------------|---------------------------|------------------|-----------------------------|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Finance and Support | 2.506 | 2.272 | (0.234) | (0.218) | Support recharges revised downwards to reflect 2011/12 costs. Vacancy savings. | Work is ongoing to progress accuracy and timeliness of the HRA support recharges. |
| Rents | (25.560) | (25.588) | (0.028) | (0.013) | Variance based on 14 more properties than anticipated at budget | |
| Other variances (aggregate) | 23.841 | 23.702 | (0.139) | (0.117) | | |
| Total : | 0.787 | 0.386 | (0.401) | (0.349) | | |

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **22ND JANUARY 2013**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **PROPOSED AMALGAMATION OF SHOTTON INFANT AND TALIESIN JUNIOR SCHOOLS**

1.00 PURPOSE OF REPORT

To inform members of the outcome of the consultation process and to seek approval to publish the statutory notice proposing the amalgamation scheduled for September 2014.

2.00 BACKGROUND

Members of the Cabinet approved the process leading to consultations on the 6th June 2012.

Subsequent consultation meetings have been held with the Staff, Governors and Parents of the two schools, and a consultation period for responses to the consultations came to an end on the 21st. December 2012.

An additional consultation meeting was held with local residents as part of the planning process for the new school building, to which 14 people attended. This consultation is not part of the statutory process for proposing changes to School organisation.

3.00 CONSIDERATIONS

The proposal has met with general approval from the relevant groups of consultees.

Two letters of support have been received from the Governing Bodies of the Infant and Junior Schools. (appendix 1)

No negative correspondence has been received during the consultation period.

Residents in the immediate area did express concerns relating to increased traffic and parking issues related to the houses immediately opposite the proposed new School on the Taliesin site. No written representations have been received relating to this consultation.

The amalgamation of the schools requires the statutory process of publication of the proposals, and the commencement of a period of one month during which anyone may raise a formal objection to the proposal. The receipt of any objection would lead to the calling in of the proposal and consideration by Welsh Ministers. If formal objections are not received during the period, the proposal may be determined by members of the Cabinet.

The Statutory proposal is appended as Appendix 2

4.00 RECOMMENDATIONS

That members note the outcome of the consultations and approve the publication of the statutory notice in the local press and at the affected schools

5.00 FINANCIAL IMPLICATIONS

The proposed new school building is to be funded by a combination of grant funding from the Welsh Government – Tranche three of the School Buildings Improvement Grant (SBIG) (70%) and Flintshire County Council (30%)

6.00 ANTI POVERTY IMPACT

No impact as a direct result of this report

7.00 ENVIRONMENTAL IMPACT

The proposed new school building will comply with all environmental requirements as detailed in the Planning, and Welsh Government requirements. The building will also meet with the requirements of the Building Research Establishment Environmental Assessment Method (BREEAM), compliance with which is a pre-requisite of the Welsh Government grant funding

8.00 EQUALITIES IMPACT

The new school buildings will be built to a high accessibility standard. The new environment will provide first rate learning opportunities for the community.

9.00 PERSONNEL IMPLICATIONS

If the proposal is approved, the Temporary Governing Body of the new school will appoint a Headteacher who will lead the new school. There are currently two Headteachers in post for the Infant and Junior Schools respectively. Other school staff will be recommended by the Local Authority for adoption by the Temporary Governing Body for the staffing of the new school.

10.00 CONSULTATION REQUIRED

No further consultations are required, but a statutory period of notice and the opportunity to lodge formal (written) objections will be given in accordance with the legal requirements.

11.00 CONSULTATION UNDERTAKEN

All consultations that are required with relevant groups have been carried out

12.00 APPENDICES

Appendix 1 – Statutory Notice
Appendix 2 – Letters of Support

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

None

**Contact Officer: Tom Davies
Telephone: 4011
Email: [tom.davies@flintshire .gov.uk](mailto:tom.davies@flintshire.gov.uk)**

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**STATUTORY NOTICE TO DISCONTINUE SHOTTON INFANTS SCHOOL
AND TALIESIN JUNIOR SCHOOL AND TO ESTABLISH A NEW
COMMUNITY PRIMARY SCHOOL**

FLINTSHIRE COUNTY COUNCIL

NOTICE IS HEREBY GIVEN in accordance with Sections 28(1)(a) and 29(1)(a) of the Schools Standards and Framework Act 1998 and the Education (School Organisation Proposals) (Wales) Regulations 1999 (SI1999/1671) as amended, that Flintshire County Council of County Hall, Mold, having consulted such persons as appeared to them to be appropriate, propose to:-

- Discontinue Shotton Infants School
- Discontinue Shotton Taliesin Junior School
- Establish a new 270+ Nursery place community school for boys and girls aged 3 – 11 years at the site of the existing Taliesin Junior School. (Insert address and Post Code)

It is proposed to implement the proposals to discontinue the above two schools on the 31st August 2014 and to implement the proposal to establish a new school on the 1st September 2014.

It is proposed that all pupils registered at Shotton Infant School and Shotton Taliesin Junior School as at 31st August 2014 may attend the new school due to be established on the 1st September 2014.

The proposed new school will be a Community Primary School. Admission arrangements will be dealt with in line with the LEA's Admission Policy. No provision will be made for either selection by aptitude or pupil banding.

Transport of pupils shall be dealt with by reference to the LEA's Home to School Transport Policy.

The number of pupils to be admitted to the new school at age four years in the first school year of which the proposals have been implemented is 30. Flintshire County Council as the LEA will be the admission authority.

Within a period of one month after the date of publication of these proposals, that is to say by any person may object to the proposals. Objections should be sent to the Director of Lifelong Learning, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6ND.

The Authority will send copies of any such objections made (and not withdrawn in writing) within the objection period, together with their observations thereon, to the Welsh Government within the period of one month after the end of the objection period.

The proposals will (unless withdrawn) require the approval of the Welsh Assembly Government if :-

- (a) Within two months after a copy of them is sent to the Assembly it gives notice that they require such approval; or
- (b) Objections have been made within the objection period and have not been withdrawn during that period.

Where proposals do not require such approval, Flintshire County Council acting as LEA will decide whether to implement them.

Signed

Director of Lifelong Learning

Dated January 2013

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Ysgol Babanod Shotton
Stryd Plymouth
Shotton
Glannau Dyfrdwy
Sir Fflint
CH5 1JD

Ffôn: 01244 812806

Shotton Infant School
Plymouth Street
Shotton
Deeside
Flintshire
CH5 1JD

Tel: 01244 812806

Shotton Infant School

Pennaeth / Headteacher Mrs L Stocker B.ED (Hons) NPQH

18th December 2012

Dear Mr Davies

Both Staff and Governors of Shotton Infant School agree with the proposed amalgamation of the current Infant School and Resource Unit with Taliesin Junior School and Resource Unit, to make one through primary school with a Resource Unit as proposed in the consultation that has taken place and the plans that have been drawn up. This is an exciting time for the children in both schools to have the opportunity of a brand new through school.

