

Public Document Pack

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Head of Legal and Democratic Services
Pennaeth Gwasanaethau Cyfreithiol a Democraataidd



To: Cllr Aaron Shotton (Leader)

CS/NG

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

13 March 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, 19TH MARCH, 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 - 16)

To confirm as a correct record the minutes of the meeting held on 19 February 2013.

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

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

- 4 **STRATEGIC PARTNERSHIP PERFORMANCE - MID YEAR REVIEW**
(Pages 17 - 48)
Report of Chief Executive - Cabinet Member for Corporate Management
- 5 **ICT STRATEGY UPDATE** (Pages 49 - 52)
Report of Head of ICT and Customer Services - Cabinet Member for Corporate Management
- 6 **GREENSPACE STRATEGY** (Pages 53 - 100)
Report of Director of Environment, Director of Lifelong Learning - Cabinet Member for Regeneration, Enterprise & Leisure, Deputy Leader of the Council and Cabinet Member for Environment
- 7 **CIVIL PARKING ENFORCEMENT** (Pages 101 - 120)
Report of Director of Environment - Deputy Leader of the Council and Cabinet Member for Environment
- 8 **THE POLICY FOR SKID RESISTANCE ON THE ADOPTED ROAD NETWORK** (Pages 121 - 152)
Report of Director of Environment - Deputy Leader of the Council and Cabinet Member for Environment
- 9 **NEW DEESIDE PARTNERSHIP STRUCTURE** (Pages 153 - 164)
Report of Director of Environment - Cabinet Member for Regeneration, Enterprise & Leisure

OPERATIONAL REPORTS

- 10 **QUARTER 3 PERFORMANCE REPORT** (Pages 165 - 184)
Report of Chief Executive - Cabinet Member for Corporate Management
- 11 **APPOINTMENT OF ANTI-POVERTY LEAD MEMBER AND PORTFOLIO HOLDER** (Pages 185 - 188)
Report of Chief Executive - Leader of the Council and Cabinet Member for Finance
- 12 **REVENUE BUDGET MONITORING 2012/13 (MONTH 9)** (Pages 189 - 228)
Report of Head of Finance - Leader of the Council and Cabinet Member for Finance
- 13 **CAPITAL PROGRAMME 2012/13 (QUARTER 3)** (Pages 229 - 256)
Report of Head of Finance - Leader of the Council and Cabinet Member for Finance
- 14 **BUSINESS RATES - WRITE OFF** (Pages 257 - 260)
Report of Head of Finance - Cabinet Member for Corporate Management

- 15 **WORKFORCE INFORMATION QUARTER 3 - OCTOBER - DECEMBER 2012** (Pages 261 - 266)
Report of Head of Human Resources and Organisational Development - Cabinet Member for Corporate Management
- 16 **PRIVATE SECTOR HOUSING RENEWAL - PROVISION OF DISABLED FACILITIES GRANTS IN COUNCIL HOUSES** (Pages 267 - 272)
Report of Director of Community Services - Cabinet Member for Housing
- 17 **INTEGRATED FAMILY SUPPORT SERVICE** (Pages 273 - 276)
Report of Director of Community Services - Cabinet Member for Social Services
- 18 **STREETLIGHTING POLICY** (Pages 277 - 298)
Report of Director of Environment - Deputy Leader of the Council and Cabinet Member for Environment
- 19 **SECONDARY SCHOOL REVIEW** (Pages 299 - 310)
Report of Director of Lifelong Learning - Cabinet Member for Education
- 20 **ESTYN MONITORING OF FLINTSHIRE COUNTY COUNCIL** (Pages 311 - 322)
Report of Director of Lifelong Learning - Cabinet Member for Education
- 21 **REVIEW OF INTERNAL MEMBER FORA** (Pages 323 - 332)
Report of Head of Legal and Democratic Services - Cabinet Member for Corporate Management
- 22 **TENTH ANNUAL REPORT OF THE FLINTSHIRE LOCAL ACCESS FORUM** (Pages 333 - 354)
Report of Head of Legal and Democratic Services - Deputy Leader of the Council and Cabinet Member for Environment

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

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

1. Council Tax Grants for Pensioners – report to be submitted to Cabinet on 18 June 2013 due to the deferred implementation date by Welsh Government.
2. Corporate Debt: Write Off – awaiting further information. Deferred to Cabinet on 18 June 2013.
3. Review of Streetscene Scope for Service Provision – deferred to Cabinet on 23 April 2013.
4. Discretionary Housing Payment (DHP) Policy 2013/14 – deferred to Cabinet on 23 April 2013 as it has to be presented to Housing Scrutiny before Cabinet.
5. Youth Service Review – deferred for ongoing consultation.
6. Flintshire Self Assessment – deferred.
7. Regional Collaboration – deferred.
8. CCTV Regional report – deferred.

CABINET 19 FEBRUARY 2013

Minutes of the meeting of the Cabinet of Flintshire County Council held at County Hall, Mold on Tuesday, 19 February 2013

PRESENT: Councillor Aaron Shotton (Chairman)

Councillors: Bernie Attridge, Helen Brown, Christine Jones and Kevin Jones

APOLOGIES:

Councillors: Chris Bithell, Peter Macfarlane and Billy Mullin

Director of Community Services and Head of Human Resources & Organisational Development

ALSO PRESENT:

Councillors: Peter Curtis, David Mackie, Nancy Matthews, Mike Peers and Arnold Woolley

IN ATTENDANCE:

Chief Executive, Director of Environment, Director of Lifelong Learning, Head of Finance, Head of Legal & Democratic Services, Head of ICT & Customer Services, Head of Social Services for Adults and Committee Officer

Head of Housing for minute number 168

Ms. Karen Lees of Wales Audit Office for minute number 173

165. DECLARATIONS OF INTEREST

The Head of Legal & Democratic Services advised that a personal interest on general school agenda items would be recorded for those Members who were school governors, as none of the items related to the specific schools of which Cabinet Members were governors. A personal interest was recorded for Councillors J.B. Attridge, H. Brown, C.M. Jones, R.K. Jones and A.P. Shotton for Agenda Item numbers 20 - School Funding Formula Review Update, 21 - Consultation on the future of Post-16 Provision and 22 - School Admission Arrangements 2014.

The Cabinet Member for Housing also declared a separate personal interest in Agenda Item 22: School Admission Arrangements 2014 in relation to her children.

166. MINUTES

The minutes of the meeting held on 22 January 2013 had been circulated with the agenda.

RESOLVED:

That the minutes be approved as a correct record.

167. COUNCIL FUND REVENUE BUDGET 2013/14

The Leader and Cabinet Member for Finance introduced the report to present the finalised Council Fund Revenue Budget strategy and detailed proposals for 2013/14 for recommendation to County Council on 1 March 2013. He commented on the work undertaken by officers and Members to close the budget shortfall and thanked all those who had been involved in the process. He spoke of the principles which had guided the budget for the continuation of the delivery of key services along with tackling the challenges facing the Council, requiring the development of financial planning and decisive decisions through the Flintshire Futures programme.

The Head of Finance said that the report included a full reconciliation of changes to the budget since that reported to Cabinet in December 2012. The improved position on the projected outturn in 2012/13 would allow the underspend in the current year to be utilised to fund one-off items in 2013/14 and enable a view to be taken on the budget required in 2013/14 on out of county placements and other areas. In commending the report to Members, she said that the proposals represented a measured and acceptable level of risk.

The Chief Executive commented on the positive responses to issues raised during consultation with Overview & Scrutiny Committees and the excellent progress made in caseload management of out of county placements, which was a measured risk.

RESOLVED:

That the following be recommended to County Council on 1 March 2013:-

- (a) That the 2013/14 Council Fund Revenue Budget Requirement be set at £258,284,539 (which is £1,720,145 below the calculated Standard Spending Assessment) (4.01);
- (b) That there be a 2.9% increase in Council Tax at Band D and an assumed 97.5% collection rate (4.02);
- (c) The inclusion of the Outcome Agreement Grant of £1.467m in the budget (4.03);
- (d) The levels of inflation assumed in the budget (4.05-4.07);
- (e) That items of non-standard inflation are only allocated out to services when the actual increase in cost is known (4.06);
- (f) The amounts included in the budget relating to transfers into and out of the settlement (4.08);
- (g) The inclusion of £3.261m of pressures in the budget (Appendix 5 a-d);

- (h) That the Council's adopted practice continues that resources to fund new pressures be approved for the purpose set out. Any proposals to vary the use of the sums allocated are to be the subject of a further report to Cabinet (4.09);
- (i) The inclusion of estimated one-off costs totalling £0.297m in the budget (Appendix 6), to be funded from the contingency reserve;
- (j) The inclusion of efficiencies of £5.437m in the budget (4.11 and Appendix 7 a-e);
- (k) That if it should become apparent that achievement of any of the savings (in full or part) is proving to be not as anticipated that this is dealt with corporately, with the Corporate Management Team bringing alternatives to Cabinet for consideration (4.11); and
- (l) That additional income derived from the anticipated collection fund surplus be utilised to fund welfare reform costs and increase the base level of reserves (3.20).

168. HOUSING REVENUE ACCOUNT 2013/14 AND CAPITAL PROGRAMME 2013/14

The Cabinet Member for Housing introduced the report to consider the Housing Revenue Account (HRA) budget proposals for the 2013/14 financial year following consultation with the Housing Overview & Scrutiny Committee and Tenants' Federation. She outlined the background to the proposals including a rental increase of 5.1% which was in line with Welsh Government guidelines.

The Head of Housing reassured Members that levels of efficiencies in the HRA were being maximised and that in response to concerns raised by the Tenants' Federation on the proposed increased rental charge, assurances had been given that the additional income would significantly benefit works in the Capital Programme.

The Leader and Cabinet Member for Finance commented on the significant response to the housing ballot in the previous year, the expectation to deliver the Choices document and exceeding the number of adaptations from that originally anticipated. He also referred to the commitment to invest in additional resources to tackle anti-social behaviour in the county.

RESOLVED:

That the following be recommended to County Council:-

- (a) The proposed HRA budget for 2013/14 as set out in Appendix 1, incorporating the proposals for Service Improvements and Efficiencies in Appendix 2;
- (b) The level of rent charges for 2013/14 as set out in paragraphs 3.02 and 3.05;
- (c) The level of projected balances at 31st March 2014 at 3.20% of total expenditure; and
- (d) The proposed HRA Capital Programme as set out in Appendix 3.

169. COUNCIL FUND CAPITAL PROGRAMME 2013/14 TO 2022/23

The Director of Environment presented the report to propose the Council Fund Capital Programme for 2013/14 and to provide indicative details for 2014/15 to 2022/23, following consultation with the Corporate Resources Overview & Scrutiny Committee. Since approval of the indicative allocations by Cabinet in December 2012, specific allocations were now £2,000 less than had been notified as a result of the final settlement. The Director drew attention to the main points raised by Overview & Scrutiny in January 2013 and advised that the full programme for 2013/14 amounted to £29.908m.

RESOLVED:

That, taking account of the detail contained in the report to Cabinet on 18 December 2012 and the positive response from Corporate Resources Overview & Scrutiny, the following be recommended to Council on 1 March 2013:

- (a) Note the work that has been undertaken (and continues) to develop a Council Fund Capital Strategy and 10 year capital programme;
- (b) Note the estimated capital funding available over the 10 year period 2013/14 to 2022/23 (as shown in Appendix 1);
- (c) Approve the inclusion in the programme of the core service allocations to the maximum levels shown for 2013/14 (as detailed in Appendix 2), which takes account of the second year funding requirement (and funding through to completion in 2015/16) in respect of those schemes funded from 'headroom' as part of the approved 2012/13 Capital Programme;
- (d) Approve the allocation of resources on the basis of a two year programme (2013/14/15), which provides a net £0.106m available to meet minor contingencies, as necessary;
- (e) Note the total Council Fund Capital Programme for 2013/14 (as set out in Appendix 3) which includes those schemes funded from specific grants, unsupported (prudential) borrowing and LGBI, over and above the general funding detailed in Appendix 1; and
- (f) Note the indicative core programme details for 2014/15 to 2022/23 (as set out in Appendix 2).

170. TREASURY MANAGEMENT STRATEGY 2013/14, TREASURY MANAGEMENT POLICY STATEMENT 2013-2016 AND TREASURY MANAGEMENT PRACTICES 2013-2016

The Head of Finance presented the draft Treasury Management Strategy 2013/14, draft Treasury Measurement Policy Statement 2013-2016 and draft Treasury Management Practices 2013-2016 for approval and recommendation to Council.

She explained that the draft Strategy, Policy Statement and Practices had been approved by the Audit Committee on 30 January 2013 following a training session delivered by the Council's treasury management advisors the previous day to which all Members had been invited.

RESOLVED:

That the draft Treasury Management Strategy 2013/14 in conjunction with the draft Treasury Management Policy Statement 2013-16 and draft Treasury Management Practices 2013-16 be approved and recommended to Council.

171. PRUDENTIAL INDICATORS 2013/14 TO 2015/16

The Head of Finance introduced the proposals for setting a range of prudential indicators in accordance with the Prudential Code for Capital Finance in Local Authorities (the Prudential Code). She went on to explain the background to the Prudential Code which aimed to ensure that Councils' capital investment plans were affordable, prudent and sustainable.

RESOLVED:

That Cabinet approve and recommend to County Council on 1 March 2013:

- a) the prudential indicators as detailed in Section 3 of the report
- Capital expenditure (3.05)
 - Ratio of financing costs to net revenue stream (3.06)
 - Incremental impact of capital investment decisions on the council tax (3.07)
 - Incremental impact of capital investment decisions on housing rents (3.07)
 - Capital financing requirement (3.08)
 - Gross debt and the capital financing requirement (3.10)
 - Authorised limit for external debt (3.11, 3.13)
 - Operational boundary for external debt (3.12)
 - Adoption of the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes (3.14)
- b) delegated authority for the Head of Finance to effect movements between the separately agreed limits within the authorised limit for external debt and the operational boundary for external debt (3.11, 3.12)

172. MINIMUM REVENUE PROVISION 2013/14

The Head of Finance introduced the report which outlined proposals for the setting of a prudent minimum revenue provision for the repayment of debt in 2013/14, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations'). This was an annual requirement for all Councils to set aside an amount of revenue reserves as provision for the repayment of debt in respect of capital expenditure financed from borrowing or credit arrangements.

RESOLVED:

That Cabinet approve and recommend to County Council on 1 March 2013:-

- Option 1 (Regulatory Method) be used for the calculation of the minimum revenue provision in 2013/14 for all supported borrowing; this represents a continuation of the approved and adopted policy for 2012/13.
- Option 3 (Asset Life Method) be used for the calculation of the minimum revenue provision in 2013/14 for all unsupported (prudential) borrowing; this represents a continuation of the approved and adopted policy for 2012/13.

173. IMPROVEMENT ASSESSMENT LETTER FROM THE AUDITOR GENERAL FOR WALES

The Chief Executive introduced the report on the Council's Improvement Assessment Letter January 2013 from the Auditor General for Wales and the Council's response, which would also be shared with the Audit Committee and Corporate Resources Overview & Scrutiny Committee.

Ms. Karen Lees of Wales Audit Office (WAO) was welcomed to the meeting and was invited to provide an overview of the key points detailed in the WAO letter. It was noted that although there were no new statutory formal recommendations, four proposals for improvement had been suggested. In outlining the Cabinet's response to the four suggestions, the Chief Executive said that three were technical process issues.

On the proposal for better balance of narrative in improvement reporting, the Cabinet Member for Public Protection, Waste & Recycling said that a balance was required on the over/under use of narrative taking into account internal needs and external understanding.

RESOLVED:

That the Council's Improvement Assessment Letter received from the Auditor General for Wales and the Council's response be noted.

174. BUS FUNDING

The Deputy Leader and Cabinet Member for Environment introduced the report to outline proposed changes to the delivery of bus subsidy funding from 1 April 2013 and to highlight the implications of a budget cut in the available funding for bus subsidies. The report also sought approval to revise management arrangements linked to the delivery of a new bus funding scheme via the Regional Transport Consortia and to change the Constitution of TAITH to allow the delivery of the new scheme in North Wales.

The Director of Environment spoke of the link between the report and the Transforming Transport item to be considered later on the agenda. He explained that a review of the county's subsidised bus services and related services would be undertaken this year and a report seeking to agree a policy would be brought to

Cabinet in April 2013. This would help to shape the review, which would be conducted afterwards.

RESOLVED:

- (a) That the new arrangements for the delivery of bus funding to be in place from 1 April 2013, following the approval of the bus funding report by the Minister for Local Government and Communities, be noted;
- (b) That the proposed additional wording set out in paragraph 3.06 of the report to be inserted into the TAITH Constitution to allow the delivery of the new scheme by the Consortium be approved; and
- (c) That further work to be progressed to identify new management arrangements for the delivery of the new scheme during the initial implementation and transitional period for Regional Transport Services Grant be noted.

175. REVIEW OF THE COUNCIL'S POLICY ON HIGHWAY SAFETY INSPECTIONS - INTERVENTION CRITERIA AND RESPONSE TIMES

The Deputy Leader and Cabinet Member for Environment introduced the report to seek approval of the Council's policy on highway safety inspections, intervention criteria and response times. He outlined the background and key considerations of the policy, a copy of which was appended to the report.

RESOLVED:

That the Council's policy on highway safety inspections, intervention criteria and response times be approved.

176. CIVIL PARKING ENFORCEMENT

The Deputy Leader and Cabinet Member for Environment introduced the report to make a final decision on Civil Parking Enforcement (CPE) following a call in of the decision taken on 18 December 2012. In outlining the key points within the report, he advised that since the receipt of a petition from Holywell Town Council seeking the removal of charges from the town, a petition had also been received from Buckley residents. However, it was noted that any decision to withdraw parking charges from all of the Council's car parks would result in a budget pressure of £194.75K in 2013/14.

The Deputy Leader and Cabinet Member for Environment continued by saying that the proposal to maintain free parking at the Halkyn Street car park in Holywell ensured free parking provision in the vicinity of healthcare facilities in each of Flintshire's town centres and that the suggestion raised by a member of the public for free parking after 3pm had been recognised in the policy. He added that the policy sought to address historical inconsistencies on parking charges and permits.

The Head of Legal & Democratic Services explained that the Cabinet decision of December 2012 had been called in and that subsequent consideration by the

Environment Overview & Scrutiny Committee had resulted in a decision to refer the item back to the Cabinet with comments. Cabinet Members were required to make a final decision by either agreeing to the recommendations in the report or to amend the decision to reflect the concerns put forward by Overview & Scrutiny.

RESOLVED:

- (a) That the list of Contravention Codes and Policies on Residents Permits and Disabled Parking Bays shown in Appendix '1' to the report (Appendices 'A', 'B' and 'C') be approved;
- (b) That the 'Off-Street' Parking Policy shown in Appendix '4' be approved and delegated authority be granted to the Director of Environment, following consultation with the Cabinet Member for Environment, to review the Policy annually and implement any changes, following appropriate consultation;
- (c) That the Summary Business Case shown in Appendix '5' for submission to Welsh Government, as a formal request for CPE powers to be conferred upon Flintshire County Council, be approved;
- (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 2.09 of the report; and
- (f) That the Cabinet Member for Environment, or their nominated substitute, as the Council's representative on the Adjudication Joint Committee outlined in paragraph 2.07 of the report, be approved.

177. FLINTSHIRE CONNECTS

The Deputy Leader and Cabinet Member for Environment introduced the report on progress of the Flintshire Connects programme, the preferred options for the second and third Connects centres in Connah's Quay and Flint and the strategy for the complete programme across the county.

The Chief Executive commented on phases 1 and 2 of the project and the first centre in Holywell and said that the vision had always been to create provision across the county, including partnership arrangements with other public bodies. Consultation with employees in Holywell was assisting in the development of other sites, although the location of Mold as a future site was not deemed a priority, given the services based at County Hall. The Chief Executive spoke of consultation on engaging with residents in rural communities with the potential for improved access in rural and remote areas. The approach being taken by the Council on Flintshire Connects had been recognised positively at Ministerial level.

The Head of ICT & Customer Services reported on the working arrangements at the Holywell centre which had received positive feedback from members of the public, employees and partner organisations and had brought about efficiencies. He expressed his appreciation to the Project Manager and team for their efforts in making the centre a success.

The Cabinet Member for Housing commented on the locations of the first three centres which had been agreed by Council in 2011.

RESOLVED:

(a) That Cabinet approve:

- Progressing Phase 1 of the Flintshire Connects programme;
- That a Flintshire Connects Centre is located on the ground floor of County Offices, Flint, with a proposed opening to the public of February 2014;
- The modular extension to Connah's Quay Library and Learning Centre to deliver a Flintshire Connects Centre, opening to the public in October 2013 and enabling closure of the Connah's Quay Office;
- Authorises lead officers to proceed to design approval and conclude negotiations with North Wales Police and Jobcentre Plus on their proposed occupation of County Offices, Flint;
- Authorises lead officers to proceed with the migration of cash collection services into the Flintshire Connects Centres;
- Authorises lead officers to undertake a consultation period with the local community and stakeholders on proposals for Flintshire Connects Centre at both Flint and Connah's Quay;
- That Cabinet receive an update report on final working arrangements with partners and resulting financial implications.

(b) That Cabinet authorise lead officers to proceed with key activities to explore proposals for Phases 2 and 3 of the Flintshire Connects programme; and

(c) That Cabinet authorise lead officers to develop options for Flintshire Connects Customer Service Advisors to offer Flintshire Connects services in outlying and rural areas.

178. PROPOSED REGIONAL EMERGENCY PLANNING SERVICE

The Chief Executive introduced the report seeking approval on the final business case for a regional emergency planning service.

The Chief Executive explained that this low-risk project formed part of the Compact between the Welsh Government and Local Government. A standard report had been submitted to all six North Wales Councils, with Flintshire agreed as the lead Authority. The recommendations in the report would be subject to consultation with Overview & Scrutiny with any resultant comments brought back to Cabinet.

RESOLVED:

- (a) That the Council adopts the final business plan to join a regional emergency planning service on the basis that:-
- the new service will be established on a cost neutral basis and will aim for annual savings of 5%-10% on existing costs (£35-£75,000 per annum)
 - the service will be commissioned by a management board accountable to the constituent councils with regional oversight provided by the North Wales Safer Communities Board
 - Flintshire will host the new service and lead the transition to the new service
 - the cost of the new service will be recovered from the partners on the basis of population
 - implementation will include transitional arrangements to ensure that no authority pays more than the current cost of the service
 - the employment model will be decided as part of the transition plan
 - current employees will be given prior consideration for posts in the new structure and the new service will be implemented in such a way as to maximise staff retention and redeployment.
 - the Implementation Team will protect competition for the senior posts within the framework of prior consideration.
 - each Local Authority will nominate to an Implementation Team. The Implementation Team to assist in the appointment of the temporary Project Manager.
- (b) Authority to approve the detailed transition arrangements to the new service and undertake all necessary tasks to establish the new service is delegated to the Chief Executive in consultation with the Portfolio/ Cabinet Member.
- (c) The project works to the following timeline:-
- Councils agree to join a regional service by end March 2013
 - commencement of briefing and consultation of staff on the business case and proposals - February 2013
 - each Council to nominate to an Implementation Team by February 2013
 - appoint a project manager to deliver the project by end March 2013
 - appoint Regional Manager and Deputy by June/July 2013
 - employment model agreed by June/July 2013
 - creation of operational structure, operating processes, development of the detailed budget and identification of accommodation by September 2013

- development of Service Level Agreement and Partnership agreement by September 2013
- employee selection and transfers made by September 2013
- new service operational from October 2013.

179. EQUALITY UPDATE

The Chief Executive presented the report which sought approval of the draft revised Diversity & Equality Policy and 2011/12 Annual Equality Report together with an update on the first six months of the implementation of the Council's Strategic Equality Plan 2012-2016.

RESOLVED:

- (b) That the Diversity and Equality policy be approved before publication and wider promotion;
- (b) That the 2011/12 Annual Equality Report be endorsed; and
- (c) That the progress made in relation to the implementation of the Strategic Equality Plan 2012/16 be noted.

180. COUNCIL TAX AND BUSINESS RATE POLICIES 2013-14

The Head of Finance introduced the report to seek approval of various policies for the administration of Council Tax and Business Rates for the financial year 2013-14, with the recommendation for current arrangements to continue.

RESOLVED:

- (a) That the current Council Tax and Business Rate Policies for 2013-14 continue as follows:-
 - Not to award Council Tax discounts on any prescribed class and that this applies to the whole of the County area (2.02).
 - For the Head of Finance and Cabinet Member for Corporate Management to consider section 13a discretionary discounts through the use of delegated powers (3.03).
 - Discretionary rate relief for as set out (4.02).
 - For the Head of Finance and Cabinet Member for Corporate Management to consider any applications for Business Rate discretionary discounts not within the scope of the existing policy as set out in 4.02 through the use of delegated powers (4.06).
 - Not to award discretionary 'top-up' discounts to small business (5.03).
- (b) That the payment dates for Precepting/Levying Bodies (6.01) and payment dates for Council Tax and Business Rates (7.01 - 7.04) be noted.

181. REVENUE BUDGET MONITORING 2012/13 (MONTH 8)

The Head of Finance presented the latest revenue budget monitoring information (Month 8) 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 8, was a net underspend of £0.611m on the Council Fund and a net underspend of £0.401m on the HRA. The impact of an improved position on out of county placements was noted and the in year over/(under) spends as detailed in the report reflected a number of risks and assumptions. The Head of Finance referred to the fourth recommendation in the report which related to the following agenda item on the Municipal Mutual Insurance Scheme of Arrangement.

RESOLVED:

- (a) That the overall report be noted;
- (b) That the Council Fund contingency sum as at 31 March 2013 (paragraph 5.02) be noted;
- (c) That the projected final level of balances on the Housing Revenue Account (paragraph 6.03) be noted;
- (d) That the financial impact of the triggering of the MMI Scheme of Arrangement be reflected in future budget monitoring reports from Month 9 (paragraph 3.08); and
- (e) That the requests for carry forward of underspends to 2013/14 as detailed within paragraphs 3.10 to 3.13 be approved.

182. MUNICIPAL MUTUAL INSURANCE - TRIGGER OF SCHEME OF ARRANGEMENT

The Head of Finance presented the report to advise Members of the significant financial risk associated with the trigger of the Scheme of Arrangement by Municipal Mutual Insurance (MMI).

The Head of Finance detailed the historic background to MMI which was not the result of any new insurance risk and where specific financial provision was required for any potential liability. The Council was required to make an estimated financial provision in this year's accounts and it was therefore proposed that a mid-range figure of £0.770m be set aside for this purpose. There was an opportunity to utilise the current year's underspend to meet this estimated risk.

The Head of Legal & Democratic Services stated that he was not aware of the timescale in which the potential levy would be known but suggested that discussions with the other unitary Authorities on the sharing of costs would need to take place before any payment was made. The Cabinet Member for Public Protection, Waste & Recycling asked if the response could be shared with Cabinet Members.

The Chief Executive said that an updated estimate of the levy was now in the range of £0.577m and £0.962m. The figure had been revised since the earlier publication of the previous report on Revenue Budget Monitoring (Month 8) for the recent meeting of the Corporate Resources Overview and Scrutiny Committee.

RESOLVED:

- a) That the significant financial risks associated with the trigger of the Scheme of Arrangement by MMI be noted; and
- b) That an allocation of £0.770m from the contingency reserve to provide for the estimated future costs arising from the levy be approved.

183. SCHOOL FUNDING FORMULA REVIEW UPDATE

The Deputy Leader and Cabinet Member for Environment introduced the report on progress of the school funding formula review together with the revised project timeline.

The Director of Lifelong Learning detailed the background to the review which was the first 'activity led' funding formula review since re-organisation, taking into consideration the different needs, sizes and profiles of schools and involving consultation with the School Budget Forum.

RESOLVED:

That the change in project timeline for the School Funding Formula Review be endorsed.

184. CONSULTATION ON THE FUTURE OF POST-16 PROVISION

The Deputy Leader and Cabinet Member for Environment introduced the report to seek approval to commence the process of consultation relating to post-16 provision in the Flint and Saltney areas.

The Director of Lifelong Learning commented on extended consultation to include those who had not yet participated and the importance of each learner having the opportunity to contribute.

RESOLVED:

That approval be given for the commencement of consultations with the relevant schools in relation to sustainability of post-16 provision and opportunities to reduce inefficiencies in accordance with the requirements of the 21st Century Schools Programme and the agreed Strategic Outline Case.

185. SCHOOL ADMISSION ARRANGEMENTS 2014

The Deputy Leader and Cabinet Member for Environment introduced the report to seek approval on the outcome of the statutory consultation exercise on the admission arrangements for September 2014.

RESOLVED:

That the proposed admission arrangements for 2014/15 be approved.

186. HAWARDEN INFANT & RECTOR DREW CHURCH IN WALES VOLUNTARY AIDED JUNIOR SCHOOL AMALGAMATION - FEEDBACK FROM CONSULTATION

The Deputy Leader and Cabinet Member for Environment introduced the report to inform Members of the response to the consultations relating to the proposed amalgamation of Hawarden Infants and Rector Drew Junior Schools and to consider the publication of the statutory notice for the formal amalgamation process to begin. He commented on the positive consultation process which had resulted in overwhelming support of the amalgamation.

RESOLVED:

That the response to the consultations be noted and the publication of the Statutory notice be approved.

187. QUARTERLY MONITORING REPORT ON PROGRESS WITH IMPLEMENTATION OF THE ESTYN ACTION PLAN

The Leader and Cabinet Member for Finance introduced the report to consider progress with implementation of the Action Plan following the 2011 Estyn Inspection of Local Authority Education Services for Children and Young People (LAESCYP). He stressed the importance of this item in light of the statement made by the Minister for Education and Skills on improving standards of education in Wales.

The Director of Lifelong Learning said that the recent Estyn visit to Flintshire had been positive and that the outcome would be reported to Cabinet and Overview & Scrutiny. He summarised the evaluation of progress against the recommendations from the 2011 inspection. The Deputy Leader and Cabinet Member for Environment thanked the Director and his team for their efforts during the Estyn inspection.

The Cabinet Member for Social Services commented on the positive effect that the Families First project would have on pupils' skills in relation to future entry into the Foundation Phase.

The Chief Executive explained Flintshire's position in the categorisation of Estyn monitoring and the aspiration to progress to the 'no supervision' level.

RESOLVED:

That the progress with implementation of the Estyn Action Plan be noted.

188. 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 paragraphs 13 and 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

189. MANAGEMENT OF INTERNAL AUDIT

The Head of Finance introduced the report to recommend arrangements for the management of Internal Audit following the current contract with RSM Tenon plc, due to end on 31 March 2013. She explained the background which had led to a recommendation made by the Audit Committee on 30 January 2013.

The Leader and Cabinet Member for Finance proposed that the third recommendation in the report be amended to clarify the agreed option. On being put to the vote, this was carried.

RESOLVED:

- (a) That the view of the Audit Committee for the Management of the Internal Audit Service to be delivered in-house be supported;
- (b) That the Head of Finance be given delegated authority to extend the contract with RSM Tenon for a sufficient period to allow time for whichever option is chosen by Cabinet to be implemented, initially three months;
- (c) That the Head of Finance be given delegated authority to arrange for the management of the Internal Audit service to be delivered in-house; and
- (d) That the Head of Finance report back to Cabinet and Audit once the arrangements have been finalised.

190. TRANSFORMING TRANSPORT

The Deputy Leader and Cabinet Member for Environment presented the report to update Members on progress with the development of an Outline Business Case for further collaboration on passenger transport services and to seek approval to move ahead with the development of a Final Business Case for the Preferred Option.

RESOLVED:

- (a) That the Outline Business Case and the Preferred Option to move to develop a Final Business Case for the implementation of a single integrated unit for the

delivery of passenger transport services, as defined by the scope of the project, be approved; and

- (b) To note that no implementation will take place without further approval of the Final Business Case from Authorities, and that formal future governance arrangements will be considered during the development of the Final Business Case.

191. RESTRUCTURE OF LIFELONG LEARNING DIRECTORATE MANAGEMENT TEAM

The Deputy Leader and Cabinet Member for Environment presented the report to outline and seek agreement for the restructure of the Lifelong Learning Directorate Management Team, most notably the School Improvement functions.

RESOLVED:

That the proposed changes to the Lifelong Learning Directorate Management Team structure be implemented.

192. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

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

(The meeting commenced at 9.35am and ended at 11.48am)

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Chairman

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **19 MARCH 2013**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **STRATEGIC PARTNERSHIP PERFORMANCE - MID YEAR REVIEW**

1.00 PURPOSE OF REPORT

1.01 For Cabinet to receive a mid year overview of:

- the progress of the Strategic Partnerships and;
- the priorities for each of the Strategic Partnerships and the key milestones for the year ahead.

2.00 BACKGROUND

2.01 The Flintshire Local Service Board (LSB) under its Terms of Reference has five principal roles:

1. Effective and trusting partnership relationships as a set of local leaders.
2. Discharging the responsibilities of an LSB - this includes producing a meaningful and fit for purpose Community Strategy.
3. Consistent and effective governance and performance of strategic partnerships, e.g., Children and Young People's Partnership, Community Safety Partnership, Health, Social Care and Well Being Partnership, Housing Partnership, Local Safeguarding Children Board, Regeneration Partnership and Youth Justice Service.
4. Identifying common issues as public bodies/employers.
5. Promoting collaboration in the design and provision of local public services and to make best economic use of local partner's resources, such as people, money, assets and technology.

2.02 Working alongside the Flintshire LSB are eight key Strategic Partnerships:

- Children & Young People's Partnership and 'Making a Positive Difference' Plan (2011 to 2014)
- Flintshire and Wrexham Community Safety Plan (2011 to 2014)
- Flintshire Housing Partnership
- Health, Social Care and Well-being Partnership and the Good Health,

Good Care Strategy (2011 to 2014)

- Flintshire and Wrexham Local Safeguarding Children Board Strategic Plan (2011 to 2014)
- Regeneration Partnership
- Voluntary Sector Compact
- Youth Justice Plan and Board

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

2.04 The Strategic Partnerships are formed and work together for a number of reasons:

- Statutory provisions i.e. Children and Young People's Partnership; Community Safety Partnership; Health, Social Care and Well-being Partnership; Local Safeguarding Children Board, Youth Justice Service.
- National agreement e.g. Voluntary Sector Compact.
- Local agreement to ensure a more strategic and integrated approach, e.g. Regeneration Partnership, Housing Partnership

2.05 The last summary on strategic partnership performance was reported to the Executive in July 2012.

3.00 CONSIDERATIONS

3.01 Children & Young People's Partnership (CYPP) and 'Making a Positive Difference' Plan (2011 to 2014)

Requirement for the Strategy

The Local Authority has a statutory duty to publish a plan setting out its strategy for discharging its functions for children and young people as required by Section 26 Children Act 2004.

How and When the Strategy will be Reviewed

The needs assessment has been updated to support the new 2011 to 2014 Plan and it will inform the priority work areas. A community needs assessment for the Families First Plan was developed in October 2011.

The 2011 to 2014 Plan was approved by the CYPP Board, the Executive and BCUHB in May/June 2011. 'Making a Positive Difference' has now been adopted and was officially launched on the 19th June 2011.

The Plan is operational until 31st March 2014. Action areas within the plan will be measured to inform a review of progress on outcomes. The CYPP Board is currently working to devise a fit for purpose monitoring structure and system to enable effective monitoring and evaluation.

The Families First commissioning has now been completed and all new strategic projects are in delivery mode w.e.f. 01.10.12. This process engaged procurement and the Families First Board. The focus of collaborative delivery is already delivering outcomes for our children, young people and families. This has been a significant change and a shift in thinking to deliver for a whole family approach.

The Families First and Flying Start Plans have been submitted to Welsh Government within the deadlines and are now in delivery mode. The Youth Service Strategy is being considered and amended.

Current Key Priorities

- Children and Young People are cared for.
- Children and Young People are ready, able and encouraged to learn.
- Children and Young People have a healthy lifestyle.
- Children and Young People have time and space to play, and to participate in activities.
- Children and Young People are respected in all areas of their lives.
- Children and Young People are safe.
- Children, Young People and Families have the resources they need to maximise their opportunities.

National Families First outcomes are:-

1. Working age people in low income families gain and progress within employment.
2. Children, young people and families, in or at risk of poverty, achieve their potential.
3. Children and young people and families are healthy, safe and enjoy well-being
4. Families are confident, nurturing and resilient

Some of the above are recognised as joint priorities with other key strategies for Flintshire, e.g., joint priorities shared with the Health, Social Care and Well-Being Partnership ('Good Health, Good Care' Strategy). The Families First Plan and the Flying Start plan have work elements which significantly contribute to the above priority aims. The National Aims within the Families First programme have been fully considered within all the recent commissioning for Families First.

Progress Made in the Last 6 Months (Locally & Regionally)

- a. The Families First funding transition commissioning is now completed and we are engaging in two regional commissioning areas, i.e. Advocacy and Young Carers. All local projects have been commissioned and are effective within the planned deadline of 1st October 2012. WG are aware of the results of the process and are working to evaluate progress.
- b. The Team Around the Family (TAF) team is now fully recruited to and operational with a recent appointment and plans to expand in 2013. The team can now provide a full service in the Welsh language and are launching this work area on St David's day 2013. The TAF team took their first referral on 1st March 2012 and by 1st March 2013 they have supported 100 families in year one. This is a significant area of work and has involved recruitment of a new team, referral to service training for all service areas and a mindset shift to an early intervention/preventative focus.
- c. The parenting strategy group has continued to build on the excellent provision by developing a collaborative offer under the Families First commissioning programme. The inclusion service is leading on a further collaborative programme with a focus on disengaged young people. The CIDS and 3rd sector are developing collaboration. The Sure Start (Family support) provision is now being delivered with a fully collaborative approach and is demonstrating positive outcomes for families.
- d. Vulnerable families mapping work undertaken in 2011 is being utilised fully within our planning and we aim to update this in 2013/2014 to demonstrate real outcomes for our most vulnerable families supported by Flying Start and Families First. The work will inform the approach to the delivery of the Families First Programme.
- e. The follow on work to map families with a disabled child has now been published and is being fully utilised to help to commission new services under the Families First provision banner, e.g. mentor project.
- f. The child-Care Sufficiency Audit has been completed.
- g. The Play Sufficiency Audit is in the process of being completed which will support future planning and commissioning processes.
- h. The Family Information Service has continued to expand its service and the welfare rights element of Families First is providing financial literacy support. The existing provider (C.A.B.) did not apply to provide the financial literacy element of Families First.
- i. The completion of the website for the CYP Partnership www.youngflintshire.co.uk/fflntyrifanc.co.uk and the development of the Families First website is ongoing. The bilingual DVD for the Families

First Plan has been developed and well received. Links available at cyp@flintshire.gov.uk The website is being utilised for participation and information sharing.

- j. Parenting Strategy – work has continued to build on the delivery of existing Parenting Programmes and workforce development. The success of staff within the National Occupational Standards accredited training programmes has been celebrated. We will to build on this work under the Families First banner. There is, however, a risk to the existing Genesis project at present which would be a loss for provision of family support. We are awaiting further advice.
- k. Continued work to support child care provision and child care services including child care for disabled children. The volunteer mentor programme (Mentors for me) is operational in partnership with CIDS and the 3rd sector to support our young disabled people to access universal provision.
- l. Workforce development approaches for the Team Around the Family Programme and collaborative approaches to develop our workforce plan are embedded. We have collaborated with Derby University to develop a framework for workforce development as a tool to be used in all our Families First work. This also ensures the inclusion of the Welsh language and diversity issues within all our planning.
- m. The C.Y.P.P. Coordinator is engaged in the regional advocacy model planning and has utilised NYAS to develop a joint project with the CYPP to map existing advocacy provision and offer National Occupational Standards qualifications widely.
- n. Engaging with the 'Creating an Active Flintshire' (CAF) Board. The CYPP team work with CAF Board to share good practice around engagement and participation methods. The TAF team are developing a collaborative project with leisure to enable our most vulnerable families to access physical activity opportunities as a family.
- o. Regional developments of systems with BCUHB are ongoing e.g. Input to the locality working links and regional development of joint commissioning.
- p. Assessing the CYPP's equality commitments and application of this to the emerging CYPP action areas for the Delivery plans for the Families First, Flying Start and future Youth offer is ongoing.
- q. Further development of the 3rd sector Welsh language/bilingual youth support provision via Fflic/Menter Iaith and Urdd in Flintshire. This project is delivering excellent outcomes and has recently engaged more fully with leisure and play services in Flintshire in partnership with the CYPP coordinators to share resources for joint benefit e.g. use of residential building.

- r. Supported the work of "RESPECTFEST" respecting others work and the broader participation work to feed in to the Single Integrated Plan in line with the amended guidance 2013.

Key Milestones for the Year Ahead

- a. Continue to develop and manage the Team Around the Family (TAF) programme development and creation of bespoke posts to deliver the programme in line with Families First guidance.
- b. Continue to develop the Families First Programme and develop robust monitoring and evaluation systems to demonstrate whole programme outcomes in line with Families First guidance.
- c. Take forward the advocacy model and young carer model for Flintshire in line with regional plans and national commissioning aims.
- d. Obesity in children and young people – Public Health Wales (PHW) lead – continue to work to develop action plans and engage all families first projects within the overall aims to add value.
- e. Support Respect fest 2013 and address all participation work for the CYP Plan which will include a review of approaches. To support the Single Integrated Plan and bespoke requests e.g. the 21st Century Schools Agenda.
- f. Develop robust systems to engage with BCUHB and engage in locality work and regional plans. CYPP Coordinator now attends Locality groups.
- g. Workforce development – agree a workforce development plan in line with other strategies and partners' needs and considerations for the Families First Programme. Utilise evidence from play sufficiency and childcare sufficiency audits.
- h. Further development of the Child-Care Action Plan to build on existing notable practice. Continue further delivery and development of the Parenting Strategy via the new Families First collaborative programme.
- i. Continue to attend and lead on learning sets for Families First on a regional level and a sub regional level.
- j. Develop and sustain strong effective links with Youth Service to support the review of Youth Service in Flintshire and re-model the participation delivery. CYPP is currently evaluating the existing strategy and aligning this with the overall CYPP Plan and Families First plan.
- k. Assess the CYP's equality commitments together with the Councils Single Equality Plan and Welsh Language Scheme. A refresh audit of

partnership governance is also being undertaken which has included a self assessment audit.

- l. Continue to develop an outcomes focussed plan and performance management system for our Families First, Flying Start and full CYPP Plan. Develop the new structure of Families First Board to feed in to the CYPP Board and stakeholders to inform the evaluation of the CYPP plan delivery.
- m. Coordinators have engaged with the Welsh in Education Strategy to engage Welsh Medium providers differently e.g. offer of developing a bilingual DVD. CYPP Coordinators are able to work bilingually with all Welsh medium organisations and offer Welsh medium facilitated groups.
- n. Coordinators have been engaged in the recent positive Estyn inspection. CYPP was able to demonstrate outcomes focussed delivery for the whole service approach.

3.02 **Community Safety Partnership and Strategic Plan (2011 to 2014)**

Requirement for the Strategy

The Crime and Disorder Act 1988, and the subsequent amendments by the Police Reform Act 2002 and Police and Justice Act 2006, place a statutory duty on the local authority, police service, primary health service, probation and fire service to work together to address the community safety agenda.

Collectively, these bodies make up the Community Safety Partnership (CSP), and each year they are required to produce a Strategic Assessment, and a Strategic Plan which is formulated every three years.

How and When the Strategy will be Reviewed

The Community Safety Partnership's Strategic Plan spans a three year period, and is reviewed on an annual basis. The current plan runs between April 2011 and March 2014. This is the first joint Community Safety Plan with Wrexham, and builds upon the joint Flintshire and Wrexham Strategic Assessment.

From 1st April 2014 a regional Strategic Community Safety Plan will be produced, which will compliment a regional Strategic Assessment. The Community Safety Partnerships of North Wales are the first of the strategic partnerships to adopt this way of working. Local and sub-regional differences, and needs, will be reflected in the Strategic Plan, and it is anticipated that local delivery plans will underpin how services and initiatives are delivered in local communities. The Plan will span a three year period, with performance and priorities reviewed on an annual basis.

Current Priorities

The priorities of the current Community Safety Plan are jointly shared by the Flintshire and Wrexham CSP's:

- Reduce the levels of violent crime including domestic and sexual

violence.

- Tackle anti-social behaviour.
- Reduce the levels of acquisitive crime.
- Reduce re-offending by supporting the agencies which actively manage offenders.
- Reduce the harm that substance misuse causes to communities, families and individuals.
- Tackle hate related crime and disorder and encourage reporting.
- Engage with the community to provide assurance and increase public confidence.

Progress Made in the Last 6 Months (Locally; Sub-Regionally & Regionally)

Regional:

Since the last progress report was written, the newly established North Wales Safer Communities Board has met on three occasions (3rd July 2012, 1st November 2012 and 4th February 2013). Some of the key developments and decisions taken during the first three meetings have been:

- a. Approval of a North Wales Crime and Disorder Strategic Assessment for 2012.
- b. Agreement and approval to produce a regional Community Safety Strategic Plan.
- c. Strategic oversight of the Substance Misuse Area Planning Board.
- d. Co-ordinated response to the Welsh Government's 10,000 Safer Lives Initiative.
- e. Consistency of approach to regionally commissioned grants, namely the Youth Crime Prevention Fund and Substance misuse action Plan Fund.
- f. Membership and participation of the Police and Crime Commissioner (PCC).
- g. Recommendation of a Commissioning Framework for the PCC.
- h. Establishment of a regional task and finish group on Human Trafficking.

Local:

On a local level some of the key milestones have been as follows:

- a. Flintshire County Council is leading the coordination of the Safer Communities Board on behalf of regional partners.
- b. Leading the development of a regional Community Safety Plan.
- c. Co-ordinating the regional response to the 10,000 Safer Lives initiative.

- d. Obtaining formal approval of funding for the following grants: Community Safety Fund, Substance Misuse Action Plan Fund, Domestic Abuse Services Grant and the Safer Communities Fund funding for 2012/3.
- e. Re-establishment of the Joint Action Group, to replace the function of the Priority Crime Group. This group will focus on the victims, offenders and locations.
- f. Successful launch of the Street Rugby Initiative that will target young people in Communities First areas during the summer holidays.
- g. On-going support of Operation Housewatch. This initiative will safeguard vacant and empty residential properties through the installation of low-level security equipment. The scheme will be supported by the Neighbourhood Wardens.
- h. Further delivery of training to multi agency groups around the use of the CAADA (national accreditation) 'Domestic Abuse Stalking and Harassment Risk Assessment' tool for Domestic Abuse.
- i. Commissioning a number of service user recovery programmes following a successful pilot run in Conwy, Denbighshire and Wrexham. This will improve longer term and sustainable recovery from substance misuse.
- j. Contributing to the 'People are Safe' priority for the LSB.
- k. Awareness campaign to target older people misusing alcohol.
- l. Presence at the Flint and Denbigh Show.
- m. Highly commended quality assurance from accredited body regarding the Flintshire Multi Agency Risk Assessment Conference.
- n. Successful White Ribbon campaign targeting young people.
- o. On-going support of Doorstep crime initiatives.
- p. Establishment of task and finish Anti Social Behaviour groups in Holywell and Flint.

Key Milestones for the Year Ahead

- a. Continued support and co-ordination of the North Wales Safer Communities Board.
- b. Produce draft North Wales Community Safety Plan.
- c. Launch of the domestic abuse workplace policy for Flintshire County Council employees.

- d. Scoping the work streams emanating from “Effective Services for Vulnerable Groups” – particularly relating to domestic violence.
- e. Implementing the regional work programme for the 10,000 Safer Lives Initiatives.
- f. Flintshire SMAT to consider the implications of the Area Planning Board assuming greater commissioning powers.
- g. Regional commissioning of substance misuse awareness training for practitioners.
- h. Strengthening links with Licensing, SMAT and North Wales Police to ensure appropriate test purchasing operations within on-licence premises.
- i. Continued collaborative work regionally and sub regionally.
- j. Enhancement of existing services to young people based on the recommendations of the Hidden Harm Inquiry and a local service mapping exercise.
- k. Continue to work with Housing to look at the forthcoming requirement to implement the Wales Management Standard for Anti Social Behaviour.
- l. Contributing to the ‘People are Safe’ priority area for the LSB.
- m. Develop regional expenditure plan for the Youth Crime Prevention Fund.
- n. Delivery of programme to raise awareness of steroid abuse in educational settings.
- o. Provision of training for professional in relation to volatile substance misuse.
- p. Participating in the Integrated Offender Management Strategy Group for North Wales.

3.03 **Flintshire Housing Partnership**

Requirement for the Strategy

The Flintshire Housing Partnership (FHP) was established to provide a consultative forum for strategic housing matters and provide direction to the Flintshire Local Housing Strategy. The partnership provides opportunities for member organisations to work collectively on housing and related projects and to influence the Flintshire Local Housing Strategy accordingly.

How and When the Strategy will be Reviewed

The FHP and its sub-groups meet to review progress on key priority projects and further develop its work programme. Sub-groups are established to consider specific topic areas and where operational and strategic issues coincide.

Current Key Priorities & Progress Made in the Last 6 Months

- a. Developing a coordinated response to Welfare Reforms is a key concern of Partnership members. Work has already commenced on ensuring a common approach to reducing under-occupation, management of arrears and debt management strategies. The partnership will seek to ensure that its members work together on helping each other to manage and mitigate the impacts of the Welfare Reforms.
- b. The FHP plays a key role in implementing the Flintshire Local Housing Strategy. The review of the original strategy, which was carried out in collaboration with Wrexham County Borough Council, resulted in the Flintshire Local Housing Strategy "A Quality Home for Everyone" which received Council approval on 29th January 2013. The implementation of this Strategy will form the core of the FHP work programme over the coming year.
- c. The Register of adapted stock has been finalised, with all adaptations both current and historic now recorded on the Council's IBS system. The information is being used by the Asset Officer and neighbourhood housing management teams to match people who have applied for housing priority through the medical panel and those who have applied for transfer on the basis that they require specialist accommodation.
- d. Social Housing Grants (SHG) Programme: The Programme Delivery Plan (PDP) is being maintained and Welsh Government are being provided with quarterly updates.
- e. The updating of the North East Wales Local Housing Market Assessment (LHMA) has been completed and the outputs have been used to inform the Flintshire Local Housing Strategy. The data is also being used to inform the development of Flintshire's Affordable Housing Strategy.
- f. The common housing register (Single Access Routes to Housing (SARTH Project)) is underway and is being project managed by a shared post hosted by Wales & West Housing Association. A draft common allocation framework has been developed and a legal opinion is being sought.
- g. A Partnership self assessment was carried out in 2012 in accordance with the partnership's governance arrangement. The Partnership will be reviewing its term or reference in the light of the findings from the self assessment.

- h. The partnership has established a dedicated private rented sector sub group which will take responsibility for a Private Rented Sector Improvement Plan. Other sub groups comprise a Registered Social Landlord group dealing with housing management and Social Housing Grant matters. A further subgroup will be established to consider homeless prevention activities.
- i. The Partnership is very aware of the need to engage effectively with private housing developers. To achieve this, a dedicated housing developers' event will be held in the Spring of 2013. This event, hosted by the Partnership will seek to engage developers in the delivery of the Flintshire Local Housing Strategy, Affordable Homes Strategy and the emerging Local Development Plan.

Key Milestones for the Year Ahead

- Review the terms of reference for the Partnership – February 2013
- Contribute towards the Flintshire Welfare Reform Strategy
- Private Rented Sector Improvement Plan – September 2013
- Homeless Prevention Strategy
- Housing Developer Event – Spring 2013
- Implementation and monitoring of the Flintshire Local Housing Strategy – Ongoing
- Combined meeting with Flintshire CYPP and Health, Social Care and Well Being Partnerships – September 2013

3.04 **Health, Social Care and Well-being Partnership and the Good Health, Good Care Strategy (2011 to 2014)**

Requirement for the Strategy

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

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

How and When the Strategy will be Reviewed

The current strategy is effective until 31st March 2014.

Current Key Priorities

The Strategy has 9 outcomes for the population of Flintshire:

- People do not smoke.
- People drink alcohol within recommended guidelines.
- People are a healthy weight for their height.
- Older people do not fall.
- People do not deliberately harm or injure themselves and that people do not die by suicide.
- Older frail people receiving health and social services are supported to remain at home and have options and influence over their lives.
- People with specific long term or chronic conditions receiving health and social services have options and influence over their lives and are supported to remain at home.
- Young disabled people receiving health and social care, going through transition into adulthood have choice/control and are supported to remain within their community where this is their choice.
- Informal carers have options and influence over their lives.

Progress Made in the Last 6 Months and Key Milestones for the Year Ahead

- a. Each locality plan for 2012/13 contained actions that would provide a locality contribution to the outcomes within the strategy. The actions are being further strengthened currently in preparation for the plans for 2013/14.
- b. Agreement has been reached between FCC Leisure Services and BCUHB to deliver the National Exercise Referral Scheme Programme for postural stability as part of the established falls prevention group work. This falls prevention programme had not previously been delivered in the county and is a positive development.
- c. A number of health improvement activities have been funded through the Well Being Activity Grant including:
 - A competition for children to design a new sign to be placed at the entrance to all local authority playgrounds to encourage people not to smoke in the area as part of a wider programme of work to reduce the “visibility” of tobacco use around children and young people.
 - The purchase and distribution of resources to promote No Smoking Day 2013 at a variety of locations across partner organisations.
 - Delivery of a programme of training from March 2013 to a range of people in the third sector to deliver key messages relating to healthy lifestyles to people with whom they are in contact.
 - A pilot programme of referrals into a weight management programme for women who are planning to become pregnant and are overweight/obese. This work in partnership with Weight Watchers responds to evidence that a healthy weight in pregnancy is

beneficial to both the mother and developing baby, affecting longer terms health outcomes.

- d. The Transforming Social Services for Adults programme continues to make progress towards ensuring that older people receive the support they require to stay at home.
- e. In response to a lack of capacity for physiotherapy within the community, additional physiotherapists have been appointed by BCUHB and are now working in the community, subject to individuals meeting eligibility criteria. Referrals are accepted from both health and social care staff. This work will support the priorities within the strategy relating to supporting people to stay at home and in reducing the risk of falls.
- f. A regional group inclusive of BCUHB; Local Authorities and the Third Sector have developed and are implementing the regional information strategy (to meet the forthcoming Carers Measure), which has now received approval from Welsh Government. Flintshire has commissioned services from the third sector to meet the needs of carers and young carers and is developing a service to meet emergency needs from April 2013. The contracts have been developed to measure performance in a way that is meaningful for the HSCWB Strategy. Strengthened systems have been put in place to identify and provide young carers assessments, in partnership with the 3rd Sector.
- g. The new Transition Team has been established and is now operational, providing support to young people who are moving from children's to adults services.

Priorities for the next 12 months

- To ensure that supporting actions within locality action plans are implemented.
- To ensure that the emerging Single Integrated Plan addresses the key health, social care and well being needs of the population.

