

Public Document Pack

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Head of Legal and Democratic Services
Pennaeth Gwasanaethau Cyfreithiol a Democraataidd



To: Cllr Tim Newhouse (Chairman)

CS/NG

Councillors: Haydn Bateman, Marion Bateman,
Clive Carver, Peter Curtis, Ian Dunbar,
Andy Dunbobbin, Ron Hampson, Ray Hughes,
Richard Jones, Richard Lloyd, Mike Lowe,
Paul Shotton, Ian Smith and Arnold Woolley

7 March 2014

Tracy Waters 01352 702331
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Dear Sir / Madam

A meeting of the **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE** will be held in the **DELYN COMMITTEE ROOM, COUNTY HALL, MOLD CH7 6NA** on **THURSDAY, 13TH MARCH, 2014** at **10.00 AM** to consider the following items.

Yours faithfully

Democracy & Governance Manager

A G E N D A

- 1 **APOLOGIES**
- 2 **DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**
- 3 **MINUTES** (Pages 1 - 22)

To confirm as a correct record the minutes of the meetings held on 28th January, 3rd February and 13th February 2014.

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

4 **REVENUE BUDGET MONITORING 2013/14 (MONTH 9) AND CAPITAL PROGRAMME 2013/14 (QUARTER 3)** (Pages 23 - 92)

Report of Head of Finance enclosed.

5 **WORKFORCE INFORMATION QUARTER 3 OCTOBER - DECEMBER 2013** (Pages 93 - 118)

Report of Head of Human Resources and Organisational Development enclosed.

6 **CORPORATE RESOURCES FORWARD WORK PROGRAMME** (Pages 119 - 122)

Report of Member Engagement Manager enclosed.

CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE **28 JANUARY 2014**

Minutes of the meeting of the Corporate Resources Overview & Scrutiny Committee of Flintshire County Council held in the Council Chamber, County Hall, Mold on Tuesday, 28 January 2014

PRESENT: Councillor Tim Newhouse (Chairman)

Councillors: Haydn Bateman, Clive Carver, Peter Curtis, Ian Dunbar, Andy Dunbobbin, Ron Hampson, Richard Jones, Richard Lloyd, Mike Lowe, Paul Shotton and Arnold Woolley

ALSO PRESENT:

Deputy Leader of the Council and Cabinet Member for Environment, Cabinet Member for Waste Strategy, Public Protection and Leisure
Councillors: Adele Davies-Cooke, Rosetta Dolphin, Veronica Gay, Robin Guest, Dennis Hutchinson and Mike Peers

APOLOGIES:

Councillors: Ray Hughes and Ian Smith

CONTRIBUTORS:

Leader and Cabinet Member for Finance, Chief Executive, Head of Finance, Head of Legal & Democratic Services, Head of Human Resources & Organisational Development, Head of ICT & Customer Services and Finance Manager

IN ATTENDANCE:

Member Engagement Manager and Overview & Scrutiny Support Officer

68. DECLARATIONS OF INTEREST

No declarations of interest were made.

69. COUNCIL FUND REVENUE BUDGET 2014/15

The Chairman welcomed the contributors to the meeting.

The Head of Finance explained that an overview of the budget would be provided for each Overview & Scrutiny Committee with the budget proposals for the specific area covered by each Committee detailed at the meetings. An information pack including background papers had been made available prior to the meeting.

The main features of the presentation were:-

- National Context and Local Impact
- Budget Overview
- How did the budget gap reduce?

- Organisational Redesign & Change
 - Organisational Redesign: Structure and Corporate Operating Model
 - Organisational Redesign: Workforce
- Corporate VFM & Functional VFM
- Detailed proposals for this Committee
- Corporate Services by Division:-
- Finance
 - Inflation
 - Transfer into Settlement
 - Efficiencies
 - Prior Years Decisions
- Finance – Central & Corporate
 - Pressures & Investments
 - Efficiencies
 - Prior Years Decisions
- HR and Organisational Development
 - Inflation
 - Efficiencies
 - Prior Years Decisions
- ICT and Customer Services
 - Inflation
 - Efficiencies
 - Prior Years Decisions
- Legal and Democratic Services
 - Inflation
 - Pressures and Investments
 - Efficiencies
- Chief Executive
 - Inflation
 - Efficiencies
 - Prior Years Decisions
- Ongoing Work to finalise Budget
- Next Steps

The comments and questions which were raised by Members of the Committee on the presentations, together with the responses given, are detailed in Appendix 1 (attached).

RESOLVED:

That the presentation be noted.

70. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE

There was one member of the press in attendance.

(The meeting started at 12.05pm and ended at 1.27pm)

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Chairman

OVERVIEW & SCRUTINY
Corporate Services - Initial Budget Proposals 2014/15

No.	Comments and Questions:	Responses:
PART ONE - Corporate Services		
<u>Corporate Comments / Issues</u>		
1.0		
1.1	<ul style="list-style-type: none"> No split shown of how Aggregate External Funding is made up which has always been made in the past. 	<ul style="list-style-type: none"> The Local Government Final Settlement received from Welsh Government only includes the total amount of £192.942m.
1.2	<ul style="list-style-type: none"> Earmarked Reserves should not be under heading "unhypothesized grants" 	<ul style="list-style-type: none"> This has already been identified and the presentation format will be changed for the final budget report.
1.3	<ul style="list-style-type: none"> Previous items dropping out show investment costs out in 2014/15 but back in 2015/16 and 2016/17 – why? 	<ul style="list-style-type: none"> The Investment Strategy is providing for investment costs in 2014/15 which provides sufficient resources to meet estimated costs to achieve the 2014/15 budget proposals without the need for a further contribution as this would have increased the budget gap. . The amounts remain in for future years but this will be reviewed as part of our ongoing considerations of future years.
1.4	<ul style="list-style-type: none"> Leisure Services Para 6.17 of the Cabinet report. Will a part capital payment be made in future years as well? 	<ul style="list-style-type: none"> Because of previous concerns about the Leisure Services budget, the costs are now being met corporately. In response to the overall Leisure position, the economy has suffered a downturn and so income and Leisure attendance had not been as projected. The Council is investing almost £1m to support the service in the short term, but this is not a sustainable position and the service will be subject to review as part of future service considerations for 2015/16 and beyond.