Yours sincerely

Staff and Governors of Shotton Infant School

TALIESIN JUNIOR SCHOOL

YSGOL IAU TALIESIN

Headteacher - Mrs. H. Hughes B.Ed. (Hons)

King George Street, Shotton, Deeside, Flintshire. CH5 1HP

Tel: 01244 830018

Mr. I Budd
Director of Lifelong Learning
Flintshire County Council
County Hall
Mold.
Ch7 6ND

December 21st 2012

FOR THE ATTENTION OF TOM DAVIES

Dear Mr. Budd,

All of the staff and children of Taliesin Junior School wish to offer their support for the proposed amalgamation with Shotton Infant School. We believe that the current proposal to build a brand new school incorporating infants and juniors with two Resources for children with moderate learning difficulties offer the very best of opportunities for all of our children.

We are all very excited by the prospect of this new school and are totally committed to supporting the agreed proposal.

Yours sincerely

The pupils and staff of Taliesin

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT**

SUBJECT: **COUNCIL POLICY FOR INSTALLING NEW**
 VEHICULAR CROSSINGS ON THE ADOPTED
 HIGHWAYS

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval of the new Council Policy for the installation of new vehicular crossings on Adopted Highways.

2.00 BACKGROUND

2.01 Flintshire County Council as Highways Authority has a statutory responsibility, defined in the Highways Act 1980 to maintain the Adopted Highway Network.

2.02 Section 184 of the Highways Act deals with the provision of vehicle crossings over footways and verges on Adopted Highways. It states that where a crossing is necessary, the Highway Authority will carry out the works and recover the cost thereof from the property occupiers. The provisions of this Section also allow the Highways Authority to permit the property occupiers to undertake the works at their own expense (or to let the works to a contractor) subject to compliance with the Authority's standards.

2.03 On the 22nd June 1999 the Highways, Transportation and Engineering Committee approved the following 'That, other than where the Director of Highways, Transportation and Engineering deems it appropriate to permit third parties to undertake footway crossing works. Such works will be carried out only by the Council on receipt of advance payment.'

2.04 There have been a number of recent questions about the current arrangement, resulting from Council approved contractors offering to carry out vehicular crossing work at costs below that provided by the Council.

2.05 As the Streetscene service continues to concentrate on core maintenance work, rather than competing for additional work through commercial tenders, the arrangement should now be reviewed. The proposed new arrangement will allow residents to obtain competitive quotations for the work, without the Council losing control of any

structural changes made to the highway network.

3.00 CONSIDERATIONS

- 3.01 The existing arrangement places additional workloads on Streetscene operational staff, diverting them away from key maintenance work. Because of the piecemeal nature of the work and its relatively low value, the actual costs of carrying out the work are often higher than the quoted amount.
- 3.02 When residents are provided with the Council's quotation, questions are often raised regarding the apparent high cost of the work. Many applicants consider the estimate provided for the work to be higher than those provided by private contractors.
- 3.03 Who ever carries out the work, the Council needs to be confident that the work is carried out to the required standard by a suitable and experienced contractor with the necessary public liability insurance to deal with any incidents which may occur whilst completing the work.
- 3.04 In order to overcome the concerns of residents it is recommended that the following Policy set out in Appendix 1 is adopted for vehicular crossings.

If adopted, the new arrangement will ensure: -

- Applicants are able to procure the work from the best value source.
 - The Council is still available to carry out the work if required to do so by the applicant
 - The Council can ensure the work is carried out by approved contractors
 - The Council is able to inspect the work to ensure it is completed to the required standard
- 3.05 A fee of £100.00 will be required for all applications. The charge is intended to cover administration costs for the application and the visits to the site by Streetscene staff to initially approve the application and during the construction of the crossing to ensure the works are carried out to the required standard.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet approves the Council's Policy for the installation of new vehicular crossings on Adopted Highways.

5.00 FINANCIAL IMPLICATIONS

5.01 The new policy is intended to provide local qualified and experienced contractors with the opportunity to tender for this work. The additional income from the application fee will be sufficient only to cover the costs of the administration and the two site visits needed to grant initial approval and to inspect the actual construction work.

6.00 ANTI POVERTY IMPACT

6.01 The proposal will ensure that all applicants receive competitive quotations for the work they require.

7.00 ENVIRONMENTAL IMPACT

Not applicable.

8.00 EQUALITIES IMPACT

Not applicable.

9.00 PERSONNEL IMPLICATIONS

9.01 The work does not provide full time work for any Streetscene staff member and the time spent on this work will be reallocated to other essential core maintenance services.

10.00 CONSULTATION REQUIRED

None.

11.00 CONSULTATION UNDERTAKEN

With Cabinet Member.

12.00 APPENDICES

Appendix 1 – Policy for Vehicular Crossings on the Adopted Highway.

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

Contact Officer: S Jones
Telephone: 01352 704700
Email: Stephen.o.jones@flintshirte.gov.uk

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Flintshire County Council

Environment Department – Streetscene

Policy for the Installation of Vehicular Crossings on the Adopted Highway

1. The Purpose of Vehicular Crossings
2. Before Applications are made
3. If the property an existing Council house
4. Applying for a Vehicular Crossings
5. Policy on Vehicular Crossings
6. Who can do the work
7. How much will it cost
8. What happens next

The Purpose of Vehicular Crossings

Vehicular crossing are required to prevent damage to cars and the pavement. If residents drive across the pavement without providing a proper crossing the Council has powers to build one and recover the cost from the resident, or where necessary to erect barriers to prevent unsafe vehicle movements over the pavement or verge.

Before Applications are made

The formation or construction of an access requires planning permission in certain circumstances and contact should be made with the Council's Planning Department on 01352 703234 or planningdc@flintshire.gov.uk to find out if planning permission is required. Other works associated with the formation of the access, e.g. creation of a hardstanding, the erection of walls, gates and fences, the removal of a hedgerow or tree , may also require some form of planning consent. Contact should also be made with the Council's Planning Department if the property is a Listed Building or in a Conversation Area where there are additional controls over development.

If the property is an existing Council House

If the property is an existing Council owned property the application must be accompanied by written consent from Flintshire County Council Housing Department. Please contact them on 01352 701484 (South) or 01352 701758 (North) before making your application for a vehicular crossing

Applying for a Vehicular Crossing

Applicants can download an application form from the Councils Web site.

Alternatively applications forms and further information on the installation of vehicular crossings can be obtained by calling the Streetscene Contact Centre on 01352 701234

The completed application form, together with the fee of £100, should then be sent to the address shown on the form. The application fee is non-refundable (see below).