3.05 **Flintshire and Wrexham Local Safeguarding Children Board (FWLSCB) Strategic Plan (2011 to 2014)**

Requirement for the Strategy

The Children Act 2004 Section 31 requires every local authority to establish a Local Safeguarding Children Board (LSCB) to coordinate and ensure the effectiveness of what is done by each member agency for the purpose of safeguarding and promoting the welfare of children. The objectives and functions of LSCB's are described in 'Safeguarding Children: Working Together' under the Children Act 2004 including that the LSCB should develop its own business plan to guide its work programme.

The Flintshire and Wrexham LSCB Strategic Plan 2011 to 2014 and Business Plan 2011 to 2012 are the first planning documents for the newly formed (April 2011) joint LSCB.

How and When the Strategy will be Reviewed

The strategy for the FWLSCB covers a period of three years and will be reviewed annually in line with the review of the annual business plan.

Progress made on the actions within the business plan are reported to the FWLSCB Development Group on a quarterly basis using the 'Headline' document which employs 'red, amber, green' ratings to reflect performance. This performance reporting document is also shared with the FWLSCB Executive Board.

Performance measures in the business plan will be reported at the end of the calendar year and be included in the FWLSCB Annual Report. The FWLSCB will also consider all performance information available to them as part of the annual self assessment which will inform the review of the strategy and development of the business plan for the year ahead.

The draft annual report was discussed at the October 2012 Board. The final version has been agreed.

Current Key Priorities & Progress Made in the Last 6 Months

Many of these are continuing during 2013 and were reported at the Mid Year Review. Updates are as follows:

- a. This year's annual conference was held on Thursday 28th February 2013. The topic for this year is "The Effects of Parental Mental Health on Children and Young People". Much interest was shown and the success of last year's conference was replicated. Young Carers participated in the conference.
- b. The Junior LSCB has met for their inaugural meeting on 4th February 2013 and a further meeting is planned for late March 2013.
- c. An information sharing tool has been developed to enable the joint work on collaborative audits to take place. This was circulated at the Board Meeting on 21st December 2012 for commentary.
- d. The Board have been in collaboration with the University of East Anglia following their research into children in the child protection register. A training event to disseminate the research in North Wales using some of the UEA tools is planned.

Key Milestones for the Year Ahead

The Key Milestones for the year ahead were reported previously and are still relevant pending the move to the Regional Board:

- a. Progress the implementation of the LSCB Business Plan for 2012/13.
- b. Continue to build and strengthen relationships with other Partnerships with regards to safeguarding activity.

- c. Continue to promote and raise awareness of safeguarding with professionals, parents/carers and children and young people the need to safeguarding.
- d. Continue to strengthen the Boards monitoring role in relation to safeguarding matters.
- e. Continue to provide a range of training on child protection and safeguarding that meets local needs and is continually reviewed to ensure it is effective.
- f. Continue to ensure that children, young people, Parents and Carers are consulted with, listened to and involved in the development and review of the work of the LSCB

Regional or Sub-regional Developments

Following the proposals to reduce the number of LSCB's in Wales, as set out within the draft Social Services Bill (Wales) consultation, the Chairs, Vice Chairs and business managers of the three LSCB's in North Wales have met and wider meetings have been arranged to decide upon the future model.

The inaugural meeting of the new Shadow Board was held in January 2013 with the next meeting due on 15th March 2013. Jenny Williams, Director in Conwy is to chair for 12 months. The plan is for three joint LSCB's to operate in parallel for a period. Four sub groups are to meet on a regional basis:

- Training
- Child Practice Reviews
- Communication & Awareness Raising
- Policy & Procedures

Individuals have been nominated to lead on arranging the first meeting of the four sub groups in order to agree chairmanship, membership, terms of reference, frequency of meetings, work programmes etc. The sub groups are to meet from April 2013 onwards and the local sub groups attached to the current three boards disbanded at that stage, except for the current Serious Case Review subgroups.

Alongside these original arrangements there will need to be localised sub groups to replicate the current boards and discuss local issues.

3.06 **Regeneration Partnership** Requirement for the Strategy

The Flintshire Regeneration Partnership was established in September 2005 to bring together the wide range of organisations and initiatives involved in regeneration in Flintshire, to ensure a more strategic and integrated approach. The preparation of a holistic approach to tackling the

county's needs and for this to be set out in an agreed long-term strategy, were early recommendations of the Partnership.

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

How and When the Strategy will be Reviewed

The Strategy will be refreshed during the first half of 2013. The third annual Regeneration Conference took place on the 7th March 2013 and provided stakeholders with the opportunity to review the progress of the Strategy and identify future priorities for action.

Current Key Priorities

The Regeneration Partnership is using the theme "Flintshire: Open for Business" to encompass its work and has created themes for regeneration in Flintshire – Business, Places and People.

The key priorities are:

- Improve rate of youth unemployment.
- Increase level of inward investment.
- Supporting small business growth and entrepreneurship.
- Strengthen competitive position for manufacturing, especially advanced manufacturing.
- Improve availability of skilled workforce for large companies.
- Reduce vacancy rates and improved foot fall on High Streets.
- Rural regeneration.

Progress Made in the Last 6 Months

Business:

- a. WG announced the new Deeside Enterprise Zone (DEZ) as a key strategic location for Wales Advanced Manufacturing sector. DEZ will be a catalyst for the Northern Gateway development attracting new investment opportunities, creating an estimated 7,000 new jobs and deliver sustainable regeneration helping to transform communities both in Deeside and across North Wales.

- b. Work is underway to develop a Local Labour Market Centre in partnership with Careers Wales, Job Centre Plus, Communities First, Deeside College, Glyndwr University and neighbouring Local Authorities. This will be encompassed within the proposed Advanced

Manufacturing Centre.

- c. Flintshire Business Week October 2012 attracted 1,876 business delegates against WG Outcome Agreement target of 1,470. Key events included; Flintshire Goes to Westminster, a two day Trade Fair hosted by Convatec, Deeside, AM/MP Question Time and the Flintshire Business Awards and Gala Dinner.
- d. The level of general support and investment enquiries from businesses continue to increase with 1,727 individual enquiries handled this year (Quarter 1-3). In addition, 56 business and community development initiatives and forums have been designed and delivered, engaging with more than 2,400 (Quarter 1-3) delegates to encourage networking and training to all business sectors and sizes.

Places:

- a. The Masterplan for Flint is now complete and FCC and partners are now planning the implementation of the key recommendations.
- b. A Destination Management Partnership has been formed to lead the approach to the visitor economy in Flintshire. This approach is complementary to wider town centre management, rural development and business development activity, as well as to key service improvements such as the review of Streetscene services. The Partnership has approved an action plan and is currently developing projects.
- c. The Welsh Government has given approval to the North East Wales Town Centre Regeneration project, lead by FCC, and covering Flintshire and Wrexham. This will support the physical regeneration of town centres across the area and has a project value of £3,959,497. The project will run from now until the end of 2015. A grant scheme to encourage the re-use of vacant High Street units was launched in 2013.

People:

- a. The Regeneration Partnership has been working closely with Communities First and the Local Service Board on the Employment, Education and Training (EET) agenda. Significant progress has been made linking with Flintshire's public, private and third sectors to establish new good practice aimed at reducing the numbers of young people not in Employment Education or Training NEET and improving opportunities for Flintshire's most disadvantaged communities.
- b. CF has been working closely with the Apprenticeship, Entrepreneurship and Work Experience (AEWE) Project Board of the LSB where partners

are developing initiatives aimed primarily at young people under 25, which have been informing and influencing the LSB Priority 1 agenda, to “Lead by Example as Employers and Community Leaders”, and since agreed. The AEWE is also supporting a renewed emphasis on Young Entrepreneurship, as part of the all Wales Youth Entrepreneurship Strategy (YES).

- c. The Young Entrepreneurship model is helping young people start or grow a business through Flintshire’s first Enterprise Club, as part of a local Young Entrepreneurship model. The Flintshire Business Entrepreneurship Network (BEN) is being supported by CF to drive forward the agenda for 16 – 24 year olds aspiring to be successful entrepreneurs. The use of Deeside Leisure Centre to host and help promote BEN initiatives such as Dragons’ Den style activities, is important because of its location to all that Deeside Enterprise Zone has to offer, and being a place where young people socialise in significant numbers.

The BEN programme involves, support from Flintshire’s successful business entrepreneurs, membership of the Flintshire Enterprise Club, a full training programme funded through the Wales Business Start Up programme, with additional layers of support from Flintshire’s Dragons and Dynamo mentors, and integrated CF activities. Flintshire’s first Enterprise Club has been operating from John Summers Community Wing in Shotton, since January 2013, and another will operate from Holywell Connects in Holywell High Street, from mid 2013. Open to all ages, to date, twenty two people, including nine young people, all potential new business start-ups, joined the new Flintshire Enterprise Club, and a group of sixteen are participating in the formal training programme. WG may look to roll out this approach across Wales.

Key milestones for the year ahead

General:

- a. Review and refresh the Regeneration Strategy and develop a monitoring framework for progress towards key outcomes.

Business:

- a. Develop the Deeside Enterprise Zone further and attract and support inward investors.

- b. Develop the Manufacturing Centre of Excellence project.

Places:

- a. Continue to develop the Deeside Regeneration Area for Deeside to bring about a large comprehensive renewal area in the county – jobs / housing improvement / town centre renewal / environmental upgrade

(ongoing).

- b. Implement the long term plans for the eight main towns in Flintshire (ongoing).
- c. Implement the Destination Management Plan for Flintshire. (Mid-2013).

People:

- a. To implement the revised structures and priorities for the CF programme, embedding needs and shared priorities in corporate and partnership strategic agendas, in particular, the development of work experience/apprenticeship academies as models of good practice supported by the public, private and voluntary sectors.
- b. To further develop local labour market approaches to maximise the opportunities for interrelated community based activities around employment, skills and learning. In CF areas these will include community based work clubs, jobs and careers fairs, informal and formal and accredited community based learning provision, pro-active support for employer recruitment activities, not least in relation to DEZ opportunities, and responding to job losses or closures by supporting REACT activities.
- c. To expand good practice in relation to the Flintshire Business Entrepreneurship Network and the Enterprise Clubs, securing WG and partners' support for a developing and sustainable Entrepreneurship programme for Flintshire.
- d. To continue to address the Child Poverty agenda by improving residents' financial literacy, and improving access to Credit Unions through additional community based collection points.

Regional or Sub-regional Developments

Sub-regional collaboration is underway on affecting inward investment.

3.07 **Voluntary Sector Compact**

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

Current Key Priorities

- Continue to support the development of a strategic approach to 1) advice provision in Flintshire, 2) maximising external funding opportunities, and 3) efficiency programme.

- Development of Regional Health Compact.
- Transport and Access to Health Services – focus on regional & sub regional partnerships.
- Maximising external funding opportunities.

Key Milestones for the Year Ahead

- Transport and Access to Health - Community transport and the planning of health services within Localities.
- Advice Management and the implications of welfare reform.
- Revised Scrutiny arrangements.

3.08 **Youth Justice Plan and Board**

Requirement for the Strategy

The Youth Justice Plan is written annually to meet legislative, grant making and business planning requirements. It has to meet the requirements of:

- The Youth Justice Board (YJB) – as a legislative requirement (Crime and Disorder Act 1988) and condition of grant.
- The Youth Justice service (YJS) Executive Management Board.
- The County Council.
- YJS staff at an operational level.
- Partner agencies.

How and When the Strategy will be Reviewed

The current strategy is operational until mid year 2013 when the 2012 to 2013 will need to be reviewed. The new plan for 2012 is operational and is currently under review. The plan was developed using an outcome focused approach.

The 2012 plan was circulated to partner agencies for consultation and has been approved by the County Council scrutiny process.

Current Key Priorities

Priorities for 2013 are:

- Reduce the number of young people entering the criminal justice system by monitoring first time entrants.
- Reduce the number of young people entering the secure estate.
- Reduce the reoffending rate of 10 to 17 year olds.
- Increase victim and public confidence.

Progress Made in the Last 12 Months

- a. A reduction of First Time Entrants (FTE) has continued to be achieved by the YJS. Preventing offending is the principal aim of the youth justice system and Flintshire YJS has continued to develop prevention services which have an impact on the reduction of the number of FTE into the youth justice system.

- b. The numbers of young people entering the secure estate are minimal and the introduction of the Youth Rehabilitation Order the previous year enabled the partnership between the YJS and the Courts to be reviewed and strengthened. The numbers of young people attending court has seen a significant decrease and this can be attributed to more robust policing methods looking at alternatives to arrest, the restorative justice agenda linked to prevention work carried out by the Youth Justice Service and possibly the closing of the Mold custody suite.
- c. Reoffending rates are determined by monitoring cohorts of young people and the YJS has implemented systems linked to the Careworks system to track these. The highest rates of re-offending are demonstrated by those young people subject to periods in custody. It should be noted that this population in Flintshire is often confined to three or four individuals so any offence committed by this group impacts significantly on re-offending rates demonstrated by the whole group.
- d. The YJS contact all identified victims and has a dedicated Victim Liaison Officer. The Victim Strategy is currently being reviewed and amended.

Key Milestones for the Year Ahead

- a. There are significant policy changes ahead being implemented by Central Government which will impact upon services provided for the Young people of Flintshire. The Green Paper Youth Justice Bill (Wales) which would be welcomed to build upon the work undertaken by the All Wales Youth Offending Strategy has been through the consultation stage and we now await to see the findings.
- b. The funding formula for grants from the JYB is now decided and the decision is that the existing funding formula will remain. There will be a cut in the 2013/14 budget however to what extent it is not yet known
- c. The elections for the Police and Crime Commissioner for North Wales have now been held and discussions into his plan are being finalised. It is anticipated that the funding being provided by the MoJ from the YOT budgets will be transferred back from the PCC for 2013/14.
- d. The introduction of the Legal Aid, Sentencing and Punishment of Offenders Act 2012 will have an impact upon 2 areas of our business. At the high risk end, Local Authorities will be responsible for funding placements for young people remanded into custody. On the other end of the spectrum, Out of Court Disposals will see the end of Final Warnings and the introduction of Cautions and Conditional Cautions. These will come into force from the 1st April. YOTs are working closely with Police to implement this legislation.

Regional or Sub-regional Developments

- a. Regionally, the North Wales Safer Communities Board commenced from June 2012. This Board is looking at all criminal justice agencies

and will provide strategic guidance

- b. The Safer Communities Fund has been realigned by Welsh Government into the Youth Crime Prevention Fund and all YOTs and Community Safety Partnerships are collaborating to provide a business case for regional, sub regional and local delivery of services.
- c. The Young Peoples Drug and Alcohol Team has renamed itself as Flintshire 'Sorted'. This name was devised by the young people accessing the service. A Service review is to be carried out during 2013 to bring all staff employed into line with job descriptions as the service has evolved over the past 6 years of operation.
- d. The Flintshire/Wrexham LSCB has now been in operation for over 12 months and the YJS has developed protocols around Serious Incidents with the Board and the Youth Justice Service continues to be actively in all areas of this Board and is represented on all groups from the Executive to support groups.
- e. Work is currently under way to formulate a SERAF agreement and process which is to prevent the sexual exploitation of young people.
- f. In unison with this, work is also being looked at to develop a regional approach to young people who display sexually harmful behaviour.
- g. Flintshire YJS continues to engage with Flintshire Inclusion service and has seen a rise in the time young people are spending in Education, Training and Employment and the Pupil Referral Unit that is a joint venture with the Inclusion Service has recently expanded its brief to work with 16 plus years to enable them to gain college placements.
- h. A significant development is through Creating Active Wales/Sports Wales which the YJS are hopeful to utilise funding to engage young people in further constructive use of leisure time to divert them away from criminal or anti social activities.

3.09 **Transition to a Single Integrated Plan for Flintshire**

In early 2012, Welsh Government consulted on their proposal to replace the four existing statutory plans with a Single Integrated Plan (SIP) approach which would be driven by the Local Service Board. The final guidance was published in mid June 2012.

This approach would be used to meet statutory responsibilities in relation to the development of plans and strategies under the following legislation:

- Local Government (Wales) Measure 2009 (Part 2: Ss 37-46) - Community Strategies;
- Children Act 2004 (Part 3: S26) – Children and Young People's Plan (which includes plans required in accordance with section 2 of the

Children and Families (Wales) Measure 2010 (S2) and the Mental Health (Wales) Measure 2010);

- National Health Service (Wales) Act 2006 (Part 3: S40) – Health, social Care and Well-being Strategies;
- Crime and Disorder Act 1998 (Part 1: S6) – Strategies for the reduction of crime and disorder, strategies for combating the misuse of drugs, alcohol and other substances, and strategies for the reduction of re-offending.

This would incorporate the following existing Flintshire Plans:

- Flintshire County Vision - 2009 to 2019.
- Making a Positive Difference Plan - 2011 to 2014 (Children & Young People's Partnership).
- Community Safety Strategic Plan - 2011 to 2014.
- Good Health, Good Care Strategy - 2011 to 2014 (Health, Social Care and Well-being Partnership).

The guidance supersedes previously published guidance as follows:

- Community Strategies and Planning – Collaborative Community Planning.
- Stronger Partnership for better outcomes - Guidance on local cooperation under the Children Act 2004 – issued August 2006 and subsequent guidance on the Children and Young People's Plan.
- Health Social Care and Wellbeing Strategy Guidance 2011/12 to 2012/13.

It provides a framework for local authorities and other planning bodies to meet their statutory planning responsibilities and align with Welsh Government priorities, while allowing for a greater degree of local determination in other respects.

With regard to the four statutory plans and strategies to which this guidance refers, there is only one statutory partnership, identified as a 'strategy group' in regulations made under the Crime and Disorder Act 1998. In practice this role is generally fulfilled by the community safety partnerships. It is however possible for members of a LSB to fulfil the role of the strategy group, so long as the strategy group members identified in the regulations are members of the LSB, and they meet with the purpose of discharging the duties of the strategy group.

The legislation governing the formulation and implementation of community strategies, Children and Young Persons Plans and Health and Well-being Strategies sets out named partners who must be engaged during the planning process and identifies who must agree the final plans. To meet the statutory requirements of the plans referred to within this guidance, statutory engagement and consultation must continue if a single integrated plan is to be produced, and single integrated plans must be agreed in accordance with the legislative requirements. The need to comply with

these statutory requirements however, does not and should not prevent LSB's from reviewing and streamlining partnership structures to make them fit for purpose.

Welsh Government state that the SIP should include:

- a. **Vision** – for the long term.
- b. **Analysis** – to include key issues, trends, needs, etc. The Single Plan should be based on comprehensive single needs assessment.

The SIP should be based on comprehensive single needs assessment, using an outcomes based methodology, and pay attention to the needs of the whole population in the local area but with a specific focus on groups who are disadvantaged, vulnerable or at risk of becoming vulnerable.

- c. **Action Plan** – highlighting priority outcomes for a 3 to 5 period and an action plan for driving improvement including partners' contributions and accountability. The highest priorities should form the LSB's core agenda for improvement
- d. **Enabling Strategies** – including an Information Strategy and Engagement Strategy.
- e. **Assurance** – arrangements for LSB governance, performance management and scrutiny. The Local Government (Wales) Measure 2011 places a new requirement on local authority scrutiny committees to scrutinise designated public service providers in their area.

To support the development of a SIP, work has been undertaken in the following areas:

- Developing Local Service Board priorities
- Reviewing the Flintshire County Vision
- Reviewing our performance in the 4 areas of work that form the national Effective Service for Vulnerable People (ESVP) Programme
- Developing the role of the Local Service Board
- Ensuring effective strategic partnership governance
- Partnership and plan rationalisation

In October 2011, the Flintshire Local Service Board (LSB) agreed a programme of work to review Local Service Board priorities in Flintshire. This included a review of:

- The Flintshire County Vision.
- Our performance in the 4 areas of work that form the national Effective Service for Vulnerable People (ESVP) Programme.

As a result, the LSB identified a number of priorities in which there is a shared interest and where a high level partnership such as LSB is needed to lead and influence change. These priorities have been broken down into

'primary' and 'secondary' priorities. See Appendix A.

- The primary or top priorities are the ones that the LSB would concentrate on.
- The secondary priorities would be those supporting priorities which are the top line for the specialist partnerships.

The two fit together to provide a coherent vision with responsibilities for who leads what (the LSB or a specified partnership) set out clearly. The models of service delivery (ESVP) are woven into this according to what we think needs to be done.

In July 2012, the LSB agreed the priorities using this approach and Statements of Ambition for each of the priorities have been developed that provide an outline of what we want to achieve, what we want to change and why.

In addition to these LSB Priorities, there are a number of Strategic Partnership Plans that exist that were implemented in 2011. As these were 1) based on sound evidence from partnership needs assessments and professional expertise, 2) been considered as part of the development of the LSB Priorities, and 3) implemented the Strategic Partnership Governance Framework, it was agreed that these plans would run their course to 31st March 2014.

We have also been a key player in a regional review to rationalise partnerships and were a key player in the North Wales Partnership Review (as previously reported to Cabinet).

The implementation of the Strategic Partnership Governance Framework saw the number of partnerships in operation in Flintshire reduced.

In addition, sub-regional arrangements have been developed for the Youth Justice Executive Management Board, Local Safeguarding Children Board and the Community Safety Partnership (CSP).

The CSP has been in existence in Flintshire since 1999, however in recent years there has been greater sub-regional working, which has led to the aforementioned merger of the Flintshire and Wrexham Executive Boards. In 2011 a joint Strategic Assessment was produced, along with a three year Community Safety Plan which runs until 2014.

Significant regional developments have also occurred during this period. The Safer Communities Board (SCB) was established following the review of regional strategic partnerships. The overall aims of the SCB are to:

- Promote consistency of outcomes across the region.
- Promote consistency of policy and practice.
- Achieve consistently high standards of performance.
- Promote the collaborative and shared use of expertise and resources across the region in the interests of efficiency, economy and effectiveness in the fields of Community Safety and Youth Justice.

- Influence the provision of Criminal Justice Services in North Wales.

The inaugural meeting of the Board was held in July 2012, and it has since met in November 2012 and in February 2013. All statutory members, as defined by the 1998 Crime and Disorder Act, are represented on the Board, along with the newly elected Police and Crime Commissioner. The Board has already agreed to produce a regional Strategic Assessment, and there is also agreement that a regional plan will be developed.

Given the increasing importance of the SCB's role, the members of Wrexham CSP have concluded that it is no longer necessary for them to be accountable to a sub-regional Board. They will function locally through their LSB, and regionally via the SCB. In light of these developments the Flintshire Executive has also agreed to follow a similar approach.

Increasingly the CSP's in neighbouring counties are also considering their position in relation to their local LSB's. From the information available it is evident that the operational delivery structures that sit beneath the executive boards are largely unchanged. Local groups continue to have a remit for areas of work such as domestic abuse, prolific offending, anti-social behaviour and volume crime.

The final meeting of the Flintshire and Wrexham Community Safety Executive will be held in March 2013. A proposal as to how the CSP could formally be incorporated within the Flintshire LSB will be considered at that meeting, and subsequently shared with LSB members for their approval.

Next Steps

The purpose of a Single Integrated Plan (SIP) for public services in Flintshire is to:

- Improve links between organisational and strategic partnership planning, and;
- Remove unnecessary duplication.

Given that the existing Strategic Partnership Plans current lifespan ends on 31st March 2014, it has been agreed that we will now make the transition to a Single Integrated Plan (SIP) for Flintshire by the 1st April 2014. This Plan will bring together the following strategic partnership plans:

- Children & Young People's Partnership
- Community Safety Partnership
- Flintshire and Wrexham Local Safeguarding Children Board
- Flintshire Housing Partnership
- Health, Social Care and Well-being Partnership
- Regeneration Partnership
- Voluntary Sector Compact
- Youth Justice Board

In addition, the SIP could be utilised to satisfy other statutory planning requirements.

LSB members are accountable for their delivery of services and their contribution to the SIP. Accountability does not imply line management or the ability to intervene in the management of LSB member organisations, but under the provisions of the Local Government (Wales) Measure 2011, LSB members will be required to subject themselves to scrutiny and give an account of themselves.

Once the SIP has been agreed, the commitments of individual service providers should be included within their own corporate plans for the following key partner organisations:

- Betsi Cadwaladr University Health Board
- Deeside College
- Environment Agency Wales
- Flintshire County Council
- Glyndwr University
- Flintshire Local Voluntary Council
- North Wales Fire and Rescue service
- North Wales Police
- North Wales Probation
- Public Health Wales

It is recognised that most decision making powers are with organisations and not with the strategic partnerships and proposals for developing the SIP are based on this understanding. LSB and Strategic Partnership Board members are representatives of their organisations and should ensure that they have the necessary consent before committing their organisations to undertake any specific action.

It is also recognised that organisations produce their own corporate plans usually driven by statutory requirements from the Welsh or UK Government. It is recognised that these plans will continue to be developed but that these may include a number of shared outcome based priorities.

The SIP will be 'signed off' by the relevant strategic partnerships and partner organisations and published by no later than 31st March 2014 for delivery during the period 1st April 2014 to 31st March 2017.

4.00 RECOMMENDATIONS

4.01 That Cabinet note:

The mid year review of the Strategic Partnerships and support the key priorities and the work programmes to achieve them.

5.00 FINANCIAL IMPLICATIONS

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

6.00 ANTI POVERTY IMPACT

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

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

8.01 There are no equalities impacts directly associated with this report.

9.00 PERSONNEL IMPLICATIONS

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

10.00 CONSULTATION REQUIRED

10.01 None required.

11.00 CONSULTATION UNDERTAKEN

11.01 None required.

12.00 APPENDICES

12.01 Appendix A – LSB Priorities

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

None.

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PRIMARY PRIORITIES

PRIORITY 1:

Lead by example as employers and Community Leaders

PRIORITY 2:

People are safe

PRIORITY 3:

Early and timely coordinated response for vulnerable families and individuals at risk

PRIORITY 4: Partners work effectively together and make the best use of resources available to develop services that meet the needs of the community

PRIORITY 5:

Organisational environmental practices

SECONDARY PRIORITIES

LINKS
TO OTHER
PRIORITIES

A: Protect and promote the well-being of our employees, volunteers & the community.	Orange
B: Support lifelong learning & employability of our employees & volunteers.	Green
C: Improve the education, training & employment prospects for young people up to 25 years of age (ESVP).	Yellow

A: Address the inappropriate availability & misuse of alcohol in our communities.	Yellow
B: Reduce alcohol related harm including injuries.	Green
C: Prevent & manage alcohol related anti-social behaviour & address environmental crime.	Green
D: Improving Services for vulnerable people with a focus on those suffering domestic abuse, missing people and restorative approaches (ESVP).	Yellow

A: Respond to welfare reform & manage its impacts.	Pink
B: Improve the life chances of families, particularly those with complicated and interrelated needs (ESVP).	Orange
C: Improve Information sharing to support partnership working, especially for safeguarding, prevention & early intervention.	Orange

A: Ensure integrated approaches to the planning & delivery of services - Team Around the Family, Localities, Transforming Social Services for Adults (TSSA), BCUHB Service Review implications, Housing Support, etc.	Orange
B: Promote independent living & well-being (ESVP).	Yellow
C: Develop & action health & social care improvement priorities for our 3 Localities.	Pink, Orange, Yellow, Light Blue

A: Ensure that we reduce our carbon footprint.	Pink
B: Future proof our business plans to respond to climate change.	Green, Pink

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **HEAD OF ICT AND CUSTOMER SERVICES**

SUBJECT: **ICT STRATEGY UPDATE**

1.00 PURPOSE OF REPORT

1.01 To provide Cabinet with an update on progress with the implementation of the Corporate Information and Communications Technology (ICT) Strategy.

2.00 BACKGROUND

2.01 The Council's ICT Strategy is a 4 year strategy which sets the direction and defines the use of ICT to support the Council's priorities and services.

2.02 This report highlights progress on how the Strategy contributes to the achievement of several of the Council's improvement priorities particularly Improvement Priority 1: "Modern and Efficient Organisation" and Improvement Priority 4: "Customer Service".

2.03 Under the Council's business planning arrangements the ICT Strategy is a fundamental element of the Governance Framework as a resource strategy alongside Finance, HR and Assets.

3.00 CONSIDERATIONS

3.01 Since the last progress report to Cabinet in July, 2012 there has been a particular focus on Corporate projects supporting Flintshire Futures and service change e.g. Streetscene.

Customer Service and Streetscene

3.02 Technologies to underpin the Streetscene contact centre have been implemented providing sophisticated call handling arrangements, queue management and call recording. Calls are now taken by the contact centre and fully integrated with the Customer Relationship Management system and back office business systems allowing immediate responses to enquiries and requests for service to be actioned directly from the contact centre.

- 3.03 The contact centre system has now been extended to provide similar facilities for Housing, Leisure and Revenues & Benefits.
- 3.04 A major project is in progress in terms of improving the information we provide to customers regarding waste collection via the website and the planned Flintshire “App”. This has required the implementation of a new back office system which will provide property specific information in terms of waste collections schedules etc. This will be linked with new technologies to assist in managing missed collections which is due to be implemented later this year.

Flintshire Futures Assets Programme

- 3.05 In support of the Flintshire Futures Assets programme there has been a particular focus on projects which enable us to rationalise accommodation and allow staff to work more flexibly. We now have over 1500 staff with remote access to the Flintshire network allowing them to access information and systems from other locations providing they have internet access. We have implemented mobile working solutions across several services and our success in Building Control has been recognised by a case study published on a national newspaper website and a visit from a Welsh Government Minister.
- 3.06 To reduce our physical storage requirements for documents we have been implementing Electronic Document Management solutions across several services. Considerable progress has been made in Housing in back scanning large volumes of documents so reducing filing space. The next step is to link the electronic documents directly to the main housing systems to allow access by staff to tenant’s documentation electronically irrespective of location

Modernisation and Efficiencies

- 3.07 There has been a successful introduction of tablet devices to enable flexible access to emails, calendars and reports in meetings and when away from the office. This has been initially focussed on senior management allowing a major reduction in paper and printing for meetings, with CMT meetings now being run on a paperless basis.
- 3.08 The extension of this project to cover Councillors is currently being considered which will result in significant efficiencies in terms of printing and postage of committee papers and improved access to relevant information. The Council leadership and other group leaders are supportive of this project and detailed proposals and a business case will be brought forward in the next few months. Funding has also been made available from the Welsh Government to broadcast council meetings and allow remote attendance at meetings by members as proposed under the Local Government Measure. Both of these projects will result in significant modernisation of the Council’s democratic processes.

Collaboration

3.09 We have continued to work collaboratively with other North Wales Councils and other public sector bodies in identifying opportunities for common ICT systems, shared procurement and support.

- School Improvement Service: Regional MIS - Single Schools Management Information System (Capita ONE) hosted by Flintshire to enable cross authority efficiencies and reporting to improve Management Information available to the new regional service. Replaces 6 separately hosted systems across the region. This project was showcased at the Welsh Government Public Sector ICT Conference in Cardiff on 28th February as an excellent example of good practice and an approach that could be adopted by other regions.
- Service Desk software: Consolidation of software solutions and standardisation of processes in the delivery of ICT Service Desk functions across the region. This has resulted in cashable saving of around £30,000 in procurement costs.
- Content Management System: joint procurement of web content management system resulting in software procurement savings of approximately £50,000.
- Disaster Recovery: Consolidation of existing provision, use of reciprocal arrangements, sharing of plans and processes and development of resilience across the region.

4.00 RECOMMENDATIONS

4.01 Cabinet note the progress made on the implementation of the Council's ICT Strategy.

5.00 FINANCIAL IMPLICATIONS

5.01 The savings referred to in 3.09 above from the collaboration projects are one-off savings and have been included in budget projections.

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 None

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 None

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

None

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT AND THE DIRECTOR
OF LIFELONG LEARNING**

SUBJECT: **GREENSPACE STRATEGY**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet's approval to adopt the Flintshire Greenspace Strategy (see Appendix 1).

2.00 BACKGROUND

2.01 In October 2011 an Executive Report was presented seeking approval to commence work in developing a Greenspace Strategy. Cabinet resolved to approve this report and since that time Officers from Community Services, Lifelong Learning and Environment Directorates have been working collaboratively to produce the attached Greenspace Strategy.

2.02 The benefits of a Greenspace Strategy will be to contribute to improving the quality and accessibility of Greenspaces to the immediate and direct benefit of the local community. Greenspaces be they playing fields, sports pitches, woodlands, river corridors, country parks, common land, allotments etc. are often multi-functional and provide a variety of benefits including opportunities for play and sport; space to relax and socialise; and natural habitat for wildlife. There are key management themes for all these spaces be they in relation to grassland, trees, water-bodies, hedging, shrubs and/or floral beds.

2.03 The provision of well managed, accessible Greenspace will be a positive contribution to a number of priorities within "Creating an Active Flintshire 2011-2014", as the local response to the National Plan to increase levels of physical activity. Within this Plan, there are a number of priorities for action, reflecting the known benefits of increasing access to the natural environment for recreation, play and sport in order to support a physically active lifestyle. Furthermore, evidence exists and continues to emerge relating to the broader impacts on both physical and mental health and well being that can be achieved through accessing the natural environment.

- 2.04 The key challenge in developing a Flintshire Greenspace Strategy has been in securing the support and involvement of key stakeholders, both internal and external to the Local Authority. To overcome this challenge a project team was assembled which has successfully driven the Strategy through a process of stakeholder engagement and consultation in 2012. This process has helped in raising the profile of the Strategy as a local authority-wide Strategy to ensure “awareness” and “buy-in” from the numerous service areas involved with the maintenance and management of Greenspace.
- 2.05 In summary the benefits of the Strategy are listed below:
- a. increases opportunities for collaborative working both within the Authority and with external partners;
 - b. targeting public resources more effectively;
 - c. maximising the impact of staff time through collaborative working;
 - d. identifying the role of Flintshire County Council Service Providers to improve service transparency and accountability;
 - e. enabling the Authority and the Community to gain access to key funding opportunities to enhance Greenspaces.
- 2.06 This strategy links into many current initiatives and Council plans and are listed in the Greenspace strategy.

3.00 CONSIDERATIONS

- 3.01 This Report is presented as a Joint Report by the Director of Lifelong Learning and the Director of Environment because of the need for an integrated approach across the Local Authority in implementing the Strategy. This approach has been developed over the course of 2012 in co-ordination with many local authority service areas currently involved in the management, maintenance and enhancement of Greenspace across the County.
- 3.02 To successfully engage with key partners a Stakeholder Visioning Event was held in June 2012 prior to the development of the Strategy. The purpose of the day was to provide the opportunity for stakeholders to identify what they felt were the key aims and objectives and key issues for the Greenspace Strategy to address. The day involved Councillors, representatives of key organisations such as Countryside Council for Wales and representatives of FCC Service Areas including Transportation, Countryside, Rights of Way, Streetscene, Leisure, Economic Development, Property etc. A report containing a summary of the day’s comments is in the Members library. The findings from this day of engagement with key stakeholders have set the context for the vision and priorities set out in the Greenspace Strategy.

- 3.03 Following the Greenspace Visioning Day a draft Greenspace Strategy was produced and circulated to all key internal and external stakeholders. A summary of the responses from this consultation are in the Members Library, together with the proposed responses to these comments. The Greenspace Strategy has been amended following this consultation and is attached in Appendix 1 for consideration.
- 3.04 The Greenspace's Strategy, should it be approved, will be used to guide the development and implementation of an Action Plan which can be regularly updated to reflect wider Service needs. This approach will increase Service Collaboration which will ultimately improve the management of Greenspace's to the benefit of the health of local communities (both human and natural) served by these spaces.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet approves the Greenspace Strategy contained in Appendix 1 and refers it for comment to the Environment Overview & Scrutiny Committee for comment.
- 4.02 That delegated authority is granted to the Director of Environment, following consultation with the Cabinet Members for Environment and for Regeneration, Enterprise & Leisure to make appropriate changes following Scrutiny's comments and to review the document periodically and amend accordingly.
- 4.03 That a review of service delivery across the Council in the management of Greenspaces is undertaken and its conclusions brought to Cabinet for further consideration.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Strategy will be developed by existing officers within existing budgets. Should the need for additional resources be identified, this will be progressed for consideration through the Council's budget process.

6.00 ANTI POVERTY IMPACT

- 6.01 There are no direct anti-poverty impacts of approving this report however the Greenspaces Strategy when completed and in place will contribute to the improvement of community health, particularly the health of communities in deprived locations.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no direct environmental impacts of approving this report however the Greenspaces Strategy when complete and in place will

lead to positive beneficial gains for Flintshire's openspaces and natural environment.

8.00 EQUALITIES IMPACT

8.01 There are no direct equalities impacts of approving this report however the Greenspaces Strategy when complete and in place will positively promote the need for access points to Greenspaces to be compliant with the Disability Discrimination Act. This will extend greater opportunities for disabled individuals to enjoy the use of Greenspaces.

9.00 PERSONNEL IMPLICATIONS

9.01 The Strategy will be developed by existing officers using resources and facilities already available at no additional costs.

10.00 CONSULTATION REQUIRED

10.01 No further consultation required although there is a need to continue to work with identified stakeholders and key partners in taking forward the Action Plan.

11.00 CONSULTATION UNDERTAKEN

11.01 The Greenspace Strategy has been developed following a Visioning Day involving key stakeholders where Vision and the key objectives of the document were identified. This process led to the production of the Greenspace Strategy which was issued for comment by internal services of FCC and identified key partners and stakeholders. The comments from these consultations are contained in the appendix to the Greenspace Strategy within Appendix 1 to this report.

12.00 APPENDICES

12.01 Appendix 1 – The Greenspace Strategy

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

Countryside Strategy 2000
Creating an Active Flintshire 2011
Leisure Service Plan 2011
Leisure Strategy 2009-14
Planning Service Plan 2011 (Year 2)
Unitary Development Plan 2000-2015

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A GREEN SPACE FRAMEWORK STRATEGY FOR FLINTSHIRE

Flintshire County Council
February 2013

Contents

1. Introduction
2. Aims and objectives
3. The Framework Action Plan

Appendix 1: Related Plans, Strategies and Other Documents

Appendix 2: List of Green Space Types

Appendix 3: Stakeholder Responses

Appendix 4: Consultation Responses

1. Introduction

What are green spaces, and why do we need a strategy?

Green Spaces are considered to be social spaces and/or spaces affording quiet reflection which can be shared by people and wildlife. The provision of a well managed network of green spaces catering for a wide variety of community needs is considered to offer similar infrastructure value as the roads/rail, schools and medical facilities that serve Flintshire towns and villages. However unlike other man-made infrastructure, this “green infrastructure” is a passive ever changing infrastructure whose benefits have to be experienced firsthand to understand its value and community benefit. One of the key goals of this Strategy is not to try to quantify this value, but is instead to encourage people to share the experience of these spaces to see the value for themselves.

It has been recognised by people who work across services within the local authority, which improved partnership working and a shared vision of what we want to achieve for people, places and wildlife through our green spaces is vital in order to make our green spaces the best that they can be.

This strategy has been written to maintain, promote and enhance publicly accessible green spaces in Flintshire such as parks, woodlands, coast path and common land¹.

Put simply, this strategy has been developed for 2 key reasons:

1. Green spaces are important for people, places and wildlife.
2. Promoting, enhancing and protecting green spaces need people and organisations to work together with a common vision and set of priorities.

This strategy therefore sets the strategic direction for what we want to achieve. More detailed action plans will define how we will

¹Appendix 2 provides a list of the types of green spaces within the scope of this strategy

work with partner organisations and communities to achieve our shared vision for green spaces in Flintshire.

Developing a Flintshire Green Space Strategy

In June 2012, Flintshire County Council hosted a workshop where some 70 participants represented the views of public agencies such as the Countryside Council for Wales; private interests such as Grosvenor Estates; community groups such as FlintShare; and key service providers within Flintshire County Council including Property Services, StreetScene, Planning and Transportation.

That session confirmed overwhelming support for the development of a strategy for Flintshire. The key messages from that session have been considered in the development of this draft version of the strategy and a report detailing those key messages will continue to be a source of reference in the development and implementation of action plans (see Appendix 3). The following key points have been used to set the strategic framework for this document:

- Green spaces should meet the needs and aspirations of all community members; including those who want to find tranquility and enjoy wildlife in its natural habitat, those who need opportunity to grow food and those who want to enjoy active recreation and sport in green spaces.
- Varied management is critical so that where appropriate, green spaces are managed and in other sites they are left in a more natural state. Management should be concerned with ensuring that they are species rich and onsite natural and manmade historical features and registered archeological sites are protected (eg Regionally Important Geological Sites).
- We need to think creatively about green spaces to achieve the diversity that is required – grass verges for example could be managed in a way that supports biodiversity, and when planting trees, focus could be given to how they can provide food or shelter as an alternative to an ornamental focus. We also need to think differently about how to overcome challenges in ensuring that land is available for allotments and community growing.

- A key cross cutting theme will be how these spaces are accessed and whether they are safely and conveniently located for the public to access and use regularly.
- The right and need for children to play in green spaces requires the removal of actual and perceived barriers to play and building parental and community confidence and support for play within communities. This also extends to a need to ensure that green space destinations are safely and easily accessible when needing to cross roads etc.
- We need to improve links between the coast and inland through Rights of Way for example, particularly to areas of known deprivation e.g. Community First Areas. There is also a need to ensure that walking routes connect housing areas and town centres for example to encourage and promote active transport.
- We need to improve how we gather, use, manage and share data and intelligence on green spaces in terms of quantity, quality and accessibility not only to facilitate coordinated and strategic planning, but also to make it easier for the public to know what spaces are available and how they can be used.
- A consistent message impressed the need for ongoing community engagement (including children and young people) in the planning and management of green spaces.

Listening to what you said

The broad consensus of the Green Space Workshop was that good quality green spaces can have a significant positive impact on local communities, but equally poor quality spaces can have a negative impact. It was clear from the day that Community Involvement is critical for resolving local issues affecting the quality of Green Spaces and that Community Involvement should become an intrinsic part of Green Space Management. **The role of the Green Space Strategy should be to ensure that Green Spaces are better managed and enhanced for the communities they serve.** Consequently the Green Space Strategy would deliver improvements in the local quality of life for residents and visitors by providing social, recreational, environmental, educational and economic opportunities.

We want people to use Green Spaces positively and more frequently as part of their daily lifestyle, and we accept that to do this we need to improve green spaces to deliver

welcoming, accessible, attractive and safer community spaces.

Given the value of these spaces to us all, it makes sense to produce a Strategy which shows how as a Local Authority, Flintshire County Council is responding to the needs of these spaces and the communities they serve, both human and natural. The Strategy and future monitoring and progress reports will improve transparency in the way Flintshire manages these spaces. It is hoped that through improved transparency in decision making that we can help people better engage with the Council leading to decisions which are more sensitive to local green spaces and communities.

Ultimately through a process of regular public engagement we hope we can: empower the community to take a greater sense of community ownership and pride in their local green spaces; and to help people take an active role in the management of green spaces to improve their local areas and help build vibrant and sustainable communities. This is the opportunity before us but the challenge to delivering this is considerable and only through partnership with local communities can we succeed in this task.

Following the stakeholder event in June 2012 a consultation draft strategy was developed and released for consultation with stakeholders. The findings of this consultation resulted in amendments to the strategy the comments received are summarized in Appendix 4.

Our Green Spaces Vision for Flintshire

“Flintshire will enjoy a well planned and managed network of integrated, accessible and diverse green spaces; creating a sustainable environment for the benefit of all people, wildlife and our natural heritage.”

In order to achieve that vision, improvements are needed in three key areas; quantity, quality and accessibility. Our aims are summarised below and then defined in more detail in the following chapter:

Aim 1: **To ensure all communities have appropriate and available green space provision.**

Objective 1.1 To increase the amount of publicly accessible green space in areas of identified deficiency

Objective 1.2 To increase the diversity of green space functions

Aim 2: **We will maintain and improve the quality of green space provision across the County.**

Objective 2.1 To enhance existing green space for play, sport and recreation

Objective 2.2 To enhance the value of Flintshire green spaces as wildlife habitats

Objective 2.3 To improve the aesthetic and landscape quality of Flintshire's green spaces

Objective 2.4 To recognise and develop the value of green spaces for learning and education

Aim 3: **We will make existing green spaces more accessible for both people and wildlife.**

Objective 3.1 To improve the connectivity between green spaces as a network of green corridors accessible to both people and wildlife

Objective 3.2 To ensure Children have local opportunities to safely access green space

Objective 3.3 To ensure everyone has access to green spaces

2. Aims and Objectives

Aim 1: To ensure all communities have appropriate and available green space provision.

Objective 1.1 To increase the amount of publicly accessible green space in areas of identified deficiency

Objective 1.2 To increase the diversity of green space functions

Broadly speaking Flintshire communities are well served by existing green spaces from the Dee Estuary, to country parks and the beauty of the Clwydian AONB. However local deficiencies do exist in both urban and rural locations and there is a responsibility for the Council to take action and redress existing imbalances in provision.

Objective 1.1 To increase the amount of publicly accessible green space in identified areas of deficiency

How much Green Space is enough ? The starting point for assessing the amount of Green Space available and whether there are deficiencies is the “Open Space Standard”. Historically Flintshire has used the National Playing Field Association Six Acre Standard (2.4 hectares in metric measurement). However in accordance with advice and guidance from the Fields in Trust and Welsh Government, it is necessary to adopt a Local Standard of Provision.

The Open Spaces Survey (2005) demonstrates that there are considerable imbalances between green space provision from community to community. The spatial distribution of green space provision is a key challenge for this Strategy in ensuring that all

communities have access to green spaces. However whilst quantity, distribution and accessibility of green space is important we want to secure quality spaces which are fit for purpose.

Objective 1.2 To increase the diversity of green space

It is important that green spaces are multi-functional offering aesthetic landscape value to nearby local residents; greater natural value for wildlife; learning/education opportunities; and be locally valued play and sports facilities. There will of course be certain types of green spaces where multi-functional uses will be inappropriate such as cemeteries, graveyards, some natural spaces of national value and dedicated allotments and community gardens. Another challenge for the Strategy will be to deliver greater diversity within green spaces whilst respecting the intrinsic function and value of each green space for example, be it for quiet reflection or nature conservation.

All communities require a focal point for social activity, play and recreation (both active and passive) as well as contact with the natural environment. In this respect one of the key challenges for the Strategy is to deliver at least one green space for every identifiable community in Flintshire.

To deliver the objectives above this Strategy proposes the adoption of a new quantitative standard of green space provision for the County, as follows:

The benchmark standard for Open Space Provision in Flintshire will be 3.6 hectares per 1000 people (or 36 square meters per person). This target will consist of 8 square meters of playing space (formal); 16 square meters of playing field and sports pitch; and 12 square meters of semi-natural green space.

A key aspect of the proposed standard would be to include 12 square meters of informal natural space per head of population,

this is in addition to formal play space and areas of formal sport and recreation. This proposal is reflective of the Countryside Council for Wales Accessible Natural Green Space approach and the need to provide natural green space.

The detail supporting this standard will be developed further in the forthcoming Local Development Plan; the forthcoming revision of the Play Strategy; and associated Supplementary Planning Guidance on Open Space Provision.

Aim 2: We will maintain and improve the quality of green space provision across the County.

Objective 2.1 To enhance existing green space for play, sport and recreation

Objective 2.2 To enhance existing green space as wildlife habitats

Objective 2.3 Green spaces will be managed on a site specific basis to maximise their public landscape, ecological and historical importance.

Objective 2.4 To recognise and develop the value of green spaces for learning and education

The quality of green space was a key issue raised in the Visioning Workshop. The key themes of quality related to landscape and aesthetic appearance; the quality and range of play and sport facilities; and the quality of the semi natural environment for wildlife. One of the key challenges for this Strategy is to deliver improvements to the quality of existing green spaces.

To enhance the quality of green space in Flintshire it is proposed that a new Quality Standard be developed and adopted by which green spaces can be assessed. The Flintshire Quality Standard will be largely based on the Green Flag Award which is the benchmark national standard for parks and

green spaces in the United Kingdom. The scheme was set up in 1996 to recognise and reward green spaces in England and Wales that met the high standards of the award body. It is also seen as a way of encouraging others to achieve the same high environmental standards, creating a benchmark of excellence in recreational green areas. The Green Flag Award is based on the following criteria:

- A welcoming place
- Healthy, safe and secure
- Clean and well maintained
- Sustainability
- Conservation and heritage
- Community involvement
- Marketing
- Management

The adoption of a Flintshire Quality Standard will allow the Council to measure and annually report on its progress in improving quality of green spaces. However underpinning the Standard (as is the case with many of the tasks identified in the Action Plan) will be the need for public engagement.

We anticipate that there will be different consultation and engagement needs with perhaps some organisations and individuals willing to give up time and resources to help in this process. Equally there will also be many who would just like to have the opportunity to offer comments and suggestions from time to time. To accommodate the different needs of the public we anticipate the need early on for the creation of a web-based system for receiving and responding to enquiries, comments and suggestions.

In pursuing Green Flag Awards for key green spaces such as Wepre Park (Connahs Quay), Bailey Hill (Mold), and Fron Park (Holywell) FCC will seek to develop “Local Friends Groups” to work in partnership in the management of these green spaces.

Alongside the Green Flag process the Council, will continue to improve natural spaces where there are statutory designations and areas of biodiversity importance. This role is part of a national duty as set out in Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006, and states that: *“Every public authority must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity”*. This statutory duty involves developing and influencing local policies and strategies; planning and development control; owning and managing their estates; procurement; education, awareness raising and advisory functions.

Any tasks as a consequence of this Strategy will have to satisfy the Countryside Council for Wales and the statutory regulatory system in place to protect sites of natural importance. This Strategy sits alongside an existing system of checks and balances and because these tasks will be the subject of detailed scrutiny they will avoid detrimental impacts to protected sites and species and will have positive benefits to habitats and species.

Many Green Spaces have value for key historical features for example the Village Green on Bryn Road in Bryn y Baal is a Regionally Important Geological Site; Truman’s Hill in Hawarden has recognised importance as a historical fort; the Halkyn and Holywell Commons have importance for industrial heritage including quarrying and Lime production (i.e. the Kilns). Historical character features of a designated and an undesignated importance are important within Green Spaces and should be retained, promoted in the local community and where appropriate enhanced.

Aim 3: We will make existing green spaces more accessible for both people and wildlife.

Objective 3.1 To improve the connectivity between green spaces as a network of green corridors accessible to both people and wildlife

Objective 3.2 To ensure Children have local opportunities to safely access green space

Objective 3.3 To ensure everyone has access to green spaces

Improving access to green space is the third and final of the key aims identified within this Strategy. Green Spaces should be planned so that they are accessible to everyone. This means that entrances and paths do not restrict people of any ability from benefiting from green spaces as well as considering the safety of all users. Green spaces should be easily accessible and closely situated to the communities they serve ensuring everyone has local access to a green space which offers both natural value and play value. Where-ever possible green spaces should be linked to one another to create “green corridors” to provide off-road routes which provide linkages to places of work, education, leisure and shopping facilities. Another key challenge for the Strategy is to make green spaces safe and highly accessible spaces for the communities they serve. And to do this the Strategy proposes that **everyone should have safe access to a green space within 5 minute walk of their home.**

For the purposes of this Strategy, a 5 minute walk is considered to be a journey of 500 meters, and it is anticipated that significant work will be required to ensure safe pedestrian and cyclist access is provided along key identified routes.

THE ACTION PLAN

The Green Space Strategy provides a framework which will set the context for strategic decision making. The associated Action Plan will consequently be focused on the delivery of broad strategic aims and objectives. Fundamental to the Action Plan is the delivery of:

- A green space for every Flintshire Community
- A new Open Space Standard for Flintshire
- Enhancement in the quality of all green spaces
- Ensuring that Green Spaces are accessible to everyone

The following page provides some detail and consideration for aims and objectives of the Green Space Strategy, followed by an action highlighting key tasks.

1. Identify and Address Areas of Green space Deficiency

The Green Space Strategy seeks to ensure that all communities have or will have access to a local Green Space. This is a basic and fundamental aim of the Strategy and it will be necessary to undertake a review to ascertain what the current situation is. The Council already has in place the Open Space Survey (2005) which was informally updated in 2010.

Using the Open Space Survey we will seek to identify areas of deficiency in open space provision. To do this we will need to set a standard for provision. The existing standard is the historic six acre standard (2.4ha per 1000 people) and this is fully referenced in the Open Space Survey. The Open Space Survey will be reviewed and amended to accommodate the new standard proposed by the Green Space Strategy (3.6 ha per 1000 people). Areas will then be assessed on a quantitative basis to identify areas of deficiency and the types of open space deficiency that exist. Then working with local communities and partner organisations we will investigate approaches to resolve identified deficiencies. This will involve, for example looking at how the planning system can deliver new open space provision through development; or how existing private spaces could play a wider public role.

The Council is currently in the process of undertaking an Accessible Natural Green Space Assessment of Flintshire Communities. A key task will be to complete this study but the value of this study will be to identify additional spaces of public value as part of the wider assessment of open space deficiency.

The above approach lends itself considerably to the requirement within the Children and Families Measure 2010 (C&FM) requiring the production of a Play Sufficiency Assessment and Action Plan in March 2013. There is considerable benefit to be had from marrying this approach with the C&FM process where there will be

scope for efficiency and longer term savings for Flintshire County Council, through greater collaborative working which can deliver no cost and low cost solutions to identified problems.

2. Enhancement of Green Space

Flintshire County Council manages thousands of individual green spaces across Flintshire. This management represents a significant budgetary commitment from the public purse to the management of public spaces. Many of these spaces are attractive and well used however many are not. A challenge for this Strategy is to how enhancements to open space quality can be delivered in light and where improvements are delivered how such improvements can be monitored and reported to demonstrate value for money and efficient use of resources.

At the outset, it will be important to develop a Green Space Hierarchy this tool will help prioritise how resources are targeted in the future. However in identifying this hierarchy there will be a need to ensure that matters of deficiency and deprivation are taken into account.

The development and adoption of a Flintshire Quality Standard would provide a key mechanism for measuring the quality of green spaces in the present. A Standard would allow annual assessments of a space and over-time a comparison of whether a space has been improved or not. Such a Standard in conjunction with green space deficiency assessments would be a key driver for identifying where resources need to be targeted to enhance open space to acceptable standards to meet identified community needs.

The Green Flag Award is the benchmark national standard for parks and green spaces in the United Kingdom. The scheme was set up in 1996 to recognise and reward green spaces in England and Wales that met laid down high standards. It is also seen as a

way of encouraging others to achieve the same high environmental standards, creating a benchmark of excellence in recreational green space. Ultimately Flintshire County Council would seek in partnership with the local community to submit key destination parks in Flintshire to achieve Green Flag status. The Green Flag Awards System is a mark of national quality in open space provision and its achievement and continued retention (on a rolling annual basis) represents wider recognition that the open space is well planned, well maintained and well managed. Achieving Green Flag status would be a significant achievement for any community and it would be a measure of success for the implementation of this Strategy.

The Green Flag Award Scheme is not appropriate for most green spaces as many are too small and lack the basic facilities and amenities required. However whilst the Strategy seeks to achieve Green Flag status on its bigger destination green spaces it also proposes the development and adoption of a Flintshire Quality Standard which is in part based on the Green Flag Award Standard. This approach would seek to measure and monitor enhancement of all green spaces across the County in the context of a suitable and appropriate national standard.