OVERVIEW & SCRUTINY
Corporate Services - Initial Budget Proposals 2014/15

No.	Comments and Questions:	Responses:
1.5	<ul style="list-style-type: none"> • Pensioners Grant Scheme – why is this not in transfer to final settlement appendix? 	<ul style="list-style-type: none"> • This is due to a technicality of the way it was shown within the Local Government Settlement. This was not shown in the Local Government Settlement as a “transfer in” but it appeared as an increase in the amount of our Revenue Support Grant (RSG) by the amount of the previous Pensioner Grant Scheme. This is therefore now included in the RSG but not on a hypothecated basis. The budget proposals provide for the continuation of the scheme for 2014/15.
1.6	<ul style="list-style-type: none"> • Out of County Placements. There has been an underspend in previous years. Do we now have less control? 	<ul style="list-style-type: none"> • Procurement of placements has improved significantly over the years. There had also been a reduced demand until recently when it as seen an increase. This has always been recognised as a volatile budget.
1.7	<ul style="list-style-type: none"> • Council Tax collection rate of 99% is an increase of 1.5% on the amount set in the 2013/14 budget. Is this a reflection that the impact of Welfare Reform has not been as great as previously anticipated? 	<ul style="list-style-type: none"> • At the time the 2013/14 Council Tax collection rate was set, there had been no confirmation of the Council Tax Reduction Scheme (CTRS). For 2014/15, the scheme and the level of funding is known and so the collection rate can confidently be set at 99% which is in line with the current years performance. The collection rate should be recognised as a positive achievement. Welfare Reform impacts still need to be monitored and there is a pilot of the new Universal Credit starting in Shotton in June which will need to be monitored.

OVERVIEW & SCRUTINY
Corporate Services - Initial Budget Proposals 2014/15

No.	Comments and Questions:	Responses:
1.8	<ul style="list-style-type: none"> Referring to a previous letter from the Leader to Robert Hay at Welsh Government, did we apply for any collaboration fund grants? 	<ul style="list-style-type: none"> Authorities had been asked to bid individually. Details to be provided at the CROSC meeting on 3/2/14. The final decision from WG had only been received the previous week for sums that needed to be spent before the end of the financial year.
1.9	<ul style="list-style-type: none"> Query raised on food inflation within Legal & Democratic Services 	<ul style="list-style-type: none"> This was wrongly classified as food and should have referred to an inflationary increase of £1k for increased postal costs for Electoral Services.
1.10	<ul style="list-style-type: none"> Software Licensing – Use of “Good” Software 	<ul style="list-style-type: none"> Purchased as part of a Public Sector Framework agreement. Limited usage for I pads only.
1.11	<ul style="list-style-type: none"> Use of reserves for organisational change of £3.7m contingency and £3.7m from Equal Pay/Single Status capitalisation. As this is greater than the amount to be utilised for one off costs, will the remainder be used to balance the budget? 	<ul style="list-style-type: none"> No. The budget would not be balanced in this way as this would be contrary to the principles of the financial strategy which requires the base budget to be funded from recurrent savings and not one off monies
2.0	<p><u>Corporate Services Comments / Issues</u></p> <p><u>Pressures</u></p>	
2.1	<ul style="list-style-type: none"> Why has this section not been split into the categories as per previous years? 	<ul style="list-style-type: none"> This will be done as part of final budget report.
2.2	<ul style="list-style-type: none"> Increase pensions costs – can we cover this from existing 	<ul style="list-style-type: none"> This reflects the Actuarial valuation which shows that in

OVERVIEW & SCRUTINY
Corporate Services - Initial Budget Proposals 2014/15

No.	Comments and Questions:	Responses:
2.3	<p>reserves?</p> <ul style="list-style-type: none"> • Single Status impact from 206/17, is that based on current staffing levels? Is reserve available for buffering for 2 years? 	<p>three years time, we will need to step up our funding of the pension scheme by an additional £4.2m. This is a recurrent cost that will continue to rise after 2016/17 also, but will be subject to review through the next Actuarial valuation</p> <ul style="list-style-type: none"> • The Single Status impact on the workforce budget is based on existing staffing levels. The reserve is available for buffering increased cost for the payroll for two years, 2014/15 and 2015/16.
2.4	<ul style="list-style-type: none"> • Could there be a comparison of the amounts from 2013/14? 	<ul style="list-style-type: none"> • Further detail on individual lines can be provided on request.

OVERVIEW & SCRUTINY
Corporate Services - Initial Budget Proposals 2014/15

No.	Comments and Questions:	Responses:
	<u>Corporate Resources Comments / Issues</u>	
3.0	<u>Efficiencies</u>	
3.1	<ul style="list-style-type: none"> In the improvement plan, we refer to an achievement of 85% of our overall efficiencies by 2017. Does that mean that of the £8.1m of VFM efficiencies, we will only expect to get 85%? 	<ul style="list-style-type: none"> All efficiencies are put forward on the assumption that they can be achieved in full. The reference to 85% is to achieve at least 85% of the efficiencies, but recognises that the other 15% must be replaced by other efficiencies.
3.2	<ul style="list-style-type: none"> “Your Community your Council” what is the cost of producing this digitally? 	<ul style="list-style-type: none"> This is being finalised but is likely to be in the region of £10k which has been recognised in the efficiency amount.
3.3	<ul style="list-style-type: none"> Organisational Change Efficiencies from administrative savings, why is this shown here as opposed to within Directorates? 	<ul style="list-style-type: none"> The Administration Review is a significant cross organisational review being undertaken as corporate piece of work.
3.4	<ul style="list-style-type: none"> Increased income from Occupational Health, what is the detail behind this? 	<ul style="list-style-type: none"> The Occupational Health Department has provided a partnership service to Wrexham CBC for nearly two years. We are seeking to build on this by offering the service to a wider range of organisations.

CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE
3 FEBRUARY 2014

Minutes of the meeting of the Corporate Resources Overview & Scrutiny Committee of Flintshire County Council held in the Council Chamber, County Hall, Mold CH7 6NA on Monday, 3 February 2014

PRESENT: Councillor Tim Newhouse (Chairman)

Councillors: Haydn Bateman, Marion Bateman, Clive Carver, Ian Dunbar, Andy Dunbobbin, Ron Hampson, Ray Hughes, Richard Jones, Richard Lloyd, Mike Lowe, Paul Shotton and Arnold Woolley

ALSO PRESENT (as all Members were invited to attend):

Councillors: Bernie Attridge, Amanda Bragg, Veronica Gay, Robin Guest, Kevin Jones, Dave Mackie, Nancy Matthews, Billy Mullin, Mike Peers and Nigel Steele-Mortimer

Lifelong Learning Overview & Scrutiny Co-optees: David Hytch, Rebecca Stark and Stephanie Williams

APOLOGY:

Councillor: Peter Curtis

CONTRIBUTORS:

Leader of the Council, Chief Executive, Director of Environment, Director of Community Services, Director of Lifelong Learning, Head of Finance, Head of Legal and Democratic Services, Head of Human Resources and Organisational Development, Corporate Finance Manager and Finance Officers

IN ATTENDANCE:

Member Engagement Manager and Committee Officer

71. DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

No declarations of interest were made.

72. BUDGET CONSULTATION FOR 2014/15

The Chief Executive and the Head of Finance provided a presentation on the Council Fund Revenue Budget 2014/15, the main features of which were:-

- Purpose of this session
- Overview & Scrutiny meetings held
- Member Feedback
- Issues raised across Committees
 - Housing and Social Care
 - Environment
 - Lifelong Learning
 - Corporate Resources
- Budget Update
- Issues still under consideration to achieve a balanced budget
- Investment Strategy
- Next steps

The Director of Environment and the Head of Finance then provided a presentation on the Assets and the Capital Programme Budget 2014/15, the main features of which were:

- Purpose of the meeting
- Capital Programme Contest
- Funding the Capital Programme
- Capital Programme – Funding
- Core Capital Programme
- Capital Receipts & Core Programme
- Allocating the Core Programme
- Core Capital Programme – Allocation
- Next Steps

The comments and questions which were raised by Members, and the responses given, are attached at Appendix 1.

RESOLVED:

That the presentations be noted.

73. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There was one member of the press and no members of the public in attendance.

(The meeting started at 10.00 a.m. and ended at 12.01 p.m.)

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Chairman

OVERVIEW & SCRUTINY
Corporate Services – Revenue Budget Review Session 2014/15

No.	Comments and Questions:	Responses:
1.0	<ul style="list-style-type: none"> • General Comments and Questions 	<ul style="list-style-type: none"> • The £205k is made up of recurring items. Details are as made up of a reduction in previous years efficiencies from Matrix and the Flintshire Futures Asset Programme (£175k) not being achievable together with recurring efficiencies in the budget for Discretionary Housing Payments as a result of lower demand than anticipated and a reprofiling of Housing Benefit income.
1.1	<ul style="list-style-type: none"> • In the Scrutiny meetings last week, Members were advised that we could only balance the budget gap which is currently £915k from recurring items only. Why therefore is there a suggested strategy of utilising £205k from the Month 8 monitoring position to do this? Can we have details of the breakdown of this amount? 	<ul style="list-style-type: none"> • £3.7m is the update at Month 8. This is a reasonable assumption to work on that this level will be achieved and is consistent with the approach taken in previous years budget strategies.
1.2	<ul style="list-style-type: none"> • Concern raised that we are referring to a projected position in relation to the Contingency sum available. Events could happen in Month 9 – Month 12 which could affect the actual year end position. 	<ul style="list-style-type: none"> • This relates to efficiencies that we will not achieve in full in the first financial year (2014/15) even though they will be recurring in later years. The bridging or transitional funding from reserves relates to the timing of these. Without the use of bridging finance funded from through the Investment Strategy, the gap still to find from recurring efficiencies would be £2m.
1.3	<ul style="list-style-type: none"> • Bridging Finance, why do we have to do this? It is not the usual way of balancing the budget. 	<ul style="list-style-type: none"> • This relates to efficiencies that we will not achieve in full in the first financial year (2014/15) even though they will be recurring in later years. The bridging or transitional funding from reserves relates to the timing of these. Without the use of bridging finance funded from through the Investment Strategy, the gap still to find from recurring efficiencies would be £2m.

OVERVIEW & SCRUTINY
Corporate Services – Revenue Budget Review Session 2014/15

No.	Comments and Questions:	Responses:
1.4	<ul style="list-style-type: none"> There is reference to a review of the proposed Council Tax level as part of the strategy to close the gap, has any further work been done on this? 	<ul style="list-style-type: none"> The projection currently includes an assumption of a 3% increase in Council tax. A further 1% increase would bring in a gross amount of £0.5m but we need to calculate the effect of the Council Tax Reduction Scheme in order for us to have the net position.
1.5	<ul style="list-style-type: none"> Is there anything in place to replenish reserves for the future? 	<ul style="list-style-type: none"> Currently there is £1.580m built in to the assumptions for 2015/16 and 2016/17 for investment costs. In 2014/15 this is not required as the resources available from the review of reserves and balances has provided resource for the investment strategy and there is not a not need to make a contribution from base budget.
1.6	<ul style="list-style-type: none"> How do Members know that we have not over assumed the amount of bridging finance? 	<ul style="list-style-type: none"> The risk management approach to the budget provides assurance that the VFM work can be delivered within agreed timescales and the bridging reflects this.
1.7	<ul style="list-style-type: none"> Reference to previous restructures in 2005 and that this did not work out then so what assurance it can be delivered this time? 	<ul style="list-style-type: none"> The organisation does need to change and this does need to be controlled. Establishment control is essential to this. Much tighter control will be possible following the introduction of the Single Status agreement and the realignment of budgets..