Please Note: The application is in addition to any Planning Consent that may be applicable

Policy on Vehicular Crossing

The Council will authorise vehicular crossings for properties where parking for one or more vehicles can be provided within the property. Wherever possible residents are encouraged to restrict the width of the actual dropped kerb, and approval will not normally be given to crossover widths of more than three standard kerbs (each approximately 3 feet or 0.92m long) plus the taper kerbs. If there is no alternative but to create a double width vehicular crossing, this should be restricted to a maximum of six standard lowered kerbs plus tapers.

Parking guidelines specify the size of a standard residential parking space (currently 2.4m x 4.8m) and the manoeuvring requirements to safely use it. (The normal manoeuvring requirements referred to, relate to an additional 1.2m length for spaces parallel to the kerb). Vehicular crossings will not be authorised unless this facilitates access to a standard, useable space in accordance with these guidelines.

Authorisation will be made subject to the creation of an opening in the boundary so that kerbs are not dropped unless an access is actually created in advance

If, in the opinion of the Head of Assets and Transportation, the creation of the access requires changes to any applicable traffic orders restricting/prohibiting parking or to street furniture, then the relevant costs will have to be met by the applicant (further details on application).

Where less than two full height kerbs can be retained between crossings the new vehicular crossing should be extended to meet the adjacent lowered kerb. The cost of the enlarged crossing will be the responsibility of the applicant.

Where an existing vehicular crossing is being replaced by a crossing at a different location, the redundant crossing must be returned to a full height kerb. The cost of both the new crossing and the reinstatement of the old crossing will be the responsibility of the applicant.

If the utility companies need to move their equipment, there could be significant additional cost which will be the responsibility of the applicant (e.g. moving a lamp column costs approximately £1,500)

Who can do the work?

The applicant can choose to have the works carried out by Flintshire County Council or an approved private contractor of their choice (see below).

If the work is to be done by Flintshire County Council, it will carry out all administrative and construction work and provide a fixed price quotation which will include the cost of public utility searches (but not the original application fee). The quotation will remain valid for 6 months however, applicants are under no obligation to accept the quotation.

Works on the Highway can only be carried out by a competent Private Contractors who will be required to complete the contractor approval form contained in the application pack and also available on the Council Website. The Council does not hold a list of approved contractors

The contractor will be required to:-

1. Hold public liability insurance to the sum of £10m and indemnify both the applicant and Flintshire County Council both during and as a consequence of the work carried out
2. Have operatives and supervisors who are trained and accredited to the requirements of the codes of practice under The New Roads and Street Works Act 1991
3. Provide documentary evidence of the contractor's competence and includes a two year maintenance guarantee for the works during which time they will be responsible for any claims arising from the works. After the guarantee period and upon satisfactory inspection and completion of any remedial works the County Council will resume responsibility for the highway

How much will it cost

The application fee is £100.00. This will cover the administration of the application and the visits to the site to initially approve the application and during the construction of the crossing. The application fee is non-refundable.

If the applicant requires Flintshire County Council to complete the work, the application fee will still apply.

If the Council refuses the application, the applicant will be advised in writing with a full explanation. The application fee of £100.00 is not refundable in the event of a refusal however, the majority of applications are accepted.

Construction costs are not included in the application fee. This will be payable to the nominated contractor or to the County Council (if instructed to carry out the work). The cost of installing each crossing will vary according to the width of the crossing and/or the width of the footpath.

The Council do not operate a discount or easy payment scheme for dropped crossings.

What happens next?

On receipt of a completed application form, a Streetscene Supervisor will visit the site to carry out a safety check. If the Supervisor has any queries, he/she may ask for further information from the applicant.

The Council will advise in writing when permission has been granted for the vehicular crossing to be installed.

If you have chosen Flintshire County Council to construct your vehicular crossing you will receive a written quotation. You will need to then sign and return a copy and make final payment before we can commence the work. We will complete searches with the utility companies and add the work to our schedule. We will contact you before we start work but you do not need to be present at the time of installation.

If you have chosen another contractor we will provide the specification required for the approved crossing in the pack sent out following receipt and approval of the application.

You must notify the Council of the date your contractor intends to commence the work and we will arrange a visit to ensure the work is being carried out correctly

You must not arrange for any work to be undertaken on the highway until you have received permission in writing from us and then notified us of the starting date.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT**

SUBJECT: **FLINTSHIRE BUSINESS WEEK**

1.00 **PURPOSE OF REPORT**

The sixth Flintshire Business Week 2012 (FBW 12) took place over the period 12th October to 19th October and was developed and delivered by the Council's Business Development Team, with funding from a wide range of business sponsors. FBW is now widely acknowledged as being the most important business information and networking opportunity in North Wales.

2.00 **BACKGROUND**

2.01 The programme for FBW responds to the needs of local businesses and is developed through a series of consultation events with business people on behalf of, their representative organisations. It aims to deliver current best practice from experts, academics and professionals in a variety of fields, at the same time as creating networking and trading opportunities.

2.02 Challenges and targets set for FBW 12 were to:

- Continuously improve the event offer whilst ensuring quality service delivery.
- Secure sufficient financial and in kind sponsorship to enable the event to proceed at no cost to the Council.
- Increase the number of delegates.
- Improve trading opportunities particularly with businesses from outside the region.
- Improve marketing of the event, in particular platform the county as a good place to do business.
- Ensure that the aspirations of sponsors and stakeholders were met via agreed KPIs and SMART objectives.
- Create a desire for businesses to further collaborate on other projects to enhance the profile of the county and provide even more opportunities for investment.

3.00 **CONSIDERATIONS**

3.01 **Outcomes and Achievements**

FBW secured a total of 124 sponsors, generating £95,000 of income, with a further estimated £40,000 in Kind, an increase of 25% over 2011. Through the week, a total of 70 speakers presented at 31 events, attended by 1876 delegates, a fall on 2011, a reflection of the smaller events programme and of the ongoing difficult economic situation. The Business to Business Exhibition at Deeside featured 81 exhibitors.

FBW 12 was promoted through an extensive campaign of advertising and other means, including:

- *7000 X 64 page full colour magazines*
- *4000 DVDs promoting the Open for Business theme delivered to businesses in neighbouring English Counties.*
- *A new website which is fully bi-lingual*
- *Improved media and printing package for increased awareness and event promotion*

The average attendance at each separate event was 62, an increase of 15% compared with 44 in 2011.

3.02 **Evaluation**

FBW 12 has been evaluated using a customer satisfaction survey.

Over a third of our delegates found FBW 12 extremely useful to their organisation, a further 60% found it very useful. Only 5% found the event not useful.