Whilst we see the Flintshire Quality Standard as key to improving quality of green spaces there are many other tasks to be implemented not least are the development of management plans for sites of natural and/or ecological importance and local landscape management plans for other types of green spaces. Not least of these is the need for public participation which we consider to be a fundamental driver for this entire approach. In this particular regard the first key task is to devise a mechanism which will allow the County Council to engage successfully with the public.

3. Improving Accessibility

Improving accessibility to and between green spaces is all about improving connectivity for people and wildlife. Green spaces provide safe environments for people to play and relax. They also have a day to day role in providing wildlife with valuable habitats and feeding areas as well as allowing movement to habitats further afield. A challenge for the Green Space Strategy will be to identify where accessibility is constrained for people and/or wildlife and where access problems are identified to propose solutions. It is anticipated that the Play Space Sufficiency Assessment as required as part of the Children and Families Measure 2010 will consider in detail how children travel to green spaces and other play spaces. Meanwhile the findings of the Accessible Natural Green space Study will aid in better understanding our natural environment.

The improvement of accessibility between green spaces and key destinations such as areas of employment, schools, town centres and leisure facilities will encourage greater use of green spaces for recreation and travel. Ultimately the use of green spaces as walking and cycles routes would improve the health of the community, help reduce the use of cars and could help improve road safety. There are some exceptions to this approach and it is important to recognise that Cycling on Common Land is not a legal right nor would it be appropriate to encourage cycling on land with sensitive needs e.g. where there are sensitive nature conservation matters.

An important tool to identifying access difficulties will be the Accessible Natural Green Space Study. The completion of this study would enable significant progress to be made in identifying strategic opportunities and challenges to the creation of an integrated network of green corridors across the County. Such corridors consist of former railways; cycle ways; the coast and are

capable of providing people and wildlife with access to thousands of square miles of countryside.

Accessibility of information is also considered important to improving awareness of open spaces be it in relation to events, weekly or seasonal activities or news about changes to green spaces. This could be achieved by the provision of a website and discussion forum which would help make the Green Space Strategy a more interactive and accessible experience for the general public where it will be possible to make better use of information and networks such as Family Information Service; Sports Development, Children and Young People's Partnership; and the Flintshire Local Voluntary Council.

A summary of proposed actions and the aims/objectives to which they will contribute.

Please note that whilst the tasks are allocated within this table to one key action area, many of the tasks will contribute to a number of other actions and aims/objectives as illustrated.

	Aim 1		Aim 2				Aim 3		
	Objectives		Objectives				Objectives		
	1.1	1.2	2.1	2.2	2.3	2.4	3.1	3.2	3.3
Action 1. Working with local communities and partner organisations develop action plans to address and resolve identified open space deficiencies. Significant tasks required to support this action include:	✓	✓	✓	✓	✓		✓	✓	✓
1.1 Conclude the accessible natural greenspace assessment for Flintshire	✓			✓			✓	✓	✓
1.2 Undertake play sufficiency assessments of Flintshire communities	✓	✓	✓					✓	
1.3 Reassess all Flintshire communities quantitative open space needs to identify areas of quantitative deficiency	✓							✓	✓
1.4 Conclude the Flintshire Play Assessments	✓		✓					✓	
1.5 Undertake a sports facilities assessment to identify deficiency of the number, quality and location of outdoor and indoor sports pitches in relation to known and future projected club demand			✓						
Action 2. Develop and adopt a Flintshire Quality Standard for green spaces. Significant tasks required to support this action include:					✓				
2.1 Undertake a baseline Quality Assessment of all Flintshire green space using the adopted Quality Standard		✓	✓	✓	✓		✓	✓	✓
2.2 Using the Quality Standard produce regular monitoring reports to identify improvements in greenspace provision		✓	✓	✓	✓		✓		
2.3 Identify a County hierarchy of green spaces which will help in prioritising future schemes.								✓	

	Aim 1		Aim 2				Aim 3		
	Objectives		Objectives				Objectives		
	1.1	1.2	2.1	2.2	2.3	2.4	3.1	3.2.	3.3
Action 3. Develop plans to take key green spaces forward as Candidates for the (national) Green Flag Award System.		✓			✓				
Action 4. Seek to legally dedicate important green space for long term protection through schemes such as the Queen Elizabeth II playing fields challenge and the Owain Glyndwr Fields Initiative									✓
Action 5. Review and update the planning guidance note “public open space” specifically in relation to the new Flintshire openspace standard and updated public open space financial requirements.	✓	✓	✓					✓	✓
Action 6. Work with partners and communities to develop Local Landscape and Management Plans for individual Green spaces. Significant tasks required to support this action include:	✓	✓	✓	✓	✓		✓	✓	✓
6.1 Develop new/update existing management plans for Sites of Natural and/or Ecological Importance.				✓	✓		✓		
Action 7. Develop a Dee Riverside and Coastal Strategy and Management Plan	✓	✓	✓	✓	✓		✓	✓	✓
Action 8. Work with partners and communities to develop a co-ordinated approach to the enhancement and maintenance of green corridors. Significant tasks/considerations required to support this action include:	✓	✓	✓	✓	✓	✓	✓	✓	✓
8.1 Identify how communities access green spaces and evaluate where action is required to improve access and safety particularly for vulnerable users							✓	✓	✓
8.2 Identify and protect existing manmade and natural features that form green corridors				✓			✓		
8.3 Enhancement of the existing network of green corridors to bridge breaks, close gaps, and broaden pinch points for the benefit of people and wildlife.				✓			✓		
8.4 The creation of new links where the existing network is fragmented eg the existing Flintshire greenways project				✓			✓		
8.5 The identification and management of buffer areas around semi-natural corridors				✓			✓		

	Aim 1		Aim 2				Aim 3		
	Objectives		Objectives				Objectives		
	1.1	1.2	2.1	2.2	2.3	2.4	3.1	3.2	3.3
Action 9: Increase public access to information about green spaces and improve mechanisms for public engagement						✓		✓	✓
9.1 Develop a green space promotion platform to inform and update the public of events, activities and news relating to green spaces in Flintshire						✓		✓	✓
9.2 Develop user friendly mechanisms which allow the public to offer feedback regarding the state and quality of individual green spaces across the County					✓				
9.3 Working with the public develop a County Network of Green space User Groups /"Park Friends"			✓	✓	✓				

Appendix 1:

Related Plans, Strategies and Other Documents

Related Plans, Strategies & Other Documents

(Draft) Active Transport (Wales) Bill	2012/13
Bailey Hill Management Plan	2012
(Flintshire) Countryside Strategy	2000
(Flintshire) Community Strategy	2009
Creating an Active Flintshire Action Plan	2010
Creating Space for Wildlife: Flintshire's Biodiversity Action Plan	2002
(Flintshire) Economic Development Strategy	2009
Green Infrastructure Action Plan: Flintshire Coast	2011
Green Infrastructure Action Plan: Lower Dee and Neston	2012
(Flintshire) Leisure Strategy	2009
(North Wales) Local Transport Plan	2010
Maunsell & Faber Greenway Study	2010
(Flintshire) Open Space Survey	2005
(Flintshire) Play Strategy	2011
(Flintshire) Rights of Way Improvement Plan	2008
Shoreline Management Plans	Various
(Flintshire) Unitary Development Plan	2011
Wepre Park Management Plan	2012

Appendix 2:

List of Green Space Types

Defining “green space”

“Green Space is a term used throughout this document to refer to different types of publicly accessible open spaces. However these are not necessarily in public ownership. In addition the term “Green Corridors” is also used to describe a wider network or clustering of spaces which afford the opportunity for movement of both people and wildlife.

The term includes:

Highway Verges and Amenity Grasslands and Flower Beds

Formal and informal Parklands

Allotments, Orchards, Community Gardens and Community Supported Agriculture

Play Areas, Playing Fields and Sports Pitches

Intact Disused Railway Track bed Routes **

Graveyards & Cemeteries

The Clwydian Range and Dee Valley Area of Outstanding Natural Beauty

Country Parks

Common Land (e.g. Buckley, Halkyn Mountain & Holywell)

The Coast & the Estuary

The Dee Estuary RAMSAR

Natural Spaces (e.g. SSSI's)

Lakes, Ponds and Watercourses *

Woodlands *

* Only Lakes, Ponds, Watercourses and Woodlands which are accessible are included in the definition of Green Space.

** It is recognized that since the closure of many railways there has been fragmentation of routes and some of this land is in alternative use having been developed. For the purposes of this Strategy we use the term “Intact” routes to emphasize the need for the route to be reusable.

As can be seen from the list above the term green space is an all-encompassing term which would seem to include most outdoor open spaces. However this is not the case and exceptions do exist for example civic spaces often called grey space (eg a town square and pedestrianised streets); private garden space; inaccessible agricultural land; and land earmarked for development are not included within the term green space.

Appendix 3:

Stakeholder Event Report

Towards a Greenspace Strategy for Flintshire

Stakeholder Workshop

14th June 2012

Report (Final)

INTRODUCTION

On 14th June 2012, Flintshire County Council hosted a multiagency stakeholder workshop as a first and significant step in the development of a Greenspace Strategy.

The purpose of the session was to provide stakeholders with an early opportunity to engage in the process and share their views about what is needed in order to ensure that the greenspaces in the county are well managed, maintained and developed in a way to meet the needs of all communities and to ensure a sustainable future.

ATTENDANCE

The session was attended by representatives from a number of organisations and community groups:

- Chester West and Cheshire Local Authority
- Countryside Council for Wales
- Flintshare
- Flintshire County Council – officers and Elected Members
- Forestry Commission
- Greenflag Wales
- Grosvenor Estate
- Groundwork North Wales
- Local Access Forum
- NEW Play Wales
- North East Wales Wildlife Trust
- The Environment Partnership
- Transition Holywell & District
- Wrexham County Borough Council

OVERVIEW OF THE SESSION

The session was opened by Cllr. Peter MacFarlane, Cabinet Member for Regeneration, Enterprise & Leisure.

The welcome and introduction was followed by presentations from a number of key speakers in order to provide a context to the afternoon and evoke discussion and debate in the subsequent working groups.

- The added value from Greenspace and key components of a local strategy. Peter Frost, Countryside Council for Wales
- Green infrastructures. Chris Marrs, The Environment Partnership
- Green Spaces and Play. Simon Bazley, Mike Dessington, NEW Play

Copies of all of the presentations are available on request to Karen.Chambers@flintshire.gov.uk

DEVELOPING A VISION FOR FLINTSHIRE'S GREENSPACES

During a comfort break, participants were invited to share their thoughts about what should be included within the vision statement for the strategy. A number of suggestions and thoughts were submitted, which were as follows:

- Always plant productive rather than ornamental trees – thinking of future food and shelter needs
- Developing green Wales using old railway lines
- Support organisations like BTCV, Wildlife Trusts, Keep Wales Tidy, etc. to keep on walking groups (we need more of them)
- Develop some (experimental) forest gardens
- Provision for local food
- Ensure as many green (as possible) walking routes connecting housing estates to town centres
- Give communities access to food growing spaces
- Identify areas of Grade 2+ fertile agricultural land and protect from development
- Use and enhance existing row to provide circular routes with total access (families with buggies, wheelchair users, etc.) of varying lengths (15-60) around conurbations or between villages e.g. around Caerwys, Connah's Quay

In addition to thinking about how these comments can influence the overall vision statement, they will be used to develop the key objectives and actions for the strategy and subsequent implementation plans.

Following the break, participants were asked to join pre-assigned tables to begin a series of round table discussions under the following themes:

- Play
- Access
- Natural Greenspaces
- Allotments and community spaces

Each table were asked to spend 20 minutes discussing their responses to the following questions before moving to the next group (consequently each participant was able to contribute to discussions for every theme).

Table questions:

1. What are the key indicators for success?

think here about what would need to be in place for us to think in 5 years time

“yes - we got that right”

How might we measure that? Are there already indicators in place to let us know what progress is being made?

2. How are we doing on these?

we don't need figures at this stage, just a general feeling to aid discussion for the next question.

3. What's the story behind these figures?

having established whether we are making good progress, standing still or not getting anywhere from the previous discussion, why is that the case? Again we don't want detail at this stage, just some intelligence to tell us the sort of things that need to continue or get better at doing for example.

4. What are the key actions that need to happen?

high level actions only at this stage to act as the headline areas for action. Further work will take place to turn those into robust actions (record names of people who can give a bit more detail after the session)

nb. Due to the nature of discussions that took place and the limited time available, most groups discussed the issues and some of the solutions without addressing each of the above questions in turn.

All participants were also advised that any additional contributions would be welcome over the coming weeks through contacting the officers involved in putting together the strategy (see page 5)

KEY MESSAGES TO COME OUT OF THE SESSION

A debriefing was held after the workshop with the facilitators of the table discussions in order to bring together the key messages, which were reported as follows:

Play

There was general consensus that one of the priorities within the strategy should be to ensure that green spaces in Flintshire promote and encourage play in its many forms.

It is vital that children and young people have a voice – that is can actively contribute to decisions that are made within their communities about “provision” for play.

Support was offered for the creation and development of “destination play areas”

In its community leader role, the Local Authority should not create barriers to play such as “No Ball Games” signs. It was felt that this devalues children and young people and creates unnecessary tension in a community.

There is a need to build community and parental confidence and support for play in communities.

There was a consensus that schools and community buildings should be more accessible to Communities particularly if that is the only green space (or public green space within a community)

Implementing the existing Play Strategy and responding to requirements placed on the local authority to assess and respond to findings relating to “play sufficiency” should be an integral part of greenspace strategy developments.

Access

The importance and need for green spaces to respond/cater to the needs and aspirations of all community members was discussed in this group and mirrored in other discussions as well. For example, it was recognised that in some areas, the use of scrambling bikes, quad bikes and skateboarders causes problems – it was suggested that there should be designated areas for these users who want to be active outdoors in that way so that they can enjoy their recreation without any negative impacts elsewhere.

It was felt that there is a need to improve links between the coasts and inland through Rights of Way etc, particularly to community first areas.

There is a need to improve our data/intelligence management systems so that all of the appropriate information that is held within the local authority can be consolidated and shared with a wider audience. This would mean that for example a member of the public could see a map which (in one place) would tell them where the accessible routes are, destinations, places to stop en route and where they can cycle as an example. Another example would be a map which designates what the County Council owns, what the area is used for and who maintains it.

The various groups felt that mapping out greenspaces is important to show their functions and to show how far the green spaces are from communities where they are in relation to the Public Rights of Way network.

It was raised that road safety is one of the biggest barriers to access greenspaces and that there is a need to improve crossings. In addition, it was felt that children needed to be educated about access to play areas.

All four groups raised the need to undertake surveys.

Survey of all strategic Footpaths and Cycleways to include:

- numbers using path by user type, i.e disabled
- ease of access
- customer satisfaction with route

Neighbourhood surveys to establish which are the most popular routes.

- establish which routes are not being used and why.
- establish Crime figures on routes and access areas
- establish perception of safety

A survey of all grass verges to establish how they can be best used as green spaces or for other useful purposes

Survey needs to include information on how far people are from their nearest open space and what are the barriers to accessing that open space

Surface materials on routes should be appropriate for level and type of usage including where the routes are. For example a route through a country forest should not be metalled

Allotments and community spaces

The discussions primarily focussed on allotments or other forms of community growing.

There is a need to be clear what level of demand exists across the whole county.

A main barrier is the lack of designated land for allotments and community growing. There are a number of issues that can be addressed including legalities around long term use for allotments etc to work through. A flexible approach needs to be taken. One possible solution is to look at the concept of landshare. There may be ways that FCC could facilitate the use of its assets for this use within communities.

Essentially, FCC and its partners need to identify ways to break down the existing barriers that are currently preventing individuals and communities that want land to grow produce and those who are able to “offer” land for that use.

The challenges faced in developing and maintaining sites must be appropriately recognised and considered.

It was agreed that residents and communities should be actively engaged in discussions relating to the provision and maintenance of areas for this use.

It was suggested that a network for individuals and communities should be established to share information, ideas etc and to increase the profile of allotments, community growing etc.

We need to think about how Section 106 agreements can be used to provide growing space within new developments.

Natural Greenspaces

A key message was that there is a lack of consistency and understanding about what is meant by the term “natural greenspace”. It would be beneficial therefore to state within the strategy what we mean by this term.

There needs to be a mix of greenspaces in Flintshire so that they are “fit for purpose” across the spectrum of needs. Varied management is the key so that where appropriate, green spaces are managed and in other sites they are left in a more natural state with management being concerned with ensuring that they are species rich etc.

A message to come out of this group is that communities are not aware of where their greenspaces are and what they can use them for. In addition there is a lack of general awareness about the distance between all communities and greenspaces.

A number of key reports have been completed by the Countryside Council for Wales for example. It is vital that these are consolidated to provide an overall picture of the current baseline and that action plans are created and implemented to respond to the key issues identified.

Whilst it is acknowledged that there is a need to ensure that safety is considered, there was support for allowing roadside verges to be left as natural green spaces unless there was a specific reason not to do so.

EVALUATION OF THE SESSION

An evaluation/feedback questionnaire was circulated for participants to comment on the content and value of the workshop in providing an opportunity to contribute to the development of the strategy. All comments were recorded and where applicable will be used to develop the draft strategy and future implementation plans.

The final report will be circulated to all attendees and invitees to the workshop and used to inform the development of the draft and final strategy.

Thank you to all who contributed to the workshop session and in anticipated of your continued to support and involvement in the development and implementation of Flintshire's GreenSpace Strategy.

Appendix A – Evaluation comments

Q1	What did you find most useful or interesting about today's session?
1.	The presentations at the beginning. The different backgrounds of the attendees.
2.	Good wide spectrum of folk
3.	Broad range of interests being discussed. Awareness that it's not just one departmental area of interest and responsibility.
4.	Good to hear about the demand for allotments and the emerging play strategy. Good to hear that different Council departments are taking the lead on their parts of delivery of GI.
5.	Workshops.
6.	The presentations esp. Play and Pete Frost but also getting to know other people very intense programme which made best use of time! Thanks!
7.	I learned a lot about how complex the issue of greenspace is. There are many sections of FCC and society in general who need to work together more. Need to get LDP policies right – the correct baseline data, etc.
8.	Discussions sessions brought out many interesting points. Interesting presentations very good.
9.	Meeting a wide range of interesting parties. Thinking about different aspects – other than my concerns.
10.	Wide range of delegate and speakers Lots of varying, at times conflicting viewpoints led to good debate.
11.	The variety of stakeholders attending and keenness to contribute.
12.	Presentations were interesting and thought provoking. Workshops were useful.

Q2	Is there anything that you thought we could have done differently or better?
1.	-
2.	A bit rushed with facilitators.
3.	-
4.	Ok, it was good!
5.	Shorter presentations – more time for general discussion.
6.	The second presentation has very interesting but the “density” made it difficult to grasp if all so quickly. Access to presentation would be useful.
7.	No.
8.	It might have been useful to have a few sessions where it's Ofmain points that have been identified.
9.	-
10.	No.
11.	BISCUITS!
12.	-

Q3	Do you have any further comments to make about the session or want to tell us about anything that you feel should be considered during the development of the strategy?
1.	How private landowners will fit into the bigger picture and how greenspaces
2.	-
3.	-
4.	Can you work towards a “sustainable developer's guide” to provide some local entrepreneurs of what FCC would like to see in terms of design, ,.... , access, play and allotment bio diversity, etc.
5.	Would like to know how any greenspace strategy would be funded, remain sustainable, and how success will be measured. (contact details supplied)
6.	Food growing and food security played only a minor role which surprised me. The food

	theme should be interwoven into all aspects/projects, especially with towns like Mold – being Citaflow and Holywell – transition town.
7.	-
8.	The local area forum should be involved at the next stage.
9.	More community food opportunity provision. More support/encouragement/resources for schools to access Forest School and community food production. (contact details supplied)
10.	-
11.	Please ensure that the strategy plans for a qualitative neighbourhood level consultations or perceptions of their local spaces, or survey
12.	Map your priorities and keep the communities on board while making developing the strategy.

The session was facilitated and report written by:

Karen Chambers

The session was organised by:

Ste James

Tom Woodall

Alan Roberts

Karen Chambers

The workshops were facilitated by:

Mike Taylor and Sue Price – **Access**

Janet Roberts and Richard Roberts – **Play**

Amanda Davies and Sarah Jeffery – **Natural Green Spaces**

Linda Bletcher and June Morris – **Allotments and Community Spaces**

Appendix 4:

Consultation Responses
(Autumn 2012)

In general, the proposals within the consultation were supported and a number of respondents welcomed the links made to other key policies/drivers such as the Children and Families Measure. Consultees provided a number of useful comments and suggested amendments to the plan, resulting in a number of changes including:

- Increased reference has been made throughout the document to the importance placed on ensuring that people (irrespective of age, level of physical ability etc) can easily and safely access green spaces and enjoy the benefits of being able to sit and relax for example.
- The concept of “public benefit” in accessing green spaces has been strengthened to refer to the fact that these spaces also contain areas of historical and archaeological importance.
- The importance of community involvement e.g. with children and young people is recognised as important in the management and enhancement of green spaces . Indeed community involvement is key to identifying and resolving local issues.
- A new table format has been used to simplify and clarify how the actions proposed will often contribute to more than one aim. In addition, where applicable, “actions” are now referred to as key tasks in order to work towards an overall priority for action.
- Greater emphasis is placed on the need to ensure that in addition to quantitative standards being met for green spaces (how much), that there is a need for green spaces to be of sufficient quality (qualitative standards). A related point was made to the need to ensure that community benefit from the use of Section 106 and Community Levy is achieved.
- Additional reference has been made to the fact that cycling is not a legal right on Common Land and that there are other restrictions in relation to some areas due to sensitivity, rights of access etc.
- The consultation document referred to former railway track beds as a form of public open space but these spaces are not in public ownership and this has also been clarified in the final document

- The vision has been revised to refer to “all” people and to apply to the present tense rather than appearing to be something that can only be achieved in the future
- Reference to “Green Corridors” has been made as part of the definition of green spaces
- The Active Transport (Wales) Bill has been added to the Related Plans and Strategies section
- Objective 2.2 has been reworded to refer to the need to ensure value of green space as wildlife habitats
- A new objective (2.4) has been added “to recognise and develop the value of green space for learning and education”
- It was recommended that consideration was given to carrying out a test of likely significant effect under regulation 61 of the Conservation of Habitats and Species Regulations 2010. It was also recommended that a screening opinion on whether the Framework requires a SEA is sought. Reference has now been made within the document to the fact that all tasks taken forward in relation to this strategy will have to satisfy the Countryside Council for Wales and the statutory regulatory system in place to protect sites of natural importance.
- The need for an increased level of public awareness relating to the location of green spaces will be addressed through work detailed under Action 9 in the action table included in this document.
- The document has been strengthened to address the need to consider Public Rights of Way and the “Related Plans” Section refers to key documents relating to this issue.

Other comments received which have not led to changes in the document but are considered important considerations during the implementation phase included:

- How the use of participatory budgeting can help to engage communities
- Need to ensure that we recognise the principles of Flintshire County Councils Asset Management Plan

- Green Spaces should not hinder rural development and should remain useable by communities.
- There is need for early engagement with landowners on specific strategic projects to ensure that no additional burden is placed on public safety as a result of additional land access.
- It will be beneficial to consider how new green space could be identified in accordance with the Highway Improvement Plan.

General Comments

- Concern was expressed relating to the absence of any resources being allocated to actions
- Concern has been raised relating to any suggestion of increased legal burdens.
- Concern was expressed that improvements in relation to green space provision should not be at the expense of the green barrier.
- A consultee had suggested that statutory protection of important natural green spaces can be delivered through Local Nature Reserves which requires production of site management plan. However, in response, there is a preferred option for county wide wildlife sites, with a strong need for partnership working. Local Nature Reserves can only be on FCC owned land which leads to restrictions in terms of future planning etc.
- A request was made for details relating to the amount of green space and where there are areas of deficiency within the strategy document. This detail however is contained within supporting documentation referenced within Appendix 1.

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AGENDA ITEM NO.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **19th MARCH 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT**

SUBJECT: **CIVIL PARKING ENFORCEMENT**

1.00 PURPOSE OF REPORT

1.01 To update Cabinet, following the Council meeting on 1st March 2013.

2.00 BACKGROUND

2.01 On 19th February 2013, Cabinet considered a report entitled 'Civil Parking Enforcement' (attached at Appendix 1). This contained, at Appendix 4, an Off Street Parking Policy. All of the Appendices from the 19th February report are available in the Members' library.

2.02 At the Council meeting on 1st March 2013, Members resolved to invite Cabinet to review its proposed Policy as follows :-

1. No introduction of charges for car parks which are currently free or to implement any increase in current car parking charges later.
2. The withdrawal of car parking charges in Holywell from 1st October 2013.
3. A review of the car parking charging and management system in Mold in partnership with Mold Town Council to be completed and implemented by 1st October 2013.
4. The introduction of Civil Parking Enforcement (CPE) from 1st October 2013, with the transfer of employees currently employed in car park management and control to the new service, in accordance with the Council's established HR procedures.

2.03 Furthermore, Members resolved that a budget income provision of £104,000 only should be included in the Council Fund budget, which is equivalent to the combined charging income for Holywell and Mold for 1st April to 30th September 2013 only. Any assumption for any income

for Mold beyond that date would be presuming the outcome of the review with Mold Town Council, which we propose to conduct.

- 2.04** As CPE and the Off-Street Parking Policy, which includes car parking charges, are matters for consideration by Cabinet, this report seeks approval to the points set out above.

3.00 CONSIDERATIONS AND CONCLUSIONS

- 3.01 Given the information above, which could result in the removal of parking charges totally from across the County, there will be a significant change to the Business case set out in Appendix 5 in the 19th February report for CPE. Accordingly, a revised Business Case, based on zero income being derived from car parking charges, is set out in Appendix 2. Should some form of charging regime be retained in Mold into the future, this will generate additional income for the Council and hence Appendix 2 has been chosen as the base level for Cabinet to consider.
- 3.02 Given the Council resolution, Appendix 4 of the 19th February report is no longer valid and will have to be amended, following the review of charging in Mold. A further report will be brought to Cabinet for a final decision on this.
- 3.03 The changes required to Appendix 4 and 5 of the 19th February 2013 report affect recommendations 4.01.2 and 4.01.3 of that report. All other recommendations remain consistent with the Council resolution on 1st March and are set out again in Section 4 for completeness.
- 3.04 It is proposed that the review of Mold's car park charging regime is conducted within the following Terms of Reference :-
1. To further develop baseline data on the current On-Street and Off-Street parking management measures in Mold (see Appendix 3 for a parking plan of the review area), including vehicle numbers, existing car park charges in the various car parks and current Traffic Regulation Orders (TROs).
 2. To clarify the impacts of the proposed introduction of CPE on the current arrangements for On and Off-Street parking management in 1. above.
 3. To analyse the potential options for car park charges in Mold and their impact upon vehicle movements within them and through the town, noting that removal of charges could lead to inconsiderate parking by motorists which could create traffic management and health and safety issues.

4. To identify and recommend whether changes should be made to the current On-Street and Off-Street parking management measures in Mold, based on 1. 2. and 3. above.
 5. To review the use of any income derived from charging, including subsidising CPE and the cost of car park management, as well as for local benefit.
- 3.05 The review will be conducted in partnership with Mold Town Council and will include consultation with key stakeholders, such as Mold Town Partnership.
- 3.06 It is anticipated that the review will take around three months to conclude, and hence it is intended to bring a report to the July 2013 Cabinet meeting. Until the review has been concluded and its outcomes implemented, status quo will remain in Mold's car parks.
- 3.07 Subject to Cabinet approval, the legal process of withdrawing TROs, to enable the permanent removal of charges from Holywell will commence in April 2013. In the event that the review of charges in Mold concludes that they should be withdrawn, this will be done temporarily under the existing Order in the first instance, as it makes provision for suspension of charges. The process for permanent removal of TROs in Mold would then follow afterwards.
- 3.08 Subject to Cabinet approval, an application for CPE will be submitted to WG, with an anticipated implementation date of 1st October 2013.
- 3.09 Consideration needs to be given as to what enforcement actions will be taken in all car parks across the County following a successful application for CPE powers to the Welsh Government. This is because there could be indiscriminate and inconsiderate parking by motorists which could create traffic management and health and safety issues. Enforcement action across all the Council's car parks would help to manage this.

4.00 RECOMMENDATIONS

- 4.01 That Members approve the following recommendations from the 19th February Cabinet report (Appendix 1) :-
- 4.01.1 Approve the list of Contravention Codes and Policies on Residents Permits and Disabled Parking Bays shown in Appendix 1 (Appendices 'A', 'B' and 'C').
 - 4.01.2 Approve the use of Wales Penalty Processing Partnership {WPPP} to process all Parking Contraventions Notices (PCNs).
 - 4.01.3 To grant delegated authority 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 2.09.

4.01.4 Approve the Cabinet Member for Environment, or their nominated substitute, as the Council's representative on the Adjudication Joint Committee outlined in paragraph 2.07.

4.02 That Members :-

4.02.1 Approve the Summary Business Case shown in Appendix '2' for submission to WG, as a formal request for CPE powers to be conferred upon Flintshire County Council.

4.02.2 Approve the Terms of Reference for the review of Mold's car parking and parking management regime set out in paragraph 3.04 of the report dated 19th February 2013.

4.02.4 Note that a further report will be brought to Cabinet in July 2013, setting out recommendations, following the review of Mold's car parking and vehicle management regime.

5.00 FINANCIAL IMPLICATIONS

5.01 CPE has specific resources of £186k allocated to the project.

5.02 The Summary Business Case is set out in Appendix 2.

5.03 The budget pressure agreed at Full Council of £129k provides a break even position for 2013/14. In subsequent years the pressure will need to be increased by a further £65k to enable a continued break even position.

6.00 ANTI POVERTY IMPACT

6.01 None as a direct result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 Should be positive in terms of parking controls and general street improvement.

8.00 EQUALITIES IMPACT

8.01 Positive in creating increased access opportunities for those with disabilities.

9.00 PERSONNEL IMPLICATIONS

9.01 The figures shown in the Summary Business case in Appendix 2 assume that charges have been withdrawn from the car parks in Mold

and that there are 5.5 employees, compared to the current team of 6.5, to deliver CPE. The Council's established HR processes for dealing with the issues would be followed.

- 9.02 Should it be decided to retain car park charges in Mold there would be a requirement for 6.5 employees.
- 9.03 Should it be decided that the Council takes enforcement action against drivers parking outside the lines of bays, or unauthorised in disabled bays across all of the car parks in the County, this will increase the number of employees required in 9.01 and 9.02 above by 0.5 – 1 employee, depending on the level of enforcement required.

10.00 CONSULTATION REQUIRED

- 10.01 Mold Town Council, key stakeholders and Members in Mold.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Initial report to Executive, March 2010.
- 11.02 Update report to Environment Scrutiny Committee: 17th November 2010, 9th January 2013.
- 11.03 Meetings with staff and other key stakeholders, such as Town & Community Councils.

12.00 APPENDICES

- 12.01 Appendix 1 – 19th February 2013 Cabinet report on CPE.
- 12.02 Appendix 2 – Summary Business Case.
- 12.03 Appendix 3 – Plan of the review area.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Documents:

Contact Officer: Carl Longland
Telephone: 01352 704500
E-mail: carl.longland@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET
DATE: 19TH FEBRUARY 2013
REPORT BY: DIRECTOR OF ENVIRONMENT
SUBJECT: CIVIL PARKING ENFORCEMENT

1.00 PURPOSE OF REPORT

1.01 To make a final decision on Civil Parking Enforcement (CPE), following a Call-in of the decision taken on 18th December 2012.

2.00 BACKGROUND

2.01 On 18th December 2012, Cabinet considered a report entitled 'Civil Parking Enforcement' (attached at Appendix '1'). A copy of the Decision Notice for the report is attached at Appendix '2'.

2.02 The Council is the only North Wales authority which has not adopted CPE so far. A report was presented to Executive in March 2010 which approved work towards the introduction of a Civil Parking Enforcement Area within the County, with the exception of high speed dual carriageway lengths of trunk roads.

2.03 The effective enforcement of on-street parking regulations is essential for:

- Improving safety for both pedestrians and drivers through de-cluttering streets of illegally parked vehicles which often obstruct clear safe views of the highway network by both pedestrians and other road users
- Improving the general flow and efficiency of pedestrians, vehicles and cyclists through the road network
- Improving the local environment by preventing parking on grass verges, pavements and through such activity causing damage and tripping hazards
- Meeting the needs of people with disabilities through the increased provision of specific parking bays which are easily accessible and close to local shops
- Supporting the local economy through improving the general flow of traffic through our highway network, and regularising journey times; and in doing so improving the

- quality, accessibility and overall reliability of public transport which uses the network
- Improving the general ambience of our car parks which are, for many visitors, the first visible arrival point within our towns
 - Management and enforcement of Residents Parking Permits and on street parking where applicable
- 2.04 Any application for CPE has to be associated with a Parking Policy and Business Case.
- 2.05 As part of the general process of approvals, Members will need to agree a number of measures which will have to be reflected in the Order. Of particular significance will be the need to confirm the adoption of Civil Parking Enforcement Powers. Within Appendix 1 (Appendices 'A', 'B' and 'C') of this report are documents relating to Contravention codes, Residents Permits and Disabled Parking Bays which will require confirmation and adoption.
- 2.06 The majority of Local Authorities in North Wales process any Penalties through Denbighshire County Council (Wales Penalty Processing Partnership {WPPP}). This is an efficient and cost effective service and links into a regionalised approach to service delivery and cross regional partnership working. Flintshire County Council, as part of the implementation of CPE, proposes to take advantage of this regional service. Under CPE this will create a single enforcement regime that will provide members of the public with a more easily understood parking enforcement system.
- 2.07 As part of the CPE process, it will be necessary for the Council to nominate a Councillor to serve on the Adjudication Joint Committee. The Joint Committee Lead Authority is Manchester City Council and a Memorandum of Participation will be issued for subsequent signature before the commencement date of CPE within Flintshire. It is proposed that the nominated Councillor will be the Cabinet Member for Environment.
- 2.08 The Council has already submitted a draft application to Welsh Government (WG) for their consideration and has received some initial feedback on this document. Generally the feedback was positive and has been taken account of in current proposals.
- 2.09 To accord with legislation, the Council, in addition to other powers set out within this report, need to approve the following :-
- Clamping and removal powers, even if the Council chooses not to use them in the future
 - A formal start date
 - The use of Bailiffs

- The style, colour and type of uniform to be used by Civil Parking Enforcement Officers
 - How the Council will deal with TUPE issues should they arise
 - The formal SLA with the Central Ticketing Unit
- 2.10 Integral to Civil parking Enforcement, which takes place 'On-Street', is the issue of 'Off-Street' parking, as a significant proportion of vehicles displaced from roads are likely to resort to public and privately owned car parks.
- 2.11 There is an inconsistent practice in car park management and charging which goes back to the predecessor authorities of Delyn and Alyn & Deeside. Delyn had a policy of charging, whereas Alyn & Deeside did not and, as a result of this position not having been reviewed since local government re-organisation, we now have the situation where the Council charges for the use of its car parks in Mold and Holywell, whereas all of the other Council car parks are free. At the moment, the Council provides Off-Street parking permits in both Mold and Holywell for the use of residents and businesses. These currently cost £100 p.a. in Mold and £60 p.a. in Holywell. Furthermore, the level of charges have not been reviewed for over 18 years. It is therefore long overdue for the Council to review current practice and set a new policy. This review was included in the 18th December 2012 Cabinet report as Appendix 'D' 'Off-Street Parking Policy'.
- 2.12 Recognising that Members would want to comment on Appendix 'D', the decision taken on 18th December 2012 was to :-
- “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.”
- Also
- “That a further report be brought to Cabinet on Appendix 'D', to finalise the proposals.”
- 2.13 Notwithstanding the above, the decision taken by Cabinet on the Civil Parking Enforcement report was called-in by six Members of the Council. The Call-in meeting was held at the end of the scheduled Environment Overview & Scrutiny meeting held on 9th January 2013. The reason for the Call-in and the debate at the Scrutiny meeting focussed on that part of the Decision dealing with the Off-Street Parking Policy, rather than any of the other parts of the Decision taken in December. For completeness, the Recommendations from the December report, as amended to take account of the Call-in, are set out in Section 4 for Members to re-consider.

2.14 The Minutes of the Call-in meeting are attached at Appendix '3'.

3.00 CONSIDERATIONS

3.01 The key points raised at the Call-in meeting fell into the following categories :-

1. Have we reviewed all car parks consistently?
2. The level of usage of the car parks by residents.
3. The cost of residents' parking permits.
4. Can we undertake a review of signs and lines to ensure they are fit for purpose?
5. Is it possible to have a period of free parking within our car parks, before people are asked to pay?
6. Are we charging people to access health facilities and pharmacies?
7. Can we change the type of machine to be used?
8. Can the number of parking spaces required per dwelling under the planning process be changed?
9. Have Town & Community Councils been notified of the proposals?

These points are addressed in the following text.

3.02 Further work has been done to re-assess the car parks against the criteria in the draft policy, which were not challenged at the Call-in meeting and to take account of the views expressed by Members. For reference, the criteria are :-

- Town Centre location, as identified in the Council's UDP
- Occupancy levels of the car parks
- Vibrancy of the Town Centres
- Proximity of the town centre to public transport
- Percentage use by surrounding residents not having access to a private parking space or on street parking.

3.03 The re-assessment has resulted in some minor amendments to the

charging proposals, which are outlined below :-

- Bistre Avenue, Buckley - retain as free, due to level of usage by surrounding residents without access to a private parking space or On-Street parking
- Somerfield, Connah's Quay – continue with proposals to charge, but review prior to their introduction, due to reduced usage (from 76% to 45%) as a result of Council offices and the Co-op closing
- Feather Street, Flint – introduce charges, as it's a central location, and should be available for shoppers. Should they wish to, employees working in the town will be able to park on other 'free' car parks in the town
- Swan Street, Flint – continue with proposals to charge, but review prior to their introduction, due to the potential impact demolishing the maisonettes and implementation of the Masterplan
- Halkyn Street, Holywell – retain as free, due to the level of usage by people accessing the adjacent healthcare facilities.

3.04 The complete list of car parks suitable for charging is set out at the rear of the proposed Off-Street Parking Policy in Appendix '4'.

3.05 The proposed cost of Residents' Parking Permits has been reviewed. In the 18th December 2012 Cabinet report, Annual Parking Permits for residents would have cost £312 per annum. Currently permits in Mold cost £100 p.a. and in Holywell they cost £60 p.a. It is proposed to change the cost of annual permits for residents living within 250m of a car park the Council charges on to £62.40 for each permit (10% of the aggregated yearly charge). This equates to £0.20 per day and reduces the cost of Off-Street parking permits for residents in Mold.

3.06 Also, the cost of permits for business users has been reviewed. It is proposed that businesses within 250m of a car park the Council charges on will be entitled to one permit at a cost of £156.00 (25% of the aggregates yearly charge). This equates to £0.50 per day.

3.07 It is proposed that a review of signs and lines is undertaken in the centres of Buckley, Holywell and Mold, to ascertain whether it would be appropriate to include any 20 minute stay on street parking areas and also the potential for disabled bays. Such areas would make provision for people that want to make a quick visit to a specific shop-facility without having to use our car parks. Similarly, a review of lines and signs will be undertaken in Shotton prior to the introduction of Civil Parking Enforcement, as part of a long standing commitment to Shotton Town Council.

- 3.08 Some of our car parks have peak usage periods greater than the number of spaces within them. For example, the King Street car park in Mold has 68 spaces, but has a peak usage rate of 91 cars per hour. Without charges for an initial stay, it is likely that the peak number of vehicles would increase and that they would stay for the length of the free period, before going to another car park to gain benefit from the initial free period. It is not therefore considered appropriate to pursue this approach. However, any short stay On-Street provision resulting from the lines review outlined in 3.07 would go some way to providing limited free parking.
- 3.09 In undertaking the re-assessment of car parks outlined in 3.02 and 3.03, the proximity of free car parks to healthcare and pharmacy facilities has been assessed. By keeping the Halkyn Street car park in Holywell free, each Town Centre now has a free car park within easy walking distance of a health facility and pharmacy.
- 3.10 The type of ticket machines has been reviewed and it is proposed to install easier to use models.
- 3.11 It is proposed that the Planning Strategy Group should review the number of car parking spaces associated with new dwellings.
- 3.12 Town & Community Councils have been consulted as part of the development of our proposals for Civil Parking Enforcement. Following the Call-in meeting, the report considered by Cabinet on 18th December 2012 was sent to all Town & Community Councils for their information. On 8th February, a Petition was received from Holywell Town Council, seeking the removal of charges from Holywell.
- 3.13 A copy of the proposed Off-Street Parking Policy, amended from the version considered by Cabinet on 18th December 2012 to take account of the above comments, is attached at Appendix '4'.
- 3.14 Based on the proposed Off-Street Parking Policy shown in Appendix '4', a Summary Business Case has been prepared for the introduction of Civil Parking Enforcement. This takes account of factors such as the level of fines generated by enforcement, the anticipated income from the Council's car parks, and the cost of Civil Enforcement Officers required. This Summary Business Case is shown in Appendix '5'.
- 3.15 For completeness, it is worth noting the full extent of costs that would be borne by the Council, should it decide to withdraw charges from all of its car parks. These fall into two categories, namely: one off; and fixed/ongoing as outlined below, based on the following assumptions :-
1. Charges were withdrawn on 1st July 2013, as we would have to go

through a period of consultation before being able to remove them.

2. It is assumed that the 5.5 employees are assimilated from the existing members of staff to provide the resources required for CPE from its proposed implementation in October 2013, compared to the current 6.5 employees, subject to established HR policies. During the period between 1st July – 1st October, these employees would undergo training for CPE.

➤ One-off costs	£k
<ul style="list-style-type: none"> • Redundancy of 1 Full Time employee, assuming they cannot be re-deployed 	20
<ul style="list-style-type: none"> • Salaries of 5.5 employees from 1st July to 1st October 	32
TOTAL one-off pressure	<u>52</u>
➤ Ongoing/fixed costs per annum	
<ul style="list-style-type: none"> • National non domestic rates 	56
<ul style="list-style-type: none"> • Electricity 	13
<ul style="list-style-type: none"> • Maintenance <ul style="list-style-type: none"> - Grounds (snow clearance, litter) - Repairs (lining, signing, patching) 	17
<ul style="list-style-type: none"> • Ground rent (for use of others' land) 	26
	<u>142</u>
<ul style="list-style-type: none"> • Net base revenue budget 	(25)
TOTAL on-going pressure p.a.	<u>117</u>

Taking account of Appendix '5' of this report, which summarises the Business Case for introducing the proposed Parking Policy (Appendix '4'), should Members decide to withdraw charges from all of the Council's car parks, the budget pressure for 2013-14 would be £55k (efficiency in Appendix '5') + £52k (One-off costs) + (£117k x 75% July to March) = £194.75k.

3.16 It is recognised that the implementation of the Off-Street Parking Policy set out in Appendix '4', together with the introduction of CPE,

is likely to have a significant impact upon vehicular usage of our town centres and car parks. In addition, Masterplans are either scheduled to be developed or have already been approved for the County's Town Centres. The implementation of these Masterplans is likely to change the dynamics of our Town Centres. It is therefore intended to review the Policy during the 2013-14 financial year, when the initial impact of the introduction of CPE has had time to settle down, and then annually thereafter.

4.00 RECOMMENDATIONS

4.01 That Members:

4.01.1 Approve the list of Contravention Codes and Policies on Residents Permits and Disabled Parking Bays shown in Appendix '1' (Appendices 'A', 'B' and 'C').

4.01.2 Approve the 'Off-Street' Parking Policy shown in Appendix '4' and grant delegated authority to the Director of Environment, following consultation with the Cabinet Member for Environment, to review the Policy annually and implement any changes, following appropriate consultation.

4.01.3 Approve the Summary Business Case shown in Appendix '5' for submission to WG, as a formal request for CPE powers to be conferred upon Flintshire County Council.

4.01.4 Approve the use of Wales Penalty Processing Partnership {WPPP} to process all Parking Contraventions Notices (PCNs).

4.01.5 To grant delegated authority 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 2.09.

4.01.6 Approve the Cabinet Member for Environment, or their nominated substitute, as the Council's representative on the Adjudication Joint Committee outlined in paragraph 2.07.

5.00 FINANCIAL IMPLICATIONS

5.01 Civil Parking Enforcement has specific resources of £186k allocated to the project.

5.02 Based on Appendix '4' (revised Policy to be introduced on 1st July 2013), and the implementation of CPE on 1st October 2013, the Summary Business Case is set out in Appendix '5'.

5.03 Should Members decide to withdraw charges from all of the Council owned car parks, it would leave a £194.75k pressure on the 2013-14

budget proposals.

6.00 ANTI POVERTY IMPACT

6.01 None as a direct result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 Should be positive in terms of parking controls and general street improvement.

8.00 EQUALITIES IMPACT

8.01 Positive in creating increased access opportunities for those with disabilities.

9.00 PERSONNEL IMPLICATIONS

9.01 The figures shown in the Summary Business Case in Appendix '5' assume there are 9 employees compared to the current team of 6.5. The roles of affected employees will need to be reviewed to take account of these proposals.

9.02 Should the Council decide to withdraw car park charges from all of its car parks, there would be implications for the 6.5 employees currently undertaking associated works. The Council's established HR processes for dealing with the issues would be followed.

10.00 CONSULTATION REQUIRED

10.01 Key stakeholders and Members is an ongoing activity.

11.00 CONSULTATION UNDERTAKEN

11.01 Initial report into Executive March 2010.

11.02 Update report to Environment Scrutiny Committee, 17 November 2010.

11.03 Meetings with staff and other key stakeholders, such as Town & Community Councils.

12.00 APPENDICES

12.01 Appendix '1' – 18th December 2012 Cabinet report on Civil Parking Enforcement

12.02 Appendix '2' – Decision Notice for the 18th December 2012 report on Civil Parking Enforcement.

- 12.03 Appendix '3' - Minutes of 9th January Environment Overview & Scrutiny Meeting
- 12.04 Appendix '4' – Off-Street Parking Policy, as amended to take account of comments made at the Call-in on 9th January 2013
- 12.05 Appendix '5' – Summary Business Case

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

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Civil Parking Enforcement and Off-Street Parking
Implementation of 01.10.13

APPENDIX 2

	Note	Set Up £	2013/14 Year 1 £	2014/15 Year 2 £	2015/16 Year 3 £	2016/17 Year 4 £	2017/18 Year 5 £	
Mold & Holywell charges to cease after 30th September 2013								
Capital costs financed over 5 years with 10% borrowing charge								
Balance B/fwd	1	186,000	43,588					
<u>On-street</u>								
Start-Up Costs (Capital)	2	-124,248	-7,700	-7,700	-7,700	-7,700	-7,700	Financing £35k costs over 5 years incl. 10% Finance charge
Start-Up Costs (Revenue)		-18,164						
Maintenance of lines and signs			-10,000	-10,000	-10,000	-10,000	-10,000	To be funded from R&M provision in Car Parks Budget
Net Expenditure increase	3		-34,215	-68,429	-68,429	-68,429	-68,429	6 months (50%) for 2013/14
Less costs with existing budget provision	4		17,000	34,000	34,000	34,000	34,000	
Net Expenditure Increase			-17,215	-34,429	-34,429	-34,429	-34,429	
Income from PCN's			15,174	58,954	61,547	61,547	61,547	6 months @ 35% recovery for 2013/14
Total On-Street		-142,412	-19,740	6,825	9,418	9,418	9,418	
<u>Off-street</u>								
Car Park Resurfacing, Lining, Lights & Signs		0						To be funded from annual maintenance provision of £30k.
Redundancy Costs			-20,000					Reduction of 1 FTE
Existing Running Costs			171,000	171,000	171,000	171,000	171,000	
Revised Running Costs			152,000	131,000	131,000	131,000	131,000	
Reduction in annual running costs			19,000	40,000	40,000	40,000	40,000	6 months (50%) for 2013/14
Forecast Income from existing charges - April to Sept 2013/14	5		101,925	10,000	10,000	10,000	10,000	£10k per annum fine income assumed from 2014/15 onwards
Current Budgeted income			-253,850	-253,850	-253,850	-253,850	-253,850	
Budget Pressure 2013/14 and beyond	6		129,000	197,000	194,500	194,500	194,500	
Net Income from Car Parks			-22,925	-46,850	-49,350	-49,350	-49,350	
Total Off-Street		0	-23,925	-6,850	-9,350	-9,350	-9,350	
Balance C/fwd		43,588	-77	-25	68	68	68	

Notes

- 1 Specific Directorate Balance Carried Forward previously approved by Executive in sums of £61k (2008/09), £75k (2009/10) and £50k (2010/11)
- 2 Start-up costs include: Specialist Advice, IT/Office Equipment & Training, Public Relations, Legal Costs/Adverts, TRO Survey & Mapping, Signs conversion, Hardware Maintenance for CPU, Uniforms & Comms
- 3 Net Expenditure increase consists of: Parking Manager, Parking Attendants, Office Equipment & Overheads, Transport Costs and Ticket & Permit Processing
- 4 Current Staff Budget Provision for management of car parks of £34k
- 5 6 months at existing levels of fines and fee income (April to September 2013). Assumes minimal enforcement activity in Car Parks in future years.
- 6 Budget Pressure for 2013/14 agreed at Full Council 01/03/13 (£185k - £56k efficiency = £129k)

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Mold



- 1 – Love Lane
- 2 – Town Hall (Permit Holders)
- 3 – Grosvenor Street
- 4 – King Street
- 5 – Meadow Place
- 6 – Griffiths Square
- 7 – New Street

Appendix 3

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT**

SUBJECT: **THE POLICY FOR SKID RESISTANCE ON THE
ADOPTED ROAD NETWORK**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval of a Policy for Skid Resistance on the Adopted Highway Network.

2.00 BACKGROUND

2.01 The Highways Act 1980 places a statutory obligation on the Council as Highways Authority to maintain the adopted Highway Network in a safe and 'fit for purpose' state.

2.02 In February 2012 the Councils Executive approved the Highway Asset Management Plan (HAMP) which defined some of the maintenance regimes and protocols to be adopted by the Council to ensure compliance with its statutory duty.

2.03 A key element of the HAMP is the development of a Policy for skid resistance which is a critical factor in ensuring the safety of the Network.

2.04 Highway Maintenance Good Practise Guidance recommends that Highway Authorities approve and adopt a policy for monitoring, measuring and managing the skid resistance in their network. The policy will also protect the Council from potential claim or challenge following an incident or accident on the network.

3.00 CONSIDERATIONS

3.01 The term "skid resistance" refers to the frictional properties of the road surface, measured using an approved testing device under controlled conditions.

3.02 Flintshire County Council utilise the SCRIM (Sideway-force Coefficient Routine Investigation Machine) method for measuring skid resistance which measures the force between a rubber tyre against the pre-wetted road surface. The resulting value, (SCRIM), relates to the coefficient of friction and provides an indication of the relative polished

state of a road surface.

- 3.03 The proposed Skid Resistance Policy is based on HD 28/04 within the Design Manual for Roads and Bridges issued by the Highways Agency, which provides the basis for the monitoring and analysis of skid resistance on Trunk Roads within the United Kingdom. The document also allows for local interpretation to apply the content to non Trunk Road Networks.
- 3.04 Desired or investigatory level SCRIM values are assigned to each section of road in the County which vary, depending on individual factors such as road geometry, the likelihood and nature of potential conflicts between road users and the known accident history. Investigatory Levels are determined before testing is carried out and act as a benchmark against which the measured values can be compared.
- 3.05 All sites exhibiting a measured skidding resistance below the Investigatory Level will be recorded and investigated in line with the Skid Resistance Site Investigation Procedure – **Appendix 1**.

The proposed Policy on Skid Resistance is shown on **Appendix 2**.

- 3.06 The Policy will apply only to the 'A' and 'B' and defined strategic 'C' class network and there will be no formal Policy for the remainder of the unclassified road network. This is based on a risk management approach, taking into consideration the lower traffic levels and that low skid resistance is not being a major factor in road safety on these roads. There is however a requirement for road surfacing aggregates used on all roads to meet a minimum specified level of skid resistance known as the Polished Stone Value which is intended to maintain the skid resistance of the surface on the road.

4.00 RECOMMENDATION

- 4.01 That Cabinet approves the Policy on Skid Resistance on the Adopted Highway Network.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Policy will operate from within existing budgets.

6.00 ANTI POVERTY IMPACT

- 6.01 Not applicable.

7.00 ENVIRONMENTAL IMPACT

- 7.01 No impact.

8.00 EQUALITIES IMPACT

8.01 A desk top assessment indicated that the Policy included in the report do not unfairly impact on any particular group.

9.00 PERSONNEL IMPLICATIONS

None.

10.00 CONSULTATION REQUIRED

None.

11.00 CONSULTATION UNDERTAKEN

11.01 With Cabinet Member.

12.00 APPENDICES

Appendix 1 – Skid Resistance Site Investigation Procedure.

Appendix 2 - The proposed policy on Skid Resistance.

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

None.