OVERVIEW & SCRUTINY
Corporate Services – Revenue Budget Review Session 2014/15

No.	Comments and Questions:	Responses:
1.8	<ul style="list-style-type: none"> • Reference to information which shows that FCC have underspent on staff costs for a number of years. Meeting requested with CEO. 	<ul style="list-style-type: none"> • Meeting to be arranged.
1.9	<ul style="list-style-type: none"> • With Single Status and future reorganisation, if we are not careful we will be open to further challenges on Equal Pay claims and people who are left in a reduced workforce may need revised job evaluations. 	<ul style="list-style-type: none"> • Jobs may need to be re-evaluated if their role changes but this will not lead to additional equal pay claims as this has been resolved through the Single Status agreement and the new pay structure..

OVERVIEW & SCRUTINY
Corporate Services – Revenue Budget Review Session 2014/15

No.	Comments and Questions:	Responses:
<p>2.00</p> <p>2.1</p>	<p>Pressures/Investments</p> <ul style="list-style-type: none"> • With regard to the pressure of £0.962m for Leisure, this is partly related to a capital payment. How much is that and can we have further detail on this pressure? 	<ul style="list-style-type: none"> • An allocation of £0.505m from the contingency reserve was made in 2013/14 to address the in-year budget implications of the revised Leisure Centres business plan. This amount is included on a recurring basis within the £0.962m for Leisure Centres identified in the budget proposals for 2014/15.

OVERVIEW & SCRUTINY
Corporate Services – Revenue Budget Review Session 2014/15

No.	Comments and Questions:	Responses:
<p>3.0</p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p><u>Corporate Resources Comments / Issues</u></p> <p><u>Efficiencies</u></p> <ul style="list-style-type: none"> • With reference to additional efficiencies that may be available from Procurement/Back to Basics, has that not already been included? • Can we have more detail of the Workforce Cost of Employment? • The slide referring to meeting the budget gap makes reference to further efficiencies under the VFM programme. What other types of efficiencies are being included? 	<ul style="list-style-type: none"> • The outcome of the work so far has been included but this work is ongoing and we are striving to find as much as possible from this source. • This relates to Professional Subscriptions/travel etc. It is not related to Part 3 terms and conditions. Discussions have been held with the Unions . • The identification of efficiencies is an ongoing process which will continue until the budget is balanced . A risk based approach is being taken to identify what is achievable. There are no further VFMs in Service areas identified for inclusion..

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CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE
13 FEBRUARY 2014

Minutes of the meeting of the Corporate Resources Overview & Scrutiny Committee of Flintshire County Council held at Delyn Committee Room, County Hall, Mold on Thursday, 13 February 2014

PRESENT: Councillor Tim Newhouse (Chairman)

Councillors: Haydn Bateman, Marion Bateman, Clive Carver, Andy Dunbobbin, Ron Hampson, Mike Lowe, Paul Shotton, Ian Smith and Arnold Woolley

SUBSTITUTIONS: Councillors: Robin Guest (for Richard Jones) and Mike Reece (for Ian Dunbar)

APOLOGIES: Councillors: Peter Curtis and Richard Lloyd

CONTRIBUTORS: Leader and Cabinet Member for Finance, Cabinet Member for Corporate Management and Chief Executive

Head of Finance, Corporate Finance Manager and Head of Housing (for minute numbers 76 and 77)

Revenues & Benefits Manager (for minute number 77)

Head of Assets & Transportation (for minute number 78)

IN ATTENDANCE: Member Engagement Manager and Committee Officer

74. DECLARATIONS OF INTEREST

No declarations of interest were made.

75. MINUTES

The minutes of the meeting of the Committee held on 16 January 2014 had been circulated to Members with the agenda.

Accuracy

Minute 58: As a point of accuracy, Councillor Marion Bateman pointed out that it was Councillor Clive Carver who had asked that the Committee pay tribute to the late Councillor Ted Evans.

Minute 64: Councillor Marion Bateman clarified that her suggestion for consideration of incentive discounts was in relation to quarterly direct debit payments on bills. The Head of Finance confirmed that Cabinet had given consideration to offering discretionary discounts but had opted not to pursue this due to the implications involved, as referred to at the last meeting. This also applied to direct debits paid quarterly.

RESOLVED:

That subject to the above, the minutes be approved as a correct record and signed by the Chairman.

76. REVENUE BUDGET MONITORING 2013/14 (MONTH 8)

The Corporate Finance Manager introduced a report to provide Members with the latest Revenue Budget Monitoring information for 2013/14 (as at Month 8) for the Council Fund and Housing Revenue Account (HRA). The report was due to be considered by Cabinet on 18 February 2014 alongside the final budget proposals for 2014/15 which had been despatched to Members the previous day.

For the Council Fund, the projected net in-year expenditure was reported to be £1.068m less than the budget, which was an increase of £0.124m from that reported at Month 7. Explanation was provided on the main reasons for variances from Month 7, as outlined in paragraphs 3.04 to 3.06 of the report.

An update on the Programme of Efficiencies indicated that £4.146m of the £5.331m included in the budget had either been achieved or were expected to be achieved by the end of the financial year, which equated to 78%.

The position on pay inflation and non-standard price inflation remained unchanged from that reported at Month 7.

An update on unearmarked reserves reported a projected level of £3.709m of contingency reserves at the end of the financial year.

For the HRA, it was reported that an underspend of £0.212m was projected which would result in a closing balance of £1.646m, which at 5.76% of total expenditure was above the recommended level of 3%.