3.03 **Programme of events:**

The week was divided into themes, delivered from a single venue when possible, including;

| Venue | Theme | Seminars | Networking | Factory Tour |
|-----------------------------|----------------------------------|----------|------------|--------------|
| Deeside College | Politics & Economics, | 1 | Yes | n/a |
| Northop Country House Hotel | Politics & Economics | 1 | Yes | n/a |
| Westminster | Flintshire at Westminster | | Yes | n/a |
| Northop College | Reviving of Town and Rural Areas | 4 | Yes | n/a |
| DIP | Business Exhibition & | 14 | Yes | Yes |

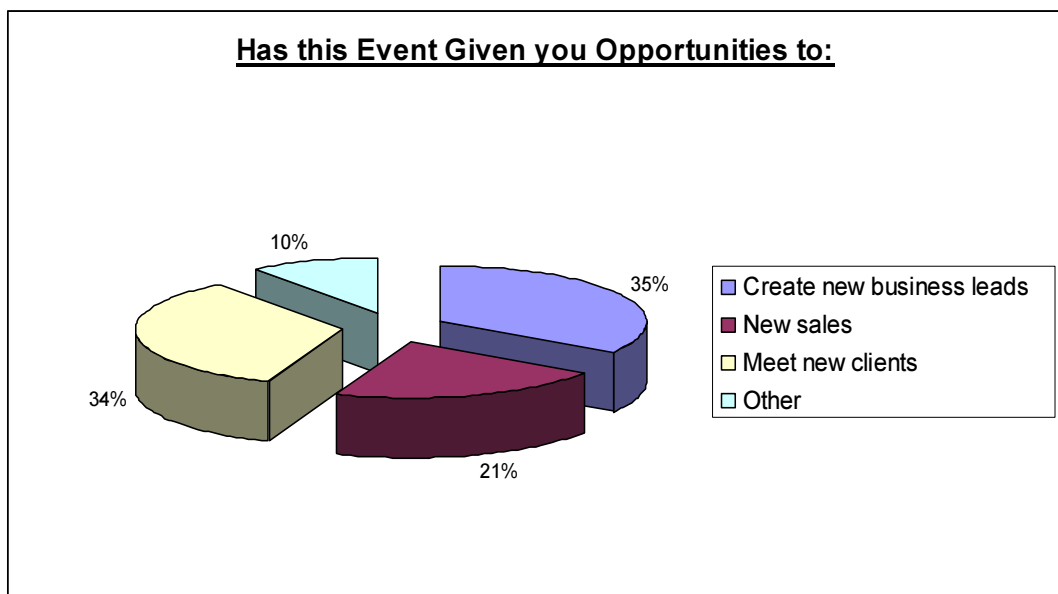
| | | | | |
|------------|--------------------------------|-----|-----|-----|
| | Seminars | | | |
| Toyota | Business Exhibition & Seminars | n/a | n/a | Yes |
| TATA Steel | The Future of Energy | 1 | yes | No |
| Days Hotel | Ethics in Business | 1 | Yes | n/a |

Key events were the Westminster reception, this year attended by Trade Attaches from Russia, China, Germany, France and Latvia. The prospects for developing these links are good with further visits to Flintshire from Latvia taking place in December 2012 and a Chinese delegation planned to visit the County for March 2013. Other alliances were forged with Russia and Germany.

The Latvian Trade delegation has made business contacts and trade negotiations are underway with several local companies.

The final event of the week was the Gala Dinner and Awards Ceremony which was over-subscribed, attracting 220 attendees. The entries from local companies was a small increase on 2011. The judges were very impressed with the standard of entry and the quality of applications. The 11 Business Award categories received a total of 53 nominations, an increase of 61% over entries in 2011.

- 3.04 All of the FBW award winners were entered into the Daily Post North Wales Business Achievement Awards. Four Flintshire companies were successful in the ten categories available. A wide range of beneficial outcomes have been delivered by FBW 12 to both local businesses and the Authority.



Set out below is a sample of comments received following FBW 12:

“I found the events I attended to be GREAT how can anyone miss any. The organisation was great. I learnt so much and am more aware of different issues as a result of attending FBW12. The team is GREAT and a credit to FCC. The exhibition at ConvaTec was brilliant - I was able to connect one business with someone who offered a solution to their problem within 15 minutes”.

Cllr. D. Mackie

“What an outstanding job yourself and colleagues and ConvaTec did staging this year’s exhibition. We thoroughly enjoyed ourselves over the two days and this was due in no small part to your helpful nature, cheerful smile and constant enthusiasm.”

M & S Water Services Ltd

“As a headline sponsor, I am delighted with the level of media activity and positive exposure of the county and the businesses”.

DRB group

3.05 **Conclusions**

FBW continues to be a very important part of the Council’s calendar of events. Over the last five years, it has helped raise the profile of the authority regionally and nationally; it has helped to build strong local networks both between businesses and between the authority and the business community. Most importantly, it has shown Flintshire County Council to be a business friendly and ‘can-do’ organisation. This is now producing a wide range of benefits for the Council in terms of its very strong relationships with the business community and in the support being given to initiatives including Deeside Enterprise Zone, the Business Entrepreneurship Network and the Advanced Manufacturing park.

4.00 **RECOMMENDATIONS**

4.01 Members are asked to note the content of the report

5.00 **FINANCIAL IMPLICATIONS**

5.01 All costs for FBW12 are fully covered by sponsorship

6.00 **ANTI POVERTY IMPACT**

6.01 None Directly

7.00 **ENVIRONMENTAL IMPACT**

7.01 The purpose of the Future of Energy and supply chain opportunities seminar was to impart best practice information of current and future initiatives, so local companies could make alliances with speakers and

agencies for future reference.

8.00 EQUALITIES IMPACT

8.01 Non directly

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 None

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

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Email: patricia.carlin@flintshire.gov.uk**

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 22 JANUARY 2013**

REPORT BY: **MEMBER ENGAGEMENT MANAGER**

SUBJECT: **RESPONSE FROM ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE TO THE CALL IN OF A CABINET DECISION**

1.00 PURPOSE OF REPORT

1.01 To inform the cabinet of the result of the call in meeting arising out of the calling in of decision 2769, Civil Parking Enforcement

2.00 BACKGROUND

2.01 On 21st December, the decision on civil parking enforcement was called in by Councillors Peers, Woolley, Ellis, Hutchinson, Phillips and Richard Jones. The basis for the call in was given as

‘Inconsistency in the application of proposals across the county in particular Alyn & Deeside conflicting with the aims of paragraph 3.07. Financial assumptions made in Appendix e are without supporting evidence. Future implications for our town centres’.

3.00 CONSIDERATIONS

3.01 At the meeting, the signatories were invited to speak first, following the recommended call in procedure. The signatories (represented by Councillors Peers, Ellis, Phillips and Richard Jones) put forward arguments relating to perceived inconsistencies in the proposals, especially in Buckley. A further argument was put forward that car parking charges should be discontinued across the county as their levying was not in accord with stated aims for economic development and well-being.