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Flintshire County Council

Skid Resistance Operational Manual

Issue No.:	1.0
Status:	First Draft
Date:	January 2013
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Contents

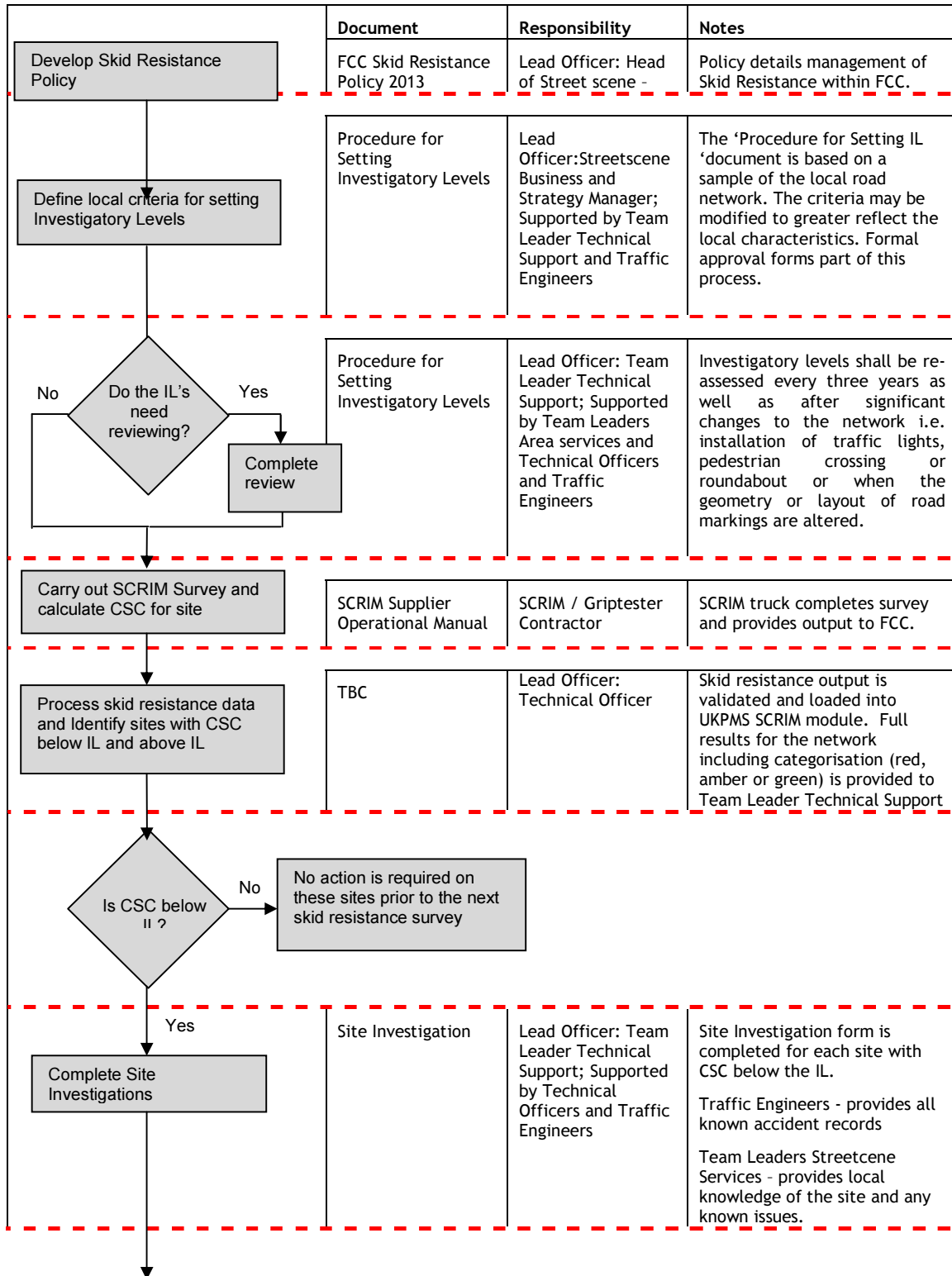
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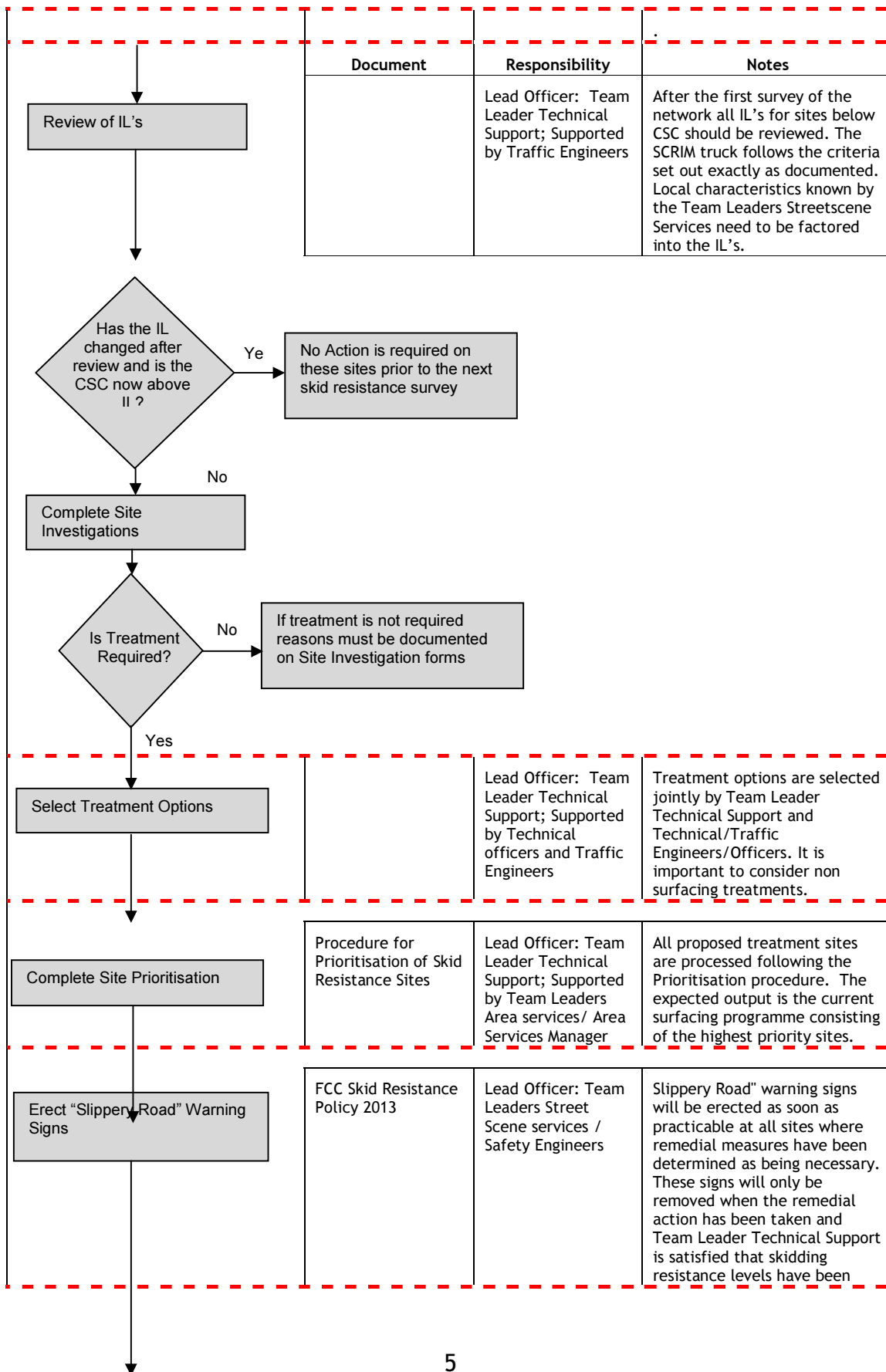
1 Introduction

- 1.1 The purpose of this Operational Manual is to provide detailed processes for managing the appropriate levels of skid resistance on Flintshire County Council Roads
- 1.2 This policy will apply to all surfaced roads and surfaces designed to be shared with pedestrians managed by Flintshire County Council. This doesn't include trunk roads as they are managed by North Wales Trunk Road Agency or surfaces used only by pedestrians. This policy will be implemented, monitored and managed by the Head of Service.

2.0 Process Summary

2.1 Figure 2.1 shows the skid resistance process from start to finish. Relevant documents and responsible personnel are also included





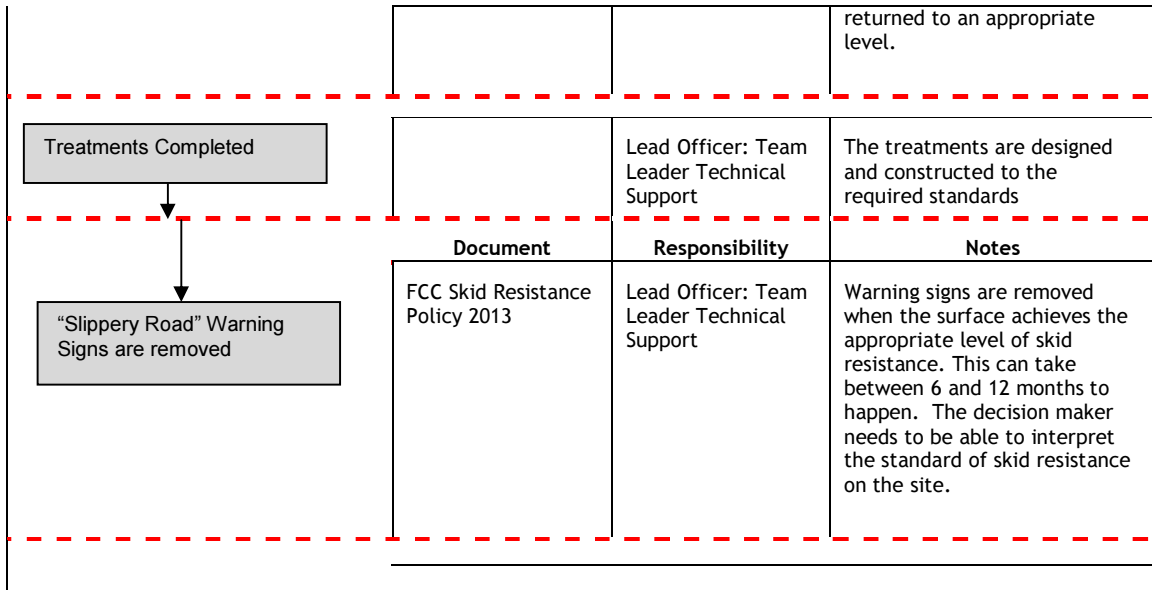


Figure 2.1: Skid Resistance Management Process

3 Measurement of Skid Resistance

Flintshire County Council has adopted the Single Annual Survey Method of measuring SCRIM. This approach is based upon a single annual survey of the network. The method uses measurements from the preceding 3 years to characterise the long-term skid resistance of the network. This value is used with the mean network skid resistance in the current year, to calculate a correction factor, which is applied to the current year's data to make current values consistent with the long-term average.

The Single Annual Survey Method is implemented as follows:
The whole network is surveyed once during the Testing Season in each year. Surveys are planned such that in successive years each road length is tested in the early, middle and late parts of the season.

The early middle and late parts of the season are defined, respectively, as: May to mid-June, mid-June to mid-August and mid-August to the end of September. For example, a route tested in the early part of the season in year 1 could be tested in the late part of the season in year 2 and in the middle part of the season in year 3. In year four, it must be tested in the early part of the season again, etc.

4 Procedure for Setting Investigatory Levels

4.1 Background

- 4.1.1 Table 4.1 lists the intervention levels that are to be considered on the council's county roads. They are based on those contained in HD28/04. This document allocates a band of two or three acceptable limits for each road event. The table shows the banded limits with the preferred values for Flintshire.
- 4.1.2 It is important that the Investigatory Level is not set too low. If, during the site investigation process the Investigatory Level of a site is found to be too high then it can be lowered. However, if the Investigatory Level is initially set at too low a level then the need to improve the skid resistance may not be detected until it has already fallen further than is desirable.
- 4.1.3 Site Categorisation and SCRIM Investigatory Levels for the council's network are as shown in the Table 4.1:
- 4.1.4 Investigatory levels shall be re-assessed every three years as well as after significant changes to the network i.e. installation of traffic lights, pedestrian crossing or roundabout or when the geometry or layout of road markings are altered.

Site Category & Description		Investigatory Level at 50km/h							
		CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
		Grip No.	0.35	0.41	0.47	0.53	0.59	0.65	0.71
B	Dual carriageway non-event			X					
C	Single carriageway non-event				X				
Q	Approaches to and across minor and major junctions, approaches to roundabouts					X			
K	Approaches to pedestrian crossings and other high risk situations						X		
R	Roundabout					X			
G1	Gradient 5-10% longer than 50m					X			
G2	Gradient >10% longer than 50m						X		
S1	Bend radius <500m – dual carriageway					X			
S2	Bend radius <500m single carriageway						X		

Table 4.1: Investigatory Levels for Flintshire County Council

Legend: X Investigatory Levels selected by FCC

 Investigatory Levels detailed in technical Standard HD 28/04

Notes:

1. Investigatory Levels are for the mean skidding resistance within the appropriate averaging length.
2. Investigatory Levels for site categories A, B and C are based on 100m lengths or the length of the feature if shorter.
3. Investigatory Levels and averaging lengths for site categories Q and K are based on 50m approach to the feature but shall be extended when justified by local site characteristics.
4. Investigatory Levels for site category R are based on 10m lengths.
5. Categories G1 and G2 must not be applied to uphill gradient on dual carriageways.
6. Categories S1 and S2 must not be applied to bends with a speed limit below 50 mph.
7. Residual lengths less than 50% of a complete averaging length may be attached to the penultimate full averaging length, providing the site category is the same.
8. As part of the site investigation, individual values within each averaging length should be examined and the significance of any values that are substantially lower than the mean value assessed.

4.2 Choosing the Appropriate Site Category

- 4.2.1 Identify which site category from Table 4.1 is most appropriate to the road layout at each point on the network.
- 4.2.2 Only one site category can be assigned at each point; if there is more than one category that is applicable then
- If IL values are different - choose the one that allows a higher IL
 - If IL values are the same – choose the one highest up the table

4.3 Selecting an Investigatory Level

- 4.3.1 For each Site Category, allocate an Investigatory Level from within the range shown in Table 4.1. The IL corresponding with the lowest value is selected in all cases except:
- Where there are identifiable hazards present, as listed below, that aren't acceptably mitigated
 - Where there is more than one type of event present, unless acceptably mitigated.
- In both of these exceptions higher ILs are selected.
- 4.3.2 The following factors need to be considered when assessing the IL. All forms of local knowledge should be accounted for in this review.
- Hazards present or conflicts between road users that could lead to a vehicle losing control or to sudden braking or avoidance manoeuvres.
 - The likelihood of an accident situation occurring, considering:
 - o Traffic flow and speed
 - o Road layout
 - o Presence of warning signs or other measures that reduce the risk
 - The severity of the outcome in the event of an accident, giving particular attention to the following situations, which are the main mechanisms of death and serious injury:
 - o Head-on or side impacts at speed.
 - o Accidents involving vulnerable road users.

A. Non-event Site Categories

A non-event site category (B or C) should be assigned to any length of road where there are no junctions, roundabouts, crossings, bends or gradients present.

A.1. Category B: Dual Carriageway Non-Event Selection Criteria

A.1.1. Site Category B is allocated to

- a) All non-motorways, dual carriageways and other lengths with one-way traffic.
- b) Junction areas where traffic merges or diverges if:
 - the junction layout allows traffic leaving or joining the mainline to match the speed of the mainline traffic,
 - there is adequate taper length for merging to occur.

A.1.2. Investigatory Level

Table 4.2 and 4.3 are used to allocate Investigatory Levels for Category B sites. Table 4.2 shows that a minimum IL of 0.35 is required on the Flintshire road network before further investigation is required. A list of circumstances for selecting the higher IL of 0.40 is provided in Table 4.3.

CATEGORY B: DUAL CARRIAGEWAYS NON-EVENT	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
			X					

Table 4.2: Category B Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category B	IL = 0.35	IL = 0.40
Circumstances	All except where a higher IL is justified	Considerations for raising IL to the higher value include: <ul style="list-style-type: none"> • Hazards on roads where the speed limit is 50mph or above where category Q is not appropriate, including: <ul style="list-style-type: none"> o Junctions where the geometry does not justify using category Q. o Bus stops, laybys etc. o Other accesses, e.g. houses. • Bends on roads with a speed limit below 40mph if they present a particular hazard in spite of the lower speed. • Uphill sections that give rise to a speed differential between vehicles, but category G1 or G2 is not appropriate.

Table 4.3: Category B Investigatory Level Circumstances

A.2. Category C: Single Carriageway Non-Event Selection Criteria

A.2.1. Site Category C is allocated to:

- a) All carriageway sections with two-way traffic.
- b) Junction areas where traffic merges or diverges if:
 - the junction layout allows traffic leaving or joining the mainline to match the speed of the mainline traffic,
 - there is adequate taper length for merging to occur.

A.2.2. Investigatory Level

Table 4.4 and 4.5 are used to allocate Investigatory Levels for Category C sites. Table 4.4 shows that a minimum IL of 0.40 is required on the Flintshire road network before further investigation is required. A list of circumstances for selecting the higher IL of 0.45 is provided in Table 4.5.

CATEGORY C: SINGLE C/WAY NON-EVENT	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
			X					

Table 4.4: Category C Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category C	IL = 0.40	IL = 0.45
Circumstances	All except where a higher IL is justified	Considerations for raising IL to the higher value include <ul style="list-style-type: none"> • Areas where pedestrians or other vulnerable road users are common but category K is not appropriate • Hazards on roads where the speed limit is 50mph or above where category Q is not appropriate, including: <ul style="list-style-type: none"> o Junctions where the geometry does not justify using category Q. o Bus stops, laybys etc. o Other accesses, e.g. houses. • Bends on roads with a speed limit below 40mph if they present a particular hazard in spite of the lower speed. • Uphill sections that give rise to a speed differential between vehicles, but category G1 or G2 is not appropriate. • Popular overtaking areas

Table 4.5: Category C Investigatory Level Circumstances

B. Event Site Categories

For all event site categories, consider carefully how far the category needs to extend upstream and downstream.

B.1. Category Q: Approaches to Junctions and Roundabouts Selection Criteria

B.1.1. Site Category Q is allocated to

a) Approaches to Junctions

- i. On the major road (where traffic has permanent priority):
 - Apply site category Q across the extent of the junction between throat limits and continue for a further 50m in the direction of oncoming traffic on each side.

Note:

- For roads with a speed limit of 50mph or above, consider extending this distance to 100m, depending on the risk of traffic having to brake unexpectedly.
- On roads with two-way traffic, consider both directions separately to determine the overall extent of the site category

- ii. On the minor road (where traffic is required to give way):
 - Apply site category Q to the 50m approach to the stop / give way line.

Note: Extend the distance, if necessary, to take into account likely queues.

b) Approaches to other significant accesses

- i. Where the volume of traffic using the access warrants it (eg. Petrol stations, superstores etc) treat as for major / minor priority junctions, above.

Note: If the volume of traffic is low, use the appropriate non-event categories instead.

c) Approaches to roundabouts and traffic signals (except for high risk circumstances).

- i. Apply site category Q to the 50m approach to the stop / give way line.

Note: Extend the distance, if necessary, to take into account likely queues.

B1.2. Investigatory Level

Table 4.6 and 4.7 are used to allocate Investigatory Levels for Category Q sites. Table 4.6 shows that a minimum IL of 0.45 is required on the Flintshire road network before further investigation is required. A list of circumstances for selecting the middle IL of 0.50 is provided in Table 4.7.

For major / minor priority junctions, the risks are greater on the major road. Drivers on the major road have permanent priority and are not expecting to give way, but may have to brake sharply if a vehicle emerges unexpectedly from the minor road or turns right across their path. Factors to consider are:

- a) Right turning vehicles are at risk of a side impact with traffic on the major road, and the outcome of this type of crash is likely to be severe.
- b) The risks increase where the speed of traffic joining or leaving the main carriageway differs greatly from those continuing straight on. This is heavily influenced by the taper length, provision of dedicated lanes for right-turning traffic, etc..

On the minor road, the risk of having to brake unexpectedly is lower since the need to give way is indicated clearly in advance of the junction.

CATEGORY Q: APPROACHES TO JUNCTIONS AND ROUNDABOUTS	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
				X				

Table 4.6: Category Q Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Middle Investigatory Level
Category Q	IL = 0.45	IL = 0.50
Circumstances		
On the major road (traffic with permanent priority)	<ul style="list-style-type: none"> The speed limit is below 50mph The speed limit is 50mph or above but the traffic volume and speed differential between the major and minor traffic streams results in an acceptably low risk 	<ul style="list-style-type: none"> The combination of speed differential and traffic volume result in a moderate level of risk Sight lines on the minor road are poor, leading to the possibility of driver error Right-turning traffic is not adequately catered for <p>High levels of traffic on the mainline may induce drivers joining it to take risks when pulling out.</p>
On the minor road (traffic required to give way)	All except where a higher IL is justified	Considerations for raising IL to the higher value exist if the sight lines on the minor road approaching the junction are poor, leading to the possibility of a driver changing their mind at a late stage
Significant Accesses	Treat other significant accesses as for major / minor priority junctions.	
Roundabouts & Traffic	<ul style="list-style-type: none"> Where speed limit is below 50mph 	Where speed limit is 50mph or above.

Signals	<ul style="list-style-type: none"> Roads where speed limit is 50mph or above if there is a higher speed limit but actual traffic speeds are low, e.g. because the road layout does not lend itself to higher speed. 	
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Table 4.7: Category Q Investigatory Level Circumstances

C. Category K: Approach to Pedestrian Crossings and High Risk Situations Selection Criteria

C.1. Site Category K is allocated to

- All signal controlled pedestrian crossings and zebra crossings
- Railway crossings
- Other situations where there is both a likelihood vulnerable users in the road and a high risk of injury in the event of a crash.

Site category K is to be applied for the 50m approach to the event. Consider extending this distance for roads with speed limits of 50mph or above, depending on the likelihood of traffic having to brake unexpectedly.

C.2. Investigatory Level

Table 4.8 and 4.9 are used to allocate Investigatory Levels for Category K sites. Table 4.8 shows that a minimum IL of 0.50 is required on the Flintshire road network before further investigation is required. A list of circumstances for selecting the higher IL of 0.55 is provided in Table 4.9.

CATEGORY K: APPROACHES TO PEDESTRIAN CROSSINGS AND OTHER HIGH RISK SITUATIONS		Investigatory Level at 50km/h						
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
						X		

Table 4.8: Category K Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category K	IL = 0.50	IL = 0.55
Circumstances	All except where a higher IL is justified	<p>Considerations for raising IL to the higher value exist where there is reason to believe pedestrians or other vulnerable road users may misjudge the speed of oncoming traffic, e.g.</p> <ul style="list-style-type: none"> Near schools or other facilities for children Near public houses Where the speed of approaching traffic is high

Table 4.9: Category K Investigatory Level Circumstances

D. Category R: Roundabout Selection Criteria

D.1. Site Category R is allocated to:

- a) Roundabout circulation areas
- b) Approaches to traffic lights on roundabouts

D.2. Investigatory Level

Table 4.10 and 4.11 are used to allocate Investigatory Levels for Category R sites. Table 4.11 shows that a minimum IL of 0.45 is required on the Flintshire road network before further investigation is required. A list of circumstances for selecting the higher IL of 0.50 is provided in Table 4.11.

CATEGORY R: ROUNDABOUT	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
					X			

Table 4.10: Category R Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category R	IL = 0.45	IL = 0.50
Circumstances	All except where a higher IL is justified	Considerations for raising IL to the higher value include <ul style="list-style-type: none"> • High speed of circulating traffic • High incidence of cyclists or motorcyclists • Absence of signalised control on roundabouts at grade separated interchanges.

Table 4.11: Category R Investigatory Level Circumstances

E. Category G1/G2: Gradient Selection Criteria

E.1. Site Category G1 is allocated to

- Dual carriageways, with lengths of at least 50m with an average downhill gradient of between 5 and 10%.
- Single carriageways, with lengths of at least 50m with an average downhill gradient of between 5 and 10%.

E.2. Site Category G2 is allocated to

- Dual carriageways, with lengths of at least 50m with an average downhill gradient of 10% or higher.
- Single carriageways, with lengths of at least 50m with an average downhill gradient of 10% or higher.

This assessment will be based on gradient information obtained from the machine condition survey.

E.3. Investigatory Level

Table 4.12 and 4.13 are used to allocate Investigatory Levels for Category G sites. Table 4.12 shows the minimum IL requirements for meeting the skid resistance needs of the Flintshire road network. A list of circumstances for selecting the higher IL is provided in Table 4.13.

SITE G: GRADIENTS	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
G1: Gradient 5-10% longer than 50m					X			
G2: Gradient >10% longer than 50m						X		

Table 4.12: Category G Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category G1	IL = 0.45	IL = 0.50
Category G2	IL = 0.50	IL = 0.55
Circumstances	All except where a higher IL is justified	Considerations for raising IL to the higher value <ul style="list-style-type: none"> High approach speeds Injury potential if vehicle loses control – eg large drop off into valley, solid feature, bend at the end of the grade.

Table 4.13: Category G Investigatory Level Circumstances

F. Category S1/S2: Bend radius < 500m Selection Criteria

F.1. Site Category S1 is allocated to

- a) bends on dual carriageway roads where the speed limit is 50mph or above where the radius of curvature is less than 500m for at least 100m.

F.2. Site Category S2 are allocated to

- a) bends on single carriageway roads where the speed is 40mph or above where the radius of curvature is less than 500m for at least 50m.

Note:

This category should not be used for:

- Roundabout exits
- Bends on roads below 40mph, use the non-event site category B or C

The site category should be extended upstream and downstream to where the road is essentially straight.

This assessment will be based on gradient information obtained from the machine condition survey.

F.4. Investigatory Level

Table 4.14 and 4.15 are used to allocate Investigatory Levels for Category S sites. Table 4.14 shows the minimum IL requirements for meeting the skid resistance needs of the Flintshire road network. A list of circumstances for selecting the higher IL is provided in Table 4.15.

CATEGORY S: BEND RADIUS <500m	Investigatory Level at 50km/h							
	CSC	0.30	0.35	0.40	0.45	0.50	0.55	0.60
	GN	0.35	0.41	0.47	0.53	0.59	0.65	0.71
S1: Bend radius <500m – dual carriageway					x			
S2: Bend radius ,500m – single carriageway						x		

Table 4.14: Category S Investigatory Levels for Flintshire County Council

	Lower Investigatory Level	Higher Investigatory Level
Category S1	IL = 0.45	IL = 0.50
Category S2	IL = 0.50	IL = 0.55
Circumstances	All except where a higher IL is justified	Considerations for raising IL to the higher value due to the particular potential for loss of control include: <ul style="list-style-type: none"> • The geometry of the bend is particularly hazardous, taking into account the traffic speed • Traffic needs to slow down to safely negotiate the bend • Adverse camber is present.

Table 4.15: Category S Investigatory Level Circumstances

5 Site Investigation

5.1 Objectives and outcomes

5.1.1 Sites with low skid resistance are identified through the following methods:

- the results of the skid resistance survey are below the Investigatory Level
- a high level of wet skidding accidents
- routine safety inspections
- Third Party reports

5.1.2 The objective of the site investigation is to determine whether a surface treatment or any other form of action will reduce the risk of accidents in wet conditions or those involving skidding. This investigation is an important part of the Skid Resistance operational Manual. In conjunction with the process of setting Investigatory Levels, the objective is to promote effective targeting of treatments.

5.1.3 The main form of justifications for any treatments are

- based on an accident analysis, the site has a higher than average proportion of accidents in wet conditions or involving skidding for the type of site being considered;
- the nature of the individual site and the demands of road users mean that a higher accident risk (compared with other sites in the same Site Category) might be expected with the skid resistance at its current value or if it were to fall further before the next measurement. In this case, preventive treatment is justified to pre-empt a potential increase in accident risk.

5.1.4 If neither of the above are true then there is currently no justification for treatment to increase the skid resistance. If the site remains below the Investigatory Level at the next measurement, then it will automatically be subject to a further investigation.

5.1.5 If the skid resistance and accident pattern remain stable for an extended period, for example, more than 3 years, then lowering the Investigatory Level should be considered. However, it is important that stability is observed before reducing the Investigatory Level, because, unless the skid resistance falls further, regular investigation that would detect an increase in accidents would no longer be prompted by the procedures contained within the Operational Manual.

5.2 Procedure

- 5.2.1 Sites requiring investigation shall be identified as soon as practicable on receipt of the CSC values, accident reports or from other reports eg. customer complaints or safety inspection reports.
- 5.2.2 Site investigations shall be completed Jointly by Engineers/Technical Officers from both the Streetscene and Traffic departments. They will be able to identify broadly the difference between good and poor skid resistance to enable confirmation of SCRIM data. An understanding of how local surface material wears under local traffic conditions will be of benefit to the process. A site investigation standard form is provided at the end of this procedure. Each site investigation requires the full completion of this form. The Head of Service is responsible for approving each form.
- 5.2.3 Site investigations will be completed in a prioritised order. Sites with accidents within the previous three years will have the highest priority. The remainder of the sites will be completed initially based on the amount by which the skid resistance is below the Investigatory Level. This order may be refined to take into account the efficiency of conducting investigations.
- 5.2.4 Persons with relevant local experience on the history of the site may be consulted if appropriate, during the site investigation process. These may include adjacent landowners, local policeman and local ambulance drivers. These people may be aware of activities such as farm vehicles leaving slippery debris on the road surface or areas where standing water after rainfall causes surface slipperiness.
- 5.2.5 The results of the site investigation, including whether further action is required, shall be documented and retained together with the identity of the assessor and other parties consulted.

Flintshire County Council / Cyngor Sir y Fflint
Standardised form for Site Investigations



SCRIM Site Investigation Report			Survey year:
Unit	Route	Site ID	Location
Business and Strategy			
Site Location and Use			
Location and Nature of Site			
Current Site Category and Investigatory Level			
Pavement Condition			
Skid Resistance and texture depth			
Other aspects of pavement condition			
Accident Data			
3 year review			
	No	%	
Wet No:			
Dry No:			
Total			
Site Inspection			
Inspected by:	Weather:	Date:	Time:
Method: Walked			
Visual Assessment			
Type and condition of surfacing			

Any inconsistencies with survey data	
Presence of debris or other contamination	
Local defects (potholes, fatting-up etc.)	
Is drainage adequate?	
Road Users	
Volume and type of traffic	
Traffic speeds in relation to road layout	
Type of manoeuvres and consequences of driver error	
Road Layout	
Appears to meets current design spec.?	
Layout appropriate for vulnerable road users?	
Junctions appropriate for turning manoeuvres?	
Markings Signs and Visibility	
Markings and signs clear and effective in all conditions	
Signs etc. protected from vehicle impact?	
Clear sight lines / visibility of queues / vegetation	
Additional Information and Other Observations	

Recommendation		
Surface treatment required	Y/N	
Change IL	Y/N	
Other action required	Y/N	
No action required	Y/N	
Approval		
Print name	Signature	Date

6 Prioritisation of Sites

6.1 Objective:

- 6.1.1 Site investigation results in the identification of lengths of pavement where treatment may be warranted to improve the skid resistance. Treatments in this context include both surface treatment and or other safety measures which are shown to reduce the accident risk.
- 6.1.2 DMRB gives advice about the choice of surfacing materials to provide the appropriate level of skid resistance and about the use of re-texturing treatments to provide short-term improvements to skid resistance. Other aspects of pavement condition must also be taken into account in selecting the most appropriate form of treatment.
- 6.1.3 The most appropriate form of treatment shall be identified for each treatment length taking account of current advice.

6.2 Site Selection Priority

- 6.2.1 Sites are only considered for prioritisation if there treatments have been recommended following the approved Site Selection Procedure. There are three levels of priority as defined below in Table 6.1:

Priority	Description
1	All sites with recorded wet skidding accident sites within the last three years or since the last resurface whichever is shortest.
2	Where the measured skid resistance is 0.10 CSC units or more below the IL values required by Table 1 of the Operational Manual.
3	Where the measured skid resistance is below 0.05 CSC units below the IL values required by Table 1 of the Operational Manual.

Table 6.1: Descriptions of Site Selection Priority Levels

- 6.2.2 A ranking of all selected treatments within each 'Priority Group' is completed to enable the Head of Service to allocate the funds to the sites which pose the highest risk. This process will only be required when insufficient funds are available to complete all the identified treatments within a 'Priority Group'... Skid resistance is a 'Safety' aspect of highway management and therefore ranking orders need to reflect a reduction in accident risk.
 - a) Priority 1 sites have a history of wet and skidding related accidents. The ranking order identifies the sites with the most cost effective solutions to

reducing the risk of accidents. This is calculated by dividing the estimated accident savings by the anticipated cost of treatment.

- b) Priority 2 and 3 will be ranked using the Prioritisation Attributes Approach detailed below:

6.3 Prioritisation Attributes Approach for Non Accident Sites

6.3.1 The Prioritisation Attributes Approach uses non price related attributes as a means of comparison. Each attribute is assigned a weighting which reflects its level of contribution to future accident risk.

6.3.2 In this skid resistance process three attributes have been selected, speed environment, investigatory level and road group. The respective weightings are shown in Table 6.2, 6.3 and 6.4 below. Note: Attributes can be included or removed at the discretion of the Head of Service.

- a) Speed Environment: This attribute accounts for the travelling speed of the average vehicle approaching the event. Note: This is not the legal speed as that doesn't necessarily represent the actual speed of vehicles.

Speed Environment (miles/hr)	Weightings
40 or less	1
Between 41 & 50	2
Between 51 & 60	3
Between 61 & 70	4

Table 6.2: Speed Environment Categories

- b) Investigatory Level: This attribute accounts for the importance of the site in terms of skid resistance need.

Investigatory Level	Weightings
Less than 0.35	1
Between 0.40 & 0.35	2
Between 0.45 & 0.40	3
Between 0.50 & 0.45	4
More than 0.55	5

Table 6.3: Investigatory Level Categories

- c) Road Group: This attribute accounts for the importance of the site in terms of road hierarchy.

Road Group	Weightings
Other	1
U/C	2
C	3
B	4

A	5
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Table 6.4: Road Group Level Categories

- d) Individual Prioritisation Attributes Score
The attribute score represents the importance of the site and is calculated in the equation below using the weightings from the above tables.
- e) The final step is to rank the sites using the Overall Prioritisation Attributes Score.

<p>Overall Prioritisation Attributes Score = [(Speed Environment x 0.50) + (Investigatory Level x 0.30) + (Road Group x 0.20)] / 3</p>

- 6.3.3 The priority for treatment should be established for all new treatment lengths and for those lengths previously recommended for treatment to improve the skid resistance, but where treatment has not yet been carried out or definitely programmed. If more than a year has elapsed since the site investigation was carried out then the accident history and priority for treatment must be re-examined using the most recent data available. This programme should be reviewed and progress recorded at appropriate intervals.

Appendix 2

SKIDDING RESISTANCE POLICY

Policy Objective: *To undertake preventative maintenance work – particularly in respect of accident sites and areas of low skidding resistance.*

Preamble

This policy sets out Flintshire County Council's approach to setting and monitoring skid resistance levels of road surfaces, managed by Flintshire County Council. This policy applies to all surfaced roads and surfaces designed to be shared with pedestrians. Surfaces used only by pedestrians are not covered by this policy. The Highways Agency's Standards HD 28/04 and HD 36/06 have been considered in its preparation.

1.0 BACKGROUND

- 1.1 Skid resistance is measured to enable management of the exposure of road users to potential substandard road surfaces. The data produced from the surveys is used to identify sites that warrant further investigation and where appropriate treatment or remedial measures. The results from the surveys and any subsequent treatments undertaken are reported and monitored as part of the management of safety on the road network
- 1.2 This policy details the council approach to the monitoring, measurement and management of skid resistance on the council's county road network and the action taken in response to the identification of road surfaces measured as being below the investigatory level.
- 1.3 This policy is based on HD 28/04 within Volume 7 of the Design Manual for Roads and Bridges issued by the Highways Agency which provides the basis for the monitoring and analysis of skid resistance of trunk roads within the United Kingdom. This document allows for local interpretation of HD 28/04.
- 1.4 HD28/04 allows for local interpretation which are implemented through the Operational Manual

2.0 SCOPE

- 2.1 This policy relates to the measurement of skid resistance on the councils highway network and the application of procedures to deal with sites identified for further investigation.
- 2.2 This policy incorporates:
 - measurement of skid resistance by SCRIM and Grip Tester
 - processing of SCRIM and Grip Tester survey data
 - setting investigatory levels
 - completing site investigations on skid resistance deficient sites
 - Prioritization of treatments
 - use of warning signs

3.0 MEASUREMENT OF SKID RESISTANCE

- 3.1 Skid resistance surveys will be undertaken using the SCRIM (Sideways Coefficient Routine Investigation Machine) and the Grip tester.
- 3.2 All of the (A) Roads and (B) Roads will be tested in one direction each year following the Single Annual Survey method in HD28/04.

Appendix 2

- 3.3 Additional (C) Road sites may be added to the above surveys where there are high traffic levels and / or high accident rates for the type of road use.
- 3.4 Additional skid resistance surveys may also be completed outside of the testing season on sites:
- i. identified following a routine Safety Inspection,
 - ii. where evidence exists of a possible skid related accident,
 - iii. of third party claims,
 - iv. where clarification of SCRIM and Grip Tester measurements are required

4.0 SETTING THE INVESTIGATORY LEVEL

- 4.1 Investigatory levels are assigned to each site depending on individual factors such as road geometry, the likelihood and nature of potential conflicts between road users and the known accident history. Investigatory Levels are determined before testing is carried out and act as a benchmark against which the measured values are compared.

5.0 SITE INVESTIGATION

- 5.1 All sites exhibiting a measured skidding resistance at or below the Investigatory Level will be recorded and investigated following the Skid Resistance Site Investigation Procedure in the operational manual.
- 5.2 The result of any investigation and actions arising will be recorded. If treatment is necessary, consideration will be given to whether surface treatment or other measures are appropriate. Surface treatment may not always be a necessary response and other measures to reduce the accident risk of the site may be more cost-effective

6.0 PRIORITISATION OF TREATMENTS

- 6.1 A prioritization process is used to rank the treatments identified in the site investigation phase.

7.0 WARNING SIGNS

- 7.1 "Slippery Road" warning signs will be erected as soon as practicable at all sites where remedial measures have been determined as being necessary. These signs will only be removed when the remedial action has been taken and the skidding resistance levels have been returned to an appropriate level.

8.0 SUPPORTING PROCEDURES

- 8.1 Skid Resistance Operational Manual.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF ENVIRONMENT**

SUBJECT: **NEW DEESIDE PARTNERSHIP STRUCTURE**

1.00 PURPOSE OF REPORT

- 1.01 To seek approval for a new governance structure for regeneration in the communities of Deeside.

2.00 BACKGROUND

- 2.01 Deeside is one of the Council's key regeneration areas. It has the major concentration of deprivation and poor housing in the county. It is also the main area of economic opportunity in Flintshire, with the Enterprise Zone, which includes the Northern Gateway Site. Also, Deeside has the County's first Housing Renewal Area and now will be the focus of the new East Cluster of the Communities First programme. Taken together these initiatives will bring up to 7,000 new jobs, refurbished housing stock and around 1,000 new residential units, whilst further investment is planned in road infrastructure and public transport. Taken together, this provides a unique opportunity to transform Deeside. Development on such a scale requires a long term vision together with an appropriate and effective governance structure, one which will maximise the potential which is now available within the wider Deeside area.
- 2.02 The current governance structure delivering regeneration is very fragmented, with up to seven different partnerships covering the area from Garden City to Kelsterton. These are set out in Appendix A and 3.01 below.
- 2.03 This is an overly complex structure that makes effective communication difficult and which has proven challenging to support in terms of the demands on increasingly stretched Council, partner and community resources.
- 2.04 Deeside contains most of the County's regeneration challenges in terms of deprivation, housing quality and unemployment. It is these issues that have led the Council to identify this area as its priority regeneration area.

3.00 CONSIDERATIONS AND CONCLUSIONS

3.01 A number of partnerships focusing on regeneration have been in operation in Deeside for several years, including three Town Centre Partnerships, the Deeside Housing Renewal Area groups, the Higher Shotton Communities First Partnership Board, as well as a number of community regeneration groups and, since 2012, the Deeside Enterprise Zone Board. In addition, the three Town and Community Councils also have arrangements in place to support and encourage investment and regeneration. The existing governance structure is shown in paragraph 2 of Appendix 1.

3.02 The proposed structure of the Deeside Partnership (set out in Para 3 of Appendix 1) comprises an overarching group (the Deeside Partnership) with two subgroups focusing on Places (e.g. town centres, housing) and People (e.g. skills, training and employment), and a Deeside Forum. The role of this Partnership will be to;

“Bring together the public, private, community and voluntary sectors to develop and implement partnership-based, practical solutions to improve the quality of life and economic prosperity of Deeside”.

3.03 The Partnership will seek to:

- take a strategic approach to the regeneration of Deeside.
- develop strong links between the communities of Sealand, Queensferry, Shotton and Connah’s Quay with the development sites on the northern side of the River Dee;
- develop strong transport connections within Deeside, with the rest of the County and the region, including a sustainable transport network that encourages more use of public transport, pedestrian and cycling routes;
- support unemployed people, especially 16-25 year olds, from Deeside and from wider Flintshire to take advantage of the employment opportunities that arise from the investment in the Deeside Regeneration Area;
- create strong links between businesses, universities, colleges and schools to develop a suitably skilled workforce to meet existing and future employer needs;
- raise the aspirations of Deeside people and enable them to play an active part in the development of the area, whether through work, volunteering or other community activity;
- develop Deeside as a place to live that offers a mix of affordable and energy efficient housing in neighbourhoods that are safe, pleasant and close to green space, leisure facilities, schools, shops and the everyday amenities that make for a good quality of life; and
- ensure the development of Deeside is championed and that Deeside’s image and profile works towards ensuring a sustainable and successful future.

- 3.04 Membership will change over time, but initially will include:
- Leader of the Council
 - Deputy Leader and Cabinet Member for Environment
 - Cabinet Member for Regeneration, Enterprise and Leisure
 - Cabinet Member for Housing
 - Cabinet Member for Education
 - Welsh Government
 - Chair of DEZ Board
 - Chair of Places sub group
 - Chair of People sub group
 - Chair of Deeside Forum
 - Chief Executive
 - Director of Environment

The Partnership will establish sub groups to develop and implement programmes of work as needed.

- 3.05 The proposed governance arrangements include establishing a Deeside Forum to be made up of all the ward members of Connah's Quay, Shotton, Queensferry and Sealand, and representatives from Connah's Quay Town Council, Shotton Town Council, Queensferry Community Council and Sealand Community Council.

4.00 RECOMMENDATIONS

- 4.01 That Members to approve the implementation of the proposed governance arrangements.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The new governance arrangements will enable resources to be allocated more effectively and will assist in more effective monitoring and accountability. A structure that facilitates coordination of all available resources comprehensively will also be better placed to capitalise on opportunities on securing additional funding.

6.00 ANTI POVERTY IMPACT

- 6.01 The new governance arrangements will enable resources to be more easily targeted to areas and communities with the greatest need. It will also enable strategies and work programmes to be developed to ensure the opportunities afforded by the Deeside Enterprise Zone result in tangible benefits across all age groups and all communities in Deeside – particularly those living in the most deprived wards.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The new governance arrangements will enable regeneration to be considered holistically – including ensuring that strategies and programmes are designed to minimise harmful impacts on the

environment, but also to maximise on environmental considerations that enhance quality of life.

8.00 EQUALITIES IMPACT

8.01 The new governance arrangements will enable resources to be more easily targeted to areas and communities with the greatest need.

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 Consultation with member of existing groups will need to be consulted with – as well as the wider stakeholders. The work of the Deeside Partnership will include an on going process of consultation with all stakeholders.

11.00 CONSULTATION UNDERTAKEN

11.01 Consideration of the changing strategic context and the need to develop a new streamlined structure was discussed at a meeting with Deeside Members on 6th September 2012.

12.00 APPENDICES

12.01 Appendix 1. Proposed Deeside Partnership

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Documents:

None.

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PROPOSED DEESIDE PARTNERSHIP

1.0 Introduction

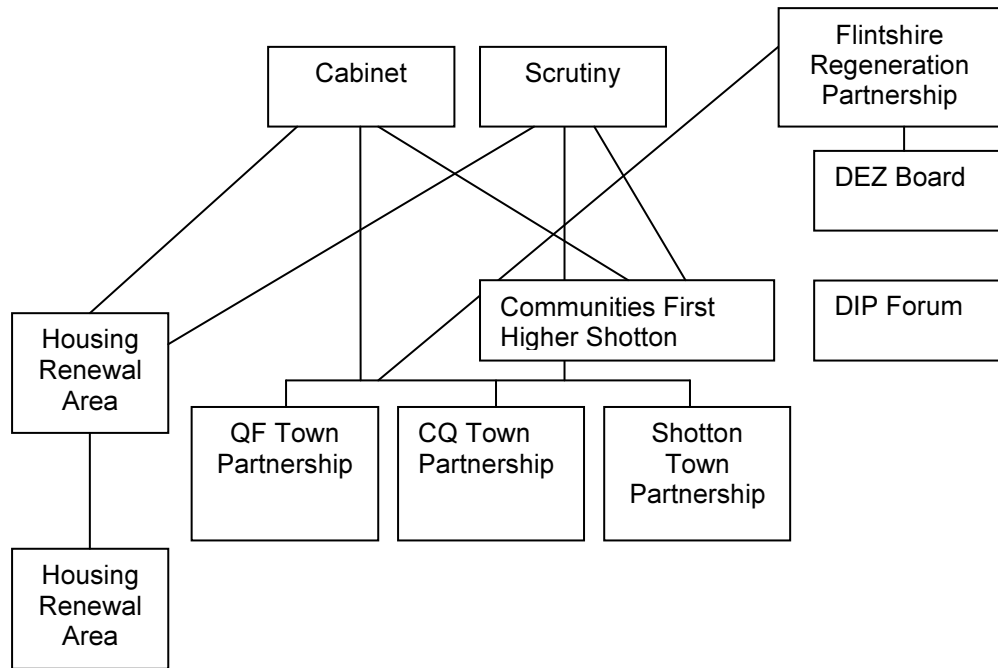
Deeside is the heart of Flintshire's economy and continues to be a significant contributor to the economies of North Wales and North West England. The area also contains most of the County's regeneration challenges in terms of deprivation (with four of the ten most deprived wards), housing quality and unemployment. It is these issues that have led the Council to identify this area as its regeneration priority. A coordinated programme of activity will drive forward the changes needed to: attract and guide investment; improve transport; raise skills and employment opportunities; regenerate the town centres; tackle poverty; improve housing and the quality of life for residents. Currently, these are addressed by a wide range of partnerships and working arrangements. This leads to difficulties in coordinating activity and is an inefficient use of limited funds and officer time. Secondly, the designation of Deeside Enterprise Zone brings a major new opportunity for the area, if we are to realise the potential benefits here, a much more strategic approach is needed.

What is now proposed is to bring these various working groups together to provide a joined-up, strategic approach towards regenerating Deeside – Stronger Together.

Development on such a strategic scale requires a long term vision together with an appropriate and effective governance structure, one which will maximise the potential which is now available within the wider Deeside area.

Numerous partnerships focusing on regeneration have been in operation in Deeside for several years, including three Town Centre Partnerships, the Deeside Housing Renewal Area groups, the Higher Shotton Communities First Partnership Board, as well as a number of community regeneration groups (not shown on diagram below) and, since 2012, the Deeside Enterprise Zone Board. In addition, the three Town Councils also have arrangements in place to support and encourage investment and regeneration. This has proven difficult to sustain in terms of the demands on increasingly stretched Council, partner and community resources, it also brings risks of duplication of effort and confusion, whilst clarity of roles, accountability and governance are also weak. The current Deeside partnership arrangements are shown below:

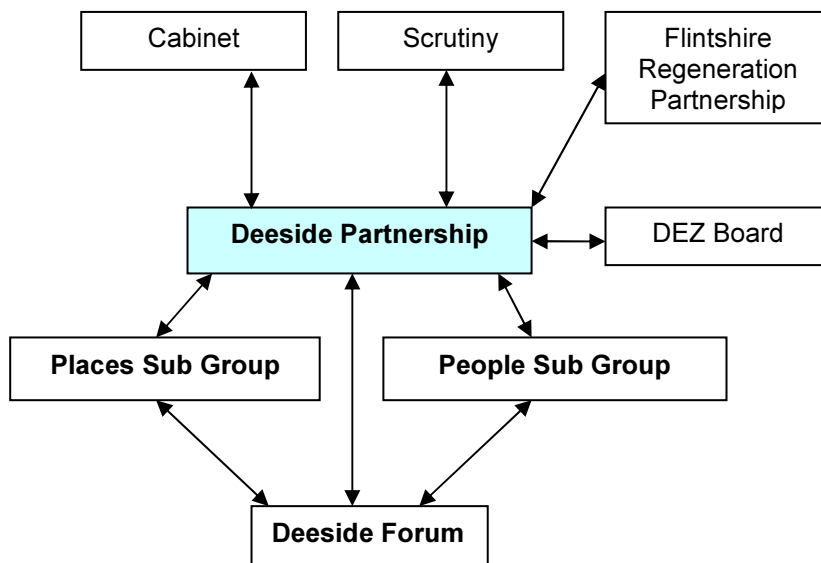
2.0 Deeside Partnerships – Current Arrangements



Discussion with local stakeholders has identified that there needs to be a simpler and more effective structure in Deeside to oversee future regeneration – particularly given the significance of the emerging regeneration opportunities in the area. A simpler and more strategic structure will allow the different strands of activity across Deeside to be effectively co-ordinated and communicated.

3.0 Deeside Partnership Structures

The proposed structure of the Deeside Partnership is set out below, together with a description of the roles of the different groups.



4.0 Deeside Partnership

The purpose of the Partnership will be to lead the regeneration of Deeside, monitor the progress of strategic programmes and projects and ensure complementarity between the implementation of the Deeside Regeneration Area and the wider strategic processes. The Partnership members will develop a shared understanding of, and seek to influence, the wider strategic context for regeneration in Deeside.

4.1 The aim of the Partnership is to:

Bring together the public, private, community and voluntary sectors to develop and implement partnership-based, practical solutions to improve the quality of life and economic prosperity in Deeside.

4.2 The Partnership will seek to:

- Take a strategic approach to the regeneration of Deeside;
- develop Deeside as a cohesive place with strong links between the traditional towns and the development sites on the northern side of the River Dee;
- develop strong transport connections within Deeside, with the rest of the County and the region, including a sustainable transport network that encourages more use of public transport, pedestrians and cyclists;
- support unemployed people, especially 16-25 year olds, from Deeside and from wider Flintshire to take advantage of the employment opportunities that arise from the investment in the Deeside Regeneration Area;
- create strong links between businesses, universities, colleges and schools to develop a suitably skilled workforce to meet existing and future employer needs;
- raise the aspirations of Deeside people and enable them to play an active part in the development of the area, whether through work, volunteering or other community activity;
- develop Deeside as a place to live that offers a mix of affordable and energy efficient housing in neighbourhoods that are safe, pleasant and close to green space, leisure facilities, schools, shops and the everyday amenities that make for a good quality of life; and
- ensure the development of Deeside is championed and that Deeside's image and profile works towards ensuring a sustainable and successful future.

4.3 The membership will include:

- Leader of the Council
- Deputy Leader and Cabinet Member for Environment
- Cabinet Member for Regeneration, Enterprise and Leisure
- Cabinet Member for Housing
- Cabinet Member for Education
- Welsh Government
- Chair of DEZ Board
- Chair of Places sub group
- Chair of People sub group
- Chair of Deeside Forum
- Chief Executive
- Director of Environment

Courtesy invitation will be extended to the AM for Alyn and Deeside and the MP for Alyn and Deeside to attend as needed.

Officers from the Council and other bodies will attend in support.

- 4.4 The Deeside Partnership will not operate in isolation. In assessing the needs of the area and establishing the strategic direction for regeneration, it will engage closely with local ward members, town and community councils and wider stakeholders.

5.0 Places Sub Group (Physical & Green Environment)

The role of the group is to ensure that the physical infrastructure develops in step with the wider programmes, to facilitate investment and ensure that quality of life and sustainability are improved as far as possible.

The group will therefore ensure that they:

- Establish a strategic masterplan for the development of Deeside
- Create a clear positive identity for Deeside
- Create a framework for investment and facilitate the development of appropriate sites
- Steer the development of sustainable transport programmes and the links between areas of need and opportunity
- Lead the development of green infrastructure programmes
- Agree the programme of work for the Town Action Plan Programme and to agree allocation of funding
- Agree to the programme of work for the Neighbourhood Renewal Programme and agree allocation of funding

5.1 The membership will include:

- Deputy Leader and Cabinet Member for Environment
- Cabinet Member for Housing
- Cabinet Member for Regeneration, Enterprise and Leisure
- Registered Social Landlords
- Groundwork

Supported by officers from:

- FCC Housing
- FCC Highways
- FCC Planning
- FCC Regeneration
- FCC Countryside
- Natural Resources Wales

5.2 The programmes that the Places group will cover are:

- Town Action Plan Programme
- Neighbourhood Renewal Area
- Taith North Wales Regional Transport Plan and associated programmes

6.0 People Sub Group (Employment, Training and Skill Development)

The purpose of the group is to lead and co-ordinate people based regeneration in Deeside and develop programmes to:

- link employment opportunities to areas of need
- tackle poverty and unemployment – with a particular focus on young people
- facilitate business networking and encourage investment
- Integrate with the Communities First programme
- Understand the current and future skills needs of employers and coordinate and influence skills provision

6.1 The membership will include:

- Cabinet Member for Education
- Cabinet Member for Regeneration, Enterprise and Leisure
- Job Centre Plus
- Careers Wales
- Deeside College
- Glyndwr University

Supported by Officers from:

- Communities First
- FCC Business Development
- FCC Lifelong Learning

6.2 The group will work with Communities First

- 7 staff
- £400k budget
- Dedicated Resources – skills/education and employment

7.0 DEZ Board

The group is already established and led by Welsh Government. A formal link between the Deeside Partnership structure and the DEZ Board will be needed.

8.0 Deeside Forum

The group will be made up of all the ward members of Connah's Quay, Shotton, Queensferry and Sealand, and representatives from Connah's Quay Town Council, Shotton Town Council, Queensferry Community Council and Sealand Community Council.

The Deeside Forum will provide the Deeside Partnership and its sub groups with effective way of interacting with the elected members across Deeside. In turn, local members will be able to help shape the development of the Deeside Regeneration Area, and will be able to receive far more coherent communication from the different programmes in operation.

The role of the Forum will be to:

- Inform needs assessments for the Deeside area

- Contribute to future strategic direction
- Contribute to the development of work programmes – especially where a geographical focus to projects is expected
- Receive reports on progress and to review and challenge where needed
- To raise local issues of concerns and share intelligence

The Deeside Forum will meet every two months and an elected Chairman will lead each meeting. Papers will be circulated to Members in advance of meetings, to give time for consideration and discussion at meetings.

9.0 Communication

One of the challenges with the current partnership structures is to ensure that all relevant people are effectively communicated with and feedback from stakeholders indicates that this has been an area for improvement. The proposed structure offers the opportunity for much cleaner lines of communication and for a more integrated approach to be taken to disseminating information to stakeholders.

The Partnership will:

- Through the Deeside Forum, communicate day to day business with ward members and town and community councils.
- Issue a period Newsletter – for wide distribution
- Ensure that the work of the Partnership is suitable, promoted under a common brand
- Report regularly at the County strategic level to FCC Cabinet and Scrutiny Committees and the Flintshire Regeneration Partnership
- Ensure that clear protocols for communication are established with the DEZ Board and with any sub group that the Partnership creates.

Roles and Responsibilities of Deeside Partnership

1. Ensure a strategic approach for the regeneration of Deeside is developed, implemented, monitored and measured.
2. Form sub groups to deliver programmes of work to meet the objectives of the partnership.
3. Co-ordinate the activities of partners in the public, private and voluntary sectors to deliver the strategic approach.
4. Scrutinize, challenge and make recommendations to proposals to ensure that robust, good value for money and well developed projects are developed and delivered.
5. Recommend actions required by partner organisations and support these recommendations through the decision making processes of the relevant delivery organisation(s).
6. Scrutinise, comment and make recommendations on relevant reports from partner organisations and other partnerships.
7. Monitor the activities of the delivery organisation(s) who will undertake projects identified within the strategic approach to ensure that processes operate effectively.
8. Report to higher level partnerships and other stakeholders on activities undertaken, raise issues and opportunities, highlight resource requirements and recommend changes to the delivery initiatives.
9. Act as a hub to facilitate effective communication between partners to enable co-ordination, opportunities to be acted upon in a timely manner, and ensure resources are used effectively.
10. Liaise, communicate and co-operate with other partnerships and groups in Flintshire, neighbouring counties and sub-regionally and build upon links with similar groups in other areas.
11. Promote the work of the partnership and consult effectively with the public and stakeholders to communicate progress and seek feedback to inform future activity.
12. Promote and facilitate research and request reports and information on relevant matters. Where necessary, invite advisors and experts to provide information, advice and guidance on issues. Disseminate the results of any research undertaken to avoid duplication.
13. Build upon best practice from successful partnership working within Flintshire and elsewhere and actively participate in information networking.
14. Undertake training activities to enable Partnership members to fulfil their roles and responsibilities.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **QUARTER 3 PERFORMANCE REPORT**

1.00 PURPOSE OF REPORT

1.01 To receive the 2012/13 Quarter 3 service performance reports produced at Divisional level for the period October to December 2012.