In response to a question from Councillor Robin Guest on the underachievement of some efficiencies in the programme of efficiencies, the Corporate Finance Manager confirmed that these figures were already assumed in the projected outturn figures. When asked about the £1.068m of variances from the budget, the Corporate Finance Manager explained that these were a mix of recurring and non-recurring items which had been considered as part of the finalisation of the 2014/15 budget proposals. Following a request, he agreed to carry out analysis of the detail which was appended to the report and provide a breakdown of recurring and one-off expenditure.

The Head of Finance said that the outturn figures included a mix of pressures and efficiencies such as the £0.381m in-year efficiencies on discretionary housing payments which represented an in-year saving and would continue. As a further example, an underspend on learning disability

services in Community Services in 2012/13 had been recognised for the 2013/14 budget and would continue to be recognised for 2014/15.

Following a query from Councillor Clive Carver on the projected underachievement of £0.286m of efficiencies in the Flintshire Futures - Customer Programme, the Chief Executive explained that this was a deferred efficiency due to timing implications from the Flintshire Connects programme. He reported on ongoing work to back-office systems and teams, resulting in reduced costs to the organisation and spoke of further work to be done on all Flintshire Connects centres.

Councillor Arnold Woolley commented on the reduction in the budget for Services for Adults and the increase for Central and Corporate Finance. The Corporate Finance Manager explained that around £1.2m of recurring efficiencies in Social Services for Adults had been identified at the start of the financial year during a review of the outturn for 2012/13. This amount had been transferred to be held centrally in the 2013/14 budget on a recurring basis and was made up of various service efficiencies. The Chief Executive added that these were savings from a broader transfer programme and were not a reflection on targets/needs within the service.

Councillor Paul Shotton praised the work carried out by the Welfare Response Team to help residents to manage financial change, resulting in a reduced level of need for discretionary housing payments to achieve an in-year efficiency. He welcomed the developments in the Flintshire Connects programme.

On the expected efficiencies in Streetscene, Councillor Haydn Bateman referred to the indication that the new income target was expected to be met on leachate processing. The Corporate Finance Manager advised that this efficiency was expected to be achieved in-year against the new target and agreed to provide details of the change from the original target.

RESOLVED:

That the content of the reports be noted.

77. COUNCIL TAX REDUCTION SCHEME CONSULTATION

The Revenues & Benefits Manager introduced the report on Welsh Government (WG) consultation to seek views on the review of options for the future of Council Tax support in Wales, with recommended responses to the consultation appended to the report for consideration.

Although funding had been made available from WG for the Council Tax support system, this would only provide a reduced level of support to those previously in receipt of Council Tax benefit and would not be sustainable to support future rises in Council Tax. It was noted that Flintshire currently paid £10.2m in Council Tax support to households. The Revenues & Benefits Manager explained the aim for one scheme across Wales and

pointed out that in England, individual schemes developed by each Council had prompted legal issues. He gave an overview of the options put forward by WG for Councils in Wales to agree on a scheme for reduced entitlement that was sustainable and adaptable whilst providing a level of protection for vulnerable households.

Following comments from Councillor Paul Shotton on collaborative working, the Revenues & Benefits Manager explained that the consultation was based on the sustainability of the scheme currently in place which had been developed by WG. The projected cost to the Council for supporting the scheme in 2014/15 was £633K.

Following concerns raised by Councillor Arnold Woolley about the Council's lack of control on a national scheme, the Revenues & Benefits Manager acknowledged that this was a challenging situation and that a 'postcode lottery' should be avoided. The Chief Executive said that although there may be agreement on the principles of the scheme, the issue was about funding responsibility.

The Chair proposed that the Committee accept the three recommendations of the report and on being put to the vote, this was carried.

RESOLVED:

- (a) That the consultation be noted;
- (b) That the recommended responses, as detailed in Appendix 2 to the report, be endorsed; and
- (c) That the above endorsement be reported verbally to Cabinet on 18 February 2014.

78. ASSETS AS AN ORGANISATIONAL CHANGE STRATEGY WORKSTREAM

The Head of Assets & Transportation provided a verbal update on workstreams and explained the objective to review and consider the releasing of leases on third party owned buildings used by the Council, where a break in the lease was approaching. Although progress had been made, this was dependant on the timing of lease dates as penalties would be incurred if broken earlier.

The workstream on Flintshire Connects had helped to support agile and mobile working. Following the success of the Flintshire Connects centre in Holywell, the facility in Flint was expected to be operational within the next two months with the centre at Connah's Quay due for completion in May 2014 and design work taking place at the proposed facility in Buckley Town Hall. The Council had been successful in encouraging the presence of other public sector organisations at the centres to enable customers to access a number of localised services. Support was being put in place for managers to help

with teams' transition to agile/mobile working and respond to lone working issues with appropriate technology in place. Information was available on the Council's Infonet on supporting the various elements of this transition.

On agile working, a review had indicated the need to maximise conference facilities through improved monitoring and management of the conference booking system. The Chief Executive spoke of the need to move away from the traditional meeting setup and encourage use of video conference facilities to minimise travel and time. Provision had been made within the budget to support this facility. He added that although progress had been made on ICT developments, further improvements would be needed.

On Electronic Document Management, the transition to shared access of centralised multi-functional devices had resulted in a reduction of over 50% of printers and more efficient use of paper supplies. Storage capacity had benefited from a move from traditional paper filing systems to electronic scanned documents. The Head of Assets & Transportation reported that work was ongoing to further reduce storage allocation at County Hall and that an increase in archiving and recycling was evidence of a different approach to working.

Councillor Clive Carver felt that more could be done in the approach to paperless systems such as the facility for Members to submit comments on planning applications without the need for a hard signature. This was queried by the Chairman who had been able to successfully submit comments online. Whilst the Chief Executive welcomed suggestions from Members, he pointed out that any changes would need agreement by all Members. The Head of Assets & Transportation agreed to clarify the position on the submission of Members' comments online and provide a response to the Committee.