3.02 The decision makers, represented by the Leader, the Cabinet Member for Environment, the Director of Environment and the Head of Assets and Transportation responded to the issues raised by the initiators and also gave a presentation to the committee.

3.03 The Cabinet Member emphasised that Cabinet had decided to consult the Committee before making a final decision on changes and the views expressed at the meeting would be taken into account in reaching that final decision.

3.04 Having heard the arguments put forward by both the initiators and the decision makers, and asking questions of both, the committee resolved by thirteen votes with two abstentions to refer the report back to the decision makers.

4.00 RECOMMENDATIONS

4.01 That the Cabinet has regard to the above in further considering the proposed policy on Civil Parking enforcement

5.00 FINANCIAL IMPLICATIONS

5.01 None arising directly from this report

6.00 ANTI POVERTY IMPACT

6.01 None arising directly from this report

7.00 ENVIRONMENTAL IMPACT

7.01 None arising directly from this report

8.00 EQUALITIES IMPACT

8.01 None arising directly from this report

9.00 PERSONNEL IMPLICATIONS

9.01 None arising directly from this report

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

None.

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

Contact Officer: Robert Robins
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FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET
DATE: 22 JANUARY, 2013
REPORT BY: CHIEF EXECUTIVE
SUBJECT: EXERCISE OF DELEGATED POWERS

1.00 PURPOSE OF REPORT

1.01 To inform Members of action taken under delegated powers.

2.00 BACKGROUND

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

3.00 RECOMMENDATION

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

4.00 FINANCIAL IMPLICATIONS

4.01 As detailed in each report.

5.00 ANTI-POVERTY IMPACT

5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT

6.01 As detailed in each report.

7.00 EQUALITIES IMPACT

7.01 As detailed in each report.

8.00 PERSONNEL IMPLICATIONS

8.01 As detailed in each report

9.00 CONSULTATION REQUIRED

9.01 Not applicable

10.00 CONSULTATION UNDERTAKEN

10.01 Not applicable

11.00 APPENDICES

11.01 Summary of Decisions taken under Delegated Powers.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background documents: See individual report.

Contact Officer: Detailed on the individual reports.

APPENDIX 1

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Directorate

Subject

Corporate Services

Business Rates – Applications for Hardship
Rate Relief

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

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**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY
JANUARY 2013 TO JUNE 2013**