1.02 To note the following: -

- the levels of progress and confidence for the Council's Improvement Priorities;
- the revised risk levels for the Strategic Assessment of Risks and Challenges (SARCs);
- the progress being made against the Improvement Target Action Plans;
- the progress made against the key actions from service plans; and
- the assessment of any regulatory reports.

2.00 BACKGROUND

2.01 The quarterly performance reports seek to provide the 'narrative' explanation of the statistical quarterly performance. These reports are a review of service plans.

3.00 CONSIDERATIONS

3.01 Quarterly performance reports are prepared by the Heads of Service within the three Directorates and by the Corporate Heads of Service.

3.02 Copies of the detailed Quarter 3 (October – December 2012) performance reports are available in the Member's Library and on request. Members will receive respective reports when circulated with Overview and Scrutiny Committee agendas.

3.03 Appendix 1 of the report contains an overall RAG status for each of the 10 Council Priorities and identifies the RAG status for the 66 secondary priorities for both 'progress' and 'outcome'.

3.04 The secondary priorities have high level actions, milestones and targets which can be monitored over time. 'Progress' monitors progress against scheduled activity and has been categorised as follows: -

- RED: Limited Progress – delay in scheduled activity; not on track
- AMBER: Satisfactory Progress – some delay in scheduled activity, but broadly on track
- GREEN: Good Progress – activities completed on schedule, on track

A RAG status is also given as an assessment of our level of confidence at this point in time in achieving the 'outcome(s)' for each secondary priority. Outcome has been categorised as: -

- RED: Low – lower level of confidence in the achievement of the outcome(s)
- AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s)
- GREEN: High – full confidence in the achievement of the outcome(s)

3.05 In summary our overall assessment against the 66 reported secondary priorities is: -

PROGRESS

- We are making good (green) progress in 41 (62%) of the priorities.
- We are making satisfactory (amber) progress in 23 (35%) of the priorities.
- We are making limited progress (red) in 2 (3%) of the priorities.

OUTCOME

- We have a high (green) level of confidence in the achievement of 48 (73%) of our priority outcomes.
- We have a medium (amber) level of confidence in the achievement of 17 (26%) of our priority outcomes.
- We have a low (red) level of confidence in the achievement of 1 (2%) of our priority outcomes.

- 3.06 Improvement Priorities which showed a red RAG status for progress or outcome are as follows: -
- 3.06.1 Improvement Priority 7.8 (Complete the Inclusion Services Review and implement new arrangements to support children with Additional Learning Needs) has been assessed as limited progress (red). Cabinet (Dec 2012) received a report which outlined the work completed to date. The second phase of the review has been initiated (January 2013), with initial consultation meetings being held with service managers and Headteacher representatives and specific projects groups identified to take this phase of the review through to completion. Given the extent of the areas covered within this phase of the review, the process will not be completed by March 2013 and a comprehensive timeline is being generated.
- 3.06.2 Improvement Priority 8.4 (Extend the range of options in private sector housing) has been assessed as limited progress (red). Work to address this priority has been rescheduled for Q1 of 2013/14, as it is to be informed by the WLGA Private Rented Sector Improvement Project.
- 3.06.3 Improvement Priority 9.7 (Implement the priorities of the Libraries, Arts and Play Strategies) has been assessed as low (red) over the level of confidence in achievement of the outcome, this is also reflected in the high (red) risk level for SARC CD10c (Delivery of the Flintshire Play Strategy). The replacement of *Cymorth* funding with the new Welsh Government *Families First* grant has resulted in a reduction in grant.
- 3.06.4 The Task and Finish Group set up by this committee at its meeting on 10 January 2013, to consider the arrangements for the Summer Play Scheme met three times and reported on its work at the meeting held on 25 January 2013.
- 3.07 **Improvement Targets**
Appendix 2 of the report contains a schedule of all the Improvement Targets which are reported on a quarterly basis.
- 3.08 Reporting against the Improvement Target Action Plans is also included within the performance reports.
- 3.09 Analysis of performance against the Improvement Targets is undertaken using the RAG (Red, Amber, Green) status. This is defined as follows: -
- RED equates to a position or forecast position of under-performance, downward trend, non-achievement of target, non-achievement of action milestones.
 - AMBER equates to a mid position where improvement may

have been made (i.e. improved trend) but the target for the year is unlikely to be reached, or where action milestones have been deferred or narrowly missed.

- GREEN equates to a position or forecast position of positive trend on performance, meeting target and achieving action milestones.

3.10 Analysis was undertaken for 21 of the 23 Improvement Targets reported quarterly, which showed the following: -

- 13 (62%) had achieved a green RAG status
- 4 (19%) had an amber RAG status
- 4 (19%) had a red RAG status

Analysis could not be undertaken for average days taken to complete low cost adaptations (PSR/006L) where the disabled facilities grant (DFG) process was not used, as a target has not been set.

Analysis could not be undertaken for the average number of days taken to complete a DFG for children (PSR/009a) as none had been completed during the quarter.

3.11 The indicators which showed a red RAG status were: -

3.11.1 **CHR/002 – Sickness Absence**

The downturn in performance (3.3 days/shifts in quarter 3 compared with 2.3 in quarter 2, missing the target of 2.5 days/shifts) is explained in greater detail including Directorate breakdown and the actions being taken to improve performance in the HR & OD Performance Report.

There is a continued programme of attendance management reporting and action planning across each Directorate. Absences reporting, containing trigger reports, produced on a monthly basis are issued to managers. With the support of the HR team focus is made on frequent, short term absences, long term absences and return to work interviews, with employees, to understand any underlying issues affecting attendance at work.

There has been agreement with Community Services for the development of a pathway to enable employees to return to the workplace as soon as possible. Similar approaches are being considered with other service areas.

Where necessary, capability measures are taken to address poor attendance (including first stage disciplinary through to dismissal). Further work is being undertaken in partnership with the Occupational Health service to proactively reduce levels of sickness absence with

the introduction of physiotherapy service pilots within key services such as Streetscene.

3.11.2 **PLA/004b - Minor applications determined within 8 weeks**

The outturn for quarter 3 (40.45%) is slightly reduced compared with quarter 2 (48.08%), which is also short of the target (65%). There has been a conscious move to increased negotiation on minor planning applications where the initial proposal is unsatisfactory. Whilst this has resulted in more positive customer feedback it has impacted negatively on the achievement of the 8 week timescale. The Service recognises the importance of carefully controlling negotiation so that it should only happen once in the process.

Other reasons for minor applications missing their target for determination include the number of applications needing to be reported to Committee for reasons which include the need for Section 106 Agreements to cover affordability of housing (under Policies HSG 3 and HSG 5). The Cabinet Member now receives regular reports on the reasons why applications go beyond their decision time. Some of these reasons (e.g. long term sickness absence requiring re-allocation of work) are difficult to address, but others e.g. establishment of a regular liaison meeting with Legal Officers to establish the position on each Section 106 Obligation where instructions have been sent are being addressed. Work is also on-going to streamline the procedures involved with legal agreements to reduce delays.

Performance will continue to be monitored, on a case by case basis where necessary, to ensure that negotiations on development proposals are carried out in accordance with the Procedure Manual and to challenge Local Members on the need for committee determination of applications, where appropriate. The Chair of Planning and Development Control committee has agreed to take a stronger line in his challenge of such applications coming forward to Committee.

An analysis of all applications that have missed their target date has recently been completed and this provides reasons why that has occurred. Work is on-going to address the common reasons e.g. requesting additional information, for targets being missed and will require processes to be changed.

3.11.3 **PLA/005 – Enforcement cases resolved within 12 weeks**

Performance has slipped to 58.2% in quarter 3, from 63.93% in quarter 2, both of which fall short of the target (73%). There were significantly more cases closed within quarter 3 (189 compared to 122 in quarter 2) which reflects that older more complex cases continue to be cleared. In the context of those cases subject to formal enforcement action, a liaison group has been established with Legal Officers and a shared database of these cases is regularly updated to

ensure that cases are progressed as expeditiously as possible. With a smaller historical backlog to deal with, it is envisaged that performance against closing more recent cases will improve. The backfilling of the vacant enforcement / compliance officer post will assist in improving performance in Q4 and in 2013/14.

3.11.4 **SCY/001a – Change in the average number of hours of suitable education, training or employment children and young people receive, while in the youth justice system**

When a young person is initially assessed by the YJS (Youth Justice Service), and ETE (education, training or employment) needs are identified, a referral is made to the weekly ETE panel, made up of the Educational Coordinator, Careers Wales Advisor and OCN (Open College Network) advisor. An action plan is drawn up as to how best to assist the young person. This can include liaising with schools, finding college courses or vocational training, enrolling them on an OCN course as part of their order, or enrolling them into Links. The young person will be allocated a worker to specifically support them into achieving a positive learning outcome, whether that is mainstream education, further training, or employment.

This performance indicator only takes into consideration young people whose statutory order is completed in the quarter. In quarters where very few orders have been completed, any reduction in ETE hours by a single young person can have a huge effect on the final outturn figure, as has been the case in quarter 3. Of the current cohort of 3 young people, one young person reduced their number of weekly hours from 24 to 13 hours of ETE due to a move into mainstream education (part time course) from a Pupil Referral Unit. Whilst this is a positive outcome for the young person, the reduction resulted in the performance for quarter 3 showing a negative change of 12.5%.

3.12 A further analysis of the Improvement Targets has been undertaken which examines the number of indicators for which performance had improved when compared to the previous quarter and the number that achieved target: -

- 13 (59%) improved on the previous period's performance
- 13 (62%) achieved or exceeded target

3.13 **Strategic Assessment of Risks & Challenges**

Each quarterly performance report contains an update of the relevant strategic risk and challenges.

3.14 Analysis of the quarter 3 SARC's shows: -

- 7 (14%) are high (red)

- 31 (63%) are medium (amber)
- 8 (16%) are low (green)

Currently there are three (6%) SARCs which are being reviewed to take account of the impacts from the Welfare Reform Act. For quarter 3 these have not been assessed and therefore are not included in the above analysis: -

- CL04 Affordable Housing
- CD12a Housing Strategy
- CD12d Homelessness

3.15 The 7 high (red) risks are: -

- CL07 - Relationship with the Local Health Board and Public and Primary Health
- CD08 – Connah’s Quay, Shotton & Deeside Housing Renewal Area
- CD10a – Leisure Revenue Funding
- CD10c – Play Strategy (identified as a red risk at quarter 2)
- CD20 – School Buildings / School Modernisation
- CD38 – Welfare Reform
- CG23 – Data Protection

3.15.1 CL07 – Relationship with the Local Health Board and Public and Primary Health

This SARC has been assessed as ‘Red’ and the Green Predictive marked “uncertain” until the final outcomes of the Betsi Cadwaladr University service review and their impacts and impacts on community services are known. The Council will be meeting with the Board to understand these impacts, such as the resource impacts of the Home Enhanced Care Model and to mitigate the risks.

3.15.2 CD08 – Connah’s Quay, Shotton & Deeside Housing Renewal Area

The specific capital grant for renewal areas is due to end in 2013/14 and the private sector Housing Renewal Capital Programme has been cut by £200,000 for 2013/14. The Housing Service continues to seek opportunities for the introduction of private finance into the scheme. A longer term aspiration is to introduce private finance from lending institutions; this will depend on using the value of the Council’s loan book as security and therefore this is unlikely to be achieved in the near future.

3.15.3 CD10a – Leisure Revenue Funding

There is currently a projected in-year Leisure Services’ deficit as

reported. The leisure business plan is under review to reduce both the deficit and the longer-term overhead costs to the service as reported previously.

3.15.4 CD10c – Play Strategy

This risk also impacts on the level of confidence for achieving Improvement Priority 9.7 (Implement the priorities of the Libraries, Arts and Play Strategies). The annual Council budget for 2013/14 made provision for a play scheme service for 2013/14 and a review of future years provision will follow.

3.15.5 CD20 – School Buildings / School Modernisation

Despite previous increases in the repair and maintenance budget, a significant backlog will remain for the foreseeable future. Pressure on the repair and maintenance budget will increase with the reduction of capital. Actions to mitigate the risks are a combination of prioritising repairs and maintenance and getting value for money through procurement, and a capital investment programme in the replacement of aged school buildings in partnership with Welsh Government.

3.15.6 CD38 – Welfare Reform

Whilst work is progressing against the SARC and the Welfare Reform Strategy the certainty of the risk and forecasted severity of its impact dictates that this will continue to be shown as red for foreseeable future. The SARC has been revised to reflect the emerging risks in the project.

3.15.7 CG23 – Data Protection

The risk of a breach of the Data Protection Act by the Council is identified as a red risk in SARC as with many public bodies. An action plan to improve management control through role definition and training, and support systems, is in development and the risk is reducing.

4.00 RECOMMENDATIONS

4.01 Cabinet Members are invited to determine if enough action has been taken to manage performance.

4.02 To note the following within the performance reports: -

- the level of confidence that the outcomes of the Council's Improvement Priorities will be achieved and the progress being made towards them;
- the update of the Strategic Assessment of Risks and Challenges (SARC) contained within the performance reports;
- the progress being made against the Improvement Target Action Plans contained within the performance reports';
- the progress made against the service plans; and

- the assessment of any regulatory reports in relation to the work of the services.

5.00 FINANCIAL IMPLICATIONS

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

6.00 ANTI POVERTY IMPACT

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

7.00 ENVIRONMENTAL IMPACT

7.01 There are no specific environmental implications within this report.

8.00 EQUALITIES IMPACT

8.01 There are no specific equality implications within this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no specific personnel implications within this report.

10.00 CONSULTATION REQUIRED

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

11.00 CONSULTATION UNDERTAKEN

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

12.00 APPENDICES

Appendix 1– Overall Assessment of Improvement Priorities

Appendix 2 – Schedule of Improvement Target Performance Data

Appendix 3 – Strategic Assessment of Risks & Challenges Summary

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

None.

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APPENDIX 1a - IMPROVEMENT PRIORITIES Q2 REVIEW 2012/13

Council Priority	PROGRESS	Secondary Priorities			OUTCOME	Secondary Priorities		
		GREEN (GOOD)	AMBER (SATISFACTORY)	RED (LIMITED)		GREEN (HIGH)	AMBER (MEDIUM)	RED (LOW)
1. To be a modern, efficient and cost effective public organisation through our four resource strategies - the Medium Term Financial Strategy, the People Strategy, the Asset Management Strategy and the ICT Strategy - whilst ensuring our local taxes and fees and charges are fair and affordable	SATISFACTORY	2	4	0	HIGH	4	2	0
2. To achieve the greatest possible cost efficiencies through regional and sub-regional collaboration to reinvest in local public service	GOOD	2	0	0	MEDIUM	1	1	0
3. To be a modern, caring and flexible employer with fair and equal pay and terms and conditions of employment under a Single Status Agreement	SATISFACTORY	1	2	0	MEDIUM	1	2	0
4. To achieve the highest standards of customer services and care through our Customer Service Strategy	GOOD	2	1	0	HIGH	3	0	0
5. To make our communities safe and to safeguard the vulnerable, with children and older people being priority groups	GOOD	8	2	0	HIGH	9	1	0
6. To protect and grow the local and regional economy, to be a prosperous County and to provide help and support for those vulnerable to poverty	GOOD	10	3	0	HIGH	9	4	0
7. To promote independent, healthy and fulfilled living in the community with the highest quality personalised and supportive social and health care services	GOOD	6	2	1	HIGH	7	2	0
8. To meet housing need in the County and to work with partners to ensure a sufficient supply of quality and affordable homes and housing services in the social , mixed tenure and private sector housing markets	SATISFACTORY	2	3	1	HIGH	4	2	0
9. To secure a modern and high performing range of learning, cultural, play and leisure opportunities for all ages with our schools, colleges and other partners	SATISFACTORY	3	5	0	HIGH	4	3	1
10. To protect, plan and develop sustainable natural and built environments	SATISFACTORY	5	1	0	HIGH	6	0	0
TOTALS	PROGRESS	41	23	2	OUTCOME	48	17	1
%		62%	35%	3%		73%	26%	2%

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Schedule of Improvement Target Performance Data (Quarter 3 2012/13)								
Ref:	Unit of Measure	Previous Quarter Outturn	Current Quarter Outturn	Target	RAG	Trend (on previous Quarter)	Comment	Owner
FINANCE								
CFH 006 - The percentage of undisputed invoices which were paid in 30 days	%	78.82	90.81	92.00	A	Improved	The processing of invoices is a devolved function that is reported on by the central Accounts Payable team who continue to work with directorates to drive up performance. At 90.8%, quarter 3 performance is a substantial improvement from quarter 2. Although this is largely due to the rectification of the problems with external feeder files that had adversely affected quarter 2 performance, there is also an underlying improvement as can be seen by the improved performance when compared to quarter 1. It is hoped that the implementation of the Finance Function Review and initiatives relating to the new Purchase 2 Pay system and will help to continue this underlying improvement.	Debbie Griffiths
DWP1L - Time taken to process Housing Benefit (HB) and Council Tax Benefit (CTB) new claims.	days	17.05	16.03	18.00	G	Improved	Turnaround times are monitored weekly and resources allocated to achieve the annual target	Sian Peters
DWP1L - Time taken to process Housing Benefit (HB) and Council Tax Benefit (CTB) change events.	days	8.03	6.64	9.00	G	Improved	Turnaround times are monitored weekly and resources allocated to achieve the annual target	Sian Peters
HUMAN RESOURCES								
CHR 002 - The number of working days/shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence	days / shifts	2.3	3.3	2.50	R	Downturned	There is a continued programme of attendance management reporting and action planning across each Directorate. Absences reporting, containing trigger reports, produced on a monthly basis are issued to managers. With the support of the HR team focus is made on frequent, short term absences, long term absences and return to work interviews. Further details of the actions being taken to improve performance can be found in the Human Resources and Organisational Design Qtr 3 performance report under Section 3.	Helen Stapleton
CUSTOMER SERVICES								
CUSM1L Efficient Complaints Handling - The percentage of initial complaints responded to within 10 working days	%	70.17	76.1	80.00	A	Improved	Performance improvement.	Denise Naylor

HOUSING

HLS 006aL - The total amount of rent collected during the financial year from current and former tenants as a percentage of the total rent collectable for the financial year, in: Permanent accommodation	%	96.38	97.42	95.00	G	Improved	Despite the continuing economic climate, it is pleasing to note that the income team has exceeded rental collection target of 95% this quarter with an outturn of 97.42% close to the end of year target of 97.5%.	Clare Budden
HLS 010cL - The average number of calendar days taken to complete non-urgent repairs	days	43.63	24.22	35.00	G	Improved	There is a significant improvement in the performance on non-urgent repairs. The reasons for this include; operational improvements have been introduced; correct classification and correction of errors of the repairs have been ensured; and continuing to increase the number of repairs being carried out by appointment. However, there are still a small number of jobs that are out-of-target but as we are completing the majority of repairs within target - and many in just a few days, the average is significantly improved. We are working hard towards ensuring that all repairs are completed within the target. There are many factors that will influence the average and the team would like to make members aware that this average may fluctuate. The Christmas period and the recent adverse weather may impact on performance in all categories in Q4 as the workforce will have been redeployed from completing non-urgent repairs to carry out essential emergency and urgent work.	Clare Budden
HLS 013L - The total amount of rent lost due to lettable units of permanent accommodation being empty as a percentage of the total rent debit for the financial year.	%	2.08	1.96	2.00	G	Improved	A steady and sustainable quarter on quarter improvement on the percentage of income lost due to empty properties has this month seen it achieve an all time low of 1.96% against a 2% target.	Clare Budden
HLS 014L - The average number of calendar days taken to let lettable units of permanent accommodation during the financial year.	days	50.29	46.25	42.00	A	Improved	It is disappointing to see that void turnaround times although improved this quarter have still not met the 42 day target. Improvement in voids and allocations remains a priority for the service and is subject to continuous review.	Clare Budden

PLANNING								
PLA 004a - The percentage of major planning applications determined during the quarter within 13 weeks	%	33.33	43.48	38.00	G	Improved	It is noted that the target has been exceeded, although there is a need for some caution as the numbers involved (23 applications determined, with 10 issued within 13 weeks) is a low percentage (less than 10%) of the total applications determined. The fact that the target is set at below 50% recognises that most of the major applications are tied to the committee timetable and are often subject to Section 106 Obligations.	Glyn P. Jones
PLA 004b - The percentage of minor planning applications determined during the quarter within 8 weeks	%	48.08	40.45	65.00	R	Downturned	Apart from the increased emphasis on negotiating quality which is presently difficult to quantify (but is being addressed), there are a number of reasons why decisions on the minor applications go beyond the 8 weeks. These include the number of applications needing to be reported to the Committee meetings for reasons which include the need for Section 106 Agreements to cover affordability of housing (under Policies HSG 3 and HSG 5). Nevertheless, we are now providing the Cabinet Member with regular reports on the reasons why applications go beyond their decision time. Some of these reasons (e.g. long term sickness absence requiring re-allocation of work) are difficult to address, but some of the reasons identified are capable of being addressed, e.g. we have established a regular liaison meeting with Legal Officers to establish the position on each Section 106 Obligation where instructions have been sent. We are also seeking to streamline the procedures involved with legal agreements, again to reduce any delays currently involved with these.	Glyn P. Jones
PLA 005 - The percentage of enforcement cases resolved during the quarter within 12 weeks of receipt	%	63.93	58.20	73.00	R	Downturned	This Improvement target becomes more critical with the poor performance measured against speed of decision and performance will continue to be monitored, on a case by case basis where necessary, to ensure that negotiations on development proposals are carried out in accordance with procedures set out in the Procedure Manual, and to challenge with local members the need for committee determination of applications, where appropriate.	Glyn P. Jones
ADAPTATIONS								

PSR 006L - The average number of calendar days taken to deliver low cost adaptation works (under £500) in private dwellings where the disabled facilities grant is not used	days	37	33.00	Not Set	N/A	Improved	The time taken to deliver minor adaptations has decreased from 37 to 33 days. At the same time we have completed more minor adaptations in quarter 3. We have also been undertaking a Person & Van pilot which is being evaluated in Quarter 4.	Alwyn Jones
PSR 009a - The average number of calendar days taken to deliver a Disabled Facilities Grant for Children and Young People	days	314	No DFGs completed in the quarter	350	N/A	N/A	There were no completions in Q3.	Carol Salmon
PSR 009b - The average number of calendar days taken to deliver a Disabled Facilities Grant for Adults	days	422.22	386.59	400.00	G	Improved	All actions within the Improvement Target Action Plan are on track.	Alwyn Jones
SOCIAL SERVICES FOR ADULTS								
IA1.1L4 - The number of adults receiving a personal budget for services via either a direct payment or Citizen Directed Support	adults	232	205.00	170.00	G	Downturned	There is a natural fluctuation in numbers of service users receiving direct payments during the year. This is the first quarter where data has been taken from the Direct Payments database which will be more accurate in the long term	Jo Taylor
SCA 008c - The percentage of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	%	67.77	71.97	60.00	G	Improved	The provision of services to carers is still above the improvement target and has improved since last quarter. We have new arrangements in place with NEWCIS around the collection and recording of data, and remain confident of continued achievement of the improvement target. Small changes in achievement can be expected between quarters as carers identified require different support depending on their circumstances.	Alwyn Jones

SOCIAL SERVICES FOR CHILDREN

SCC 021 - The percentage of looked after children reviews carried out within statutory timescales during the year	%	96.3	100.00	88.00	G	Improved	The Safeguarding Unit have tightened their monitoring processes such that there is prior warning when reviews are going out of timescale and built a "buffer" in the diary so that there is as far as possible room to reschedule within timescales in the event that a review has to be cancelled (e.g. because the family does not attend).	Carol Salmon
SCC 025 - The percentage of statutory visits to looked after children due in the year that took place in accordance with the regulations	%	95.57	94.20	92.00	G	Downturned	Despite a slight downturn in Quarter 3 performance for the timeliness of statutory visits for Looked After children, this reflects 16 visits which were undertaken late out of the 276 visits which were required in the period. Performance in this area consistently remains above target.	Carol Salmon
SCC 030a - The percentage of young carers known to Social Services who were assessed.	%	100	85.71	75.00	G	Downturned	Due to capacity within Barnardos one child has been allocated to a waiting list awaiting assessment.	Carol Salmon
SCC 030b - The percentage of young carers known to Social Services who were provided with a service	%	100	85.71	75.00	G	Downturned	Due to capacity within Barnardos one child has been allocated to a waiting list awaiting assessment and therefore is yet to have been provided with a service.	Carol Salmon
SCC 034 - The percentage of child protection reviews carried out within statutory timescales during the year	%	100	96.00	97	A	Downturned	The downturn in this PI was due to the decision was made by the conference chair to hold 1 conference for 3 siblings outside of timescales to ensure that the right members were present at the review.	Carol Salmon
SCY 001a - The percentage change in the average number of hours of suitable education, training or employment children and young people receive while within the youth justice system by: Children and young people of statutory school age	%	7.41	-12.5	8.00	R	Downturned	There was a dip in performance for Education, Training or Employment – a reduction of 12.5% in the number of ETE hours for young people of statutory school age. This is due to one young person (in the cohort of 3) who reduced their number of weekly ETE from 24 hours to 13.	Carol Salmon

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Strategic Assessment of Risks & Challenges' RAG

Summary (Refresh)

Risk Title	2012-2013					Predictive Green/Amber
	Q3	Q4	Q1	Q2	Q3	
Community Leadership	Dec 11	Mar 12	June 12	Sept 12	Dec 12	
Affordable Housing	A	A	A			
Social Care For Older People	A	A	A	A ↔	A	TBC
Relationship with Local Health Board & Public & Primary Health	A	A	R	R ↑	R	TBC
Climate Change & Flood Risk Management	A	A	A	A ↔	A	SEPT 2017
Economic Regeneration	A	A	A	A ↔	A	TBC
County Town Network Regeneration & Protection	G	G	G	G ↓	G	FEB 2011
Integrated and Public Transport Infrastructure (External)	A	A	A	A ↔	A	2015/16
Skills Needs of Employers	G	G	G	G ↔	G	OCT 2011
North Wales Regional Waste Treatment Partnership	A	A	A	A ↔	A	2016/17
Clwyd Theatr Cymru (CTC)	A	A	A	G ↓	G	SEPT 2012
Council Delivery	Dec 11	Mar 12	June 12	Sept 12	Dec 12	Predictive Green/Amber
Streetscene	A	A	A	A ↑	A	TBC
Transition from UDP to LDP	G	G	G	A ↑	A	SEPT 2017
Planning Protocol	G	G	G	G ↓	G	MAR 2012
Highways Infrastructure	A	A	A	A ↔	A	TBC
Transport Arrangments For Service Users	A	A	A	A ↔	A	DEC 2013
Depot Provision	A	A	A	A ↔	A	DEC 2013
Connah's Quay, Shotton & Deeside Housing Renewal Area	A	A	A	R ↑	R	MAR 2020
Leisure - Revenue Funding	R	R	R	R ↔	R	TBC
Leisure - Capital Projects	A	A	A	A ↔	A	TBC
Leisure - Play Strategy	A	A	A	R ↔	R	TBC
Housing Strategy	A	A	A			
Housing Management	A	A	A	A ↔	A	TBC
Housing Repairs and Maintenance Services	A	A	A	A ↔	A	APR 2013
Homelessness	A	A	A			
Sheltered Housing	A	A	A	A ↔	A	NOV 2013
Gypsies and Travellers	A	A	A	A ↔	A	TBC
School Buildings/School modernisation	R	R	R	R ↔	R	2018
School Improvement - Regional Project	A	A	A	A ↔	A	APR 2013
Procurement of Independent Sector placements for looked after children	A	A	A	A ↓	A	TBC
Disabled Facilities Grants	A	A	A	A ↔	A	MAR 2013
Waste Management Targets/Food Waste Treatment Project	A	A	A	A ↔	A	2016/17
Waste Management Operations	A	A	A	A ↔	A	2016/17
Severe Winter Weather	A	A	A	A ↔	A	TBC
Food Waste Treatment Project	A	A		A ↔	G	SEPT 2012
Welfare Reform		R	R	R ↓	R	2016/17
Council Governance	Dec 11	Mar 12	June 12	Sept 12	Dec 12	Predictive Green/Amber
Asset Management - Strategic	A	A	A	A ↔	A	2015/16
Asset Rationalisation	A	A	A	A ↔	A	2015/16
Medium Term Financial Strategy	A	A	A	A ↔	A	TBC
Financial Management and Control	A	A	A	A ↔	A	TBC
ICT Strategy	G	G	G	G ↔	G	DEC 2011
Information Governance	A	A	A	A ↔	A	TBC
Human Resources and Management	A	A	A	A ↔	A	MAR 2013
Single Status and Terms and Conditions of Employment	A	A	A	A ↔	A	JUN 2013
Customer Focus	G	G	G	G ↔	G	JUN 2011
Workforce and Succession Planning	A	A	A	A ↔	A	MAR 2013
Procurement	A	A	A	A ↔	A	MAR 2013
Business Continuity (including Winter Disruption)	A	A	A	G ↔	G	SEPT 2012
Flintshire Futures	A	A	A	A ↔	A	MAR 2013
Data Protection		R	R	R ↔	R	TBC

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY 19TH MARCH 2013**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **APPOINTMENT OF ANTI-POVERTY LEAD MEMBER AND PORTFOLIO HOLDER**

1.00 PURPOSE OF REPORT

To consider the appointment of a lead officer and lead member and portfolio holder for Anti-Poverty.

2.00 BACKGROUND

In June 2012 Carl Sargeant, Minister for Local Government and Communities and Gwenda Thomas, the Deputy Minister for Children and Social Services launched the “Tackling Poverty Action Plan 2012-2016”. This plan, which compliments and supports existing child poverty duties set out in the Children and Families (Wales) Measure 2012 has three main objectives to:

- Prevent poverty
- Help people out of poverty
- Mitigate the impact of poverty

Collaboration and joint working between local government, Welsh Government and other partners, such as health and the third sector, is crucial to tackling poverty so that efforts can be combined, prioritising the needs of the poorest and protecting those most at risk of poverty and exclusion.

With the current changes to welfare benefits and the potential negative impact many of these changes will have on those living in poverty, and those at risk of living poverty, the on-going work across Councils in tackling poverty will become even more important. Local government has a crucial role to play in this area, both in terms of its own responsibilities and in terms of its community leadership role.

At the last meeting of the Partnership Council, both the Minister for Local Government and Communities and the Deputy Minister for Social Services highlighted the need for tackling poverty to be a priority for all public services in Wales. The need for effective leadership was also highlighted and a proposal for Poverty “Champions” to be created, both at elected member and senior officer level was supported by all those present.

The Minister for Local Government and Communities, Carl Sargeant and Councillor David Phillips, WLGA Spokesperson for Welfare Reform and Poverty have both written to all 22 local authorities seeking member and officer nominations by the end of February, 2013.

3.00 CONSIDERATIONS

Local authorities already appoint “Champions”/Lead Members in other key areas for example, equality, older people and more recently the Armed Forces. These roles have played an important part in highlighting key issues, co-ordinating activity and promoting a corporate approach to champion issues with key partners.

Consideration needs to be given as to which portfolio this should be aligned to. A senior official (not Chief Executive level) is also required.

4.00 RECOMMENDATIONS

Members are requested to:

- (i) note the contents of the report
- (ii) agree which Cabinet portfolio Anti-Poverty should be added to; and
- (iii) agree to nominate a senior officer

5.00 FINANCIAL IMPLICATIONS

None directly associated with this report.

6.00 ANTI POVERTY IMPACT

As outlined within the report.

7.00 ENVIRONMENTAL IMPACT

None directly associated with this report.

8.00 EQUALITIES IMPACT

None directly associated with this report.

9.00 PERSONNEL IMPLICATIONS

None directly associated with this report.

10.00 CONSULTATION REQUIRED

None directly associated with this report.

11.00 CONSULTATION UNDERTAKEN

None directly associated with this report.

12.00 APPENDICES

None

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

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **REVENUE BUDGET MONITORING 2012/13 (MONTH 9)**

1.00 PURPOSE OF REPORT

1.01 To provide members with the most up to date revenue budget monitoring information (Month 9) 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 3.07	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 8
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 9 which is :

- Council Fund - Net underspend of £0.856m (£0.611m underspend at Month 8)
- Housing Revenue Account - Net underspend of £0.471m (£0.401m underspend at Month 8)

3.00 CONSIDERATIONS

COUNCIL FUND

3.01 The table below shows a projected in-year underspend of £0.856m :-

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 8	Month 9	Month 8	Month 9	Month 8	Month 9
	£m	£m	£m	£m	£m	£m	£m	£m
Directorates								
Community Services	58.437	58.380	(1.154)	(1.382)	(0.312)	(0.592)	(0.842)	(0.790)
Environment	31.794	32.481	(0.089)	(0.052)	(0.089)	(0.052)	-	-
Lifelong Learning	109.219	109.946	0.640	0.674	1.182	1.216	(0.542)	(0.542)
Corporate Services	17.469	17.645	0.324	0.251	0.324	0.251	-	-
Total Directorates	216.919	218.452	(0.279)	(0.509)	1.105	0.823	(1.384)	(1.332)
Central and Corporate Finance	25.759	24.226	(0.332)	(0.347)	(0.332)	(0.347)	-	-
Total	242.678	242.678	(0.611)	(0.856)	0.773	0.476	(1.384)	(1.332)

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 8 are detailed in Appendix 1.

3.04 In line with the management commitment to reduce the projected in-year overspend there has been progressive improvement in the projected outturn position since a projected overspend of £1.053m was reported to Cabinet on 18th September 2012 within the Month 3 budget monitoring report.

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, however current procurement practices and existing facilities within the county are positively influencing costs and numbers of placements respectively

- 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 & remissions - influenced by economic factors
- Ringfenced budgets
 - Out of county placements - demand led with volatility influenced by numbers and high values of individual placements, however current procurement practices and existing facilities within the county are positively influencing costs and numbers of placements respectively
- 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
 - The Welfare Reform changes have the ability to influence a number of budgets across the Council and this is being kept under review
- 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 - Provision has been made in the 2012/13 accounts for £0.770m based on an estimated level of future liability as required by the Accounts and Audit regulations, as approved by Cabinet on 19th February 2013

3.06 REQUEST FOR CARRY FORWARD - CORPORATE SERVICES

Legal & Democratic Services - An underspend of £0.010m on Members Training has been identified. It is requested to carry forward this sum to 2013/14 to contribute towards the cost of the Community Review Consultation of Electoral Boundaries.

3.07 **REQUEST FOR CARRY FORWARD - CORPORATE SERVICES**

ICT & Customer Services - An underspend of £0.016m has arisen due to a delay starting the project to implement the Egress Switch secure e-mail system. The delay is due to capacity issues within the IT team. The project is now expected to commence in 2013/14, and it is included in the Information Governance Strategy. It is requested to carry forward the £0.016m to 2013/14 to fund the implementation costs.

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 10.
- £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 10.
- £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 £0.445m.

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, 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 £0.471m and a projected closing balance at Month 9 of £1.326m, which at 4.8 % of total expenditure satisfies the prudent approach of ensuring a minimum level of 3 %.
- 6.04 The projected outturn reflects a third additional allocation of £0.250m from balances to fund additional CERA contribution towards funding of the HRA Capital Programme. Additional allocations of £0.250m were reported in the Month 4 budget monitoring report to Cabinet on 16th October 2012, and the Month 5 budget monitoring report to Cabinet on 20th November 2012, therefore a total of £0.750m has now been provided for additional CERA contribution in the year to date. The Head of Housing has consulted on this action with the Cabinet member for Housing in accordance with the recommendation within the Month 3 Budget Monitoring report approved by Cabinet on 18th September 2012.
- 6.05 Appendix 8 details the reasons for significant variances occurring to date and the actions planned to deal with them.

7.00 RECOMMENDATIONS

7.01 Members are recommended to :-

- a) Note the overall report
- b) Note the Council Fund contingency sum as at 31st March 2013 (paragraph 5.02)
- c) Note the projected final level of balances on the Housing Revenue Account (paragraph 6.03)
- d) Approve the requests for carry forward of underspends to 2013/14 as detailed within paragraphs 3.06 to 3.07

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

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

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COUNCIL FUND - REVENUE BUDGET 2012/13
FLINTSHIRE COUNTY COUNCIL



Budget Monitoring (Month 9)
Summary of Movement from Month 8

	£m	£m
Month 8		
Out of County Ringfenced Budget	(1.317)	
Service Directorates	1.038	
Central and Corporate Finance	(0.332)	
Variance as per Executive Report		(0.611)
Month 9		
Out of County Ringfenced Budget	(1.327)	
Service Directorates	0.818	
Central and Corporate Finance	(0.347)	
Variance as per Directorate Returns		(0.856)
Change Requiring Explanation		(0.245)
<u>Community Services</u>		
<ul style="list-style-type: none"> • Locality Teams (Localities) - the movement from month 8 is due to reductions in purchased residential care (-£0.040m) and domiciliary care (-£0.020m) costs reflecting current care packages and reduced pay costs projections (-£0.038). The balance is made up of various minor movements. • Reviewing (Localities) - the movement from month 8 is due to changes in projected staff costs (-£0.029m). • Learning Disability (Ringfenced Budgets) - the movement from month 8 reflects the costs of current care packages. • Professional Support (Children Services) - the main movement from month 8 is due to a reduction in the projected underspend on court costs (£0.021m). The balance is made up of a significant number of smaller variances. • Business Systems (Development & Resources) - the main movement from month 8 is due to the movement of the Financial Assessment Team from Commissioning (-£0.049m) as part of the TSSA process. (see Commissioning comments below and Appendix 2) • Commissioning (Development & Resources) - the main movement from month 8 is due to the movement of the Financial Assessment Team, underspending by £0.049m, into the Business Services Team. (See Business Systems comments above) • Resources and Regulated Services (Intake & Reablement) - the movement from month 8 is due to reduced projection on in-house domiciliary pay (-£0.034m) and increased projection of income from service users (-£0.040m) reflecting changes in trends. The balance is made up of a number of other variances. • Other minor changes of less than £0.025m 	<p>(0.106)</p> <p>(0.029)</p> <p>0.053</p> <p>0.028</p> <p>(0.053)</p> <p>0.054</p> <p>(0.083)</p> <p>(0.092)</p>	
		(0.228)

Environment

• Planning Control - Anticipated costs in respect of a planning appeal re. the former Croes Atti site (£0.020m), plus other minor variances (£0.005m).	0.025
• Minor changes of less than £25k	0.012
	0.037

Lifelong Learning

• Leisure Services - A pressure of £0.010m has occurred relating to a Health & Safety issue at Connah's Quay swimming pool. There are also a number of other minor variances of £0.019m.	0.029
• An increase in the Pupil Benefits projection within Development & Resources of £0.027m relating to Free School Meals and School Uniform Allowances explains the majority of the movement since month 8. This figure is based on estimated numbers and could change before year end. Other minor variances across Development & Resources equate to (-£0.032m)	0.005
	0.034

Corporate Services

• Legal and Democratic Services - Members training efficiency (-£0.015m), other minor variances (-£0.007m).	(0.022)
• HR and Organisational Development - Minor variances (-£0.014m).	(0.014)
• ICT and Customer Services - Minor variances (-£0.016m).	(0.016)
• Finance - reduction in Revenues & Benefits software upgrade costs (-£0.030m), other minor variances (£0.004m)	(0.026)
• Chief Executive's Department - minor variances (£0.005m).	0.005
	(0.073)

Central and Corporate

• Financing & Funding - Projected further shortfall of £0.030m against the budgeted amount for "windfall income" which usually arises from successful VAT tribunal appeals and NDR revaluations - for which activity levels have dropped sharply in the current year. other minor variances (-£0.004m)	0.026
• Corporate (Other) - A projected underspend of £0.033m on the provision for Director / 2nd tier officer incremental pay increases. Other minor variances of -£0.008m	(0.041)
	(0.015)

Total changes**(0.245)**

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

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)	6.187	5.539	(0.648)	(0.565)	<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 £0.357m due to reduced pay costs from changes to service delivery and greater use of reablement and independent sector care providers. The increase (£0.034m) from month 8 is mainly due to further reductions in projected pay (£0.032m) and staff transport costs.</p> <p>Of the additional variance a projected underspend of £0.155m, an increase of £0.009m from month 8, relates to work which is yet to be undertaken to realign the budgets following the transport review, the outcome of which is expected soon, and £0.050m to vacancies within Day Services. This is offset by a projected overspend within Professional Support (£0.139m), reduced from month 8 (£0.016m), 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 9)

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	0.268	(0.102)	(0.099)	Pay costs being suppressed due to the use of Homecare staff, vacant post and part year appointments (£0.070m) together with additional Health income (£0.029m) 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 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Locality Teams (Localities)	16.489	16.435	(0.054)	0.052	<p>The significant variances lie within:</p> <p><u>Physical Disability Services</u></p> <ul style="list-style-type: none"> > Purchased Home Care - projected overspend (£0.132m) due to the impact of various care packages. > Purchased Residential Care is projected to underspend (£0.345m), not changed from month 8, due to two service users now fully Health funded as well as the death of three service users. > Minor Adaptations - projected to overspend by £0.097m reflecting the continuing demand within the service. <p><u>Older People Services</u></p> <ul style="list-style-type: none"> > Purchased Day Care is projecting to underspend (£0.092m) due to a change in emphasis in delivering the service. > Reablement Service is projecting an overspend of £0.071m due to changes in service delivery following on from TSSA. > Purchased Home Care is projecting an overspend of £0.185m which reflects current care packages. > Purchased Residential Care is projecting an underspend (£0.033m), a change of £0.040m from month 8 reflecting changes in the 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> <p>A particular difficulty projecting outturns within this service this year is quantifying the impact of the changes in service delivery introduced with TSSA the impact of which is yet to stabilise.</p>

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Support Services (Mental Health)	1.931	1.874	(0.057)	(0.036)	The underspend in this service reflects underspends within the Residential and Domiciliary care Service (£0.111m), reflecting current care packages, and within the Intensive Support Team (£0.022m) being mostly underspends on pay (£0.032m) due to temporary secondments and maternity leave offset by backdated business rates (£0.013m) following a reassessment and other minor amounts. These are offset by overspends within Professional Support (£0.045m), Occupation and Employment (£0.012m), Living and Medium Level Support (£0.014m). The movement from month 8 is mostly due to changes in purchased care (£0.028) within the Residential and Domiciliary Service offset by the additional spend on business rates within the Intensive Support Team (£0.013m).	

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Ringfenced Budgets (Mental Health)	0.301	0.178	(0.123)	(0.132)	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. 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	0.640	0.174	0.121	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)	0.980	1.110	0.130	0.131	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. These costs would usually be met Corporately but as the Directorate is underspending this year it was agreed that the costs would be met within the Service.	Not recurring.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Business Systems (Development & Resources)	1.274	1.201	(0.073)	(0.020)	This service now includes the Financial Assessments Team, previously included within Commissioning, who are underspending (£0.049m) due to vacant posts. The balance of the underspend is mostly on pay and is due to vacant posts.	
Family Placement (Children's Services)	1.832	2.150	0.318	0.315	The 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.
Other Residential (Children Services)	0.526	0.471	(0.055)	(0.060)	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.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Professional Support (Children's Services)	5.374	5.613	0.239	0.211	Comprises Fieldwork, Resources, Children's Integrated Disability Service (CIDS) and General. Fieldwork overspending (£0.365m) due to the Children and Young Adolescent Support team (£0.340m) - client payments (£0.219m), staff pay costs (£0.106m) reduced (£0.009m) from month 8; client payments includes the costs for two high cost individuals (£0.120m). Resources is underspending (£0.033m) due to staff costs within Family Placement Team (£0.036m); other under and overs spends within the service offset each other. CIDS overspend (£0.056m) mainly due to increased use of direct payments leading to an overspend (£0.090m) offset by underspends on staff (£0.020m) and transfer payments (£0.010m). General is projected to underspend (£0.148m) due to legal/court costs (£0.024m) reduced (£0.022m) from month 8, transport costs (£0.021m), pay costs remain on budget; Children First underspend (£0.085m) and Corporate Parenting (£0.019m).	Keep under review. The Head of Service (Children) has instigated a review into the specifics around these two service users. Due to the overspend within Children Services spending is kept to a minimum where possible.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

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	2.926	(0.785)	(0.775)	Costs reflect existing placements up until March 2013. This reflects known reductions in payments to providers following re-negotiation of contracts. The movement since month 8 reflect three placements ended (£0.030m), one placement with a changed care package leading to a reduction in costs (£0.05m). These are offset by increase in the costs of one care packages (£0.025m).	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. The impact of these changes on the Children Services Fostering and Leaving Care budgets has not yet been quantified. Further details are awaited.
Ring-fenced Budget (Housing Services)	0.377	0.321	(0.056)	(0.056)	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	0.407	(0.081)	(0.062)	Review of expected spend undertaken and revised in line with trend.	
Housing Support Services (Housing Services)	0.193	0.132	(0.061)	(0.043)	Salaries reviewed to take into account breaks in employment and posts not being filled in 2012/13.	

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Resident Wardens (Housing Services)	1.236	1.109	(0.127)	(0.111)	Budget based on restructure. Salaries carry vacancies for the new structure yet to be implemented.	Restructure approval required.
Other variances (aggregate)	16.645	16.624	(0.021)	(0.025)	Various minor variances.	Continue to review but not expected to be recurrent.
Total :	58.380	56.998	(1.382)	(1.154)		

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Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 8 (£m)	Cause of Variance	Action Required
Industrial Units	(1.479)	(1.397)	0.082	0.064	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. Increased variance at period 9 due to NNDR costs being higher than anticipated	Keep Unit rental income closely monitored throughout the year
Property Holdings	0.090	0.054	(0.036)	(0.052)	Budget provision at the former Ty'r Binwydden site has at Period 9 been utilised to finance additional R&M at Custom House CP, dilapidation works at Glanrafon and legal fees for the Bailey Hill site.	Review of site budgets necessary in line with asset management programme
Property Asset & Development	0.530	0.476	(0.054)	(0.052)	Net Vacancy Savings	
Car Parks	0.025	0.053	0.028	0.033	Car Park income shortfall at Holywell and Mold partially offset by a reduced maintenance programme	
Highways Maintenance	2.710	2.761	0.051	0.048	Cost associated with attending flooding events following substantial rainfall at various times since July.	

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 8 (£m)	Cause of Variance	Action Required
Waste Disposal & Waste Collection	9.118	9.367	0.249	0.247	<p>Delivery of the new Streetscene Service resulted in unexpected additional operational costs which have been mitigated by increased recycling levels, which not only reduce landfill and tipping charges but increases the level of recycling income received.</p> <p>One off Agency and staff backfilling costs as a result of the on-going investigation within Waste have been incurred and in addition, the energy generation from Gas at the landfill sites has been affected by problems with the performance of the Gas Engines at both landfill sites. This has resulted in a £145k shortfall against the income target.</p> <p>Work to realign budgets across the service is on-going and will be in place for 2013/14 onwards.</p>	Keep tonnage levels closely monitored to establish if further savings can be achieved to further mitigate the costs.
Fleet Services	(0.026)	(0.064)	(0.038)	(0.038)	Outturn based on actual recharges to date projected to financial year end with these charges also reflected in all Environment client budgets.	

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 8 (£m)	Cause of Variance	Action Required
Planning Control	0.367	0.427	0.060	0.035	The costs associated with Planning enforcement activities e.g. specialist advice and legal fees have been offset by improved Planning fee income since Period 7. However, at period 9 costs of £20k are now anticipated for the planning appeal in relation to the former Croes Atti site.	Partially offset by salary savings within the Planning service
Service Development & Support	0.236	0.216	(0.020)	(0.020)	Part time salary savings	
Management Support & Performance	1.164	1.046	(0.118)	(0.115)	Vacancy Savings relating to 5 posts (2 x Sc4, Sc6, SO1 & M6) ahead of Service Review implementation offset by the cost of Modern Apprentices from September 2012.	Provision will be made within Service budgets for the Modern Apprentice costs in 2013/14.
Public Protection	3.543	3.326	(0.217)	(0.214)	Vacancy Savings totalling £230k (3 x EHO 2 x EO 1 x Admin) ahead of the Service Review being implemented, offset by income shortfalls in Pollution Control.	
Markets	(0.099)	(0.078)	0.021	0.013	Rental shortfalls from outdoor pitches & car boots due to poor weather conditions have reduced income further at Period 9.	
Other variances (aggregate)	16.302	16.242	(0.060)	(0.038)	A number of variances of no more than £0.038m individually.	
Total :	32.481	32.429	(0.052)	(0.089)		

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Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Out of County	2.659	2.117	(0.542)	(0.542)	Following a request from the Out of County Management Board, several high cost placements have reduced with the continued involvement of Commercial and Clinical Solutions.	
Libraries, Culture and Heritage	2.878	2.848	(0.030)	(0.030)	There has been an in year adjustment to the book fund to address the Directorate budget overspend.	

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Leisure Services	4.042	4.735	0.693	0.664	<p>Leisure (pressure of £0.693m) 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>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 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: Analysis of affordability of proposed new staffing structures. Revisit organisational design principles.</p> <p>The in year recharges for these services are to be revisited and recharged accordingly.</p>

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					A review of music licensing has identified additional liabilities resulting in a cost increase of £0.037m.	A budget pressure bid for this has been submitted for 2013/14.
					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.	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.
Delegated Schools Budgets	77.523	77.523	0.000	0.000		
School Improvement Service	10.703	10.747	0.044	0.044	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. SLAs (pressure of £0.151m) 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.	Work is currently being undertaken to re-draft SLAs for the beginning of the new financial year.

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					<p>School Improvement Service A number of minor efficiencies equating to £0.119m in total are projected. These relate to influenceable 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>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>
Development & Resources	12.141	12.651	0.509	0.504	<p>Service Units (pressure of £0.203m) A pressure of £0.256m is currently anticipated on pupil benefits (free school meals and remissions) because of changes in the economic climate. Minor reductions in other projected expenditure of £0.053m have also been made.</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>

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					<p>Facility Services - pressure of £0.352m 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 £0.028m.</p> <p>Management & General Admin There have been a number of minor reductions in projected expenditure in Management & General Admin. These equate to £0.018m.</p> <p>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.</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>
Total :	109.946	110.621	0.674	0.640		

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Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Chief Executive	2.346	2.336	(0.010)	(0.015)	(£0.016m) vacancy savings. £0.014m pressure relating to a voluntary sector contribution towards Dangerpoint. (£0.008m) other minor variances.	

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Finance	4.351	4.730	0.379	0.405	<p>£0.028m pressure relating to the Royal Mail price increases of 39% in April 2012.</p> <p>£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.</p> <p>£0.035m pressure relating to a benefits system software upgrade.</p> <p>£0.025m investment in Agile Working (Revs & Bens).</p> <p>£0.042m pressure relating to additional audit days.</p> <p>£0.048m pressure on reallocations due to income budgets no longer being achievable.</p> <p>(£0.084m) vacancy savings relating to the Corporate Finance Review.</p> <p>£0.016m other minor variances.</p>	<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> <p>Some of the overspend in Revs and Bens will be offset by an additional grant identified for the Council Tax Reduction Scheme (up to £0.113m).</p>

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Legal & Democratic Services	3.341	3.210	(0.131)	(0.109)	<p>£0.005m pressure translation of Constitution.</p> <p>(£0.118m) Members Special Responsibility Allowances.</p> <p>(£0.015m) Members Training & Travel Expenses.</p> <p>£0.048m Salary changes.</p> <p>£0.020m Legal Advice Jillings.</p> <p>(£0.071m) other minor variances.</p>	Request to carry forward underspend on Members Training (£10k).
Human Resources & Organisational Development	2.195	2.246	0.051	0.065	<p>£0.051m pressure CRB checks.</p> <p>£0.014m pressure Corporate Training.</p> <p>£0.043m loss of income from external organisations.</p> <p>(£0.047m) Vacancy Savings.</p> <p>(£0.010m) other minor variances.</p> <p>Risk of pressures will arise if funding is not made available for iTrent implementation and Single Status project team costs.</p>	A budget pressure for CRB checks has been submitted as part of the 2013/14 budget process.

CORPORATE SERVICES

APPENDIX 5

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
ICT & Customer Services	5.412	5.374	(0.038)	(0.022)	<p>£0.006m pressure relating to the final Design & Print costs.</p> <p>£0.032m pressure in relation to the Print Rationalisation Project.</p> <p>(£0.067m) vacancy savings relating to ongoing service reviews.</p> <p>£0.037m pressure relating to internal admin support recharges.</p> <p>(£0.024m) efficiency in relation to additional registrars income.</p> <p>(£0.022m) other minor variances.</p> <p>The risk of a pressure may arise if funding is not made available for the Holywell Flinshire Connects operational costs.</p>	Request to carry forward £16k for Egress Switch Secure Email (project delay)
Total :	17.645	17.896	0.251	0.324		

Budget Monitoring 2012/13 (Month 9)

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	2.333	(0.032)	(0.058)	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.

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					<p>The base budget provides for additional windfall income of £0.152m. The amount received to date suggests that we there will be a shortfall of £0.100m against this sum. One of the reasons for this is the levels of successful appeals against NDR valuations has reduced sharply in the current year with a consequent impact on the retrospective rebates of NDR in respect of Council properties.</p> <p>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.</p> <p>A decrease in other miscellaneous Expenditure of £0.034m.</p>	
Corporate - other	2.846	2.585	(0.261)	(0.220)	<p>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.</p> <p>A small surplus of £0.037m from the phased funding strategy to address the Council's share of the Clwyd Pension Fund deficit following the 2010 actuarial valuation.</p>	<p>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.</p>

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
					An underspend of £0.240m resulting from salary budget efficiencies previously achieved following historic service reviews	
					A surplus of £0.019m on the rebates recovered from use of the Matrix framework for procurement of agency employees.	
					An underspend of £0.033m resulting from salary budget provision for incremental pay awards for Directors and second tier officers which will not now be utilised this year.	
					Other minor variances amounting to a net underspend of £0.011m.	
Central Loans & Investment Account	14.200	13.869	(0.331)	(0.331)	Increased interest received on temporary investments £0.060m, increased internal interest received on prudential borrowing £0.025m, increase in other internal interest £0.005m Reduction in interest payable on variable rate market loans and internal interest payable £0.176m, reduction in Minimum Revenue provision (MRP) £0.013m, reduction in prudential borrowing costs £0.052m	
Central Service Recharges	(2.054)	(1.776)	0.278	0.278	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.