In response to a query from Councillor Marion Bateman, the Head of Assets & Transportation agreed to provide the Committee with information on the number of third party buildings currently leased by the Council which could be released over the coming year and the potential savings from this. He went on to say that buildings were a key part of the workstream and linked to a number of service areas. The Chief Executive spoke of the benefits which had been made through good strategy and careful investment in remodelling work on the offices at Flint and Alltami.

Following comments from Councillor Robin Guest on releasing leases on third party owned buildings, the Head of Assets & Transportation explained that this was not a blanket approach and that user groups were challenged to establish whether accommodation in other Council buildings could be utilised. He referred to the geography of the county and said there was a need for a broader understanding on the use of assets.

The Head of Assets & Transportation agreed to speak separately with Councillor Mike Reece regarding a vacant Council owned building within his ward.

RESOLVED:

That the update be noted.

79. FORWARD WORK PROGRAMME

The Member Engagement Manager introduced the report to enable the Committee to consider the Forward Work Programme and urged Members to submit items for future consideration.

RESOLVED:

That the Forward Work Programme be agreed.

80. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE

There were no members of the press or public in attendance.

(The meeting started at 10.00am and ended at 11.02am)

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Chairman

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE**

DATE: **THURSDAY, 13 MARCH 2014**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **REVENUE BUDGET MONITORING 2013/14 (MONTH 9) AND CAPITAL PROGRAMME 2013/14 (QUARTER 3)**

1.00 PURPOSE OF REPORT

1.01 To provide Members with the Revenue Budget Monitoring 2013/14 report and the Capital Programme report 2013/14 as at Month 9.

2.00 BACKGROUND

2.01 Revenue budget monitoring reports are provided on a monthly basis to Corporate Resources Overview & Scrutiny Committee before being presented to Cabinet in the same cycle.

3.00 CONSIDERATIONS

3.01 The revenue budget monitoring report as at Month 9 is attached as Appendix A which is scheduled for Cabinet on 18 March 2014.

3.02 Each month, budget monitoring reports are based on actual income and expenditure to a given point (in this case Month 9) but also project the most up to date position possible to year end.

3.03 The Capital Programme 2013/14 (Month 9) report is scheduled for Cabinet on 18 March 2014 and is attached as Appendix B to this report.

4.00 RECOMMENDATIONS

4.01 Members are asked to note the report.

5.00 FINANCIAL IMPLICATIONS

5.01 As set out in the report.

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 Appendix A – Revenue Budget Monitoring 2013/14 (Month 9) report.

12.02 Appendix B – Capital Programme 2013/14 (Month 9) report.

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

Contact Officer: Sara Dulson
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FLINTSHIRE COUNTY COUNCIL

REPORT TO: CABINET

DATE: TUESDAY, 18 MARCH 2014

REPORT BY: HEAD OF FINANCE

SUBJECT: REVENUE BUDGET MONITORING 2013/14 (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 2013/14.

1.02 INDEX OF CONTENTS

Section 2	Executive Summary
Paragraph 3.01	Council Fund Summary Table
Section 4	Inflation
Section 5	Monitoring Budget Assumptions & New Risks
Section 6	Unearmarked Reserves
Section 7	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
Appendix 9	Council Fund - Achievement of Efficiencies

2.00 EXECUTIVE SUMMARY

The projected year end position, as estimated at Month 9, is as follows:

Council Fund

- Net in year expenditure forecast to be £1.981m less than budget. (An increase of £0.913m on the £1.068m reported at Month 8)
- Projected contingency reserve balance at 31 March 2014 of £4.622m

Housing Revenue Account (HRA)

- Net in year expenditure forecast to be £0.156m less than budget (£0.212m as at Month 8)
- Projected HRA balances at 31 March 2014 of £1.589m

3.00 COUNCIL FUND LATEST IN YEAR FORECAST

3.01 The table below shows a projected positive variation of expenditure against budget of £1.981m

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend	
			Month 8	Month 9
	£m	£m	£m	£m
<u>DIRECTORATES (Service Groups)</u>				
Services for Adults	45.642	44.302	(0.664)	(0.701)
Services for Children	11.906	12.172	0.827	0.731
Housing Services	1.800	1.835	(0.319)	(0.269)
Development & Resources	1.688	1.659	(0.018)	0.022
TOTAL : COMMUNITY SERVICES	61.036	59.968	(0.174)	(0.217)
Assets and Transportation	6.015	6.091	0.031	(0.177)
Planning	1.708	1.717	(0.068)	(0.046)
Public Protection	3.455	3.464	(0.055)	(0.048)
Regeneration	0.715	0.704	0.007	0.011
Streetscene	19.320	19.210	0.352	0.359
Management, Support & Performance	1.088	1.094	(0.009)	(0.025)
TOTAL : ENVIRONMENT	32.301	32.280	0.258	0.074
Culture & Leisure	6.876	6.378	0.409	0.418
Inclusion Services	14.058	13.245	(0.059)	(0.063)
Primary School Services	43.374	43.334	(0.037)	(0.172)
Secondary School Services	36.638	37.472	(0.016)	(0.018)
Development & Resources	12.118	12.428	(0.223)	(0.280)
TOTAL : LIFELONG LEARNING	113.064	112.857	0.074	(0.115)
Chief Executive	2.356	2.301	(0.053)	(0.068)
Finance	14.265	14.235	(1.019)	(1.102)
HR & OD	2.427	2.479	(0.013)	(0.012)
ICT & Customer Services	4.922	5.037	0.001	(0.023)
Legal & Democratic Services	3.145	3.136	(0.135)	(0.143)
TOTAL : CORPORATE SERVICES	27.115	27.188	(1.219)	(1.348)
TOTAL DIRECTORATES	233.516	232.293	(1.061)	(1.606)
Central and Corporate Finance	26.236	27.459	(0.007)	(0.375)
Total	259.752	259.752	(1.068)	(1.981)

3.02 The original budget column reflects the budget approved by Council on 1 March 2013. The revised budget column reflects in-year virements which have been approved in compliance with Financial Procedure Rules.