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & TOPIC | REPORT TYPE (Strategic or Operational) (Cabinet only) | PORTFOLIO (Cabinet only) |
|----------------------------------------------------------------|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------|
| January | | | | | |
| Community Profile & Partnerships Overview & Scrutiny Committee | 7 January 2013 | Legal and Democratic Services | <p>Quarter 2 Service Performance Reports To note and consider the 2012/13 Quarter 2 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 2 period</p> | | |
| Community Profile & Partnerships Overview & Scrutiny Committee | 7 January 2013 | Chief Executive's | <p>Community Covenant To agree to the development of a Flintshire Community Covenant.</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|----------------------------------------------------------------|----------------|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Community Profile & Partnerships Overview & Scrutiny Committee | 7 January 2013 | Overview and Scrutiny | <p>C P & P Forward Work Programme To consider the Forward Work Programme of the Community Profile & Partnerships Overview & Scrutiny Committee</p> | | |
| Environment Overview & Scrutiny Committee | 9 January 2013 | Legal and Democratic Services | <p>Quarter 2 Service Performance Reports To note and consider the 2012/13 Quarter 2 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 2 period</p> | | |
| Environment Overview & Scrutiny Committee | 9 January 2013 | Environment | <p>Civil Parking Enforcement To provide an update on the introduction of Civil Parking Enforcement (CPE) in Flintshire.</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-------------------------------------------------|-----------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------|
| Environment Overview & Scrutiny Committee | 9 January 2013 | Environment | <p>North Wales Residual Waste Treatment Project To receive and consider further details on the progress of the project following on from the workshop on 28th November 2012.</p> | | |
| Environment Overview & Scrutiny Committee | 9 January 2013 | Environment | <p>Deeside Enterprise Zone</p> | | |
| Environment Overview & Scrutiny Committee | 9 January 2013 | Overview and Scrutiny | <p>Forward Work Programme To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.</p> | | |
| Lifelong Learning Overview & Scrutiny Committee | 10 January 2013 | Lifelong Learning | <p>Leisure Strategy 2009 - 2014</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------------------|-----------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Lifelong Learning Overview & Scrutiny Committee | 10 January 2013 | Lifelong Learning | <p>Costs of Repairs and Maintenance - School Buildings To provide members with an update report</p> | | |
| Lifelong Learning Overview & Scrutiny Committee | 10 January 2013 | Lifelong Learning | <p>Healthy Schools To provide the Committee with an update on the healthy schools initiative to ensure it is making a difference to the health and achievement of young people in Flintshire schools</p> | | |
| Corporate Resources Overview & Scrutiny Committee | 17 January 2013 | Environment | <p>Asset Management as a Flintshire Futures workstream Monitoring and development</p> | | |
| Corporate Resources Overview & Scrutiny Committee | 17 January 2013 | Finance | <p>Revenue Budget Monitoring 2012/13 Month 7 Monitoring and development</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------------------|-----------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Corporate Resources Overview & Scrutiny Committee | 17 January 2013 | Finance | <p>Adoption of the Council Tax Reduction Scheme 2013/14 The report explains the change from Council Tax Benefit to the Council Tax Reduction Scheme, addresses the funding implications and the requirement to adopt the scheme by 31st January 2013.</p> | | |
| Corporate Resources Overview & Scrutiny Committee | 17 January 2013 | Overview and Scrutiny | <p>Forward Work Programme To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee</p> | | |
| Cabinet | 22 January 2013 | Finance | <p>Housing Revenue Account 2013/14 & Capital Programme 2013/14 To consider the Housing Revenue Account budget.</p> | Strategic | Leader of the Council and Cabinet Member for Finance |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|-----------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------|
| Cabinet | 22 January 2013 | Finance | <p>Adoption of Council Tax Support Scheme - April 2013 FCC adoption of the Council Tax Support Scheme in April 2013. National Scheme for the replacement of Council Tax Benefit in Wales from April 2013.</p> | Strategic | Cabinet Member for Corporate Management |
| Cabinet | 22 January 2013 | Lifelong Learning | <p>Construction Procurement North Wales: Procurement Strategy The purpose of this report is to present the Procurement Strategy for the Construction Procurement North Wales project and seek approval to implement the strategy.</p> | Strategic | Cabinet Member for Education |
| Cabinet | 22 January 2013 | Chief Executive's | <p>Flintshire Futures Update To provide an update on progress of achievement against the Flintshire Futures efficiency targets.</p> | Strategic | Cabinet Member for Corporate Management |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|-----------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 22 January 2013 | Chief Executive's | <p>Flintshire Community Covenant To agree to the development of a Flintshire Community Covenant</p> | Strategic | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 22 January 2013 | Community Services | <p>Gypsy and Travellers Needs Assessment To consider the Gypsy-Traveller Needs Assessment that will inform the development of a Gypsy-Traveller Strategy.</p> | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 22 January 2013 | Community Services | <p>National Pensioners Convention Dignity Code This report updates Cabinet on the National Pensioners Convention Dignity Code.</p> | Strategic | Cabinet Member for Social Services |
| Cabinet | 22 January 2013 | Finance | <p>Revenue Budget Monitoring 2012/13 (Month 7) To provide Members with the Revenue Budget monitoring information at Month 7 for the Council Fund and 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) (Executive only) | PORTFOLIO (Executive only) |
|-----------|-----------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 22 January 2013 | Lifelong Learning | Shotton Amalgamation - Feedback from Consultation Feedback from Consultation | Operational | Cabinet Member for Education |
| Cabinet | 22 January 2013 | Environment | Council Policy for Installing Private Vehicular Accesses on Adopted Highways To seek Member approval for the new Policy for installing vehicle accesses on adopted highways. | Operational | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 22 January 2013 | Environment | Flintshire Business Week Evaluation of Flintshire Business Week 2012 | Operational | Cabinet Member for Regeneration, Enterprise & Leisure |
| Cabinet | 22 January 2013 | Overview and Scrutiny | Response from Environment Overview & Scrutiny Committee to a Call In To inform the Cabinet of the result of the call in meeting arising out of the call in decision 2769, Civil Parking Enforcement | Operational | Deputy Leader of the Council and Cabinet Member for Environment |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------|-----------------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Housing Overview & Scrutiny Committee | 23 January 2013 | Housing | <p>Homelessness & Welfare Reform To consider the implications of Welfare Reform on Homelessness, and the proposals to mitigate the impact.</p> | | |
| Housing Overview & Scrutiny Committee | 23 January 2013 | Housing | <p>Private Sector Housing Renewal To consider progress on the delivery of Flintshire's first Renewal Area, general service development and county wide projects, to include work on empty homes.</p> | | |
| Housing Overview & Scrutiny Committee | 23 January 2013 | Housing | <p>PDA and Capita Update The committee resolved at its October and December meetings to receive an update on a regular basis</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|----------------------------------------------------|-----------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Housing Overview & Scrutiny Committee | 23 January 2013 | Overview and Scrutiny | Forward Work Programme To consider the Forward Work Programme of the Housing Overview & Scrutiny Committee | | |
| Housing Overview & Scrutiny Committee | 23 January 2013 | Housing | Sustainability in Housing To consider work undertaken within Housing Services, and future proposals including the potential use of water meters | | |
| Social & Health Care Overview & Scrutiny Committee | 24 January 2013 | Community Services | Young Persons Drug & Alcohol Team To provide an up-date report on the team's work. | | |
| Social & Health Care Overview & Scrutiny Committee | 24 January 2013 | Community Services | CSSIW Inspection Action Plan To report on Children's Services progress against the action plan. | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|----------------------------------------------------|-----------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Social & Health Care Overview & Scrutiny Committee | 24 January 2013 | Community Services | Safeguarding and Child protection (Joint report from Safeguarding Unit) To provide Members with a report of activity from the Safeguarding Unit. | | |
| Social & Health Care Overview & Scrutiny Committee | 24 January 2013 | Overview and Scrutiny | Forward Work Programme To consider the Forward Work Programme of the Social | | |
| Social & Health Care Overview & Scrutiny Committee | 24 January 2013 | Community Services | Integrated Family Support Service To inform Members of the rollout plan for Flintshire. | | |