Budget Monitoring 2012/13 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Other variances - aggregate	6.869	6.868	(0.001)	(0.001)		
Total :	24.226	23.879	(0.347)	(0.332)		

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
<u>2011/12 approvals</u>		
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)	<u>(0.973)</u>	
		(2.473)
<u>2012/13 approvals</u>		
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)	(0.361)	
Less - Impact of provision for MMI scheme of arrangement - as approved by Cabinet on 19 th February	(0.770)	
Plus release of an amount previously earmarked for a specific purpose (no longer needed due to receipt of a capital grant)	<u>0.025</u>	
		(1.106)
Add Projected underspend as at 31 st March 2013		<u>0.856</u>
Amount available for delegation to Cabinet		0.742
Less - Amount approved by Council on 1 st March for funding of one-off costs in the 2013/14 budget proposals		(0.297)
Projected Level of Total Contingency Reserve as at 31st March 2013		0.445

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Finance and Support	2,506	2,265	-241	-234	Support recharges revised downwards to reflect 2011/12 costs. Vacancy savings.	Work is ongoing to progress accuracy and timeliness of the HRA support recharges.
Repairs and Maintenance	8,778	8,627	-151	-37	Materials revised downwards due to lower than anticipated spend through the cold weather. The projection for transport costs has been reduced following a more update picture of actual costs in ledger.	
Landlord Services	303	251	-52	-35		
Rents	-25,560	-25,559	1	-28	Variance based on 14 more properties than anticipated at budget.	
Capital Financing	2,349	2,259	-90	-68	Reduction on projected interest on loans charge.	
CERA	4,652	4,687	35	0	A further £0.250m has been transferred from balances to CERA as agreed with Cabinet Members. This is to fund £0.125m for damp fans and £0.125m for external refurbishment works.	
Other variances (aggregate)	7,974	8,001	27	1		
Total :	1,002	531	-471	-401		

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET

DATE: TUESDAY, 19 MARCH 2013

REPORT BY: HEAD OF FINANCE

SUBJECT: CAPITAL PROGRAMME 2012/13 (QUARTER 3)

1.00 PURPOSE OF REPORT

1.01 To provide Members with the latest capital programme information for 2012/13.

2.00 BACKGROUND

2.01 The Council approved a Housing Revenue Account capital programme for 2012/13 of £9.398m at its meeting of 21st February 2012, and a Council Fund capital programme of £23.825m at its meeting of 1st March 2012.

3.00 CONSIDERATIONS

3.01 Programme - Movements

3.01.1 The table below sets out how the programme has changed during 2012/13.

	Council Fund	Housing Revenue Account	Total
	£m	£m	£m
Council 21.02.12. (HRA) and 01.03.12. (Council Fund)			
Original Capital Programme	23.825	9.398	33.223
	23.825	9.398	33.223
Cabinet 16.10.12			
Revised Capital Programme	29.882	10.888	40.770
Cabinet 18.12.12			
Revised Capital Programme	30.076	10.888	40.964
Latest Monitoring			
As Previously Reported	30.076	10.888	40.964
Change this Period	0.261	0.947	1.208
	30.337	11.835	42.172
Early Identified Rollover to 2013/14	(3.413)	(0.244)	(3.657)
Identified Savings	(0.483)	0	(0.483)
Revised Programme	26.441	11.591	38.032

- 3.01.2 From the table it can be seen that the previously reported programme total of £40.964m has decreased to £38.032m by way of the inclusion of net increased Council Fund schemes of £0.261m and increased HRA programme schemes of £0.947m. This is offset by a total Early Identified Rollover adjustment of £3.657m (Council Fund £3.413m and HRA £0.244m) and identified Council Fund savings of £0.483m.
- 3.01.3 Detailed cumulative information relating to each programme area is provided in Appendix A, and summarised below –

REVISED PROGRAMME	Original Budget 2012/13	Rollover from 2011/12	Changes	Not Yet Committed	Rollover to 2013/14	Savings	Revised Budget
	£m	£m	£m	£m	£m	£m	£m
Corporate Services	3.458	0.697	(0.334)	0	(0.474)	(0.033)	3.314
Clwyd Theatr Cymru	0.025	0.050	0.145	0	(0.040)	0	0.180
Community Services	3.669	0.321	0.015	0	0	(0.050)	3.955
Environment	9.124	1.404	1.315	0	(0.958)	(0.008)	10.877
Lifelong Learning	7.549	3.800	(0.893)	0	(1.941)	(0.400)	8.115
Council Fund Total	23.825	6.272	0.248	0.000	(3.413)	(0.491)	26.441
Housing Revenue Account	9.398	1.490	0.947	0	(0.244)	0	11.591
Programme Total	33.223	7.762	1.195	0.000	(3.657)	(0.491)	38.032

3.02 Changes During This Period

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

3.03 Not Yet Committed (Generally Financed) Budgets

- 3.03.1 Work continues in 'Stage profiling' all programme schemes i.e. assessing at what stage each scheme is at in terms of readiness for letting contracts and commencing works. This information together with the 'time profiling' of all anticipated funding resources assists the capital monitoring/management and reporting processes.
- 3.03.2 At this point in time, no programme budgets have been identified as not yet committed (and thereby available for release), but work continues in this respect (as part of the process identified in 3.03.1 above).

3.04 Rollover (From 2012/13 to 2013/14)

3.04.1 Rollover of £3.657m has been identified which reflects reviewed spending plans across all programme areas; these committed amounts have been identified as now required to meet the cost of programme works/contract retention releases in 2013/14.

3.04.2 Detailed information relating to each programme area, including supporting narrative, is provided in Appendix C and summarised below -

- Corporate Services £0.474m
- Clwyd Theatr Cymru £0.040m
- Environment £0.958m
- Lifelong Learning £1.941m
- Housing Revenue Account £0.244m

3.05 Identified Savings

3.05.1 Savings of £0.483m have been identified in the current quarter, as summarised below -

- Corporate Services £0.033m - ICT Infrastructure projects.
- Community Services £0.050m - Provision for a Supervised Contact Space for Children's Services funded by way of revenue.
- Lifelong Learning £0.400m - Schools Repair and Maintenance as a result of contracts coming in below estimate.

3.06 Capital Expenditure v Profiled Budget

3.06.1 Recorded capital expenditure across the whole programme stands at £19.704m at Quarter 3 (as detailed in the table below), representing 51.81% of the revised budget total of £38.032m.

EXPENDITURE	Revised Budget	Cumulative Profiled Budget Quarter 3	Cumulative Expenditure Quarter 3	Variance Expenditure v Profiled (Under)/Over
	£m	£m	£m	£m
Corporate Services	3.314	1.143	1.015	(0.128)
Clwyd Theatr Cymru	0.180	0.122	0.122	0.000
Community Services	3.955	3.018	3.450	0.432
Environment	10.877	5.255	5.148	(0.107)
Lifelong Learning	8.115	4.881	4.851	(0.030)
Council Fund Total	26.441	14.419	14.586	0.167
Housing Revenue Account	11.591	7.739	5.118	(2.621)
Programme Total	38.032	22.158	19.704	(2.454)

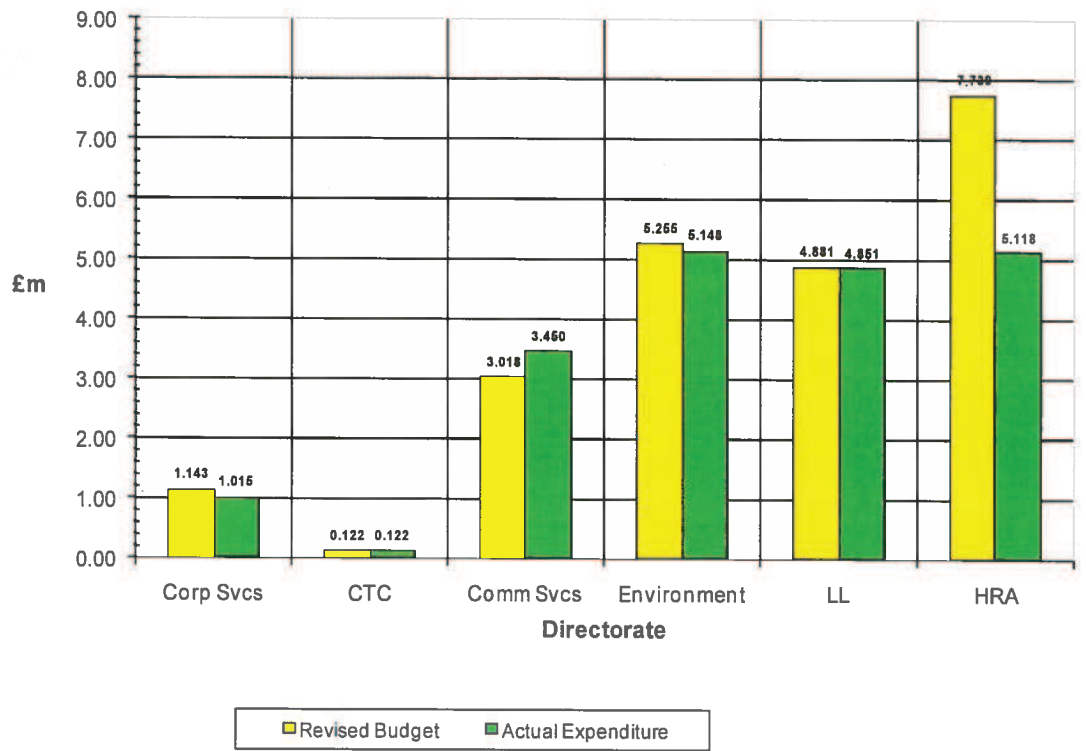
3.06.2 More specifically, the table also provides details of cumulative expenditure compared to the profiled budget; the profiled budget total (i.e. that part of the total budget forecast to be spent during the reporting period) stands at £22.158m; recorded expenditure represents 88.92% of the profiled budget total, a net variance (underspend) of £2.454m. The cumulative position (by directorate) is displayed in the chart below.

3.06.3 The significant variances (those greater than £0.025m) are individually listed in Appendix D, together with the reasons for such, and the required remedial action.

3.06.4 All other variances (those less than £0.025m), are aggregated within Appendix D, for each directorate. The aggregated figures include nil variances in some cases (such as Clwyd Theatr Cymru), which are listed in order to account for the total budget element (£0.180m in the case of Clwyd Theatr Cymru) which forms part of the overall budget total of £38.032m, as recorded in the above table and throughout the report.

3.06.5 Quarterly capital programme management meetings form part of the ongoing capital monitoring procedures which have been established in order to provide tight project management and discipline, and to ensure a continuing reduction in the level of year-end rollover.

CUMULATIVE EXPENDITURE v CUMULATIVE BUDGET - QUARTER 3



3.07 Financing

3.07.1 The capital programme is financed as summarised below –

FINANCING RESOURCES			
	General Financing	Specific Financing	
	Supported Borrowing / General Capital Grant / Capital Receipts	Grants & Contributions / CERA /Reserves/ Prudential Borrowing	Total Financing
	£m	£m	£m
Latest Monitoring			
Council Fund	20.501	9.836	30.337
Housing Revenue Account	1.944	9.891	11.835
	22.445	19.727	42.172
Not Yet Committed (Adjustment)			
Council Fund	0	0	0
Housing Revenue Account	0	0	0
	0.000	0.000	0.000
Rollover			
Council Fund	(3.404)	(0.009)	(3.413)
Housing Revenue Account	(0.244)	0	(0.244)
	(3.648)	(0.009)	(3.657)
Savings			
Council Fund	(0.483)	0	(0.483)
Housing Revenue Account	0	0	0
	(0.483)	0.000	(0.483)
Total Financing Resources	18.314	19.718	38.032

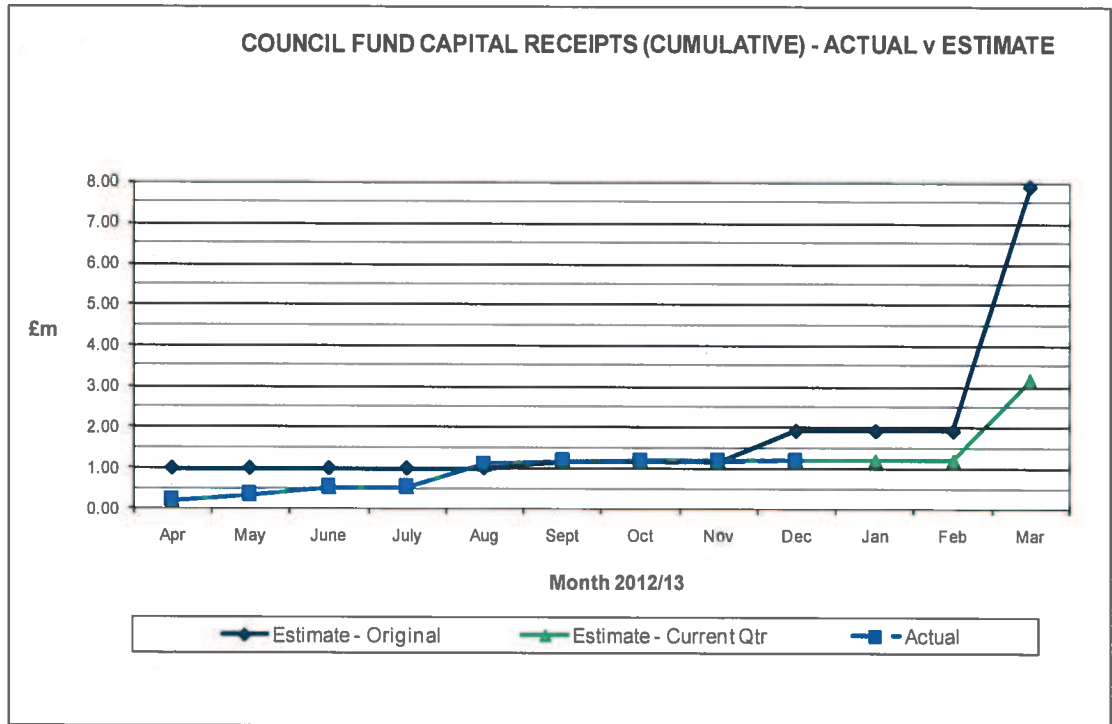
3.07.2 That element of the Council Fund total financed from general (non-specific) financing resources, relies in part on the generation of capital receipts from asset disposals. The continuing harsh economic climate is impacting on the ability to achieve the budgeted level of anticipated capital receipts, a situation that is likely to continue until the economy picks up at some future point. The capital receipts situation is being closely monitored as part of overall capital monitoring arrangements.

3.07.3 The chart below provides details of the moving (cumulative) capital receipts position – 3 line graphs, 2 of which record the moving estimate and 1 recording actual receipts. The positions are summarised as -

Estimate (Original) – The opening anticipated capital receipts total (£7.903m including the rolled over requirement from 2011/12), with anticipated receipts due in April, September, December, and more significantly so in March 2013.

Estimate (Current Quarter) – The latest reviewed position (reflecting the economic conditions referred to in 3.06.2 above), indicating an altered profile and a reduced total (£3.181m), with the major part of the receipts total anticipated in March 2013.

Actual – The value of actual receipts received as at Quarter 3 (£1.221m).



3.07.4 The HRA resources are ring-fenced and used only for HRA purposes.

4.00 RECOMMENDATIONS

4.01 Cabinet is requested to:-

- a) Approve the rollover adjustments as detailed in Section 3.04.
- b) Note and approve the report.

5.00 FINANCIAL IMPLICATIONS

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

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Appendix A : Capital Programme – Changes During 2012/13
Appendix B : Changes During This Period
Appendix C : Rollover to 2013/14
Appendix D : Variances

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

Capital Programme Monitoring Papers 2012/13

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Email: ian_ll_jones@flintshire.gov.uk

CAPITAL PROGRAMME - CHANGES DURING 2012/13

Original Budget 2012/13	Rollover from 2011/12	Changes (Previous)	Changes (Current)	Revised Budget	Not Yet Committed 2012/13	Rollover to 2013/14	Savings	Projected Outturn 2012/13
£m	£m	£m	£m	£m	£m	£m	£m	£m
Council Fund :								
Corporate Services								
Information Technology	0.282	0	0	3.200	0	(0.218)	(0.033)	2.949
Flintshire Connects	0.271	0	0	0.521	0	(0.256)	0	0.265
Corporate Finance	0.144	(0.271)	(0.063)	0.100	0	0	0	0.100
3.458	0.697	(0.271)	(0.063)	3.821	0.000	(0.474)	(0.033)	3.314
Theatre								
Clwyd Theatr Cymru	0.050	0.095	0.050	0.220	0	(0.040)	0	0.180
0.025	0.050	0.095	0.050	0.220	0.000	(0.040)	0.000	0.180
Community Services								
Private Sector Renewal/Improvement	0.319	0	0	3.938	0	0	0	3.938
Depot (Housing)	(0.001)	0	0	(0.001)	0	0	0	(0.001)
Learning Disability	(0.001)	0	0	(0.001)	0	0	0	(0.001)
Children's Services	0	0	0	0.050	0	0	(0.050)	0
Physical & Sensory Disability	0.004	0	0	0.004	0	0	0	0.004
Travellers' Sites	0	0	0.015	0.015	0	0	0	0.015
3.669	0.321	0.000	0.015	4.005	0.000	0.000	(0.050)	3.955

Changes : (Previous = Cumulative as at previous quarter
 (Current = As at this quarter (See Appendix B)
 Key to Headings { Not Yet Committed : Cumulative (See Section 3.03)
 (Rollover to 2013/14 Cumulative (See 3.04)
 (Savings : Cumulative (See 3.05)

APPENDIX A (Cont'd .)

CAPITAL PROGRAMME - CHANGES DURING 2012/13

	Original Budget 2012/13	Rollover from 2011/12	Changes (Previous)	Changes (Current)	Revised Budget	Not Yet Committed 2012/13	Rollover to 2013/14	Savings	Projected Outturn 2012/13
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Environment									
Administrative Buildings	2.975	0.200	0	(0.570)	2.605	0	(0.115)	0	2.490
Industrial Units	0	0.027	0.003	0	0.030	0	0	0	0.030
Sustainable Waste Management	0	0.008	0.116	0.805	0.929	0	0	(0.008)	0.921
Engineering	1.735	0.403	(1.232)	0	0.906	0	(0.213)	0	0.693
General Environmental Enhancement	0.300	0.008	(0.300)	0	0.008	0	0	0	0.008
Highways	1.925	0.229	2.307	0	4.461	0	(0.118)	0	4.343
Planning Grant Schemes	0	0	0.011	0	0.011	0	0	0	0.011
Ranger Services	0	0.010	0.004	0	0.014	0	0	0	0.014
Regeneration	0.489	0.519	0	0	1.058	0	(0.512)	0	0.546
Transportation	1.700	0	0	0	1.821	0	0	0	1.821
	9.124	1.404	1.080	0.235	11.843	0.000	(0.958)	(0.008)	10.877

CAPITAL PROGRAMME - CHANGES DURING 2012/13

	Original Budget 2012/13	Rollover from 2011/12	Changes (Previous)	Changes (Current)	Revised Budget	Not Yet Committed 2012/13	Rollover to 2013/14	Savings	Projected Outturn 2012/13
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Lifelong Learning									
Leisure Centres	0	0	0.025	0.002	0.027	0	0	0	0.027
Swimming Pools	0.150	0	0	0	0.150	0	0	0	0.150
Community Centres	0.045	0	0	0	0.045	0	0	0	0.045
Countryside and Heritage	0	0.009	0	0	0.009	0	0	0	0.009
Recreation - Other	0.060	0	0	0	0.060	0	0	0	0.060
Recreation Grounds	0	0.001	0	0	0.001	0	0	0	0.001
Play Areas	0	0.004	0	0	0.004	0	0	0	0.004
Education - General	3.700	0.002	(3.087)	0.014	0.629	0	0	0	0.629
Primary Schools	0.080	0.582	1.794	0.007	2.463	0	(0.363)	(0.400)	1.700
Schools Modernisation	3.444	1.221	(1.242)	(0.074)	3.349	0	(0.130)	0	3.219
Community Youth Clubs	0	0	0.001	0	0.001	0	0	0	0.001
Secondary Schools	0	0.915	0.662	0.025	1.602	0	(0.552)	0	1.050
Special Education	0	1.030	0.929	0.001	1.960	0	(0.896)	0	1.064
School Improvement	0	0	0.001	0	0.001	0	0	0	0.001
Early Years	0	0	0	0.049	0.049	0	0	0	0.049
Minor Works, Furniture & Equipment	0.070	0.001	0	0	0.071	0	0	0	0.071
Schools - Additional Funding	0	0.035	0	0	0.035	0	0	0	0.035
	7.549	3.800	(0.917)	0.024	10.456	0.000	(1.941)	(0.400)	8.115

CAPITAL PROGRAMME - CHANGES DURING 2012/13

Original Budget 2012/13	Rollover from 2011/12	Changes (Previous)	Changes (Current)	Revised Budget	Not Yet Committed 2012/13	Rollover to 2013/14	Savings	Projected Outturn 2012/13
£m	£m	£m	£m	£m	£m	£m	£m	£m
9.398	1.490	0	0.947	11.835	0	(0.244)	0	11.591
9.398	1.490	0.000	0.947	11.835	0.000	(0.244)	0.000	11.591

Housing Revenue Account :
 Housing Revenue Account
 Programme

Totals :

Council Fund	23.825	6.272	(0.013)	0.261	30.345	0	(3.413)	(0.491)	26.441
Housing Revenue Account	9.398	1.490	0	0.947	11.835	0	(0.244)	0	11.591
Grand Total	33.223	7.762	(0.013)	1.208	42.180	0.000	(3.657)	(0.491)	38.032

CHANGES DURING THIS PERIOD

		Detail	Funding Source (Specific Funding)	Increase * £m	Decrease £m	Net £m	Total £m
Council Fund :							
Corporate Services							
Corporate Finance		Movements of budget from the Health & Safety provision for : Travellers' Sites £0.015m and Education - General £0.014m			(0.029)	(0.029)	
		Movement of Budget from the Corporate Feasibility Provision for : Elfed High School £0.025m, Southdown Primary £0.005m, Ffynnongroew Primary £0.002m and Deeside Leisure Centre £0.002m			(0.034)	(0.034)	
				0.000	(0.063)	(0.063)	(0.063)
Clwyd Theatr Cymru							
Clwyd Theatr Cymru		Introduction of funding for Feasibility Study	Arts Council for Wales	0.050		0.050	
				0.050	0.000	0.050	0.050
Community Services							
Travellers' Sites		Health & Safety related works funded from Corporate Provision		0.015		0.015	
				0.015	0.000	0.015	0.015
Environment							
Sustainable Waste Management		Balance of Regional Capital Access Fund (RCAF) funding	Welsh Government	0.235		0.235	
				0.235	0.000	0.235	0.235

CHANGES DURING THIS PERIOD (continued)

		Detail	Funding Source (Specific Funding)	Increase *	Decrease	Net	Total
				£m	£m	£m	£m
Council Fund :							
Lifelong Learning							
Leisure Centres		Deeside Leisure Centre - Feasibility Sstudy funded from corporate provision		0.002		0.002	
Education - General		School kitchens - Health and Safety related works funded from corporate provision		0.014		0.014	
Primary Schools		Funding introduced from the Corporate Feasibility provision for : Southdown Primary £0.005m and Ffynnongroew £0.002m		0.007		0.007	
		Adjustment to correct previous virement for Penyffordd Junior £0.001m		0.001		0.001	
Secondary Schools		Elfed High School £0.025m - Feasibility studies, funded from corporate provision		0.025		0.025	
School Modernisation		Reduction in requirement for Shotton Taliesin Infants £0.094m as a result of scheme re-profiling into 2013/14 and an increase in funding for Ysgol Y Foel scheme £0.020m as a result of increased costs	Prudential Borrowing	0.020	(0.094)	(0.074)	
Early Years		Funding introduced for Cross Tree Lane £0.022m, St Winefrides Holywell £0.013m and Glanrafon Mold £0.014m	CERA £0.026m, WG £0.013m, Schools Contribution £0.010m	0.049		0.049	
				0.118	(0.094)	0.024	0.024
Total - Council Fund							0.261
Housing Revenue Account :							
Housing Revenue Account							
Programme		Programme adjustments reflecting the introduction of CERA funding and additional Capital Receipts	CERA £0.755m	0.947		0.947	
				0.947	0.000	0.947	0.947
Grand Total							1.208
* Increases reflect new funding							

ROLLOVER TO 2013/14

	Detail	Reviewed Spending Plans £m	Contract Retentions £m	Total Rephasing £m
Council Fund :				
Corporate Services				
Information Technology	The Microsoft and Website infrastructure projects, whilst having the contracts placed for the licences and underpinning infrastructure in place, ongoing implementation will begin during the next financial year. In relation to Electronic Document & Record Management Systems (EDRMS), the Records Management and procurement and implementation of federated search have been delayed until 2013/14	(0.218)		(0.218)
Flintshire Connects	Main works at Connah's Quay to commence in 2013/14. Retention fees for Holywell also rolled forward	(0.250)	(0.006)	(0.256)
	Total Corporate Services	(0.468)	(0.006)	(0.474)
Clwyd Theatr Cymru				
Clwyd Theatr Cymru	Works in auditoria need to be rolled forward to the summer due to current schedule of performances	(0.040)		(0.040)
	Total Clwyd Theatr Cymru	(0.040)	0.000	(0.040)
Environment				
Administrative Buildings	Works are now completed at the Daniel Owen Centre with £0.006m of retention due in 2013/14. £100k of DDA Works have been through the tender process with work due to begin late March, 2013 and into 2013/14. Alltami Depot retention of £0.009m	(0.100)	(0.015)	(0.115)
Engineering	Mold Flood Alleviation Scheme is a currently approved Welsh Government Scheme with an estimated cost of £2.9m which is committed to proceed through design, development & construction during 2012/13 & 2013/14. It is necessary to have a provision to cover FCC contributions within the terms and conditions of the funding	(0.213)		(0.213)
Highways	Local Asset Backed Vehicle - following the elections in May, the Council has reviewed its policy priorities and is keen to find creative ways of funding the investment needed to achieve them. One option being the formation of a local asset backed vehicle, which the Council will explore in 2013/14	(0.118)		(0.118)
Regeneration	The Town Action Plan capital allocation is tied to the delivery of the European Regional Development Fund project and is being delivered alongside, and provides the match funding for, the project. This draws down just over £2m in WG/EU funding. The current allocation is due to be spent over 2013/14 and 2014/15 (ERDF Project Period). Project development work and consultation in the town centres is underway to produce detailed designs and schedules of cost prior to implementation on the ground taking place	(0.512)		(0.512)
	Total Environment	(0.943)	(0.015)	(0.958)

ROLLOVER TO 2013/14 (Continued)

	Detail	Reviewed Spending Plans £m	Contract Retentions £m	Total Rephasing £m
Council Fund :				
Lifelong Learning				
Primary Schools	Sums due for release 12 months after the completion of related contract works (as with other retentions listed below)		(0.051)	(0.051)
	7 Schemes 'on hold' to commence in 2013/14 including Hawarden Penarlag replacement windows and doors £0.112m	(0.312)		(0.312)
Schools Modernisation	Retentions		(0.130)	(0.130)
Secondary Schools	Retentions		(0.017)	(0.017)
	2 Schemes 'on hold' to commence in 2013/14 including Mold Alun replacement windows £0.102m	(0.125)		(0.125)
	Elfed High School, Buckley - replacement windows and doors. Specification disputes have delayed the scheme. Orders will be placed in 2012/13 with work commencing in the new financial year	(0.250)		(0.250)
	Ysgol Maes Garmon, Mold - replace windows and doors to block 1. Scheme now due to complete at the end of April	(0.160)		(0.160)
Special Schools	Retentions		(0.015)	(0.015)
	6 DDA rolling programme schemes 'on hold' to commence in 2013/14, currently at the design stage, including Hope Castell Alun £0.262m, Hawarden High School £0.161m and Buckley Elfed £0.159m	(0.881)		(0.881)
	Total Lifelong Learning	(1.728)	(0.213)	(1.941)
	TOTAL - COUNCIL FUND	(3.179)	(0.234)	(3.413)
Housing Revenue Account :				
Housing Revenue Account	Heating Replacement - Completion of scheme delayed until 2013/14	(0.148)		(0.148)
	Glan-y-Morfa - Completion of scheme delayed until 2013/14	(0.076)		(0.076)
	Rewiring		(0.020)	(0.020)
	TOTAL - HOUSING REVENUE ACCOUNT	(0.224)	(0.020)	(0.244)

CORPORATE SERVICES

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
ICT & Customer Services	2.949	0.930	0.758	(0.172)	(0.028)	On-going negotiations with supplier for Microsoft Enterprise Agreement	
Flintshire Connects	0.265	0.213	0.257	0.044	0.000	Expenditure slightly ahead of profiled budget	
Other Variances (Aggregate)*	0.100	0.000	0.000	0.000	0.000		
Total:	3.314	1.143	1.015	(0.128)	(0.028)		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

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Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Other Variances (Aggregate)*	0.180	0.122	0.122	0.000	0.000		
Total:	0.180	0.122	0.122	0.000	0.000		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

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COMMUNITY SERVICES

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Private Sector Renewal and Improvement :							
Other Variances (Aggregate)*	3.953	3.015	3.445	0.430	(0.006)	CESP Top Up loans exceeded original profile – awaiting external funding	£0.300m CESP funding from grant to be introduced in Quarter 4
Other Programme Areas :							
Other Variances (Aggregate)*	0.002	0.003	0.005	0.002	0.002		
Total :	3.955	3.018	3.450	0.432	(0.004)		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

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ENVIRONMENT

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Administrative Buildings	2.490	1.042	1.125	0.083	0.032	Expenditure slightly in advance of profile Awaiting transfer of spend to save and feed in tariffs funding for energy efficiency schemes	
Engineering	0.693	0.229	0.121	(0.108)	(0.010)	Majority of land drainage schemes have not progressed due to additional funding for Mold FAS currently being negotiated with WG	Rollover of expenditure into 2013/14 likely due to Mold FAS being a priority scheme and requires the necessary FCC funding from existing resources
Highways	4.343	2.543	2.449	(0.094)	(0.019)	Slight delays on bridge assessment works due to adverse weather Prudential Borrowing schemes that are behind schedule are to now be completed in Quarter 4	Ensure programmes are managed in line with expenditure profiles

ENVIRONMENT

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget	Profiled Budget	Actual Exp.	Variance (Under)/Over	Variance Previous Quarter	Cause of Variance	Action Required
	(£m)	(£m)	(£m)	(£m)	(£m)		
Other Variances (Aggregate)*	3.351	1.441	1.453	0.012	(0.298)	Cumulative variances over the remaining capital programme within the Environment Directorate	
TOTAL	10.877	5.255	5.148	(0.107)	(0.295)		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

LIFELONG LEARNING

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Play Areas	0.004	0.042	0.093	0.051	0.035	Budget held within Balance Sheet	Funding to be drawn down at year end
Primary Schools	1.700	1.092	1.067	(0.025)	(0.057)	Variance within R&M backlog works	Pending final accounts against schemes
Schools Modernisation	3.219	2.318	2.282	(0.036)	(0.034)	Uncleared accrual	Awaiting final account, being dealt with by Design Services
Secondary Schools	1.050	0.621	0.586	(0.035)	0.000	Variance within R&M backlog works	Pending final accounts against schemes
Other Variances (Aggregate)*	2.142	0.808	0.823	0.015	0.060		
Total:	8.115	4.881	4.851	(0.030)	0.004		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

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HOUSING REVENUE ACCOUNT (HRA)

Capital Budget Monitoring 2012/13 (Quarter 3)

Programme Area	Total Budget (£m)	Profiled Budget (£m)	Actual Exp. (£m)	Variance (Under)/Over (£m)	Variance Previous Quarter (£m)	Cause of Variance	Action Required
Major Works	5.542	3.554	2.258	(1.296)	(0.423)	As a result of good value for money tendering the Heating Programme will now fully complete under budget.	Funding will be utilised to bring forward Kitchen Replacements from 2013/14 programme into this years programme.
Accelerated Programmes	0.180	0.160	0.111	(0.049)	(0.023)		
Disabled Adaptations	1.176	1.073	0.785	(0.288)	0.000	Disabled Adaptations is fully committed. Variance is internal recharges pending	Internal recharges to be actioned in Quarter 4
WHQS Improvements	4.350	2.867	1.767	(1.100)	(0.471)	The kitchen project was split into 2 contracts, the second of which was tendered late in the year but accounts for the major part of the budget	Kitchen Replacement Programme will be re-profiled in Qtr 4. 1400 Kitchen will now be completed rather than original 922 committed.
Other Variances (Aggregate)*	0.343	0.085	0.197	0.112	(0.028)		
Total:	11.591	7.739	5.118	(2.621)	(0.945)		

* See Section 3.06.4 of the Report

Variance = Expenditure v Profiled Budget

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**
DATE: **TUESDAY, 19 MARCH 2013**
REPORT BY: **HEAD OF FINANCE**
SUBJECT: **BUSINESS RATES - WRITE OFF**

1.00 PURPOSE OF REPORT

- 1.01 To request authorisation to write off a single business rates debt amounting to £25,301.50.

2.00 BACKGROUND

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

3.00 CONSIDERATIONS

- 3.01 The consideration to write off debts is never taken lightly and is only ever recommended after all recovery options have either been exhausted or no longer possible.
- 3.02 The write off in this case relates to All Roads Transport Ltd, a company who traded from Unit 1, Links Commerce Park, Factory Road, Pentre. The company was first incorporated in August 2010 and was involved in the transportation of freight.
- 3.03 In an attempt to secure payment of business rates, the Council were left with no alternative but to take legal action through the Magistrates Court in early December 2012, however around the same time, the Directors of the company sought professional advice about the financial viability of the company and liquidators were appointed on 17th December 2012 following a meeting of creditors.
- 3.04 The liquidators have confirmed that company overheads together with a reduction in work were the principal reasons for the company falling into financial difficulties, however the Directors remained confident that the company was viable, and would, with time, be able to obtain larger, more lucrative contracts. Despite this, by the autumn of 2012 the company could no longer sustain the combination of reduced sales and cash flow issues and would have to cease trading.

3.05 As an unsecured creditor, the Council has lodged a claim to the liquidators, Bridgestones, in respect of unpaid business rates. However, given that the company does not hold any tangible assets, there is no prospect of a dividend being paid to the Council in the future.

4.00 RECOMMENDATIONS

4.01 That Cabinet approves the write off of this debt, amounting to £25,301.50 and relating to business rate charges for the period between the 1st April 2010 to 30th September 2011.

5.00 FINANCIAL IMPLICATIONS

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

5.02 There are financial provisions made within the Collection Pool for the write off of bad debts and this case will offset to the Collection Pool.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

Financial Procedure Rules (section 9.6c)

Notification of Liquidation and Meeting of Creditors on 17/12/2012 –
dated 3rd January 2013

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

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

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

SUBJECT: **WORKFORCE INFORMATION QUARTER 3 -
OCTOBER - DECEMBER 2012**

1.00 PURPOSE OF REPORT

1.01 To provide Members with an update for the third quarter 2012/13. This report provides details of the following:

Establishment
Headcount
Agency
Early Retirements (First and third quarter reports only)
Turnover
Diversity
Absence

2.00 BACKGROUND

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

2.02 This report now includes additional details on agency workers, including number of placements, level of spend and the savings which have been achieved through the Matrix contract and information on Early Retirements, the latter being reported bi-annually (first and third quarter reports).

2.03 The format of this accompanying report has been adapted to provide commentary on changes and trends that have occurred during the quarter on an exceptional basis.

3.00 CONSIDERATIONS

Establishment

3.01 The number of vacancies reported has increased this quarter by 17% when compared to the same quarter last year. With the large number of service reviews taking place and these reports representing a point-in-time, restructures such as the Finance Function Review are incomplete on iTrent which will temporally distort these statistics. Further work is being undertaken so that reports provide the "true" position on vacancies, despite on-going organisational change.

Headcount

3.02 There are no major changes in trends to report.

Agency

3.03 The statistics below provide a breakdown of spend and net savings per month during the third quarter.

Month	Spend £	Net Savings £	Net Savings %
October	£307,857.73	£37,228.21	12.09%
November	£326,594.21	£38,540.39	11.80%
December	£316,917.46	£38,107.04	12.02%

3.04 Figures taken from Matrix on 31st December indicate 175 placements were active, a decrease of 26% when compared to figures for the same date in the previous financial year.

Year	2011	2012
October	278	200
November	252	173
December	237	175

3.05 In line with the AWR (Agency Workers Regulations), temporary workers are entitled to equal treatment after 12 weeks in the job, this relates to basic employment and working conditions. The Council monitors the number of placements exceeding 12 weeks and where appropriate have taken steps to reduce those that exceed this duration. Figures taken from the Matrix placement report at the end of December 2012 indicate that the number of placements over 12 weeks has dropped by 4% in comparison with figures for December 2011.

3.06 The Agency net savings for the third quarter for the financial year 2012/13 are £95,938.84, compared to £111,891.36 savings for the same quarter in the financial year 2011/12. This is mainly due to 10.5% reduction in spend this quarter, when compared to the same period in the previous year.

3.07 In October 2012, the contract between Flintshire County Council and neutral vendor, Matrix SCM, was extended for an additional period of 12 months. This was in agreement with collaborative partners, Denbighshire County Council and Wrexham County Borough Council.

Early Retirements

3.08 There were 7 Early Retirements for the period July to December 2012. All of these Early Retirements were on the grounds of redundancy, with a total cost of £76,635.04.

These figures are based on pension strain only and may be subject to change based upon the receipt of late paperwork and the delay in payments being made in the next period.

Turnover

- 3.09 The turnover this quarter is at the lowest for this year so far and it is almost half the rate when compared to the same period last year.

Of this quarter's turnover, the largest group of leavers have been as a result of individuals leaving voluntarily.

Diversity

- 3.10 Following through on our commitment given in the Strategic Equalities Objective this quarter shows an extension in the number of protected characteristics reported in the Diversity section.

Following the Equalities Act 2010 coming into effect nine protected characteristics were introduced. These being:

Age
 Gender
 Disability
 Ethnicity
 Religion or belief
 Sexual orientation
 Transgender
 Marital status
 and
 Pregnancy and maternity

Absence

- 3.11 With regards to the third quarter's absence the number of days lost has increased slightly when comparing it to the same period last year. The late submission of paperwork from the Directorates confirming that employees have returned back to work, usually leads to this figure reducing as we move through year.

Average FTE Days Lost

	2008/ 09 Actual FCC	All Wales Avg Whole Year 2008/09	2009/ 10 Actual FCC	All Wales Avg Whole Year 2009/10	2010/ 11 Actual FCC	All Wales Avg Whole Year 2010/11	2011/ 12 Actual FCC	All Wales Avg Whole Year 2011/12	2012/ 13 Actual FCC	2012/ 13 Target FCC
Qtr 1	2.63		2.42		2.27		2.27		2.52	2.30
Qtr 2	2.37		2.33		2.19		2.17		2.13	2.00
Qtr 3	3.28		3.03		2.87		2.89		3.26	2.50
Qtr 4	3.32		3.04		3.03		3.21			3.00
Whole Year	11.61	11.5	10.83	10.9	10.36	10.34	10.54	10.9	7.91	9.80

- 3.12 An additional absence report has been introduced this quarter. This report shows the breakdown of absence reasons by long and short term periods.

This report aligns to the breakdown developed as part of our benchmarking work across Wales. This means that each service area can now compare its long and short term absence at each level of the Organisation, throughout Wales.

There is a continued programme of attendance management reporting and action planning across each Directorate. Absences reporting, containing trigger reports, produced on a monthly basis are issued to managers. With the support of the HR team focus is made on frequent, short term absences, long term absences and return to work interviews, with employees, to understand any underlying issues affecting attendance at work.

Where necessary, capability measures are taken to address poor attendance. This includes first stage disciplinary through to dismissal.

The review of the Attendance Management Strategy has been completed and focused work is being undertaken between HR / Occupational Health and Directorate Management Teams to implement early interventions to reduce levels of sickness absence, e.g. Environment and Community Services. The Physiotherapy pilot in Streetscene has commenced but it is too early at this stage to evaluate the impact.

100% Attendance - Flintshire

- 3.13 When looking at the third quarter 67% of all employees have had 100% attendance. This represents a reduction when compared with the same quarter last year. Overall this means that 7,442 employees did not have any sickness absence during the third quarter of 2012/13.

	2010/11 Actual	2011/12 Actual	2012/13 Actual
Quarter 1	78	77	75
Quarter 2	78	84	80
Quarter 3	65	75	67
Quarter 4	69	67	
Whole Year	40	42	

100% Attendance by Directorate

- 3.14 When looking at each Directorate, Corporate Services and Lifelong Learning have the highest rates of 100% attendance at 74% and 72% respectively. These figures are between 7% and 5% higher than the rate for the Council.

	2011/12					2012/13				
	Q1	Q2	Q3	Q4	Whole Year	Q1	Q2	Q3	Q4	Whole Year
Community Services	74	78	70	65	34	69	71	63		
Corporate Services	79	86	80	73	44	81	83	74		
Environment	76	78	77	70	45	76	74	66		
Lifelong Learning	76	82	77	70	43	78	79	72		
Schools	77	89	74	65	45	76	85	65		

Community Services

- 3.15 Long term absence continues to have the most significant impact across all services. Senior Managers and HR are agreeing targeted interventions to improve attendance across the Directorate. One of the proposals to be discussed is the development of a pathway to enable employees to return to the workplace as soon as possible. This pathway will involve early intervention by managers to identify alternative work opportunities where employees are temporarily unable to return to their substantive role for health reasons. These supportive measures should result in employees returning to work much sooner.

Corporate Services

- 3.16 Absence continues to be pro-actively managed by respective DMTs in line with the Attendance Management policy. Days lost are marginally down on a “like for like” basis with 2011/12 for the third quarter in a row. There is no complacency and attendance remains high on respective DMT agendas.

Environment

- 3.17 Absence levels have increased in 4 out of the 6 service areas in Quarter 3 compared to Quarter 2. Short-term, recurring absences continue to be a priority with interventions including the actioning of dismissals across the respective service areas. Long-term absences have also increased and management teams are working with HR and Occupational Health colleagues to establish the long-term prognosis of those cases in order to expedite ill-health dismissals where appropriate.

Lifelong Learning

- 3.18 There has been an increase in the absence levels in Lifelong Learning in quarter 3 compared to quarter 2, although this does reflect last year’s trend. Monthly meetings to monitor sickness absence and the actions being undertaken within service areas continue. A further dismissal was made on grounds of ill health capability this quarter.

Schools

- 3.19 Within Schools, the levels of absence have increased by approximately half a day when compared with the same period last year. Despite this, Schools have the second lowest level of sickness absence this quarter when compared to the Council as a whole.

4.00 RECOMMENDATIONS

4.01 Members note Workforce Information Report for the third quarter 2012/13.

5.00 FINANCIAL IMPLICATIONS

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

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 This increased reporting and monitoring within this area will result in more informed analysis of the impact our policies and procedures have across these groups.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 Already undertaken with Corporate Management Team and Equalities Unit.

12.00 APPENDICES

12.01 Available in Members' Services.

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

Contact Officer: Helen Stappleton
Telephone: 01352 702720
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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**

SUBJECT: **PRIVATE SECTOR HOUSING RENEWAL –
PROVISION OF DISABLED FACILITIES GRANTS IN
COUNCIL HOUSES**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval to remove the Disabled Facilities Grant (DFG) regime for Council tenants from 1st April 2013, excluding those that have moved from owner occupation in the previous 12 months, for the reasons outlined in this report.

2.00 BACKGROUND

- 2.01 The provision of Disabled Facilities Grants is a statutory responsibility placed upon Council's by the Housing Grants, Construction and Regeneration Act 1996. This duty is tenure blind and anyone with a disability need assessed by an Occupational Therapist can therefore apply.
- 2.02 The system for providing disabled adaptations in Wales is currently complex. Owner Occupiers and Private Tenants make applications through the DFG process. However, Registered Social Landlord (RSL) tenants are provided with adaptations through the Physical Adaptations Grant (PAG) and there is an expectation that RSL's will top slice their Social Housing Grant (SHG) to fund these.
- 2.03 DFG applicants are means tested using a national system which examines both income and savings to determine whether an individual can afford to contribute towards their adaptation. Child applicants, under the age of 19 are excluded from the means test. The means test determines how much of a contribution is affordable to the applicant and therefore this level can be above the cost of the adaptation if significant income or savings are present. Where the assessed level of contribution is near to, or above the actual cost of the scheme, then advice is provided but a grant is not.
- 2.04 In terms of providing adaptations in Council properties, the picture across Wales is mixed. Those Council's who have transferred their housing stock no longer have responsibility for providing adaptations to former Council tenants. Those who have retained their stock deal

with adaptations in different ways. Some insist on utilising the DFG process for all Council house applicants. Others only use it for adaptations over a certain threshold e.g. £10K and many have stopped using the DFG process altogether believing it gives them more freedom to effectively manage their stock.

3.00 CONSIDERATIONS

- 3.01 Given the need to reduce costs, particularly revenue costs, it is timely to consider whether utilising the DFG process for all Council house adaptations offers good value for money.
- 3.02 In 2011/12 the Council completed 155 DFG's in Council properties at a cost of circa £850K and the total value of contributions received for all these adaptations was £3,586.31. There were 7 withdrawn DFG's on the basis that the applicants failed the means test and therefore were required to fund the work themselves.
- 3.03 The process involved in approving a DFG application is complex. All DFG applicants are required to undergo a provisional means test over the phone to establish whether they are on a means tested benefit, which allows them to be passported through as a nil contribution.
- 3.04 Should the applicant need to undergo the full means test, applicants must provide details of all income and savings (including documentary evidence) and 12 months bank statements. Following on from that a member of Housing Renewal will visit the applicant to complete the application form, as it can be complex for older and vulnerable applicants.
- 3.05 The next stage in the process is that the work has to be scheduled and costed by the in-house team to provide a grant value. The grant can then be approved and the job forwarded to the in-house team for completion.
- 3.06 The cost of mileage for visiting and completing application forms during 2013/14 is estimated to be approximately £1,500. The other major cost of this process is staff time, with each of the 155 applicants personally visited.
- 3.07 If we assume that completion of each application takes an hour, including travelling time, for phone calls to undertake provisional means testing will add to this cost for a total of £2,791. The Quantity Surveyor's input of 30 minutes per application also costs in the region of £1,610.
- 3.08 The result is a total cost of £5,900 in mileage and staff time, or an average of £38 for each application processed. This is a very conservative estimate, as the circumstances surrounding each application will be different. These figures do not include the

Occupational Therapists, Surveyors and Clerk of Works time, which would still be required going forward. On the basis of these figures it would therefore not seem to offer value for money to continue utilising the DFG process for all Council house applicants.

- 3.09 There would also be other advantages of moving away from the DFG regime in Council properties. The less bureaucratic system would provide equality for Council tenants with RSL tenants, who do not have to submit to a means test. Removal of this bureaucracy would free up staff time to administer growing work areas within the team, such as energy efficiency and empty homes. These two work areas are currently the subject of high priority by both the Welsh and UK governments and the Council has been fortunate to lever in significant funding for the delivery of projects. The freeing up of some staff resources will assist in this endeavour.
- 3.10 Provision of adaptations would be quicker, as there would be no need to wait for the completion of application forms and the means test. Council tenants would also no longer have to collate and provide documentary evidence as to their financial means. It is anticipated that this would speed up the process by up to 20 days and therefore have a positive impact on void turnaround times when a disabled tenant is identified for an easily adapted property.
- 3.11 The new system would also be simpler to administer, as there would be one system, regardless of whether something was a major or a minor adaptation and there would be no differentiation based upon the existing £1,000 threshold. This amount is the demarcation between a minor adaptation valued below £1000 (where the DFG process is not used) and anything above that level to a maximum of £36,000, which is currently subject to the DFG process.
- 3.12 A more streamlined system would also support the Council's Specialist Housing Group, which comprises representatives from the Council and partner RSL's and aims to match disabled applicants with properties which are already adapted. Improved matching over the last 3 years is one of the reasons that expenditure on Council house DFG's has fallen from £1,400,000 in 2009/10 to £850,000 in 2011/12.
- 3.13 Removal of the DFG regime would also give greater control over the management of adaptations, as they would no longer be subject to reporting through the national indicator PSR/002. However, should this be implemented, it is proposed that a local PI be developed to ensure continuous improvement.
- 3.14 The only perceived disadvantage at present is that Council house adaptations tend to progress more quickly, as there is no requirement for legal input to obtain certificate of title. The result of this is that the average timescale for delivery of Council house adaptations is shorter and this reduces the overall average timescales for PSR/002.

- 3.15 However, staff time freed up through the implementation of this proposal would allow for more focus on the owner occupied and private tenant applications in addition to the energy efficiency and empty homes projects cited above.
- 3.16 If the proposal to stop applying the DFG process to Council tenants is accepted, it is proposed that we exclude from this exemption those who have moved from owner occupation in to Council accommodation within the last 12 months. Therefore, all tenants who have been Council tenants for less than 12 months will still be required to apply for their adaptation via the DFG process and submit to a means test.
- 3.17 The reason for this is that these applicants are likely to have substantial resources due to the sale of their properties and should be expected to contribute. However, there are those who may not have resources due to repossession etc and these people will still benefit from the DFG following application of the means test.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet approve the proposal to remove the DFG regime for Council tenants from 1st April 2013, excluding those that have moved from owner occupation in the 12 months prior to the date of their referral by an Occupational Therapist.

5.00 FINANCIAL IMPLICATIONS

- 5.01 A small amount of additional HRA Capital spend may result from this report. However, the majority of disabled adaptations relate to bathroom alterations. As this is an area where there is limited support available within the current 6 year Asset Management Strategy, this investment will help support future attainment of the Welsh Housing Quality Standard (WHQS).

6.00 ANTI POVERTY IMPACT

- 6.01 The Service protects some of the most vulnerable households in the County through the provision of grants for disabled adaptations. This proposal will provide easier access to financial assistance helping to alleviate poverty.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None arising as a result of this report.

8.00 EQUALITIES IMPACT

- 8.01 The Service provides for a wide range of people. An Equality impact Assessment has been undertaken on the Private Sector Housing

Renewal and Improvement Policy 2012, which identifies that no protected group is disadvantaged.

9.00 PERSONNEL IMPLICATIONS

9.01 None arising as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 Consultation with Housing Overview & Scrutiny Committee

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation with Housing Overview & Scrutiny Committee occurred on 23rd January 2013. The committee supported the proposal to remove the DFG regime for Council tenants from 1st April 2013, excluding those that have moved from owner occupation in the 12 months prior to their referral from an Occupational Therapist.

12.00 APPENDICES

12.01 None

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

None.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**

SUBJECT: **INTEGRATED FAMILY SUPPORT SERVICE**

1.00 PURPOSE OF REPORT

1.01 The purpose of this report is to report to cabinet concerning this local authority's response to the Welsh Government requirement that they set up an integrated Family Support Service (IFSS).

2.00 BACKGROUND

2.01 The Welsh Government have requested information from all local authorities in Wales regarding how they intend to roll out the IFSS model in their area during 2013, including the governance and operational considerations.

2.02 The IFSS will deliver focused services to enable parents misusing substances to achieve the necessary behavioural changes leading to improved parenting capacity. The IFSS intervention will sit alongside the current care planning processes and will not supplant the need for a caseholder from statutory frontline teams. There is therefore no efficiency in terms of staffing capacity requirements arising from this new initiative.

2.03 In order to address the needs of families with complex problems the IFSS teams will be multi agency in nature and the culture promoted by the team will be one of reflective practice, peer group support and mentoring in order to deliver evidence based interventions. This approach is supported by a Section 58 agreement which will set out the expectation of priority assistance by all agencies to the IFSS, although Wrexham's experience is that existing parameters of legislation restrict the usefulness of such a document.

2.04 The Local Authority and Local Health Board are expected to cooperate closely in the establishment of the IFSS although the principle duty lies with the Local Authority to take the lead.

3.00 CONSIDERATIONS

- 3.01 The Integrated Family Support Service (IFSS) is underpinned by the guidance and regulations issued under Part 3 of the Children and Families (Wales) Measure 2010 in respect of pioneer areas. Wrexham County Borough Council were one of the original pioneer sites for this initiative set up in 2010.
- 3.02 Wrexham as a pioneer authority already have an established team in keeping with the IFSS guidance and, following consultation it has been proposed that an integrated team be established across the two counties but hosted by Flintshire.
- 3.03 Within the funding envelope provided by the Welsh Government it is proposed that the following staff will form the new joint team across Wrexham and Flintshire:
- One consultant social worker
 - Four “spearhead” workers
 - One administrator
 - One support worker and/or sessional workers on hourly rate and/or volunteers
 - One promotions officer to raise awareness (time limited).
- 3.04 The team will be based initially at the Connah’s Quay Office, in close proximity to the Duty and Assessment Team in Flintshire. There will also be a satellite office in Lampit Street, Wrexham in close proximity to the Wrexham Child Care Teams.

4.00 RECOMMENDATIONS

- 4.01 That Cabinet consider and comment on the proposals for the new team as set out in this report, including that of Flintshire as the host authority.
- 4.02 That, as part of this process, cabinet support the development of information protocols, to include cross county confidentiality, data protection, referral criteria and allocation from each authority be drawn up and agreed and an extension to the existing Section 58(1) agreement which Wrexham have in place be negotiated with the relevant agencies involved.
- 4.03 That Cabinet support the setting up of an Integrated Family Support Service, a process starting in April 2013.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The funds allocated to the six North Wales authorities by the Welsh Government total £850,000.

- 5.02 The Welsh Government have expressed the requirement for at least two IFSS Teams across the North Wales footprint with this funding which will be allocated to Wrexham in 2013/14 (as the pioneer authority) for desegregation. There is an intention for the funding to be passed to the RSG from 2014 but no guarantee as to funding levels nor whether the money will be ringfenced.
- 5.03 We are as yet unclear as to the final expectations of the WG in terms of funding desegregation for 2013/14 given that North Wales are developing 3 teams. Flintshire and Wrexham have developed the proposed model using a straight 3 way split of the award of £850k i.e. £283, 000 per team and x 3 teams across North Wales. This does not take account of per head capita population figures which would give the Flintshire / Wrexham team an increased funding pot compared with central and west area teams.
- 5.04 It is worth noting that the amount originally allocated to Wrexham as the pioneer site was £600,000 and expectations at the time the pioneer sites were established were that similar funding would be made available for the rollout. Those expectations have not been realised due to the current national fiscal challenges.

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 from this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Assistance has been requested from Flintshire's Human Resources Department to provide clarity and guidance in relation to the present Wrexham IFSS, staff and whether they need to be engaged under Flintshire contracts, and subject to our recruitment policies or whether secondment arrangements should apply. The current view is that secondment arrangements apply in the main.

10.00 CONSULTATION REQUIRED

- 10.01 It is proposed that there will be a local Steering Group to include Betsi Cadwalader Health Board and that the new North Wales Family Support Board will oversee the rollout of IFSS across the region as part of its function.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Flintshire have undertaken fact finding visits to all five IFSS pioneer authorities and this has helped formulate the rollout plan.
- 11.02 The North Wales Heads of Children's Services have taken the lead for the rollout across North Wales and three workshops were organised during the latter part of 2012.

12.00 APPENDICES

- 12.01 None.

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

None.