3.03 From the table in 3.01 it can be seen that there is an increase of £0.913m on the under spend of £1.068m reported at Month 8. The key variances to note include:

3.04 Environment – Industrial Units

The projected under spend has increased in month 9 to the reflect accounting treatment of current year income from Deeside Power of £0.200m This follows consideration of a Wales Audit Office recommendation in a minor issues operational report to officers arising from the 2012/13 accounts.

3.05 Community Services – Services for Children

The overspend has reduced in Period 9 by £0.096m due to revised projections on current years expenditure for professional support due to a revised start date for Supervised Contact Centres.

3.06 Lifelong Learning – Primary School Services

The projected under spend on Primary School Services has increased by £0.135m primarily relating to the demand for Early Entitlement services. The anticipated number of three year old children attending childcare settings is less than previously anticipated.

3.07 Central and Corporate Finance – Windfall Income

The projected increase in income is due to an additional one off amount of £0.243m which has been received from the Welsh Government in respect of the First Steps Improvement Package.

3.08 **Request for Carry Forward – Corporate Services (Finance)**

It is requested that £0.051m is carried forward to 2014/15 to provide resource to ensure the continuity of the operational response team linked to the welfare reform service.

3.09 All the movements from Month 8 are summarised in Appendix 1 with the detailed reasons for all variances by Directorate summarised within Appendices 2 to 8.

3.10 **Programme of Efficiencies**

The 2013/14 budget contains £5.331m of specific efficiencies and the table below summarises the current position in relation to the achievement of these items. The analysis shows that it is currently projected that £4.060m (76%) will be achieved, resulting in a net underachievement of £1.271m. The main reason for the change is the efficiency in relation to the Supported Living Service will not now be achieved in

2013/14. However, the full efficiency of £0.350m is expected to be achieved in 2014/15 when the new structure is implemented.

Status of Efficiency	Value of Budgeted Efficiency £m	Valued of Projected Efficiency £m	(Under) Over Achievement £m
ALREADY ACHIEVED	1.973	1.973	0.000
EXPECTED TO BE ACHIEVED IN FULL	1.877	1.877	0.000
ACHIEVABLE IN PART	0.281	0.210	(0.071)
NOT ACHIEVABLE	1.200	0.000	(1.200)
Total	5.331	4.060	(1.271)

4.00 INFLATION

4.01 **Pay inflation** of £0.734m is included within service budgets to reflect the national pay award agreed earlier in the year.

4.02 **Non Standard price inflation** – amounts for energy, fuel and food costs are included in the budget and held centrally. In period 6, £0.141m for food costs were allocated. The allocation for energy costs continues to be closely monitored and at this stage it is anticipated that all of this budget will be utilised in 2013/14 and this is reflected in the projected outturn.

5.00 MONITORING BUDGET ASSUMPTIONS AND NEW RISKS

5.01 Along with its strategic partners, the Council has intervened in relation to the former chemical plant in Sandycroft (Euticals Ltd). Estimated costs have been reviewed and are reflected within current projections and continue to be monitored monthly.

5.02 **Out of County Placements** – As previously reported this is a highly volatile area of expenditure. The overspend in month 9 has increased marginally by £0.010m. The focus of high cost placements are now a North Wales project and will continue to be reviewed. However, the nature of these services is such that there will always be potential for major swings between specific reporting periods.

6.00 UNEARMARKED RESERVES

6.01 The 2012/13 final outturn reported to Cabinet on 16 July showed unearmarked reserves at 31 July 2013 (above the base level of £5.564m) of £3.409m after taking into account a commitment in 2013/14 for use of £0.297m to meet one-off time limited costs. In July, Cabinet allocated £0.250m to the Winter maintenance reserve, bringing the level in the reserve to £3.159m.

6.02 After taking into account an allocation of £0.518m for recovery costs following the severe weather in March 2013, and bringing in the impact of the projected in year budget position the current projected level of the contingency reserve at the end of March 2014 is £4.622m.

7.00 HOUSING REVENUE ACCOUNT

- 7.01 On 19 February 2013, the Council approved a Housing Revenue Account (HRA) budget for 2013/14 of £28.259m. The budget provided for a closing balance of £0.903m, which at 3.2% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%
- 7.02 The 2012/13 final outturn reported to Cabinet on 16 July 2013 showed a closing balance at the end of 2012/13 of £1.931m which was £0.861m more than when the 2013/14 budget was set. This had the effect of increasing the opening balance for 2013/14 by the same amount.
- 7.03 For 2013/14 there is an overall projected under spend of £0.155m and a projected closing balance at Month 9 of £1.589m, which at 5.56% of total expenditure satisfied the prudent approach of ensuring a minimum level of 3%.
- 7.04 Appendix 8 details the reasons for the significant variances occurring to date and the actions planned to deal with them.

8.00 RECOMMENDATIONS

- 8.01 Members are recommended to:
- a) Note the overall report.
 - b) Note the projected Council Fund contingency sum as at 31st March 2014 (paragraph 6.02).
 - c) Approve the carry forward request detailed in 3.08.
 - d) Note the projected final level of balances on the Housing Revenue Account (paragraph 7.03).

9.00 FINANCIAL IMPLICATIONS

- 9.01 The financial implications are as set out in Sections 3.00 - 7.00 of the report.

10.00 ANTI-POVERTY IMPACT

- 10.01 None.

11.00 ENVIRONMENTAL IMPACT

- 11.01 None.