| Corporate Resources Overview & Scrutiny Committee | 28 January 2013 | Overview and Scrutiny | Budget Process for 2013/14 To set out the consultation arrangements with Overview & Scrutiny for the 2013/14 budget. | | |
| Corporate Resources Overview & Scrutiny Committee | 28 January 2013 | Overview and Scrutiny | Budget Overview for 2013 | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|------------------------------|-----------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------|
| Flintshire Council County | 29 January 2013 | Finance | Adoption of the Council Tax Support Scheme - April 2013 Flintshire County Council's adoption of the Council Tax Support Scheme in April 2013. National scheme for the replacement of Council Tax Benefit in Wales from April 2013. | | |
| Flintshire Council County | 29 January 2013 | Environment | Buildings of Local Interest Procedure To seek approval of the Members regarding the new procedure | | |
| Flintshire Council County | 29 January 2013 | Chief Executive's | Flintshire Community Covenant To agree to the development of a Flintshire Community Covenant | | |
| Flintshire Council County | 29 January 2013 | Community Services | Flintshire Local Housing Strategy 2012 - 2017 For Council to consider and agree to the proposals within the Local Housing Strategy. | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------|-----------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------|
| Flintshire County Council | 29 January 2013 | Legal and Democratic Services | <p>Annual Report for 2013/14 of the Independent Remuneration Panel for Wales</p> <p>To inform County Council of the annual report issued by the Independent Remuneration Panel for Wales (IRPW) for 2013/14.</p> | | |
| Audit Committee | 30 January 2013 | Finance | <p>Treasury Management Strategy 2013/14, Treasury Management Policy Statement 2013-2016, Treasury Management Practices 2013-2016 and Treasury Management Update 2012/13</p> <p>To present the 2013/14 draft Treasury Management Policy and Strategy Statement for review prior to recommendation to Executive.</p> | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------------|-----------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Audit Committee | 30 January 2013 | Finance | Risk Management and Business Continuity To receive an update on Risk Management matters. | | |
| Audit Committee | 30 January 2013 | Finance | Management of Internal Audit To advise Members of the management arrangements for the Internal Audit Department after 31st March 2013. | | |
| Audit Committee | 30 January 2013 | Community Services | Tracker Investigation Outcome To up-date Members of the Audit Committee on the outcome of the tracker investigation in Housing. | Operational | Cllr Helen Brown |
| Audit Committee | 30 January 2013 | Finance | Forward Work Programme To receive the Forward Work Programme. | | |
| February | | | | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------------------|------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Environment Overview & Scrutiny Committee | 6 February 2013 | Environment | Recycling Income To receive a report on the income generated via recycling activity. | | |
| Environment Overview & Scrutiny Committee | 6 February 2013 | Environment | Contracted Bus Services To consider proposals following the national review. | | |
| Corporate Resources Overview & Scrutiny Committee | 14 February 2013 | Finance | Revenue Budget Monitoring 2012/13 Month 8 Monitoring and development | | |
| Corporate Resources Overview & Scrutiny Committee | 14 February 2013 | Human Resources and Organisational Development | Workforce as a Flintshire Futures workstream Monitoring and development | | |
| Lifelong Learning Overview & Scrutiny Committee | 14 February 2013 | Lifelong Learning | Incidents of arson, vandalism and burglaries in Flintshire Schools Annual update report to review progress | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-------------------------------------------------|------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------|
| Lifelong Learning Overview & Scrutiny Committee | 14 February 2013 | Lifelong Learning | <p>Pupil Attainment To provide members with a summary of pupil attainment across primary and secondary school phases for the school year.</p> | | |
| Lifelong Learning Overview & Scrutiny Committee | 14 February 2013 | Lifelong Learning | <p>Saltney Library update To provide members with a report on the progress made regarding the planning and funding for the relocation of Saltney Library.</p> | | |
| Cabinet | 19 February 2013 | Finance | <p>Council Fund Revenue Budget 2013/14 To propose the Council Fund Revenue Budget for 2013/14.</p> | Strategic | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 February 2013 | Finance | <p>Housing Revenue Account 2013/14 and Capital Programme 2013/14 To consider the Housing Revenue Account Budget.</p> | Strategic | Leader of the Council and Cabinet Member for Finance, Cabinet Member for Housing |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|------------------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Cabinet | 19 February 2013 | Finance | <p>Council Fund Capital Programme 2013/14 to 2022/23 To propose the Council Fund Capital Programme for 2013/14 and provide indicative details for 2014/15 to 2022/23 following consultation with the Corporate Resources Overview & Scrutiny Committee.</p> | Strategic | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 February 2013 | Chief Executive's | <p>Regional Collaboration To review progress against the portfolio of collaborative projects adopted regionally.</p> | Strategic | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 February 2013 | Chief Executive's | <p>Diversity and Equality policy To present the draft Diversity and Equality policy for approval prior to publication</p> | Strategic | Cabinet Member for Corporate Management |
| Cabinet | 19 February 2013 | ICT and Customer Services | <p>Flintshire Connects Centres - Options Appraisal for Connah's Quay and Flint To provide an update on the overall progress for developing Flintshire Connects Centres at Connah's Quay and Flint.</p> | Strategic | Cabinet Member for Corporate Management |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 19 February 2013 | Environment | Transforming Transport | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 19 February 2013 | Environment | Bus Funding - Draft Model Report The Purpose of the report is to advise Members of proposed changes to the delivery of bus subsidy funding from the 1st April 2013. | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 19 February 2013 | Lifelong Learning | CCTV Regional Report Progress on feasibility of a Regional CCTV Service for North Wales | Strategic | Cabinet Member for Education |
| Cabinet | 19 February 2013 | Lifelong Learning | Hawarden Amalgamation - Update Update | Operational | Cabinet Member for Education |
| Cabinet | 19 February 2013 | Environment | Flood Risk Management Strategy To advise Members of the need to develop Flood Risk Management Strategy for Flintshire. | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 19 February 2013 | Environment | <p>Council Policy for Unadopted Roads To seek Cabinet approval for the Council policy on unadopted roads.</p> | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 19 February 2013 | Environment | <p>Review of the Council's Policy on Highway Safety Inspections - Intervention Criteria and Response Times To seek Member approval for the new policy on highway inspections.</p> | Strategic | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 19 February 2013 | Lifelong Learning | <p>School Admission Arrangements 2014 School Admission Arrangements 2014</p> | Strategic | Cabinet Member for Education |
| Cabinet | 19 February 2013 | Finance | <p>Revenue Budget Monitoring 2012/13 (Month 8) To provide Members with the Revenue Budget monitoring information at Month 8 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) (Executive only) | PORTFOLIO (Executive only) |
|-----------|------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Cabinet | 19 February 2013 | Finance | <p>Treasury Management Policy & Strategy Statement 2013/14 To present to Members the Treasury Management Policy Statement for 2013/14 for approval to Council.</p> | Operational | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 February 2013 | Finance | <p>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.</p> | Operational | Cabinet Member for Corporate Management |
| Cabinet | 19 February 2013 | Finance | <p>Council Tax Grants for Pensioners To provide Cabinet with information on the latest Welsh Government Grant Scheme in 2013-14 which provides financial assistance to pensioners to pay their Council Tax.</p> | Operational | Cabinet Member for Corporate Management |
| Cabinet | 19 February 2013 | Finance | <p>Corporate Debt - Write Off To request authorisation to write off a single Corporate Debt</p> | Operational | Cabinet Member for Corporate Management |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------|------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------|
| Cabinet | 19 February 2013 | Chief Executive's | <p>Equality update To present the annual report (2011/2012) on the Council's progress to meeting the Public Sector Equality Duties prior to publication and to provide an interim report on the Council's Strategic Equality Plan 2012/2016</p> | Operational | Cabinet Member for Corporate Management |
| Cabinet | 19 February 2013 | Human Resources and Organisational Development | <p>Early Retirement Summary - July - December 2012 To provide Cabinet Members with a summary of Early Retirements approved and implemented for the period July - December 2012, including details of associated costs to the Council.</p> | Operational | Cllr Billy Mullin |
| Cabinet | 19 February 2013 | Human Resources and Organisational Development | <p>Workforce Information Quarter 3 - October - December 2012 To provide Cabinet Members with an update for the third quarter of 2012/13.</p> | Operational | Cllr Billy Mullin |