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**
DATE: **TUESDAY, 19 MARCH 2013**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT: **STREETLIGHTING POLICY**

1.00 PURPOSE OF REPORT

1.01 To seek Cabinet approval of a Street Lighting Policy.

2.00 BACKGROUND

2.01 There is no statutory requirement on the Council to provide Street Lighting on any road or footpath however, where lighting is provided the Council has a statutory obligation to maintain the system in a safe state of repair. The Council also has a duty under Section 17 of the Crime and Disorder Act 1998 to exercise its lighting function with due regard to their effect on crime and disorder in an area.

2.02 The Council owns and maintains approx 20,500 street lights and 3,000 illuminated signs across the County and in addition the Council maintains Trunk Road Lighting on behalf of Welsh Government.

2.03 Some Town and Community Councils (T&CC's) also own and maintain their own footway lighting columns which total approximately 3,500 units. Approximately half of the T&CC's subsequently contract the Council to carry out the necessary repairs and maintenance on their behalf with the remaining Councils contracting the work to private contractors or organisations.

2.04 The Council is responsible for the structural integrity of the columns it owns and maintains, as well as the electrical apparatus within them. Any faults which may occur with this equipment are repaired by the Council, utilising the Council's in-house Street Lighting service within Streetscene. Supply faults are the responsibility of the Network Management Organisation (Normally Scottish Power) who are responsible for providing the electricity supply to the column.

2.05 The Council does not currently have a comprehensive Street Lighting Policy document covering all aspects of the service from adoption or installation and the various maintenance regimes which are essential to maintain the system in a safe and efficient state of repair.

3.00 CONSIDERATIONS

3.01 Number of Street Lights

The Council has a stock of approximately 20,500 street lighting columns which is increasing by approximately 200 to 300 columns per year, as lights from new developments and highway improvements become adopted and the responsibility of the Council. The Council also maintains approximately 1,700 street lighting columns or items of street furniture on the Trunk Road network on behalf of the Welsh Government.

The Council maintains approximately 3,000 lit signs or other items of electrical street furniture, such as illuminated bollards.

In addition approximately 3,500 footway columns are owned and fully funded by Town and Community Councils.

3.02 Budgets

The street lighting budget for 2012/13 is £601,046 (excluding energy costs).

Approximately 40% of the lighting stock i.e. some 8,000 columns are older than their anticipated 30 year life expectancy; these columns are regularly inspected to ensure their continuing structural integrity. At the present time around 200 - 250 columns per year have to be replaced because of their structural integrity identified following the Council's structural testing regime. This replacement work is funded by the Councils annual capital budget allocation of £225k however, there is no funding for capital improvements to the lighting infrastructure.

The replacement of life expired concrete columns has been identified as a critical risk to the Council and subsequently a bid into the Welsh Governments Highway Prudential Borrowing Initiative has resulted in an allocation of approximately £1.4m over three years for the purpose of replacing street lighting columns.

In addition, the Council spent almost £900,000 on energy costs relating to street lighting in 2011/12, with similar levels of spend anticipated for the current year.

By adopting the part-night lighting and dimming options included in the new Policy a financial saving of approximately £50k is anticipated in 2013 - 14. This will be achieved by replacing the lighting units (with more energy efficient units) at the same time as the work to replace the life expired columns, paid for by Welsh Government Prudential Borrowing funds. By adopting this approach, the rate of return on the investment made reduces to an acceptable level. However to carry out the replacement as a one off piece of work would not be cost

effective and would not meet recognised payback periods for Invest to Save Initiatives (See Appendix 2).

3.03 Reported faults

Street lighting faults are reported directly to the Streetscene Contact Centre (01352 701234). The Centre has direct access to the Streetscene software mapping system (Mayrise) which shows the location of all Council owned lights. T&CC lights which are maintained by the Council will also be entered onto the system and highlighted to ensure the operator is aware of the specific ownership details. This work will be completed by the end of March 2013.

The Contact Centre operator enters fault notifications directly into the Councils software system and then sent electronically to the Area Electrician to carry out the necessary repairs.

The number of reported faults received by the service in recent years are as follows:

2010/11 – 2,444 Fault reports received
2011/12 – 2,759 Fault reports received
2012/13 – 1,597 Fault reports received (to-date)

Around 5% of all faults received were mains faults, which are the responsibility of Scottish Power. These faults are reported to Scottish Power by the Street Lighting staff, once it has been verified that a mains supply fault is the cause of the problem.

The standard for repairing faults within the control of the Council (as agreed by Cabinet on 18th December 2012) is 3 working days. The service performance in recent years has been as follows:

2010/11 – 2.35 Days average
2011/12 – 3.0 Days average
2012/13 – 3.0 Days average (Q1 and Q2)

The current standard for mains supply faults is 25 working days (i.e. those not the responsibility of the Council). The Council has recently been successful in obtaining financial compensation from the Network Management Organisation, where they have failed to meet this agreed standard.

3.04 Town and Community Council Footway Lighting

There are variations in the way T&CC owned footway lighting is maintained i.e. either via the County Council or through independent contractors.

Where the T&CC then contracts the Council to carry out the work, the lighting is maintained to the same standard as Council owned lighting. Whilst details of the lights are being entered onto the Councils inventory, complaints regarding faults are received directly into the Streetscene Contact Centre and passed to the Area Electricians by email to carry out the necessary repair work. Once details of the T&CC inventories have been gathered (Para 3.03), the lighting units owned by the T&CC's will be managed in exactly the same manner as the Council own lighting and fault details will be passed electronically to the Area Electricians.

Once an accurate assessment of each individual T&CC lighting network is gathered, the Council would be in a position, if asked, to procure energy on behalf of the T&CC at the tendered rate available to the Council.

Should T&CC's not currently utilising the Council to maintain their lights request their energy procurement is made through these arrangements, a full inventory gathering exercise by the Councils electricians will be required. The cost of this work will be charged 'at cost' to the appropriate T&CC.

If this information were to be obtained, the Councils Contact Centre can also receive and pass on fault requests to the appropriate T&CC on their behalf which would simplify the fault reporting process for residents.

The question of historical ownership of T&CC lighting is complex and based on decisions made in many cases before Local Government reorganisation in 1996. The new Street Lighting Policy does not change or recommend any changes in respect of current Street Lighting ownership arrangements. Should T&CC require the lights under their ownership to pass to the Council, the formal adoption process (Para 3.05) can be followed.

3.05 Adoption into the Council Street Lighting Inventory

The Council will in future apply the protocol detailed within para 12 of the attached Policy - **Appendix 1**, prior to adopting Street lighting and illuminated street furniture into the Councils inventory from any source. This will include the provision of a 10 year energy and maintenance contribution from the scheme promoter in the form of a Commuted Sum.

Prior to adoption, any lighting system or individual lighting units will be required to meet the Council specification for Street Lighting and Illuminated Signs, as set out in the paper in the Members' library.

3.06 Christmas Lighting

The Council currently installs and maintains Christmas lighting on behalf of some T&CC's. The service is not offered to all T&CC's because of the lack of available resources within the service and the high intensity of the work, during what is one of the busiest periods of the year for fault repair work, results in core service delivery being reduced to accommodate the installation work. The new Policy states that if requested to do so, Christmas installation and maintenance will in future be tendered by the Council on behalf of the T&CC's. The contract will also be managed by the Council as part of our duty of care in respect of the lighting network. The cost of the work on site will be passed in full to the respective T&CC together with a charge for the Council staff time carrying out the tendering and monitoring work on behalf of the T&CC's.

This arrangement will be offered to the T&CC's currently utilising the Council for the work in 2013 and to all T&CC's in 2014.

3.07 Following discussions at the Environment Overview & Scrutiny Committee, an open workshop for Members was held in December 2012. The workshop considered all of the aspects of the service under the following headings:

1. Do Members understand how the current Street Lighting service operates?
2. What are Members comments/concerns in respect of the following:
 - Part night dimming of lights in residential areas
 - Part night lighting of lights in non residential areas
 - Application of a commuted sum for the adoption of Streets lighting from all developers and T&CC's

Feedback and suggestions from the workshop have been incorporated into the policy development.

3.08 The workshop considered the various options available for the type of street lighting to be used for all new and replacement lighting systems in the County. The options included:

Lighting Type	Colour of Lamp	Advantages	Disadvantages
SOX	Golden Orange	Low initial purchase costs	<ul style="list-style-type: none"> ▪ High amounts of 'wasted light', ▪ High energy costs ▪ Not effectively controlled i.e. dimmed
SON	Yellow/Gold	Relatively low initial purchase costs	<ul style="list-style-type: none"> ▪ Relatively high amount of 'wasted light', ▪ High energy costs ▪ Not effectively controlled i.e. dimmed
White Light	White	Higher initial purchase costs	<ul style="list-style-type: none"> ▪ Low levels of 'wasted light' ▪ Lower energy usage ▪ Controllable (dim and part night)
LED	White	Very high initial purchase costs	<ul style="list-style-type: none"> ▪ Very low levels of 'wasted light' ▪ Very low energy usage ▪ Controllable (dim and part night) ▪ Limited market options

Having considered the various options, the workshop confirmed that the most appropriate lighting system to be installed on the Councils highway network is the 'White light – Cosmopolis' option and that this should be specified in future on all new developments and utilised during any replacement or upgrade work carried out by the Council.

3.09 Part Night Dimming

The Council policy will be in future to dim all street lights in non traffic sensitive or CCTV defined locations in urban and residential areas by

35% during the period 22.00 hrs – 06.00 hrs in line with the protocol defined in the new Policy This represents an overall 17.5% energy saving compared to lights which are not dimmed.

3.10 Part Night Lighting

The Council policy will be in future to turn off all Street Lights in non traffic critical or CCTV defined areas in non residential areas during the period 00.00 hrs – 06.00 hrs in line with the protocol defined in the new Policy. The part night lighting option delivers a more cost effective option than dimming providing an overall 52% energy saving when compared to lights which are not turned off during the period specified. The proposal also increases the life expectancy of lamp (bulb) because of the shorter period of operation There is no evidence that the performance of any other components within the light are reduced by the introduction of the part night lighting options.

3.11 Lights on Un-adopted roads/footways

Lighting on un-adopted roads will remain the responsibility of the land owner. No repairs will be undertaken without payment in advance for any repair work which will be carried out without admitting any future liability for maintenance.

3.12 Un-adopted Lights on Adopted roads or footways

Legal advice has confirmed that existing un-adopted lighting columns on adopted roads should be considered to be adopted and the Council has a responsibility and duty of care to maintain the lights to the same standard as those adopted and within the Council street lighting inventory.

3.13 Inspection and Testing regimes

The Council will carry out a robust inspection and testing regime in accordance with the Policy including the following:

- Evening driven inspections to identify faults – Every 14 days
- Maintenance visit – Every two years
- Electrical Test visit – Every six years
- Structural Test – As required

4.00 **RECOMMENDATIONS**

4.01 That Cabinet approves the Councils Street Lighting Policy – **Appendix 1.**

4.02 That Cabinet approves the Council's specification for Street Lighting and Illuminated Signs, as set out in the paper in the Members' library.

4.03 That Cabinet approves offering Town and Community Councils the opportunity to procure energy on a rechargeable basis through the Council based on the information in paragraph 3.04 of this report.

4.04 That Cabinet approves the adoption of all un-adopted street lights situated on adopted highways.

5.00 FINANCIAL IMPLICATIONS

5.01 The maintenance budget will remain unchanged by the proposals.

5.02 The energy saving initiatives will deliver approximately £50k savings in 2013-14.

5.03 The cost of adopting the un-adopted lights will be from current maintenance budgets.

6.00 ANTI POVERTY IMPACT

6.01 Not applicable.

7.00 ENVIRONMENTAL IMPACT

7.01 The reduced lighting levels and reduced energy usage will have a positive impact on the environment.

8.00 EQUALITIES IMPACT

8.01 A desk top EIA has indicated that the new Policy will not impact on any individual or group disproportionately.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 Prior to introducing part night lighting – in accordance with Policy.

10.02 Prior to introducing Part Night Dimming – With Local Members.

11.00 CONSULTATION UNDERTAKEN

11.01 With Cabinet Member.

11.02 With Members through open workshop – 7th December 2012.

12.00 APPENDICES

Appendix 1 – The Councils Street Lighting Policy.

Appendix 2 – A summary of the costs and benefits of replacing existing luminaries with more energy efficient models.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

None.

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Flintshire County Council

Street Lighting Policy

Contents:

1. Introduction
2. Legislative Powers
3. Main Aims
4. Benefits of a Well Maintained Street Lighting Network
5. Maintenance and management
6. Lighting Column Replacement
7. Lighting standard and improvements to the inventory
8. Inspection and Testing regimes
9. Town and Community Council Owned Lighting
10. Festive Illumination
11. Adoptions to the Street Lighting inventory

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Appendix 1

1. Introduction

- 1.1 This Policy outlines the basic principles and standards applied to the maintenance of Street Lighting and Illuminated Street Furniture within the administrative area of Flintshire County Council, setting out the aims of the authority with respect to maintenance regimes and the procedures put in place to achieve those aims.
- 1.2 The overall objective is to manage and maintain a safe, effective and efficient network that ensures the safety of all road users, pedestrians and cyclists.

The policy will apply to:

1. Flintshire County Council owned Highway and Amenity Lighting
 2. Flintshire County Council owned Illuminated and Electrical Street Furniture
 3. Town and Community Council owned Lighting maintained by the County Council on their behalf
- 1.3 The street lighting policies have been developed to support the aims and objectives of other County Council strategies and initiatives by recognising that street lighting and illuminated street furniture plays a major part in helping to reduce crime, improving driver behaviour, pedestrian's visibility distances and promoting a safer community and reducing the fear of crime. (Crime and Disorder Act 1998)
- 1.4 Flintshire County Council's street lighting department will endeavour to improve the environment by reducing upward wasted light and reducing the carbon foot print of the service.

2. Legislative Powers

- 2.1 Flintshire County Council is not required by law to provide street lighting, however, under the highways act 1980, S97 -

“Every local highway authority may provide lighting for the purposes of any highway or proposed highway for which they are or will be the highway authority”

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However Flintshire County Council is required to maintain any street lighting it does provide in a safe condition for the benefit of the community it serves.

- 2.2 On the 1st April 1967, under the provisions of the Local Government Act 1966, the County Council assumed responsibility for the maintenance and operation of highway lighting throughout the county generally, including the provision of new installations.

Roadway lighting is falls into one of two categories:

- Group A, columns of a height of 10m and above
- Group B, columns of a height of between 5m and 8m

Standard for both groups are as laid down in the British Standard Code of Practice for Street Lighting.

- 2.3 Some Town and Community Councils in Flintshire retained the responsibility for footway lighting only.

Footway lighting is defined as a system of lighting provided for the highway, in which either:

- a. No lamp is mounted more than 4m (13ft) above ground level
- b. No lamp is mounted more than 6m (20ft) above ground level and there is at least one interval of more than 46m (50yds) between adjacent lamps in the system.

- 2.4 The North and Mid Wales Trunk Road Agency (NMWTRA) is the highway authority for road lighting on trunk roads and will have it's own polices and practices for maintenance of those installations. The maintenance of these lights is carried out by Flintshire County Council on behalf of NMWTRA

3 Main Aims

Flintshire County Council Street Lighting Team's aims are as follows:

1. To manage our current Street Lighting and illuminated street furniture network in a safe and fit for purpose condition and in accordance with the HAMP.
2. To manage the reaction time to rectify and respond to reported faults

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- 3 To provide the highest quality of service providing excellent value for money.
4. Reduce the Carbon footprint and environmental impact of the service

The Aims will be achieved by the following

- 1 Ensure that a high proportion of Street Lighting and illuminated Street Furniture is functioning correctly at all times.
2. Ensure faulty Illuminated Street Furniture is wherever possible repaired within the timescales specified within this policy.
3. Visit all Illuminated Street Furniture on a regular basis in accordance with the timescale specified within this policy to undertake planned preventative maintenance and to verify their structural and electrical condition.
4. Ensure the appropriate quality of light is being provided by replacing all lamps (where applicable) on a regular basis in accordance with the timescale specified within this policy.
5. Develop a risk management strategy to undertake an effective planned renewal programme for the replacement of obsolete and life expired columns utilising the available budgets.
6. Ensure compliance with the Electricity at Work Regulations 1989 is met by periodically tested and inspecting all Illuminated Street lighting units and rectifying identified defects.
7. Continue to develop further the management information system in order to effectively manage the inventory.
8. The service will endeavor to reduce the carbon footprint of the service in the following ways:
 - a. The purchase of low energy lighting units for all replacements
 - b. Installation of new energy saving equipment when necessary
 - c. Installation of dimming equipment in accordance with the policy

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- d. Installation of part night equipment in accordance with the policy
- e. Installation of tried and tested equipment to reduce waste
- f. Employ appropriate recycling of life expired components
- g. Carry out timely repairs and maintenance
- h. Bulk light source change (certain areas) on a four year cycle
- i. Employ monitoring systems and night time inspections

4. Benefits of a Well Maintained Street Lighting Network

- 4.1 Lighting makes an important contribution to highway safety for both drivers and pedestrians and enhances both the appearance and vitality of the community. The introduction of the 1998 Crime and Disorder Act placed an obligation on Flintshire County Council to develop and implement safer community strategies.
- 4.2 The provision of modern highway lighting is one of the ways in which Flintshire County Council can demonstrate its commitment to a safer and more attractive community.
- 4.3 Analysis of highway lighting schemes indicate that they are a cost effective solution to assisting in reducing night time road traffic accidents.

5. Maintenance and Management

- 5.1 The Highways Act 1980 defines Highway Authorities as responsible for the road lighting on adopted highways or potentially adopted highways within its administrative area.
- 5.2 This legislation does not require the provision of road lighting in every location. However, where road lighting is provided, the highway authority has a duty of care with respect to maintaining that lighting in a safe condition.

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- 5.3 Maintenance standards are a matter for the authority to determine. The two possible approaches for maintaining Street lighting are:
- a. Planned Preventative Maintenance approach (PPM). This approach involves regularly visiting assets to undertake routine maintenance activities and replace key components (such as the lamp) even if they are still in good working order
 - b. Reactive Maintenance. This approach involves visiting assets only when they are known to have failed i.e. following notification of a fault

- 5.4 There are economic consequences with either option, however the Council will adopt the following –

‘A’ Roads and other roads with a requirement for complex traffic management arrangements to carry out street lighting repair work e.g. dual carriageways - Planned Preventative Maintenance Approach

All other locations - Reactive Maintenance Approach

- 5.5 The policy when replacing life expired equipment and components is to specify well engineered quality products so that the assets reliability is improved thus reducing long term maintenance costs.
- 5.6 Faults will be identified by undertaking night inspections and during other inspections. The frequency of these inspections shall be every 14 days which is undertaken by the night time crew.

The standard for repairing faults within the control of the Council (as agreed by Cabinet December 2012) is 3 working days.

The current standard for mains supply faults (i.e. those not the responsibility of the Council) is 25 working days.

- 5.7 This information along with reports made directly by members of the public to the street lighting section is entered into the street lighting management information system (Mayrise) and actioned.
- 5.8 All installations within Flintshire shall adopt a white light (low energy) approach (where practical) and shall incorporate a dimming arrangement by 35% from 2200 hrs to 0600 hrs each day.

Exceptions will be

- Known accident sites

Appendix 1

- CCTV Sites
- Sites where dimming the lighting results in the lighting level falling below the level specified in the guidance notes for roads of that category between those hours

5.9 Part night installations shall be installed at the following

- On rural and non-residential 'A' roads
- On rural and non-residential strategic routes
- On Industrial estates

The lights will be electronically timed to turn off between midnight and 06.00 hrs each day

A risk assessment will be completed for each site and the following groups or individual will be consulted

- N W Police
- Local Member
- T&CC Council

The service will take a proactive approach to managing the lighting infrastructure, investigating new opportunities for improving the energy efficiency and carbon footprint of the service.

6. Lighting Column Replacement

6.1 The backlog of replacements will be monitored through the inspection process shown in 7.1 to ensure the inventory remains in a safe state of repair. Any funds made available will be utilised to carry out replacement work

7. Lighting standard and improvements to the inventory

7.1 The Council cannot specify a particular or consistent standard of lighting on any road or footway. However on new developments and regeneration schemes the Flintshire County Council Street Lighting Specifications and required standard of lighting shall be adhered to.

8. Inspection and Testing regimes

8.1 The Council will carry out a robust inspection and testing regime in accordance including the following:

Appendix 1

1. Evening driven inspections to identify faults – These will be carried out by the Streetscene out of hours teams on a rota which ensures that every light is inspected every 14 days
2. Maintenance visit – These maintenance visits will be carried out every two years by the area electricians. During the visits the electrician will carry out a visual inspection of the components of the light and clean / grease the unit.
3. Electrical Test visit – These maintenance visits will be carried out every six years by the area electricians. The tests will be in accordance with the statutory requirements and the outcome recorded and retained.
4. Structural Test – Structural tests will be carried out by specialist contractors. The columns will be identified following the maintenance visit or by a programmed inspection regime of columns which have exceeded their expected life expectancy

9. Town and Community Council Owned Lighting

- 9.1 There are variations in the way T&CC owned footway lighting is maintained i.e. either via the County Council or through independent contractors. Where the T&CC requests the Council to carry out the work, the lighting is maintained to same standard as Council owned lighting. The lights will be included on the Councils inventory and complaints regarding faults received directly into the Streetscene Contact Centre.
- 9.2 Once an accurate assessment of each individual T&CC lighting network is gathered, the Council would be in a position, if required, to procure energy on behalf of the T&CC at the lower rate which is available to the Council.
- 9.3 Should T&CC's not currently utilising the Council to maintain their lights request their energy procurement is made through this arrangements, a full inventory gathering exercise by the councils electricians will be required. The cost of this work will be charged at cost to the appropriate T&CC. Once this information is obtained, the Council Contact Centre can also take and pass on fault requests to the appropriate T&CC on their behalf

10. Festive Illumination

- 8.1 Flintshire County Council will manage contractual arrangements for installations, maintenance and repairs on behalf of the Town and Community Councils if asked.

Appendix 1

- 8.2 Costs of the contractor and tender process will be borne by the relevant Town or Community Council with the aim of a reduction in cost due to economy of scale. The actual cost including staff recharges will be passed to the T&CC
- 8.3 All installations of festive illumination will require prior approval and inspection upon installation from the Street Lighting Department.

12. Adoptions to the Street Lighting inventory

The standard of lighting to be provided at any location will be required to meet the Councils lighting specification and standard before it can be considered for adoption into the Councils network.

The promoter will be required to submit their proposals to the Council for approval before commencement of any work and will be subject to a final site inspection prior to adoption.

In addition and prior to adopting any street lighting and illuminated street furniture into the Councils inventory from any source a 10 year energy and maintenance contribution from the scheme promoter, in the form of a Commuted Sum, will be required.

The charge will be based on the current energy costs plus maintenance costs projected for the 10 year period

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Environment Department – Streetscene

Summary of the costs and benefits of replacing existing luminaries with more energy efficient models.

Lantern	Energy cost per year / light	Cost to replace with Cosmopolis lantern (Assumes work carried out during routine maintenance i.e. no labour cost added)*	Saving/Year- With dimming option (£)	Return on investment (Yrs)	Saving/Year – With part night option (£)	Return on investment (Yrs)
Conventional 90w SOX (orange) lamp - no dimming or part night lighting	£ 43.73	£270 (Approx)	£ 12.40	21.7 yrs	£ 25.50	10.6 yrs
Conventional 100w SON (golden) lamp - no dimming or part night lighting	£ 43.73	£270 (Approx)	£ 12.40	21.7 yrs	£ 25.50	10.6 yrs
Cosmopolis (white) lantern 90w	£ 37.98					
Cosmopolis lantern - part night dimming (as proposed policy 22.00 – 06.00hrs)	£ 31.33					
Cosmopolis lantern part night lighting (as proposed policy 0.00 – 06.00 hrs)	£ 18.23					

Figures based on mid lighting range 90w light (or equiv)

* Labour costs would be approx £50 per lantern

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **SECONDARY SCHOOL REVIEW**

1.00 PURPOSE OF REPORT

1.01 To report on the responses to consultations in each of the three designated areas of Holywell, Connah's Quay/ Queensferry and Buckley/Mynydd Isa/Mold. To provide the opportunity for members to note the outcomes of the consultations, and to take these into account when considering the progress of the proposals

2.00 BACKGROUND

2.01 Members received a report on the outcome of consultations on the various options agreed by councillors at their meeting on the 12th July 2012.

2.02 The outcome of the meeting was an agreement to consult further with the School Communities on the preferred option for each of the areas. A series of meetings were held with the School communities, including Staff, Governors, Parents and Students at the various schools.

2.03 The consultation process began in November 2012, and remained open until the end of term on 21st. December 2012.

2.04 Subsequently, all responses have been collated and prepared as a document, and analysis of the responses carried out. Information has been placed in the Members Library.

3.00 CONSIDERATIONS

3.01 The preferred options that were the subject of consultations were:

3.02 **1. Holywell High School, Ysgol Perth y Terfyn and Ysgol y Fron Preferred Option – Build a new High School for pupils aged 11-16, together with a new primary school to replace Ysgol Perth y Terfyn and Ysgol y Fron.**

- 3.03 This option would bring together the local infant and junior schools as a new purpose built primary school, at the same site as the High School. This would provide better continuity for learners throughout the full Primary School age range. Key consultation responses identify that Holywell also has a “once in a generation” opportunity to develop a new secondary school to serve local communities.
- 3.04 The present Infant and Junior schools are on limited sites and provide little scope for improvement or development for the future. The amalgamation of these two schools is in accordance with the policy of the Council to bring together schools whenever appropriate. The efficiencies that can be provided for both the new Primary and Secondary schools are a significant element in the initial approval for this proposed scheme by the Welsh Government. Establishing the schools on the same site would be a model for future development at other sites, when resources are available. Any savings that can be made by this model increases the affordability and resourcing of the schools. This approach has attracted the support of the local community.
- 3.05 The challenge remains over how to meet the expectations of Welsh Government to transform sixth form education for learners from the area. A significant number of responses have expressed a view that post-16 education should be retained at the High School. However, the present number on-roll in the Sixth Form is below the level which would provide financial viability and sustain efficiently the required breadth of curriculum under the Learning and Skills Measure. Evidence shows that student numbers and outcomes continue to present viability challenges. The provision of grant-funding for this option is allied to the transformation agenda of the Welsh Government which requires Local Authorities to review the sustainability of post-16 provision, particularly where there are small sixth forms.
- 3.06 An important element in the sustainability of the post-16 provision is the level of funding which is drawn down directly from the Welsh Government, and does not form part of the schools 11-16 budget delegated by the Authority. Post-16 funding is related to the number of student’s registered post-16 and the subjects studied and is distributed to schools by the Authority in a way agreed by the High Schools.
- 3.07 In the case of Holywell High School, and some other High Schools in similar positions, the funding for post-16 provision has to be topped-up from the delegated budget for 11-16 education. The continuation of the post – 16 provision places a severe strain on the school budget, and could have a wider implication for the funding of pre-16 provision.

- 3.08 It is right that any new school should reflect the hopes and aspirations of a genuine community school. This must involve working with other further and higher education partners, other public sector bodies and the voluntary sector to secure community and vocational learning, together with leisure opportunities which will enhance the opportunities available to the people of Holywell and surrounding areas.
- 3.09 This option is linked with the provision of a Post-16 facility at Connah's Quay. This option has been approved in principle for 50% funding by Welsh Government.
- 3.10 Responses at the consultation meetings were generally against the establishment of an 11-16 High School, with feelings that the area would be depleted of an important provision if the transfer of post-16 provision was to be moved to Connah's Quay, and that many local young people would not access higher education as a result. Transport difficulties and the cost/time involved in travel also featured in the responses. 2012 destination data from Careers Wales indicate that 28% of Year 11 stayed on for the 6th form whereas 54% chose to attend college. This shows that a significant majority of students have already chosen the college for their post-16 provision.
- 3.11 The analysis of responses shows no overall agreement or disagreement with the Holywell proposals in the main consultation exercise, however the responses from Children and Young people shows a clear disagreement with the proposals.
- 3.12 In view of the reduced numbers in the High School as a whole, and the financial implications of maintaining an unviable sixth form, maintaining the status quo is clearly not an option that could be considered. Currently, the size of the sixth form would indicate a cross-subsidy from the pre-16 budget to maintain the post-16 provision. This is not a sustainable situation and could have a wider negative effect on the whole school.
- 3.13 **2. Queensferry, Shotton & Connah's Quay
Preferred Option – Develop 3-16 facility at John Summers High School with a Post-16 hub at Connah's Quay High School.**

The outcome of the consultation meetings and the written responses indicate that there is strong interest from the John Summers High School Community in the creation of a new Sixth Form centre at Connah's Quay to benefit learners from Deeside, for which there is funding available from the Welsh Government. There is also a creative option put forward by John Summers' High School Governors to work more closely with Queensferry primary school in a new community 3-16 arrangement. This would involve the new school being led by a single Headteacher and one Governing body.

- 3.14 The Headteacher and the Governors at John Summers High School have endorsed this option as their preferred way forward.
- 3.15 A small secondary department within a 3 to 16 'all through' school would not meet resilience criteria within Flintshire's School Modernisation Strategy. However, it is in line with emerging models in Ceredigion and Shropshire. As one school, it would present a larger critical mass which would better justify the continuing secondary provision in an area of social need. We will also need to continue to further assess implications arising from the growing Northern Gateway programme. The demographic profile for the area shows a strong growth in the birth data, which will add to the eventual increased numbers accessing the school. This growth in numbers of Primary age children is already being seen in the numbers of children admitted to the local schools.
- 3.16 This is the option that therefore deserves detail development and business case planning.
- 3.17 This option has resulted in additional consultations with the Croft Nursery, Queensferry Primary School and St Ethelwold's Primary School in relation to the creation of additional child care and nursery class provision for the area.
- 3.18 Queensferry Primary School and St Ethelwold's School are the only schools in Flintshire without nursery provision. The transfer of provision to these schools would facilitate better delivery of the foundation phase which would have a positive effect on outcomes for children. This transfer would also offer opportunities for existing nursery staff.
- 3.19 The Flying Start provision which currently shares the Croft site is an important programme which targets support to families with children under four years of age in areas of high social need. As this programme is to double the numbers of children who are supported over the next four years, additional accommodation will be required, which would be available at the Croft site if the nursery provision was transferred to the two schools.
- 3.20 This option would not result in a loss of provision, but would provide a positive opportunity to enhance the overall provision for children and families in the area.
- 3.21 Connah's Quay High School would become an 11-16 school, with the post -16 provision accessed in the adjacent post-16 hub. There is a possible sharing of facilities namely laboratories at the School and vocational facilities at Deeside College. This would provide the full range of curriculum access to the students entering year 12 and 13.

- 3.22 This option which involves the establishment of the post-16 hub did not meet with the approval of many at the consultation meetings. Certain members of staff and the governing body at Connah's Quay High School were particularly critical of this option. Parents however were generally positive about the preferred option.
- 3.23 The analysis of the responses from the Queensferry, Shotton and Connah's Quay area however shows an overall majority in agreement with the proposal in both consultation exercises.
- 3.24 The post-16 hub is a pivotal element of the transformation of post-16 provision in North Flintshire. Providers (Flintshire Secondary Headteachers and Deeside College) confirmed that a centre in Connah's Quay was the best option in order to rationalise the sixth form provision across the schools, in accordance with Welsh Government policy. This work was undertaken independently by consultants funded by the then Welsh Assembly Government.
- 3.25 Whilst acknowledging the individual issues raised by staff and Governors, the overall advantages to all the affected young people would outweigh the objections. This conclusion is confirmed by the responses to the consultations.
- 3.26 Responses specifically about the proposed closure of the Croft Nursery were not commonly related to the accommodation of Nursery age children in the same school as 16 year olds.
- 3.27 The site currently accommodates children from 4 years of age in its reception, so the extension of the age-range would not have a significant effect. Even as one integrated school, the Primary phase children would always be accommodated separately from the Secondary phase. There has never been a suggestion of shared accommodation. Some respondents praised the quality of provision at the Croft Nursery. This has not been an issue. Any proposed transfer of provision with existing staff should not have a negative effect, and closer integration of the foundation phase will have a positive effect on learner outcomes. Many respondents commented on the possibilities of smooth transition through the different phases of education.
- 3.28 **3. Buckley, Mynydd Isa & Mold Preferred Option – To retain 11-16 provision at Elfed High School. Rationalise to 600 places, to include Additional Learning Needs and other education, leisure and cultural uses.**
- 3.29 There is a positive vision to develop and enhance Westwood Primary School on its current site, together with a willingness to consider possible relocation of office accommodation from the Westwood Centre to the Elfed campus.

- 3.30 The increase in pupil numbers in the Buckley area has led to oversubscription in some of the town's Primary schools. There is potential for the capacity of Westwood Primary School to be reinstated in order to provide additional Primary places and to meet the increase in demand. This would be in accordance with the Welsh Government Guidance to Local Authorities to use existing school capacity and not to expand those popular schools, at the expense of others. Consultation provided a clear message that the movement of Primary provision to the Elfed High School site was not acceptable to this community at this point in time.
- 3.31 The accommodation at Elfed High School continues to remain too large for projected 11 to 16 pupil numbers. Further consideration needs to be given to developing options for secondary provision in the Buckley area and for alternative uses to safeguard school provision. There are a range of alternative uses available for surplus school accommodation which can be of benefit to education and community. They include alternative public service, leisure and cultural uses. As well as increasing efficiency within the campus, these may also safeguard infrastructure for any long term changes in patterns of demographic demand.
- 3.32 Meeting the expectations of the Welsh Government in relation to the organisation and rationalisation of sixth form provision is a challenge for schools and the Authority.
- 3.33 A significant body of opinion, including the Governing Body of Elfed High School have expressed the view that post-16 education should be retained at the school. However, it is acknowledged that the present number on-roll in the sixth form is below the level which can provide financial viability, and to efficiently sustain the required breadth of curriculum in accordance with the Learning and Skills measure. From the projections of student numbers currently available it is unlikely that the viability issues will be resolved and as a result, the option of establishing the 11-16 provision, with post-16 being accessed elsewhere provides the best in terms of provision for students in the community. Sufficient places are available for the whole of the post-16 provision in the Alun High School Mold.
- 3.34 As part of any emerging arrangements related to the rationalisation of post-16 provision, is the role of partners in other sectors of education to provide enhanced adult and community provision, for the benefit of the community as a whole. The future development of the post-16 provision has been subject to discussion during the preparation of the Strategic Outline Case for post-16 education which was submitted for consideration by the Welsh Assembly in July, 2010.

- 3.35 The programme board made up of all post-16 providers which formulated the options at that time will be closely engaged in developing the out-workings of any agreed options as part of this review.
- 3.36 It is clear that the strategy for sustainable post-16 provision shows that developments in any area will have an interlinked effect on other provision. An holistic approach to the post-16 provision will provide a basis for further development in the area.
- 3.37 The consultation process provided a range of stakeholders with different methodologies which best suited their needs. Informal public consultation events for parents/carers, individual meetings with Teachers other school staff, Governors and series of workshops for Children & Young People.
- 3.38 The consultation meetings revealed:
- The preferred option gained varied levels of support from local communities, schools communities and local members, in terms of being beneficial in achieving educational and community objectives, meeting Council and Welsh Government policy and being affordable and achievable.
- 3.39 Significant feelings were expressed in the wish to retain post -16 provision, but without reference to the affordability of this. Responses also indicated a feeling that large communities should be able to sustain a post-16 provision. However, if the local community for one reason or another is not supporting the provision, the school is effectively funding a provision that is not affordable.
- 3.40 In the case of Elfed High School, the Headteacher and Governors have stated that the post – 16 provision is unsustainable with the present and projected numbers. The authority is assisting the school to move to a point of change, and in the consultation, a suggested withdrawal of the post – 16 provision has been put forward from September 2014. The registered students at that time in both years 12 and 13 would continue their courses at the Elfed School in accordance with the arrangements in place at the time. All future post-16 courses would be provided at Alun School Mold as detailed previously.
- 3.41 Analysis of the responses shows a disagreement with the proposals in both of the consultation exercises.

Responses to the consultations on the preferred option:

Buckley, Mynydd Isa and Mold	49 responses	28%
Queensfarry, Shotton & Connah's Quay	105 responses	60%
Holywell	21 responses	12%

In addition the responses received specifically from Children and Young People are as follows:

Buckley, Mynydd Isa and Mold	8 responses	2.1%
Queensferry, Shotton & Connah's Quay	265 responses	67.9%
Holywell	117 responses	30%

Responses from consultees in each of the areas were requested on the form which was distributed with the consultation document. Consultees were asked to rate how strongly they agreed with the preferred option.

3.42 Buckley, Mynydd Isa and Mold

To retain 11-16 provision at Elfed High School. Rationalise to 600 places, to include Additional Learning Needs and other education, leisure and cultural uses.

	Buckley	
Strongly Agree	15	30.6%
Tend to Agree	4	8.2%
Neither Agree nor Disagree	0	0.0%
Tend to Disagree	2	4.0%
Strongly Disagree	28	57.2%
Total	49	100.0%

Children and Young People

	Buckley	
Strongly Agree	1	12.5%
Tend to Agree	1	12.5%
Neither Agree nor Disagree	0	0.0%
Tend to Disagree	0	0.0%
Strongly Disagree	6	75.0%
Total	8	100.0%

3.43 **Queensferry, Shotton and Connah's Quay**

Develop a 3-16 facility at John Summers High School with a Post-16 hub at Connah's Quay High School

	Queensferry, Shotton and Connah's Quay	
Strongly Agree	36	34.3%
Tend to Agree	16	15.2%
Neither Agree nor Disagree	6	5.7%
Tend to Disagree	4	3.8%
Strongly Disagree	43	41.0%
Total	105	100.0%

Children and Young People

	Queensferry, Shotton and Connah's Quay	
Strongly Agree	53	20.1%
Tend to Agree	103	39.0%
Neither Agree nor Disagree	49	18.6%
Tend to Disagree	14	5.3%
Strongly Disagree	45	17.0%
Total	264	100.0%

3.44 **Holywell – High School, Ysgol Perth y Terfyn and Ysgol y Fron**

Build a new High School for pupils aged 11-16, together with a new primary school to replace Ysgol Perth y Terfyn and Ysgol y Fron

	Holywell	
Strongly Agree	3	14.3%
Tend to Agree	7	33.3%
Neither Agree nor Disagree	1	4.8%
Tend to Disagree	4	19.0%
Strongly Disagree	6	28.6%
Total	21	100.0%

Children and Young People

	Holywell	
Strongly Agree	1	0.9%
Tend to Agree	1	0.9%
Neither Agree nor Disagree	14	12.0%
Tend to Disagree	6	5.1%
Strongly Disagree	95	81.1%
Total	117	100.0%

3.45 In all consultation exercises, the overall number of responses has to be taken in context with the overall number of potential consultees.

3.46 All responses to the consultations have been considered carefully. It is acknowledged that there is a body of opinion against some of the options put forward, however, it is noted that a significant number of respondents were positive about the proposals.

3.47 In considering those objections to the re-organisation of post-16 provision, it is necessary to balance these against the need for the Authority to respond to National Policies in relation to the transformation of sixth-form provision, reduction in surplus places and the need for modern comprehensive centres which can offer a wide curriculum in accordance with current requirements. Some schools face serious financial deficits as a result of an unviable provision. This is a situation that cannot be sustained.

3.48 In relation to the proposals to transfer the nursery provision from the Croft Nursery to neighbouring Primary schools, the proposed changes would increase provision for children and families in the community. The issues raised about segregation of young children in a 3-16 age range school have been acknowledged, but the present practical arrangements at existing schools demonstrate the effectiveness of the segregation. This would be maintained in a 3-16 school.

4.00 RECOMMENDATIONS

4.01 That Members agree to progress the development of the preferred options for each of the areas and that Statutory Notices are prepared for publication when appropriate.

5.00 FINANCIAL IMPLICATIONS

5.01 If options are approved for progression to the Statutory stage, the commitment to fund the overall £64.2m 21 Century Schools Programme will be called upon.

5.02 The liability for Flintshire County Council under these arrangements would be £32.1m in accordance with the agreement of County Council on 1 March 2012, and the subsequent inclusion of the Prudential Borrowing in the Medium Term Financial plan.

5.03 The indicative capital development costs which have been included in the Strategic Outline Business Case for the preferred options are as follows:

Holywell High School, Ysgol Perth y Terfyn and Ysgol y Fron	£31.25m
Queensferry, Shotton and Connah's Quay and Post-16 Hub	£18.25m
3-16 Facility at John Summers	£14.70m

6.00 ANTI POVERTY IMPACT

6.01 No impact as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 No impact as a direct result of this report.

8.00 EQUALITIES IMPACT

8.01 No impact as a direct result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 No direct impact as a result of this report.

10.00 CONSULTATION REQUIRED

No further consultations needed as a result of the proposals.

11.00 CONSULTATION UNDERTAKEN

11.01 A total of 33 meetings held in two rounds – Feb/Mar and November 2012.

12.00 APPENDICES

Appendix 1 – Final report from Consultation Response Forms

Appendix 2 – Additional comments/correspondence received.

(Both Appendices available in the Member's Library for viewing)

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

Contact Officer: Tom Davies

Telephone: 4011

Email: tom.davies@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **DIRECTOR OF LIFELONG LEARNING**

SUBJECT: **ESTYN MONITORING OF FLINTSHIRE COUNTY
COUNCIL**

1.00 PURPOSE OF REPORT

1.01 To provide Cabinet with details of the outcome of the recent Estyn Monitoring visit on Local Authority Education Services for Children and Young People.

2.00 BACKGROUND

2.01 Following Estyn's core inspection of education services for children and young people in October 2011, the authority was identified as requiring follow-up through Estyn monitoring. A monitoring visit took place from the 4-8 February 2013 and the full letter recording the outcomes is attached at Appendix 1.

2.02 Mererid Stone HMI led a team of five inspectors to review the progress made by the authority against the six recommendations arising from the core inspection in October 2011, consider the current performance of the authority and identify any further areas for improvement. The action plans for the recommendations have been reported to Cabinet on a quarterly basis.

2.03 As part of the preparation for the monitoring visit, the Council produced an updated Self Evaluation report which was reported to Cabinet and Lifelong Learning Overview and Scrutiny Committee in December 2012 for input. It was also compiled with partners involved in the provision of support to children, young people and schools.

3.00 CONSIDERATIONS

3.01 In the letter, Estyn Assistant Director Clive Phillips wrote that the Council's administration had prioritised the need for change and improvement. He wrote that elected members and senior officers are "committed to taking difficult decisions to improve provision and make effective use of resources" and that members "understand well the priorities for improvement in the Council and support officers in addressing the recommendations from the previous inspection."

- 3.02 The monitoring visit also found that the Council “has improved its arrangements to support and challenge schools.” Estyn noted that the authority had worked well to develop and adopt projects aimed at reducing surplus places and to reduce school balances and deficits.
- 3.03 Estyn also commended the Council for its progress on developing a revised funding formula for schools, reducing school exclusions, improving school attendance and developing work with young people with additional learning needs who were at risk of needing “Out of County” school placements.
- 3.04 Estyn concluded that the local authority has made good progress towards addressing the recommendations in the inspection report since publication. They therefore conclude that the Authority should be removed from Estyn monitoring.
- 3.05 The Directorate Plan and Corporate Planning for 2013-14 will be the key focus for:
- simplification of performance planning arrangements; and
 - continuing to support school improvement.

4.00 RECOMMENDATIONS

- 4.01 Cabinet receives the Estyn monitoring visit letter and considers the conclusions about the Local Authority’s progress against the recommendations.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no financial implications arising from this report.

6.00 ANTI POVERTY IMPACT

- 5.02 There are no anti-poverty implications arising directly from this report. Anti-poverty strategies are incorporated in the Council’s School Improvement Strategy and the Children and Young People’s Plan.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no environmental implications arising from this report.

8.00 EQUALITIES IMPACT

- 8.01 The Monitoring Visit letter should comply with the Council’s equalities requirements.

9.00 PERSONNEL IMPLICATIONS

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

10.00 CONSULTATION REQUIRED

10.01 Strategies for continuing school improvement will be incorporated into the Directorate Plan. There will be no separate action planning following the monitoring visit.

11.00 CONSULTATION UNDERTAKEN

11.01 Not applicable.

12.00 APPENDICES

12.01 1. Monitoring Letter from Estyn

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

1. Quarterly Monitoring Report on Progress of Implementation of the Estyn Action Plan – Cabinet February 2013 Report
2. FCC Response to Estyn Letter

Contact Officer: Ian Budd
Telephone: 01352 704010
Email: ian.budd@flintshire.gov.uk

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Mr Colin Everett
Chief Executive
Flintshire County Council
County hall
Mold
Flintshire
CH7 6NB

4 March 2013

Dear Mr Everett

Estyn Monitoring Visit 4 – 8 February 2013

Following Estyn's core inspection of education services for children and young people in October 2011, the authority was identified as requiring follow-up through Estyn monitoring. A monitoring visit took place from the 4-8 February 2013. This letter records the outcomes of that visit.

Mererid Stone HMI led a team of five inspectors to review the progress made by the authority against the recommendations arising from the core inspection, to consider the current performance of the authority and to identify any further areas for improvement.

The team held discussions with the leader of the council, elected members, the chief executive, senior officers, headteachers and partner representatives. Inspectors scrutinised documentation, including evidence on the progress made on each of the Estyn's recommendations. They also considered outcomes from all Estyn inspections undertaken in the authority since the original inspection in October 2011. The team also liaised with the Wales Audit Office (WAO) and the Care and Social Services Inspectorate for Wales (CSSIW).

At the end of the monitoring visit, the team reported their findings to the leader of the council, cabinet member for education, chief executive, corporate director, chief education officer and other senior officers of the authority.

Outcome of the monitoring visit

Since the Estyn inspection in 2011, the new administration has prioritised the need for change and improvement in the directorate of Lifelong Learning. The chief executive and director of education accept the need for swift action in order to remove hurdles to improvement and, already, arrangements for the new single plan

aim to streamline planning arrangements. Members and senior officers are committed to taking difficult decisions to improve provision and make effective use of resources. They have taken useful steps to bring about service level improvements although a few important areas for development remain in leadership and management.

The authority has improved its arrangements to support and challenge schools. It provides its schools and officers with a good range of data analysis, including comparisons with similar schools using the free-school-meal benchmarks. Officers use this wide range of data to identify more accurately school strengths and areas for development. The regional categorisation model has a clear focus on assessing the standards achieved by pupils and the quality of leadership and management in schools. However, the level of support that schools are entitled to as a result of their categorisation is not always fully understood by headteachers and governors. Following visits to schools officers produce useful reports on standards and provision. However, these reports vary significantly in content and quality and identified actions for future improvement do not always focus sufficiently on raising standards.

The authority has comprehensive planning and performance management arrangements. It evaluates its performance quarterly and completes an annual self-evaluation. However these arrangements mainly focus on recording actions that have been completed rather than evaluating whether these have brought about improvement. The Lifelong Learning directorate plan identifies appropriate themes and policy priorities for action. However corporate and service plans focus on delivery measures rather than outcomes and individual initiatives and projects are not evaluated well enough to know whether they have an impact. As a result elected members and senior officers do not always know exactly how much progress has been made and are not able to consistently hold others to account.

The authority has made good progress on developing a revised funding formula for its schools. Members and senior officers have engaged effectively with headteachers and finance officers to prioritise this work. The authority has also made good progress in monitoring provision for pupils with additional learning needs placed out-of-county. This work has included a thorough review of its procurement policy and of individual placements and has led to a significant reduction in the overall cost of the provision.

The Children and Young People Partnership's plan is outside the main corporate planning arrangements of the council. These two planning systems make it difficult for partners to work effectively with core education services. It leads to duplication and missed opportunities to dovetail resources and interventions to support the most vulnerable learners.

Overall, the team judged that the local authority had made good progress towards addressing the recommendations in the inspection report.

Therefore, as a result of these findings, the authority will be removed from the follow-up category of Estyn Monitoring.

Your link inspectors will continue, through their normal link role with the authority, to monitor overall progress and your continued work to make sure that all of Estyn's recommendations are fully addressed.

Progress on recommendations in the report

R1 Improve standards and performance to reduce the percentage of schools that are in the bottom 25% when compared to similar schools across Wales and reduce the gap in performance between boys and girls

This recommendation has been partly addressed

In 2012 performance in key stage 4 improved more quickly than Wales. It remains among the best in Wales for those indicators that involve English or Welsh first language and mathematics and also for the level 1 threshold. More able pupils do not attain as well as expected on the higher national curriculum levels and GCSE grades in secondary schools and in English in key stage 2. However the percentage of pupils gaining the core subject indicator in key stage 2 dropped below the average for Wales and performance in key stage 3 improved at a slower rate than Wales as a whole.

When the performance of Flintshire schools is compared to similar schools on the free school meal benchmarks performance in key stage 4 is above average on three of the five indicators and average on the remaining two. However it is below average in the Foundation Phase and in key stage 2 and well below average in key stage 3 where a half of all schools are in the bottom 25% and no schools are in the top 25%.

The gap in performance between boys and girls is less than the average for Wales in most indicators although it is larger at key stage 2.

R2 Improve the standard and quality of provision in primary schools by addressing a trend of declining attendance; reducing fixed term exclusions; and reducing school balances and deficits in line with national guidelines

This recommendation has been largely addressed

In 2012, attendance in primary schools improved. When compared to similar school on the free-school-meal benchmarks attendance is good. Schools and their governing bodies now monitor attendance levels regularly and take appropriate action to address low attendance in conjunction with the schools' inclusion service and other agencies. Training for governors, provided by the local authority, has helped to raise governors' awareness of attendance issues in their own schools. This has enabled them to challenge school leaders more effectively when attendance is below target levels.

There has been a downward trend in the number of days lost through exclusions in primary schools since 2010. Despite this, the overall numbers of pupils excluded actually increased in 2012. Headteachers now receive better support through multi-agency working when pupils are at risk of exclusion. The authority has provided behaviour management training for teachers and teaching assistants to further

reduce exclusions, although it is too early to assess the impact on reducing exclusions. School improvement officers increasingly include attendance and exclusion issues in discussions with schools.

Since the last inspection, the authority has put in place good systems to reduce school balances and deficits in line with legislative limits. Headteachers and members, through the schools' budget forum and the scrutiny committee, have agreed these. All primary schools with budget surpluses now submit spending plans to reduce these surpluses to the authority for approval. Projected figures indicate a significant reduction in the overall surplus by the end of March 2013. In addition, schools with budget deficits are required to apply to the local authority for a budget deficit licence and permission to plan a budget deficit requires a robust and approved budget recovery plan to be in place.

R3 Improve how senior officers and all elected members work together to improve standards for all learners; improve self-evaluation and reporting to members; and reorganise secondary schools, reduce surplus places and make better use of resources

This recommendation has been largely addressed

Key elected members understand well the priorities for improvement in the council and support officers in addressing the recommendations from the previous inspection. In recent months elected members and senior officers have been willing to take difficult decisions in order to address these priorities.

The authority has recently introduced a Schools Performance Monitoring Group where elected members and senior officers challenge the performance of primary schools identified as causing concern. Schools are followed up rigorously and return to the group to report their progress. This has already had an impact on leadership and management in targeted primary schools. However, at present, secondary schools are not held to account in the same way.

Members of Cabinet and of the Lifelong Learning Overview and Scrutiny receive reports from officers including information on standards of performance in schools. However reports on standards do not include information on the performance of vulnerable groups of pupils or the performance of individual schools. This has made it difficult for members to challenge performance appropriately and ensure accountability. Officers have provided training for elected members in the use of performance data although this did not include a full enough range of analyses. However, very recent performance reports seen by inspectors address many of these areas, although elected members had not seen this new format of report at the time of monitoring visit.

The authority provided a self-evaluation of its progress against the recommendations from the last inspection. This was very positive in tone and concentrated on successes. The authority's assessment of whether it has addressed the recommendations focuses too much on completing actions rather than evaluating

their effectiveness in improving outcomes. As a result it is difficult for elected members and senior officers to know whether enough progress is being made.

In the summer of 2012 the new administration moved promptly to agree preferred options for a significant reorganisation of secondary schools in three areas within the county. Following thorough consultation, the council will consider final proposals in March 2013. The authority has also worked well to develop and adopt additional projects aimed at reducing surplus places and making more effective use of resources. It has already published statutory notices to close a small school and is presently consulting on proposals to create two new 3-11 schools by amalgamating the remaining infant and junior schools. A new primary school was opened in September 2012 and work has started on new buildings for another primary school which will be completed by September 2014.

R4 Reduce the number of days' education that learners in Flintshire miss due to fixed term exclusions of six days or more in all of its secondary schools

This recommendation has been largely addressed

Since the last inspection, the local authority has improved its processes for dealing with poor behaviour by pupils. It is encouraging schools to take greater responsibility for dealing with poor behaviour in schools. It is challenging schools more robustly on exclusions, providing training for governors and staff, and developing internal behaviour units in secondary schools.

Headteachers, with the support of the local authority, have recently developed common guidelines for schools on how to deal with poor behaviour, in particular around the need for greater consistency in how the length of fixed term exclusions is applied. The authority now produces monthly exclusion reports that provide a detailed analysis of exclusions across the county. Local authority officers and headteachers have made good use of these comparative reports to monitor exclusion rates across schools.

As a result the rate of fixed-term exclusions of six days or more has improved and unverified data indicates that it has nearly halved over the last two years. This reflects reduced exclusion rates in most secondary schools over the last academic year. The rate of pupils excluded for five days or less has remained the same although the average number of days lost per exclusion has increased over the same period. This is largely due to high exclusion rates from two secondary schools.

R5 Improve the monitoring arrangements for the Children and Young People's Partnership to effectively track the progress of children and young people

This recommendation has been partly addressed

Each partner within the Children and Young People's Partnership (CYPP) uses a consistent approach to self-evaluation. This means that the authority has valuable information about the range of interventions supporting children, young people and

their families. On occasion, this includes useful outcome data on the progress of children and young people.

Many externally funded initiatives within the partnership track the progress of learners and their families effectively. In the best examples, early bespoke interventions with families make measurable contributions to improved educational outcomes for learners.

However, the partnership does not fully capture the overall performance of interventions or track consistently the progress of children and young people. This means that opportunities are missed to make the best use of resources and interventions across sector and service boundaries. In particular, the early intervention work by wider support services with learners and their families is not known by and therefore built upon by schools or school improvement services.

The lack of strategic level data on outcomes and progress means that the partnership cannot successfully hold others to account, or be held to account by the Local Service Board.

R6 Prioritise areas for improvement identified in its self-evaluation of education services

This recommendation has been fully addressed

At the time of the last inspection the authority had identified a large number of areas for improvement. Officers have prioritised these issues and made sure that those of greatest importance are being addressed through appropriate plans. Progress is reviewed regularly and is reported in the authority's annual self-evaluation.

I am copying this letter to the Welsh Government and the Wales Audit Office for information.

Yours sincerely



Clive Phillips
Assistant Director

cc: Welsh Government
Wales Audit Office

Estyn Improvement Assessment Letter 2013

A: Formal Recommendations

There were no new statutory formal recommendations made in the letter.

B: Estyn's Monitoring Visit Judgement Recommendations and Council response.