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|------------------------------|------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 19 February 2013 | Environment | Councils new Streetlighting Policy To Seek Member approval for the Council's new streetlighting policy. | Operational | Deputy Leader of the Council and Cabinet Member for Environment |
| Cabinet | 19 February 2013 | Lifelong Learning | Youth Service Review Progress Report | Operational | Cabinet Member for Education |
| Cabinet | 19 February 2013 | Lifelong Learning | Lifelong Learning Team Re-structuring Lifelong Learning Team Re-structuring | Operational | Cabinet Member for Education |
| Cabinet | 19 February 2013 | Finance | Management of Internal Audit To consider the future management of Internal Audit at the end of the current contract from 31st March 2013. | Strategic | Leader of the Council and Cabinet Member for Finance |
| Flintshire Council County | 19 February 2013 | Finance | Housing Revenue Account 2013/14 and Capital Programme 2013/14 To consider the Housing Revenue Account Budget. | | |

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|----------------------------------------------------|------------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Flintshire Council County | 19 February 2013 | Finance | Council Fund Capital Programme 2013/14 - 2022/23 To propose the Council Fund Capital Programme for 2013/14. | | |
| Housing Overview & Scrutiny Committee | 21 February 2013 | Housing | Resident Involvement To consider proposals to improve resident involvement | | |
| Housing Overview & Scrutiny Committee | 21 February 2013 | Housing | Sheltered Housing Improvement Project To receive an update following the implementation on the new service | | |
| Social & Health Care Overview & Scrutiny Committee | 28 February 2013 | Community Services | Family Placement Team Review To provide Members with the outcome of the review of the FPT and recommendations for any future deployment / team restructuring. | | |
| Social & Health Care Overview & Scrutiny Committee | 28 February 2013 | Community Services | Annual Council Reporting Framework To consider the final draft of the Annual report | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|----------------------------------------------------|------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Social & Health Care Overview & Scrutiny Committee | 28 February 2013 | Community Services | <p>Directorate and Service Plans To consider the Community Service Directorate and Service Plans</p> | | |
| Social & Health Care Overview & Scrutiny Committee | 28 February 2013 | Community Services | <p>Public Law Outline, Supervised Contact Arrangements and update on Restructure of Frontline Fieldwork To receive an update on the implementation of the public Law Outline, Evaluation of Supervised Contact arrangements and update on restructure of frontline fieldwork.</p> | | |
| Social & Health Care Overview & Scrutiny Committee | 28 February 2013 | Community Services | <p>Mental Health Measure update To receive an update on the measure</p> | | |
| March | | | | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------------------|---------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Flintshire Council County | 1 March 2013 | Finance | Council Tax Setting for 2013-14 For Council to agree the statutory and other necessary resolution for the purpose of administering Council Tax and Non-Domestic Rates for 2013-14. | | |
| Flintshire Council County | 1 March 2013 | Finance | Treasury Management Policy & Strategy Statement 2013/14 To present to Council the recommendations of the Executive in relation to the Treasury Management Policy Statement for 2013/14. | | |
| Environment Overview & Scrutiny Committee | 6 March 2013 | Environment | North Wales Residual Waste Treatment Project To receive and consider further details on the progress of the project. | | |
| Corporate Resources Overview & Scrutiny Committee | 14 March 2013 | Chief Executive's | Annual Improvement Report 2012 by the Auditor General for Wales | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------------|---------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| Audit Committee | 13 March 2013 | Chief Executive's | <p>Improvement Assessment Letter (WAO) To receive the Improvement Assessment Letter (to) from the Auditor General for Wales and to receive the Councils response</p> | Strategic | Cllr Billy Mullin |
| Audit Committee | 13 March 2013 | Finance | <p>Treasury Management Update To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2012/13.</p> | | |
| Audit Committee | 13 March 2013 | Finance | <p>Financial Procedure Rules To provide Audit Committee with the proposed updated Financial Procedure Rules (FPRs) following the annual review.</p> | | |

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|-----------------|---------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------|
| Audit Committee | 13 March 2013 | Finance | <p>Internal Audit Progress Report To provide an update on progress against the Operational Plan for 2012/13, summarise the results of our recent work and report on performance indicators.</p> | | |
| Audit Committee | 13 March 2013 | Finance | <p>Forward Work Programme To receive the Forward Work Programme.</p> | | |
| Cabinet | 19 March 2013 | ICT and Customer Services | <p>ICT Strategy Update To provide an update on progress with the implementation of the Corporate Information and Communications Technology [ICT] Strategy.</p> | Strategic | Cllr Neville Phillips |
| Cabinet | 19 March 2013 | Environment | <p>Greenspace Strategy To gain cabinet endorsement of strategy to manage and develop greenspace in Flintshire.</p> | Strategic | Cabinet Member for Regeneration, Enterprise & Leisure |

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|-----------|---------------|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Cabinet | 19 March 2013 | Finance | Revenue Budget Monitoring 2012/13 (Month 9) To provide Members with the Revenue Budget monitoring information at Month 9 for the Council Fund and the Housing Revenue Account in 2012/13. | Operational | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 March 2013 | Finance | Capital Programme 2012/13 (Quarter 3) To provide Members with the latest capital programme information for 2012/13. | Operational | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 19 March 2013 | Lifelong Learning | Area Schools Review - Feedback from Consultation Feedback from consultation | Operational | Cabinet Member for Education |
| Cabinet | 19 March 2013 | Human Resources and Organisational Development | Workforce Information Quarter 3 - October - December 2012 To provide Members with an update for the third quarter 2012/13. | Operational | Cabinet Member for Corporate Management |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|---------------------------------------|---------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------|
| Cabinet | 19 March 2013 | Environment | <p>Review of Streetscene Scope for Service Provision To review the scope of service areas provided within Streetscene</p> | All Report Types | Deputy Leader of the Council and Cabinet Member for Environment |
| Housing Overview & Scrutiny Committee | 21 March 2013 | Housing | <p>Collaborative Working within Housing Services To receive and consider current and future collaborative initiatives.</p> | | |
| Housing Overview & Scrutiny Committee | 21 March 2013 | Housing | <p>Quarterly Performance Reporting To consider Q3 performance outturns for improvement targets.</p> | | |
| Housing Overview & Scrutiny Committee | 21 March 2013 | Housing | <p>PDA and Capita update The committee resolved at its October and December meetings to receive an update on a regular basis</p> | | |
| April | | | | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-------------------------------------------|---------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Environment Overview & Scrutiny Committee | 10 April 2013 | Environment | Communities First To receive an update on the effectiveness of the new programme. | | |
| Environment Overview & Scrutiny Committee | 10 April 2013 | Environment | Rural Development Plan To receive regular updates on the progress of Business Plan 2 with particular consideration to any downturns in progress | | |
| Flintshire County Council | 16 April 2013 | Finance | Financial Procedure Rules To provide County Council with the proposed updated Financial Procedure Rules (FPRs) following the annual review. | | |
| Cabinet | 23 April 2013 | Finance | Revenue Budget Monitoring 2012/13 (Month 10) To provide Members with the Revenue Budget Monitoring information at Month 10 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) (Executive only) | PORTFOLIO (Executive only) |
|-----------|---------------|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------|
| Cabinet | 23 April 2013 | 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 |
| May | | | | | |
| Cabinet | 21 May 2013 | Finance | Revenue Budget Monitoring 2012/13 (Month 11) To provide Members with the revenue budget monitoring information at Month 11 for the Council Fund and the Housing Revenue Account in 2012/13. | Operational | Leader of the Council and Cabinet Member for Finance |
| Cabinet | 21 May 2013 | Human Resources and Organisational Development | Workforce Information Quarter 4 - January - March 2013 To provide Members with an update for the final quarter 2012/13 | Operational | Cabinet Member for Corporate Management |
| June | | | | | |

| COMMITTEE | MEETING DATE | DIRECTORATE | AGENDA ITEM & PURPOSE OF REPORT | REPORT TYPE (Strategic or Operational) (Executive only) | PORTFOLIO (Executive only) |
|-----------------|--------------|-------------|-------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------|
| Audit Committee | 12 June 2013 | Finance | Forward Work Programme To receive the Forward Work Programme. | | |