Overall, the team judged that the local authority had made good progress towards addressing the recommendations in the 2011 inspection report.

Ref	Recommendation and Judgement	Response
R1	<p>Improve standards and performance to reduce the percentage of schools that are in the bottom 25% when compared to similar schools across Wales and reduce the gap in performance between boys and girls.</p> <p>This recommendation has been partly addressed.</p>	<p>Estyn recognise that the Local Authority has improved its arrangements to support and challenge schools. The Authority needs to continue to monitor these arrangements to ensure improved outcomes for learners.</p> <p>The gap in performance between boys and girls is less than the average for Wales in most indicators although it is larger at key Stage 2.</p>
R2	<p>Improve the standard and quality of provision in primary schools by addressing a trend of declining attendance; reducing fixed term exclusions; and reducing school balances and deficits in line with national guidelines.</p> <p>This recommendation has been largely addressed.</p>	<p>Estyn acknowledge that attendance in primary schools has improved and is good in comparison to similar areas on the free schools meals benchmark.</p> <p>Estyn also acknowledges that there has been a downward trend in the number of days lost through exclusions since 2010.</p> <p>Estyn also confirmed that the Authority has put in place good systems to reduce school balances and deficits in line with legislative limits.</p> <p>The Authority needs to continue to monitor progress on attendance and exclusions, together with assessing the impact of the changes to funding systems.</p>
R3	<p>R3 Improve how senior officers and all elected members work together to improve standards for all learners; improve self-evaluation and reporting to members; and reorganise secondary schools, reduce surplus places and make better use of resources.</p> <p>This recommendation has been largely</p>	<p>Estyn concluded that key elected members understand well the priorities for improvement in the Council and support officers in addressing the recommendations from the previous inspection. In recent months elected members and senior officers are recognised as having been willing to take difficult decisions in order to address</p>

	<p>addressed.</p>	<p>these priorities. There is further work to extend the School Performance Monitoring Group's work into the secondary sector. We also recognise the need to simplify arrangements for self-evaluation, performance planning and reporting.</p> <p>Whilst more rapid progress in School Modernisation is recognised by Estyn, the Council recognises that there is much more work ahead to complete the programme. This remains a priority for the Council.</p>
R4	<p>Reduce the number of days' education that learners in Flintshire miss due to fixed term exclusions of six days or more in all of its secondary schools.</p> <p>This recommendation has been largely addressed.</p>	<p>Estyn recognise that the Local Authority has improved its processes for dealing with poor behaviour by pupils. The rate of fixed term exclusions of six days or more has improved and unverified data indicates that it has nearly halved over the last two years.</p> <p>The Authority needs to continue to monitor impact of its strategy and challenge individual schools where appropriate.</p>
R5	<p>Improve the monitoring arrangements for the Children and Young People's Partnership to effectively track the progress of children and young people</p> <p>This recommendation has been partly addressed.</p>	<p>Estyn recognise that the Children and Young People's Partnership has a consistent approach to self-evaluation enabling there to be valuable information about impact of the range of interventions supporting children, young people and their families.</p> <p>There is a need to more fully capture and disseminate the progress of children and young people beyond priorities and projects. This includes sharing the analysis more regularly with schools and the Local Service Board.</p>
R6	<p>Prioritise areas for improvement identified in its self-evaluation of education services.</p> <p>This recommendation has been fully addressed.</p>	<p>Estyn recognises that this has been fully addressed through appropriate plans. Progress is reviewed regularly and is reported in the authority's annual self-evaluation.</p>

FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET

DATE: TUESDAY, 19 MARCH 2013

REPORT BY: HEAD OF LEGAL & DEMOCRATIC SERVICES

SUBJECT: REVIEW OF INTERNAL MEMBER FORA

1.00 PURPOSE OF REPORT

1.01 To consider recommendations from Constitution Committee and County Council to conclude the review of internal Member fora.

2.00 BACKGROUND

2.01 At the annual Council meeting on the 15 May the Head of Legal & Democratic Services' report on constitutional matters included a section on internal member bodies. He explained that in the light of the recent implementation of the Local Government (Wales) Measure 2011 and at the start of a new Council it was an opportune time to review the various internal member bodies. The Council agreed to a recommendation that the review be undertaken by the Head of Legal & Democratic Services in consultation with Group Leaders and reports submitted to the Constitution Committee and Council. It also agreed that pending the outcome of the review the existing internal bodies be retained.

2.02 Most of the internal member fora are undertaking or advising upon executive functions which are the responsibility of Flintshire's Cabinet. In relation to such member fora, any Council decision can only be a recommendation to the Cabinet who have the final decision on whether such member fora should continue or not

2.03 The review covers those internal member fora that have been established for an indefinite period rather than those set up to deal with a specific task which automatically ends once that task has been completed. The review therefore, does not include any task and finish working groups set up by Overview and Scrutiny Committees.

2.04 At its meeting on the 20 November 2012 the Cabinet received a report on the first group of member fora that had been considered by Group Leaders, Constitution Committee and County Council. This report is dealing with the remaining group of fora that have been considered by Group Leaders at a meeting on the 29 January 2013, Constitution Committee at its meeting on the 30 January 2013 and Council on the

19 February 2013. Attached to this report as appendix 1 is a list of the executive function member fora remaining within the review, together with information in relation to them.

3.00 CONSIDERATIONS

- 3.01 All internal member fora require resources from both members and officers in terms of preparation, attendance and actioning outcomes. The review may identify that whilst a member forum is discharging a valuable function there is a more efficient way of doing so that is less resource intensive.
- 3.02 Whilst some internal fora served a valuable role when they were initially established, with the passage of time the need for that role may have diminished. There may for instance have been a change in legislation or policy that reduces the need for a particular member forum. Whilst new member fora are periodically created to meet new legislation or new policies, there needs to be a periodic review of existing fora to ensure that they are still needed and are an efficient way of discharging their role.
- 3.03 There was consensus at the Group Leaders meeting, at the Constitution Committee meeting and at County Council that the following fora should continue:-
- The Joint Consultative Committee
 - The School Performance Monitoring Group
 - The Member/Officer Tenant Working Group
 - The Voluntary Sector Grants Panel
 - The Inclusion Service Steering Group
 - The Welsh in Education Strategic Forum
 - The Foster Care Panel
 - The Children's Forum
 - The Adoption Panel
 - The Health & Safety Board
- 3.04 There was also a consensus at Group Leaders, Constitution Committee and Council that the following should discontinue:-
- The Waste Strategy Review Board
 - The Procurement Board
- 3.05 There was also a consensus at Group Leaders, Constitution Committee and Council that the Teachers Consultative Committee should be combined with the Flintshire County Council Teachers' Consultative Committee and for the combined body to cover all education staff not just teachers.
- 3.06 In considering the ICT Panel, Constitution Committee and County Council agreed that it should be reconstituted. The Constitution Committee asked for more details of the membership and terms of

reference and the details shown in appendix 2 were provided to the committee members prior to the Council meeting on the 19 February 2013. Council recommended retaining the Group and reconstituting its terms of reference.

- 3.07 Further discussion has taken place between officers and the portfolio holder since the Council meeting on 19 February. In particular we have looked at whether the revised terms of reference sufficiently take into account changes in practice that have occurred since the ICT Panel last met. Since that time the level of reporting to the Corporate Resources Overview and Scrutiny Committee and Cabinet itself has increased and both of those member bodies now have an oversight of the ICT Strategy with regular update reports. In an effort to reduce duplication particularly for Members, it would on balance be better if the ICT Panel were disbanded. If, however, Cabinet concurs with the recommendation from Council then clearly the terms of reference set out in Appendix 2 could be used in order to reconstitute that panel.

4.00 RECOMMENDATIONS

- 4.01 That the following fora should continue:-
- The Joint Consultative Committee
 - The School Performance Monitoring Group
 - The Member/Officer Tenant Working
 - The Voluntary Sector Grants Panel
 - The Inclusion Service Steering Group
 - The Welsh in Education Strategic Forum
 - The Foster Care Panel
 - The Children's Forum
 - The Adoption Panel
 - The Health & Safety Board
- 4.02 That the following should discontinue:-
- The Waste Strategy Review Board
 - The Procurement Board
- 4.03 That the following be reconstituted:-
- To combine the Teachers' Consultative Committee and the Flintshire County Council Teachers' Consultative Committee to cover all education staff, not just teachers.
 - To reconstitute the ICT Panel as shown in appendix 2.
- 4.04 That on balance the ICT Panel should be disbanded.

5.00 FINANCIAL IMPLICATIONS

- 5.01 A reduction in member fora will result in some savings that are difficult to quantify.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 A reduction in member fora may lead to some reallocation of duties.

10.00 CONSULTATION REQUIRED

10.01 Group Leaders, Constitution Committee and County Council.

11.00 CONSULTATION UNDERTAKEN

11.01 Group Leaders, Constitution Committee and County Council.

12.00 APPENDICES

12.01 Appendix 1 - List of member fora
Appendix 2 - Revised membership and terms of reference to the
ICT Panel

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

Report of the Head of Legal & Democratic Services to Council
meeting 15 May 2011 on constitutional matters

Minute of Council meeting 15 May 2011 relating to internal bodies

Report to Constitution Committee meeting 30 January 2013

Report to County Council meeting 19 February 2013

Contact Officer: Peter Evans
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Email: peter.j.evans@flintshire.gov.uk

	Name of Body	Current Membership	Summary of Terms of Reference or Function of the Body	Frequency of Meetings	Whether the Body should continue or not and the reason for that view				Recommendation
					View of relevant Snr. Officer	The Chair of the Body	Appropriate Cabinet Member	Executive or Council Function	
1.	Joint Consultative Committee	18 Members: 9 Members - Employer Representative & 9 Members - Employee Representatives	Foster good industrial relations and facilitate communications within the Council through a Forum for consultation on corporate issues between representatives of elected Members of the Council and Trade Union representatives from each of the main recognised Trade Unions represented at Flintshire	As and when required but scheduled to be held quarterly	Should continue as required as part of the national agreement with the recognised unions and assists the Council or Executive in meeting its statutory requirements as employer.	Agrees with senior officer	Agrees with senior officer	Executive	Continue
2.	Teachers' Consultative Committee (TCC)	8 Teachers (Union reps) Directorate Advisors	The group covers the same ground as the FCCTCC	3 times a year	Ian Budd commented that there is no need for two separate teacher bodies and for it to cover all education staff.	Agrees with Ian Budd	Agrees with Ian Budd	Executive	These two bodies to be combined
3.	Flintshire County Council Teachers' Consultative Committee (FCCTCC)	8 Members from the LEA 8 Teachers (Union reps) Directorate Advisors	The function of the group is to provide consultations between FCC and Teachers regarding staff issues and any other relevant matters and to make recommendations to the Council	3 times a year				Executive	
4.	School Performance Monitoring Group	Cabinet Member for Education, Chair of Lifelong Learning Scrutiny, Volunteer Members of Lifelong Learning Scrutiny, Director of Lifelong Learning, Principal School Improvement Officers and appropriate School Improvement Officer	Monitor school improvement and performance detailed terms of reference agreed by Cabinet at its 18 September 2012 meeting. - Key stage results - Other attainment information, including outcomes for "vulnerable" learners - Estyn reports - Welsh Government banding information - Attendance - Exclusions - School contexts and contextualised performance	As required	This has recently been reviewed and should remain	Agrees with officer view	Agrees with officer view	Executive	Continue
5.	Member/Officer Tenant Working Group	4 Members to include the cabinet member for Housing, Chair of Tenant Federation + 3 other tenants and relevant officers	To implement the Customer Involvement Strategy and action plan, receive progress reports and to annually review the Customer Involvement Strategy.	Meets up to a maximum of 6 times a year	I believe it is important that the group continues as the group is a partnership between Tenants, Staff and Elected members to oversee the implementation of the customer involvement strategy and action plan. It is a group that shows true partnership in delivering a quality service and enables tenants to play an active role in monitoring the delivery of the housing service, and is a 'Best practice' model as identified in the Welsh Government guidelines for the authorities customer involvement processes.	We have developed a good working relationship as a joint monitoring group. As changes in service are made there is a better understanding of how customer involvement will be implemented and that we are working with councillors reinforces the commitment from the council. Mavis Crofts - Chair of the Flintshire Tenant Federation	Cllr Helen Brown confirms that this group should continue	Executive	Continue
6.	Voluntary Sector Grants Panel	8 Members + relevant officers	To provide recommendations to the Chief Executive on Council funding from the £21K available in the community chest fund to third sector organisations	The Panel meets 3 times a year in order to review and make recommendations on the allocation of the Community Chest Grant which is approx. £21K p.a.	Yes, this body should continue until it decides on alternative mechanisms for funding allocations. The Panel plays an important role in that it enables elected members to maintain an understanding of the types of grassroots organisations seeking funding plus the trends and difficulties faced by local organisations.	This body should continue	Believes this body should continue.	Executive	Continue
7.	Inclusion Service Steering Group	2 Members, Inclusion Service Management Team, Primary, Secondary & Special School headteachers, Primary & Secondary ALNCoS, Parent Partnership representative	To review and monitor Service policy, provision, delivery and efficiency.	Termly	Yes this should continue as it provides a valuable forum ensuring members and other stakeholders maintain their knowledge of Inclusion Services, challenge policy and have the opportunity to impact on service	This body should continue	Agrees with officer view. This must remain.	Executive	Continue

	Name of Body	Current Membership	Summary of Terms of Reference or Function of the Body	Frequency of Meetings	Whether the Body should continue or not and the reason for that view				Recommendation
					View of relevant Snr. Officer	The Chair of the Body	Appropriate Cabinet Member	Executive or Council Function	
8.	Welsh in Education Strategic Forum	Menter Iaith, Mudiad Ysgol Meithrin, parent representative, Children & Young People's Partnership, Athrawon Bro, 2 Head teachers, 3 Principal Learning Advisers, Head of Dev & Resources, Governor representative, Pupil Support Manager, Trade Unions, College Representative & Council Member	To agree, implement and review a coordinated approach that best delivers the requirements of the WG's Welsh-medium Education Strategy. To be responsible for the delivery of the action plan incorporating seven key outcomes. To monitor, evaluate and consider the impact of the delivery of the action plan in raising standards in Welsh first and second language. Forum representatives are expected to consult with and feedback to their respective associate stakeholders.	It meets approx. 6 times year	The Welsh in Education Strategic Forum should continue as it is the key vehicle for the delivery and monitoring of the Welsh Education Strategic Plan.	This body should continue	Agrees with officer view that it should continue.	Executive	Continue
9.	Foster Care Panel	FCC x 5 BCU x 3 Independent Members x 4	The foster care panel is required under The Fostering Services (Wales) Regulations 2003. The function of the fostering panel is to consider each application for approval and to recommend whether or not a person is suitable to act as a foster parent. Where the panel recommends approval of an application, to recommend the terms on which the approval is given. To recommend whether or not a person remains suitable to act as a foster parent and whether or not the terms of the person's approval remain appropriate	Monthly	Should continue.	Craig Wilkinson - It is a statutory requirement to have a Fostering Panel so I can not understand how the service could function without the Panel meeting. The consequences of not meeting statutory requirements with regard to fostering will result in the authority having to place children with external carers at considerable expense to the authority and disruption to the children	Confirmed that the Fostering Panel should continue	Executive	Continue
10.	Children's Forum	FCC x 2 WCBC x 12 BCUHB x 3 Public Health x 1 CAFCASS x 1 NSPCC x 1 Police x 1 Cabinet members for Education, Social Services, Housing and Corporate Management with one member from each political group and other persons as determined by Cabinet at its meetings of the 01.08.06 and 13.12.11	1. Ensuring that the Chief Executive and Cabinet Members are involved in setting priorities and strategic direction for vulnerable children, specifically children on the Child Protection Register and children looked after. 2. Ensuring that the Chief Executive and Cabinet Members are well informed about the progress and well-being of vulnerable children for whom the Authority holds significant responsibility. 3. Overseeing the Authority's development of a robust approach to corporate parenting.	4-6 weeks	The Children's Forum has been reviewed and recommend it be retained without review or amendment.	Councillor Chris Bithell confirmed the Children's Services Forum should continue.	Cllr Christine Jones agrees with the Chair that the Forum should continue	Executive	Continue
11.	Adoption Panel	FCC x 2 WCBC x 2 BCU x 2 Independent Members x 4	Enshrined in regulation	Monthly	Yes to continue	David Beard - The Adoption Panel are vital elements of ensuring that planning for children and young people can occur, that resources available for them are safe and reviewed and provide an essential part of an integrated service for	Cllr Christine Jones agrees that the Adoption Panel should continue	Executive	Continue

	Name of Body	Current Membership	Summary of Terms of Reference or Function of the Body	Frequency of Meetings	Whether the Body should continue or not and the reason for that view				Recommendation
					View of relevant Snr. Officer	The Chair of the Body	Appropriate Cabinet Member	Executive or Council Function	
12	Waste Strategy Review Board	No current membership	To consider issues relating to Waste Management Strategy and make recommendations to the Cabinet.	Not met for some time.	The Council's Waste Strategy was approved by Executive in June 2010 and will be reviewed by Cabinet in 2013. The document defines Council Policy on all waste management issues and therefore the Member Fora is not required	None at present	Cllr Kevin Jones agrees with officer	Executive	Discontinue
13	Health & Safety Board	Chief Executive The Leader of the Council Cabinet Member for Corporate Management Members from each political group Directors Head of Public Protection Corporate Health and Safety Team Leader Union Representatives	Aim of the Group To facilitate and monitor the strategic development and progress of health and safety practice and raise the profile of health and safety so it becomes embedded in the culture of the Authority. To take the lead in ensuring the effective communication of health and safety duties and the benefits throughout the organisation Purpose of the Group • To act as the forum to maintain a positive health and safety culture throughout the Authority, a culture that strives to continually improve health and safety practice and performance • To act as a forum to monitor the Authority's Health and Safety Management System (SMS) and the supporting operating manual of Corporate Standards • To act as a forum to ensure health and safety information is disseminated and used throughout the Authority • To act as a forum for monitoring health and safety performance and the effectiveness of health and safety arrangements within the Authority • To maintain an oversight of legal changes in health and safety legislation and its interpretation • To ensure the group are made aware of the significant risks faced	Three monthly	This is an extremely valuable group that monitor and keep abreast of health and safety issues across the authority. We have a legal obligation to ensure dissemination of health and safety information and this is the only overarching group with representation from all areas of the authority including Members.	Colin Everett is of the opinion that this group must continue with member participation in order for them to take ownership as part of their responsibilities, particularly in light of the recent Flintshire Corporate self-assessment which highlighted the health and safety evidence under governance and corporate alignment. He feels that it is too high risk to remove.	Should continue	Executive	Continue
14	Procurement Board	4 Members and 4 officers	1. Raise the profile of Procurement at a strategic level 2. Provide strategic direction, guidance and support in the implementation 3. Monitor and develop a Procurement Strategy and Action Plan (inc performance measures and targets) 4. Approve progress reports to Cabinet 5. Ensure that Procurement Strategy and Action Plan continue to address WAG's agenda and e-procurement taking account of local issues 6. Approve projected plans arising out of the Action Plan 7. Ensure appropriate consultation with outside agencies 8. Receive and consider progress reports from the Central Procurement Unit 9. Receive and consider reports from the Procurement Link Officers 10. Approve reports to WPI Supervisory Board	Every 4 - 6 months	Meets infrequently and with limited effectiveness. Procurement is now a full programme within Flintshire Futures whose governance arrangements replace the need for this Board. Recommend withdrawal.	No Chair at present	Agrees this should be discontinued.	Executive	Discontinue

	Name of Body	Current Membership	Summary of Terms of Reference or Function of the Body	Frequency of Meetings	Whether the Body should continue or not and the reason for that view				Recommendation
					View of relevant Snr. Officer	The Chair of the Body	Appropriate Cabinet Member	Executive or Council Function	
15.	ICT Panel	5 members	<p>1. To review and monitor progress in the implementation of the Corporate ICT Strategy.</p> <p>2. To champion the development and implementation of ICT initiatives across the County Council and monitor the outcomes and benefits of such initiatives.</p> <p>3. To advise the Executive of solutions to overcome obstacles which may impede progress in the development and implementation of ICT within the Council.</p> <p>4. To ensure ICT development and investment is aligned to council and service priorities.</p> <p>5. To review and monitor Information Security and receive reports of security incidents and where appropriate approve corrective action</p>	Every 4 - 6 months	The Panel should continue but with a different set of ToR with high level officer/elected Member representation with the role being to shape the direction of the service and help direct resource allocation and investment to support the organisation as a whole.	Cllr Robin Baker was Chair of the ICT Panel and it has not met since the election.	Councillor Mullin - retain this but revisit membership and terms of reference. We have just had a good report back from the Wales Audit Office and they recommend some form of member forum to consider ICT investment and priorities	Executive	To be reconstituted

Reconstituted ICT Panel

The Panel to have one member from each political group, together with six senior officers, three from Corporate Services and one from each of the Service Directorates.

The suggested terms of reference being:-

To assist in shaping the direction of the ICT service and help direct resource allocation and investment to support the organisation as a whole

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 19 MARCH 2013**

REPORT BY: **HEAD OF LEGAL AND DEMOCRATIC SERVICES**

SUBJECT: **TENTH ANNUAL REPORT OF THE FLINTSHIRE
LOCAL ACCESS FORUM**

1.00 PURPOSE OF REPORT

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

2.00 BACKGROUND

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

(i) information relating to the Forum's functions during the twelve month period ending on 31st March in each year, and

(ii) a programme of works which has been agreed between the Forum and the County Council which the Forum plans to undertake during the twelve months commencing immediately after 31st March in each year.

2.02 Appended to this report is the draft report (excluding the minutes of the Forum meetings which are at Appendix 4) for the period 1st April 2011 to 31st March 2012 as prepared by the Forum Secretary, David M. Davies, who is a solicitor employed in my Department. Copies of the draft report, with all the accompanying appendices, are available in the Group Rooms. The format of the report follows the advice issued by the Countryside Council for Wales. The draft report has already been submitted to a meeting of the Forum on 14th January 2013, when it was agreed that it should be submitted to the County Council for approval.

3.00 CONSIDERATIONS

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

3.02 The Countryside Council will maintain a central record of annual reports of all the local access forums in Wales. A copy of the appended report, once approved, will be sent to the Countryside Council.

4.00 RECOMMENDATION

That the tenth annual report of the Flintshire Local Access Forum, for 2011/2012, be noted and approved by Cabinet, on behalf of the County Council, and be submitted to the Countryside Council for Wales for their records.

5.00 FINANCIAL IMPLICATIONS

There are costs associated with the administration of the Local Access Forum. Those costs are met from the Environment Directorate's budget.

6.00 ANTI POVERTY IMPACT

None.

7.00 ENVIRONMENTAL IMPACT

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

8.00 EQUALITIES IMPACT

None.

9.00 PERSONNEL IMPLICATIONS

None.

10.00 CONSULTATION REQUIRED

None.

11.00 CONSULTATION UNDERTAKEN

The report has already been submitted to the Local Access Forum.

12.00 APPENDICES

Draft tenth annual report of the Flintshire Local Access Forum.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

None.

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FLINTSHIRE LOCAL ACCESS FORUM

TENTH ANNUAL REPORT 2011/12

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

[as submitted to and agreed by
the Flintshire Local Access Forum on 14th January 2013]

FLINTSHIRE LOCAL ACCESS FORUM

TENTH ANNUAL REPORT 2011/12

INTRODUCTION

1. The Flintshire Local Access Forum was established for the whole of the geographical area of Flintshire on 14th October 2002. Flintshire County Council had a statutory duty to establish the Forum as required by the Countryside and Rights of Way Act 2000. The statutory function of the Forum is to advise the County Council, the Countryside Council for Wales and others as to the improvement of public access to land in the area for the purposes of open air recreation and the enjoyment of the area. All meetings of the Forum are open to the public.
2. The present Forum membership was appointed with effect from 16th January 2012 for a period of three years.
3. This is the tenth annual report of the Forum.

THE STATUTORY FUNCTIONS OF THE FORUM

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

OTHER MATTERS CONSIDERED BY THE FORUM

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

Topic Considered : Dates Considered : Summary :	All Wales Coastal Path/Coastal Access. 11 th July 2011, 3 rd October 2011 & 6 th February 2012. The Forum was advised of progress on the Wales Coastal Access Improvement Plan.
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Topic Considered : Dates Considered : Summary :	Flintshire's Rights of Way Improvement Plan (ROWIP). 11 th July 2011, 3 rd October 2011 & 6 th February 2012. The Forum was advised of progress on the implementation of the ROWIP.
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Topic Considered : Dates Considered : Summary :	Cycling Provision in Flintshire. 11 th July 2011, 3 rd October 2011 & 6 th February 2012. Updates were presented to the Forum.
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Topic Considered : Dates Considered : Summary :	Involvement of Town and Community Councils in Public Rights of Way Maintenance. 11 th July 2011, 3 rd October 2011 & 6 th February 2012. The Forum sought to encourage the County Council to persuade town and community councils to have greater involvement in preserving, enhancing and promoting the public rights of way network, and agreed to establish a Forum committee to consider the matter further. Meetings took place with town/community councils which led to the identification of potential projects.
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Topic Considered : Date Considered : Summary :	<i>Troedio Clwyd Walks.</i> 11 th July 2011. The Forum received a presentation regarding the above initiative.
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Topic Considered : Date Considered : Summary :	Approval of the Ninth Annual Report of the Forum. 3 rd October 2011. The Forum agreed the contents of the draft report for submission to the County Council for approval.
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Topic Considered : Date Considered : Summary :	Appointment of the new Forum membership. 16 th January 2012. The appointment of the new Forum membership took effect at this meeting.
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Topic Considered : Date Considered : Summary :	Appointment of the new Chair and Deputy Chair of the Forum. 6 th February 2012. Dr. Jean Rosenfeld and Bryan Harrison were appointed as, respectively, Chair and Deputy Chair of the Forum.
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Topic Considered : Dates Considered : Summary :	Representation of the Forum on other bodies. 6 th February 2012. The Forum nominated the following:- <u>Clwydian Range AONB Joint Advisory Committee:</u> David Hÿtch <u>Halkyn Common Joint Consultative Board:</u> Gareth Williams <u>Coastal Access Steering Group:</u> The Chair David Evans David Hÿtch <u>ROWIP Working Group:</u> Alison Chamberlain Vera Darby Neville Howell John Richards Howard White <u>Denbigh-Mold-Saltney Greenway Working Group:</u> Bryan Harrison Gareth Williams Janet Williams <u>Coed Talon Way Management Group:</u> Vera Darby <u>Clwydian Ranger Bus Group:</u> Howard White.
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PROGRAMME OF WORKS FOR THE COMING YEAR (2012/13)

5. Regulation 16(2)(b) of the Countryside Access (Local Access Forums) (Wales) Regulations 2001 requires the annual report to include a programme of works which has been agreed between the Forum and the County Council which the Forum plans to undertake during the twelve months commencing after 31st March in each year.

6. The Forum has not been specifically informed by the County Council that it will seek its advice regarding particular matters. However, it is envisaged that the following matters will be considered by the Forum in the forthcoming year (the list is not intended to be exhaustive):-
 - Rights of Way Improvement Plan
 - Wales Coastal Access Improvement Plan
 - cycling provision in Flintshire
 - *Linking Flintshire Communities* project

7. The Forum has already been advised by the Countryside Council for Wales that it will be consulted upon the matters set out on the following table supplied by CCW:-

CYNGOR CEFN GWLAD CYMRU / COUNTRYSIDE COUNCIL FOR WALES
LOCAL ACCESS FORUMS – WORK PLANS 2012/ 2013

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

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
ROWIP Monitoring Implementation	CCW	Ongoing	Work with local authorities to support and monitor the implementation of the provisions of the rights of way improvement plans. The 2km coastal zone continues to be eligible for ROWIP funding in 2012/13.	All
Coastal Access – Development of the Wales Coast Path and associated links	WG/CCW	Ongoing	Work with coastal local authorities and the 2 national parks (SNP and PCNP) to further develop, enhance and promote the WCP and associated links following the launch in May 2012.	Those with coastal areas
Review of Open Access Draft Map	CCW	April – November 2012	Take an active interest in the draft map stage of the review of open access land, disseminating information about the process to relevant local groups/individuals that members may be involved with. Identify any areas of open country (mountain, moor, heath and down) that should be on the maps, or areas shown on the maps that no longer qualify as open country (mountain, moor, heath and down).	All

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
Implementation of the Walking and Cycling Action Plan for Wales 2009 - 2013	WG	Ongoing	<p>Support the implementation of the Walking and Cycling Action Plan for Wales 2009-2013 by supporting local and national initiatives to improve access to networks, including:</p> <ol style="list-style-type: none"> 1. Identifying requirements for maintenance/signage of promoted mountain bike and National Cycle Network routes. 2. Support for EU funded projects that utilise the rights of way network to improve the cycle tourism network 3. 	All
Outdoor Wales online (OWoL)	CCW	Ongoing	<ol style="list-style-type: none"> 1. Support the use and promotion of CCW's Outdoor Wales onLine (OWoL) interactive map which local authorities can use to promote access, recreational sites and associated facilities in their area. 2. Work with local authorities to contribute routes and sites in their areas to OWoL, including the development of smart phone technology 3. Consider opportunities to promote OWoL in their local areas. 	All

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
Access to water	WG / CCW	Ongoing	<p>Take an active interest in promoting access to water agreements.</p> <p>It would be helpful if LAF considered potential areas for new or improved access to water (lakes rivers and the coast) and identified any obvious barriers that could be resolved</p> <p>Provide support for adding any new access to inland water opportunities to the interactive maps on OWoL.</p>	All
Improving Local Environment	WG/CCW	2013-2014 (if confirmed)	<p>LAFs to identify and draw to the attention of local authorities urban green space sites which might be considered for bids for funds from the Tranquil, Greener and Cleaner programme of the Welsh Government, to improve the local environment should that programme be confirmed for the 2013/2014 financial year.</p> <p>http://new.wales.gov.uk/topics/environmentcountryside/epq/cleanneighbour/greenerplaces/?lang=en</p>	All

	Referred by	Approx Timing	Nature of Referral	Which LAFs?
Countryside Code Campaign	CCW	Ongoing	Many thanks to the LAFs for inputting into the refresh of the Countryside Code and the creation of the 1 st three activity codes (canoeing, angling and wild swimming). A further three activity codes will be created in 2013/14. At present the subjects being considered are dog walking, sea angling and sea kayaking. LAF involvement in the consultation on these codes would be gratefully received.	All
Suggested other areas of work for LAFs to get involved with which aren't directly managed by WG & CCW				
Green Flag/Green Flag Community Award	WG/ CCW	Ongoing	Suggest public green spaces managed by local authorities, corporate organisations and community groups that could be eligible for this award which recognises and publicises the best parks and recreational areas in the country. http://www.keepbritaintidy.org/GreenFlag/	All

FLINTSHIRE COUNTY COUNCIL DETAILS

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

DETAILS OF MEETINGS OF THE FORUM

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

MEMBERSHIP DETAILS

10. The present Forum consists of 15 Members, including the Chair and Deputy Chair who were appointed with effect from 16th January 2012.
11. Brief details of all persons who have served as Members of the Forum during 2011/12 are set out in Appendix 3 to this report.

FORUM COMMITTEES

12. At its meeting on 15th May 2006, the Forum established the Maintenance Priorities Committee. Its purpose is to provide to Flintshire County Council a prioritised list of public rights of way requiring maintenance works, in order to inform the County Council's budget preparations, based upon criteria agreed with the appropriate Council officers. The Committee was reconstituted at the Forum meeting on 26th January 2009. However, it was agreed at the Forum meeting on 11th July 2011 that the work of the Committee be combined with the County Council's ROWIP Working Group.
13. At its meeting on 11th October 2010, the Forum established the Engagement with Town and Community Councils Committee to enhance local awareness of public rights of way.

14. A meeting of the Committee was held on 18th February 2011. It was reconstituted at the Forum meeting on 6th February 2012.

MINUTES OF THE FORUM

15. Copies of the approved minutes of the four meetings of the Forum held during the year are set out in Appendix 4 to this report.

COSTS OF THE FORUM

16. The costs of the Forum during the year are shown in summary below:-

Cost Heading	Cost 2011/12
	£
Officer time (estimated)	7320.45
Room Hire, Refreshments and lunches	197.65
Members' and Secretary's Travelling Expenses	50.38
Printing, postage and sundries	1,478.50
Translation	1,476.50

17. The above costs are paid for from the budget of the Environment Directorate of the County Council.

FLINTSHIRE COUNTY COUNCIL DETAILS

The appointing authority for the Flintshire Local Access Forum is Flintshire County Council. The area covered by the Forum is the whole of the County of Flintshire.

The Secretary of the Forum is:-

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Principal Solicitor
Corporate Directorate
Flintshire County Council
County Hall
Mold
Flintshire CH7 6NR

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DETAILS OF MEETINGS

Meetings of the Forum took place on the following dates, the venue on each occasion being either the Clwyd or the Delyn Committee Room at County Hall, Mold:-

11th July 2011,

3rd October 2011,

16th January 2012, and

6th February 2012.

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DETAILS OF MEMBERSHIP

The membership of the Forum during 2011/12 was as follows :-

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Mrs. Alison Chamberlain	5.12.05	22.12.11	16.1.12	Stud owner and horse rider. British Horse Society member.
Mrs. Vera Darby	16.1.12	N/A	N/A	Retired teacher. Owner of agricultural holding. Access and bridleways officer for British Horse Society.
Mr. David Evans	16.1.12	N/A	N/A	Parliamentary caseworker. Walker and cyclist. Member and chair of several councils.
Mr. Bryan Harrison (Deputy Chair: appointed 26.1.09 & 6.2.12)	5.12.05	22.12.11	16.1.12	Chairman, Flintshire Disability Forum and Flintshire Access Group. Member of Access Panel for Wales.
Mrs. Eileen Hird	14.10.02	22.12.11	N/A	Retired, Footpath Officer to the Clwydian Group of the Ramblers Association, and involved with the BTCV (British Trust for Conservation Volunteers).
Mr. Neville Howell	16.1.12	N/A	N/A	Retired systems and planning director for steel processing company within British Steel. Volunteer walk leader for <i>Troedio Clwyd Walks</i> . Past Acting Sec. of Friends of Walkabout Flintshire. Volunteer footpath worker for Ramblers' Association. Member of various groups.

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Mr. David M. Hýtch	5.12.05	22.12.11	16.1.12	Retired teacher. Experienced mountain walker. Volunteer ranger – SUSTRANS. Volunteer warden – RSPB. Member of Deeside Naturalists. Member of Friends of Rhydymwyn Valley.
Mr. Michael Moriarty	16.1.12	N/A	N/A	Retired police officer. Community councillor. Walker.
Mr. P. John Richards	22.12.08	22.12.11	16.1.12	Retired former Head of Flintshire CC Countryside Service.
Dr. Jean Rosenfeld (Chair from 16.1.06: reappointed 26.1.09 & 6.2.12)	5.12.05	22.12.11	16.1.12	Research Scientist (renewable energy, solar). Past Chair of Clwyd/Flintshire branch of CPRW.
Mr. Barry Scragg	16.1.12	N/A	N/A	Retired trade union official. Walker. Member of Holywell Town Council.
Mr. Howard Sutcliffe	5.12.05	5.12.08	N/A	Countryside Officer and AONB Officer for Clwydian Range AONB for Denbs. CC. Manages Moel Famau Country Park for DCC and FCC.
Mr. Howard White	14.10.02	22.12.11	16.1.12	Self-employed Planning Consultant, Member of the Ramblers' Association, Open Spaces Society, North Wales Wildlife Trust, National Trust, SUSTRANS and Forestry and Timber Association.

Name	Date Appointed to LAF	Date LAF Membership Terminated	Date Reappointed (if applicable)	Brief Background Details
Mr. E. Gareth Williams	22.12.08	22.12.11	16.1.12	Retired. Member of Halkyn Graziers' Association. Nominated by the Association.
Miss Janet O. Williams	22.12.08	22.12.11	16.1.12	Retired. British Driving Society Commissioner for NE Wales/N Powys. Chair of Coed Llandegla Carriage Driving & Horse Riding Association.
Mr. T. Henry (Harry) Williams	22.12.08	22.12.11	N/A	Farmer. Member of the FUW Land Use and Parliamentary Committee. Nominated by FUW.
Mr. John Woolley	16.1.12	N/A	N/A	Geologist and environmentalist and engineer by training. Member of Buckley Town Council.
Councillor Matt Wright	20.5.08	22.12.11	16.1.12	Appointed by Flintshire County Council as its representative. Executive Member for Regeneration and Tourism.

APPENDIX 4

Copies of the approved minutes for the meetings on:-

11th July 2011 (Appendix 4A)

3rd October 2011 (Appendix 4B)

16th January 2012 (Appendix 4C)

and

6th February 2012 (Appendix 4D)

are enclosed.

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

COMMITTEE		MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
March						
Flintshire Council	County	1 March 2013	Finance	Council Fund Revenue Budget 2013/14 To provide Members with the recommendations of the Cabinet for the Council Fund Revenue Budget 2013/14.		
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	Council Fund Capital Programme 2013/14 - 2022/23 To propose the Council Fund Capital Programme for 2013/14.		

COMMITTEE		MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
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.		
Flintshire Council	County	1 March 2013	Finance	Prudential Indicators 2013/14 - 2015/16 To present to Council the recommendations of the Cabinet in relation to the setting of a range of Prudential Indicators.		
Flintshire Council	County	1 March 2013	Finance	Minimum Revenue Provision 2013/14 To present to Council the recommendations of the Cabinet in relation to the setting of a prudent minimum revenue provision for the repayment of debt.		
Flintshire Council	County	1 March 2013	Human Resources and Organisational Development	Pay Policy Statement To update Members on the Pay Policy Statement		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	6 March 2013	Overview and Scrutiny	<p>Environment Quarter 3 Service Performance Reports To note and consider the 2012/13 Quarter 3 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 3 period (October to December 2012).</p>		
Environment Overview & Scrutiny Committee	6 March 2013	Environment	<p>Energy Switching Scheme To consider the benefits of Energy Switching Schemes</p>		
Environment Overview & Scrutiny Committee	6 March 2013	Overview and Scrutiny	<p>Environment Forward Work Programme To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community Profile & Partnerships Overview & Scrutiny Committee	11 March 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Community Profile & Partnerships Overview & Scrutiny Committee.		
Audit Committee	13 March 2013	Chief Executive's	Improvement Assessment Letter (WAO) To receive the second Improvement Assessment letter provided by the Auditor General for Wales and to endorse the Councils response	Strategic	
Audit Committee	13 March 2013	Finance	Annual Financial Audit Outline 2012/13 To provide the Audit Committee with the Annual Financial Audit outline for the audit of the Council's accounts for 2012/13 and those of the Clwyd Pension Fund.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	13 March 2013	Finance	Treasury Management Update 2012/13 To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2012/13.		
Audit Committee	13 March 2013	Finance	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.		
Audit Committee	13 March 2013	Finance	Audit of Financial Statements 2011/12 - Issues Raised The purpose of the report is to demonstrate how the Authority has responded to issues raised in the WAO report; Audit of Financial Statements 2011/12.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	13 March 2013	Finance	Action Tracking To inform the Committee of the actions resulting from points raised at previous Audit Committee Meetings.		
Audit Committee	13 March 2013	Finance	Internal Audit Code of Practice To inform the Committee of the level of compliance with the current CIPFA Code of Practice and of the revised standards that will apply from April 2013.		
Audit Committee	13 March 2013	Finance	Internal Audit Strategic and Operational Plan To present the proposed Internal Audit Plan for the three year period 2013/14 to 2015/16.		
Audit Committee	13 March 2013	Finance	Forward Work Programme To receive the Forward Work Programme.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	14 March 2013	Chief Executive's	Improvement Assessment Letter (WAO) To receive the second Improvement Assessment letter provided by the Auditor General for Wales and to endorse the Councils response		
Corporate Resources Overview & Scrutiny Committee	14 March 2013	Finance	Revenue Budget Monitoring 2012/13(Month 9) and Capital Programme 2012/13 (Quarter 3) Monitoring		
Corporate Resources Overview & Scrutiny Committee	14 March 2013	Overview and Scrutiny	Proposed Regional Emergency Planning Service To provide an update on the Proposed Regional Emergency Planning Service		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	14 March 2013	Overview and Scrutiny	<p>CR Quarter 3 Service Performance Reports</p> <p>To note and consider the 2012/13 Quarter 3 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 3 period (October to December 2012).</p>		
Corporate Resources Overview & Scrutiny Committee	14 March 2013	Overview and Scrutiny	<p>CR Forward Work Programme</p> <p>To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Lifelong Learning Overview & Scrutiny Committee	14 March 2013	Lifelong Learning	<p>Flintshire Play Sufficiency Assessment & Action Plan Following Play Sufficiency CMT report in April 2012 the final regulations and guidance has now been issued by Welsh Government (October 2012). Since that time Leisure Services have led in the process of undertaking a Play Sufficiency Assessment of FCC Services. The findings of this process are the subject of this report to LLL Overview and Scrutiny (See Appendix 1). This draft report has already been shared with Welsh Government (1st March 2013) given the tight deadlines set by the Regulations issued in October. The purpose of this report is to seek the guidance and advice of LLL Overview and Scrutiny with regards the detail of the report which constitutes the formal statutory response of FCC to Welsh Government.</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Lifelong Learning Overview & Scrutiny Committee	14 March 2013	Overview and Scrutiny	<p>Lifelong Learning Q3 Performance Report To note and consider the 2012/13 Quarter 3 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 3 period (October to December 2012).</p>		
Lifelong Learning Overview & Scrutiny Committee	14 March 2013	Lifelong Learning	<p>School Modernisation Update To update Members on the progress made in relation to the School Modernisation Strategy.</p>		
Lifelong Learning Overview & Scrutiny Committee	14 March 2013	Lifelong Learning	<p>School Transport policy To consider the draft transport policy</p>		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Lifelong Learning Overview & Scrutiny Committee	14 March 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Lifelong Learning Overview & Scrutiny Committee		
Cabinet	19 March 2013	Chief Executive's	Strategic Partnership Performance - Mid Year Review For Cabinet to receive a mid year overview of: The progress of the Strategic Partnerships and; The priorities for each of the Strategic Partnerships and the key milestones for the year ahead.	Strategic	Cabinet Member for Corporate Management
Cabinet	19 March 2013	Chief Executive's	Quarter 3 Performance Report Quarter 3 Performance Report	Operational	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19 March 2013	Chief Executive's	Appointment of Anti-Poverty Lead Member and Portfolio Holder To consider the appointment of a lead officer and lead member and portfolio holder for Anti-Poverty	Operational	Leader of the Council and Cabinet Member for Finance
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	Finance	Business Rates - Write Off To request authorisation to write off a business rates debt.	Operational	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	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
Cabinet	19 March 2013	ICT and Customer Services	ICT Strategy Update To provide an update on progress with the implementation of the Corporate Information and Communications Technology [ICT] Strategy.	Strategic	Cabinet Member for Corporate Management
Cabinet	19 March 2013	Community Services	Private Sector Housing Renewal - Provision of Disabled Facilities Grants in Council Houses To provide an update to Cabinet on delivery of the Housing Renewal Service and to seek support for continued delivery of the Renewal Area programme.	Operational	Cabinet Member for Housing

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19 March 2013	Community Services	<p>Integrated Family Support Service To up-date Cabinet on this local authority's response to the Welsh Government requirement that they set up an Integrated Family Support Service during 2013.</p>	Operational	Cabinet Member for Social Services
Cabinet	19 March 2013	Environment	<p>Civil Parking Enforcement To provide an update n the introduction of Civil Parking Enforcement (CPE) in Flintshire and to establish an off-street parking policy for the County.</p>	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
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, Deputy Leader of the Council and Cabinet Member for Environment

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19 March 2013	Environment	The Policy for Skid Resistance on the Adopted Road Network To seek Cabinet approval for the Council policy on unadopted roads.	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	19 March 2013	Environment	New Deeside Partnership Structure Secure agreement on a new governance structure for Deeside to steer future regeneration.	Strategic	Cabinet Member for Regeneration, Enterprise & Leisure
Cabinet	19 March 2013	Environment	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 March 2013	Lifelong Learning	Secondary School Review Feedback from consultation	Operational	Cabinet Member for Education
Cabinet	19 March 2013	Lifelong Learning	Lifelong Learning Estyn Monitoring Update Report on the recent LAESCYP Estyn Monitoring visit feedback and recommendations.	Operational	Cabinet Member for Education

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Cabinet	19 March 2013	Legal and Democratic Services	Review of Internal Member Fora To consider recommendations from Constitution Committee and County Council to conclude the review of internal Member fora.	Operational	Cabinet Member for Corporate Management
Cabinet	19 March 2013	Legal and Democratic Services	Tenth Annual Report of the Flintshire Local Access Forum For the County Council to note and approve the tenth annual report of the Flintshire Local Access Forum, prepared in accordance with Regulation 106 of the Countryside Access (Local Access Forums) (Wales) Regulations 2001.	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Housing Overview & Scrutiny Committee	21 March 2013	Housing	Quarterly Performance Reporting To consider Q3 performance outturns for improvement targets.		

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Housing Overview & Scrutiny Committee	21 March 2013	Housing	Discretionary Housing Payments To raise awareness of and limits of Discretionary Housing Payments to support people unable to make their contractual rent payments		
Housing Overview & Scrutiny Committee	21 March 2013	Community Services	Supporting People Commissioning Plan To update Committee on the Supporting People Programme in Flintshire and seek approval for the Supporting People Local Commissioning Plan and the Local Spend Plan.		
Housing Overview & Scrutiny Committee	21 March 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Housing Overview & Scrutiny Committee.		

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Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Community Services	Children & Young People Partnership To provide Members with the annual update		
Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Community Services	Families First To provide an update to Members		
Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Community Services	Corporate Parenting Activity Update To provide an update to Members on Corporate Parenting Activity		
Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Lifelong Learning	Young Carers Joint Report - to inform Members how services identify and provide specialist support for young carers in Flintshire		

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Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Lifelong Learning	Educational Attainment of Looked After Children To receive the Annual Educational Attainment Report		
Joint Lifelong Learning and Social & Health Care Overview & Scrutiny Committee	21 March 2013	Community Services	Local Safeguarding Children's Board To receive an update report on the work of the Board		
April					
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		

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Environment Overview & Scrutiny Committee	10 April 2013	Environment	North Wales Residual Waste Treatment Project To receive and consider further details on the progress of the project.		
Environment Overview & Scrutiny Committee	10 April 2013	Environment	Cadwyn Clwyd and Linking Flintshire Communities To receive a presentation on current developments		
Environment Overview & Scrutiny Committee	10 April 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee		

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Social & Health Care Overview & Scrutiny Committee	11 April 2013	Overview and Scrutiny	<p>Social & Health Care Quarter 3 Service Performance Reports</p> <p>To note and consider the 2012/13 Quarter 3 service performance reports produced at the Head of Service/Divisional level under the adopted business model of the Council. The reports cover the Quarter 3 period (October to December 2012).</p>		
Social & Health Care Overview & Scrutiny Committee	11 April 2013	Community Services	<p>Annual Council Reporting Framework</p> <p>To consider the final draft of the Annual report</p>		
Social & Health Care Overview & Scrutiny Committee	11 April 2013	Community Services	<p>Community Services Directorate Plan</p> <p>To consider the Community Service Directorate and Service Plans</p>		

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Social & Health Care Overview & Scrutiny Committee	11 April 2013	Community Services	Emergency Duty Team Update To receive an update on the joint Wrexham, Flintshire & Denbighshire Emergency Duty Team based in Wrexham		
Social & Health Care Overview & Scrutiny Committee	11 April 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	11 April 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		
Flintshire County Council	16 April 2013	Legal and Democratic Services	Appointments to the Standards Committee To make appointments to fill existing and forthcoming independent member vacancies on the Standards Committee.		

COMMITTEE	MEETING DATE	DIRECTORATE	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	18 April 2013	Finance	Fair Debt Policy To consider a draft Fair Debt Policy for adoption		
Corporate Resources Overview & Scrutiny Committee	18 April 2013	Finance	Revenue Budget Monitoring 2012/13 Month 10 Monitoring and development		
Corporate Resources Overview & Scrutiny Committee	18 April 2013	ICT and Customer Services	Customer Services as a Flintshire Futures workstream Monitoring and development		
Corporate Resources Overview & Scrutiny Committee	18 April 2013	Chief Executive's	Annual Improvement Report 2012 by the Auditor General for Wales		
Corporate Resources Overview & Scrutiny Committee	18 April 2013	Human Resources and Organisational Development	Management and leadership Development Programme Information and discussion		

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Corporate Resources Overview & Scrutiny Committee	Before 18 April 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		
Corporate Resources Overview & Scrutiny Committee	18 April 2013	Overview and Scrutiny	CR Forward Work Programme To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Community Profile & Partnerships Overview & Scrutiny Committee	22 April 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Community Profile and Partnerships Overview & Scrutiny Committee.		
Cabinet	23 April 2013	Chief Executive's	Flintshire Self Assessment Receipt of the first draft of the self assessment and consideration of Member involvement	Strategic	Cabinet Member for Corporate Management

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Cabinet	23 April 2013	Chief Executive's	Regional Collaboration To review progress against the portfolio of collaborative projects adopted regionally.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	23 April 2013	Chief Executive's	CCTV Regional Report Progress on feasibility of a Regional CCTV Service for North Wales	Strategic	Cabinet Member for Education
Cabinet	23 April 2013	Finance	Fair Debt Policy To consider a draft Fair Debt Policy for adoption.	Strategic	Cabinet Member for Corporate Management
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
Cabinet	23 April 2013	Finance	Discretionary Housing Payment Policy 2013/14 Adoption of the policy for Discretionary Housing Payment Policy 2013/14.	Operational	Cabinet Member for Corporate Management

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Cabinet	23 April 2013	Human Resources and Organisational Development	People Strategy Update To provide Members with a progress report on the delivery of the People Strategy Action Plan	Strategic	Cabinet Member for Corporate Management
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
Cabinet	23 April 2013	Environment	Review of Streetscene Scope for Service Provision To review the scope of service areas provided within Streetscene	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	23 April 2013	Environment	Proposals for a review of subsidised bus services within Flintshire To inform members of a review of service provision.	Strategic	Deputy Leader of the Council and Cabinet Member for Environment

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Cabinet	23 April 2013	Lifelong Learning	Flintshire Play Sufficiency Assessment and Action Plan To seek Cabinet approval and adoption of the Flintshire Play Sufficiency Assessment and associated action plan.	Strategic	Cabinet Member for Regeneration, Enterprise & Leisure
Cabinet	23 April 2013	Lifelong Learning	Youth Service Review Progress Report	Operational	Cabinet Member for Education
Housing Overview & Scrutiny Committee	24 April 2013	Housing	Adopted/Un-adopted land To consider HRA land that adopted and un-adopted together with management of garage sites.		
Housing Overview & Scrutiny Committee	23 April 2013	Housing	Collaborative Working within Housing Services To receive and consider current and future collaborative initiatives.		
Housing Overview & Scrutiny Committee	24 April 2013	Community Services	Community Services Directorate Plan To consider the Community Service Directorate Plan		

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Housing Overview & Scrutiny Committee	24 April 2013	Community Services	Anti-Social Behaviour Policy To gain approval for the draft Anti-social Behaviour Policy		
Housing Overview & Scrutiny Committee	24 April 2013	Housing	HRA Subsidy To receive an update on the potential amendments to the HRA subsidy, to include proposals to meet the WHQS		
Housing Overview & Scrutiny Committee	24 April 2013	Housing	Repairs and Maintenance In-House DFG's To enable Members to monitor the approach and effectiveness of repairs and improvements to the Council's housing stock, to include proposals for the delivery of in-house DFG's as previously approved.		
Housing Overview & Scrutiny Committee	24 April 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Housing Overview & Scrutiny Committee.		

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Lifelong Learning Overview & Scrutiny Committee	25 April 2013	Lifelong Learning	Flintshire Play Sufficiency Assessment & Action Plan The purpose of this report to Cabinet is to seek the approval of Cabinet to approve and adopt the Flintshire PSA; to approve this as the official response to Welsh Government; and to approve the accompanying PSA Action Plan contained in Appendix 2.		
Lifelong Learning Overview & Scrutiny Committee	25 April 2013	Lifelong Learning	Directorate Plan To consider the Lifelong Learning Directorate Plan		
May					
Social & Health Care Overview & Scrutiny Committee	9 May 2013	Community Services	Comments, Compliments and Complaints To receive the Annual report		

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Corporate Resources Overview & Scrutiny Committee	16 May 2013	Finance	Revenue Budget Monitoring 2012/13 Month 11 Monitoring		
Corporate Resources Overview & Scrutiny Committee	16 May 2013	ICT and Customer Services	Procurement as a Flintshire Futures workstream Monitoring and development		
Corporate Resources Overview & Scrutiny Committee	16 May 2013	Human Resources and Organisational Development	Workforce Information Q 4 Monitoring and development		
Corporate Resources Overview & Scrutiny Committee	16 May 2013	Human Resources and Organisational Development	Physiotherapy pilot progress report Information and discussion		

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Corporate Resources Overview & Scrutiny Committee	16 May 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Community Profile & Partnerships Overview & Scrutiny Committee	20 May 2013	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Community Profile and Partnerships Overview & Scrutiny Committee.		
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

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Cabinet	21 May 2013	Environment	Contaminated Land Strategy To seek adoption of Flintshire's updated Contaminated Land Strategy as required under the Environmental Protection Act 1990.	Strategic	Cabinet Member for Public Protection, Waste & Recycling
Cabinet	21 May 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
Environment Overview & Scrutiny Committee	22 May 2013	Environment	Deeside Enterprise Zone Progress Report		
June					
Audit Committee	12 June 2013	Finance	Financial Procedure Rules To provide Audit Committee with the proposed updated Financial Procedure Rules (FPRs) following the annual review.		

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Audit Committee	12 June 2013	Chief Executive's	Annual Improvement Report (WAO) Receipt of the annual report from the Wales Audit Office and noting the Council's response	Strategic	
Audit Committee	12 June 2013	Finance	Forward Work Programme To receive the Forward Work Programme.		
Cabinet	18 June 2013	Finance	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.	Operational	Cabinet Member for Corporate Management
Cabinet	18 June 2013	Finance	Corporate Debt - Write Off To request authorisation to write off a single Corporate Debt	Operational	Cabinet Member for Corporate Management

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Cabinet	18 June 2013	Environment	<p>Council's Policy on Fleet Replacement and Fleet Fuel Policy</p> <p>To seek Cabinet approval for the new Policy for replacement of fleet vehicles and for the storage of fuel in line with the Council's Fleet Strategy approved by Executive in January 2012.</p>	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Flintshire County Council	25 June 2013	Finance	<p>Financial Procedure Rules</p> <p>To provide County Council with the proposed updated Financial Procedure Rules (FPRs) following the annual review.</p>		
July					
Environment Overview & Scrutiny Committee	23 July 2013	Environment	<p>North Wales Residual Waste Treatment</p> <p>To receive and consider further details on the progress of the project.</p>		

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Environment Overview & Scrutiny Committee	23 July 2013	Environment	Deeside Enterprise Zone Progress Report		
August					

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