12.00 EQUALITIES IMPACT

12.01 None.

13.00 PERSONNEL IMPLICATIONS

13.01 None.

14.00 CONSULTATION REQUIRED

14.01 None.

15.00 CONSULTATION UNDERTAKEN

15.01 None.

16.00 APPENDICES

Council Fund - Movement in Variances from Month 8 - Appendix 1

Council Fund Significant Variances - Appendices 2 - 6

Council Fund - Movements on unearmarked reserves - Appendix 7

Housing Revenue Account Variances - Appendix 8

Council Fund - Achievement of Efficiencies - Appendix 9

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

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COUNCIL FUND - REVENUE BUDGET 2013/14
FLINTSHIRE COUNTY COUNCIL

Budget Monitoring (Month 9)
Summary of Movement from Month 8

	£m	£m
Month 8		
Service Directorates	(1.061)	
Central and Corporate Finance	(0.007)	
Variance as per Cabinet Report		(1.068)
Month 9		
Service Directorates	(1.606)	
Central and Corporate Finance	(0.375)	
Variance as per Directorate Returns		(1.981)
Change Requiring Explanation		(0.913)
<u>Community Services</u>		
Services For Adults		
• Resource and Regulated Service (Intake & Reablement) - Llys Jasmine extra-care delays to recruitment (-£0.035m), Home Care - reduced projections for pay and travel (-£0.017m), other minor variances - mainly residential care and day centres (-£0.017m)		(0.069)
• Disability Services (Vulnerable Adults & Disability Service) reduction of commitment re. right sizing posts		(0.035)
• Disability Services (Resource and Regulated Services) delayed implementation of Supported Living restructure following service review meaning that efficiency measure is not achievable		0.079
• Mental Health & Substance Misuse (Residential & Domiciliary Service) - movement of 2 cases to Forensic budget (-£0.038m), plus other minor changes (-£0.003m)		(0.041)
• Mental Health & Substance Misuse (Forensic budget) - movement of 2 cases from Residential & Domiciliary Service (+£0.038m), plus other minor changes -£0.006m)		0.032
• Other minor changes of less than £0.025m for Services for Adults		(0.003)
		<u>(0.037)</u>
Development & Resources		
• Business Systems & Financial Assessments £0.060m - admin. post savings transferred to cross organisational admin. review efficiency - Central & Corporate Finance		0.043
• Other minor changes of less than £0.025m		(0.003)
		<u>0.040</u>
Services For Childrens		
• Professional Support - removal of expenditure commitments which are not now expected to be utilised in the current financial year		(0.120)
• Other minor changes of less than £0.025m		0.024
		<u>(0.096)</u>
Housing Services		
• Accommodation Support Team - transfer of efficiency of £0.110m to the Flintshire Futures Customer workstream efficiency within Central & Corporate Finance		0.073
• Other minor changes of less than £0.025m		(0.023)
		<u>0.050</u>
		<u>(0.043)</u>
<u>Environment</u>		
Assets & Transportation		
• Industrial Units - increased due to commitment to accrue current year income from Deeside Power		(0.196)
• Other minor changes of less than £0.010m		(0.011)
		<u>(0.207)</u>
Planning		
• Planning Control - decreased Planning Fee application income		0.029
• Other minor changes of less than £0.010m		(0.008)
		<u>0.021</u>
Public Protection		
• Other minor changes of less than £0.010m		0.007
		<u>0.007</u>
Regeneration		
• Other minor changes of less than £0.010m		0.005
		<u>0.005</u>
Streetscene		
• Other minor changes of less than £0.010m		0.007
		<u>0.007</u>
Management Support & Performance		
• Further vacancy savings to financial year end		(0.017)
		<u>(0.017)</u>
		<u>(0.184)</u>

Lifelong Learning

Culture & Leisure	
• Leisure Services - Minor savings of £0.020m have been offset by an estimated provision for doubtful debts relating to leases at Deeside Leisure Centre of £0.017m.	(0.003)
• Libraries, Culture & Heritage - minor changes to projections relate to Records Management. Additional costs have been incurred because of the destruction of papers and archiving relating to County Hall rationalisation. This has not been reported previously because a Flintshire Futures bid had been completed. This has now been rejected.	0.012
	<hr/> 0.009
Inclusion Services	
• Inclusion Services - minor variances	0.007
• Out of County - A saving of £0.011m relates to minor changes to projected costs on several placements, one additional placement and a Post 16 placement ending.	(0.011)
	<hr/> (0.004)
Primary School Services	
• The projection on Primary School Services has reduced by £0.135m since month 8. £0.025m relates to additional Primary School SLA income. £0.110m relates to Early Entitlement. We had been anticipating an increase in the number of 3 year olds attending childcare settings (maintained and non maintained) during the spring term based on demographic trend data. However, the number of children attending placements is less than expected. Placements are optional and depend on parental choice.	(0.135)
	<hr/> (0.135)
Secondary School Services	
• Minor variances in the projection for Secondary School Services relate to salary savings within the Music Service and School SLA Income.	(0.002)
	<hr/> (0.002)
Development & Resources	
• Children, Youth & Community - minor variances relating to additional vacancy savings and planned reductions in expenditure.	(0.023)
• Pupil/Student Transport - minor variances relating to transport contracts.	(0.023)
• Business Units - the projected outturn on Business Units has improved by £0.007m since month 8. This relates to minor changes in the projections for Free School Meals, Music Remissions and Insurance Claims.	(0.007)
• Facilities - minor variances	0.009
• Management & Business Support - minor variances on general directorate costs (stationery, printing etc.)	(0.013)
	<hr/> (0.057)
	<hr/> (0.189)
Corporate Services	
• Legal and Democratic Services - vacancy savings (£0.004m), Members Services savings £0.005m, Members Allowances underspend (£0.006m), minor variances (£0.003m)	(0.008)
• HR and Organisational Development - vacancy savings (£0.001m), minor variances £0.002m	0.001
• ICT and Customer Services - vacancy savings (£0.005m), registrars income £0.003m, postage spend (£0.026m), minor variances £0.004m	(0.024)
• Finance - Housing Benefit Subsidy Overpayments (£0.065m), reduced shortfall on Council Tax Reduction Scheme (£0.014m), minor variances (£0.004m)	(0.083)
• Chief Executives Department - vacancy savings (£0.014m), minor variances (£0.001m)	(0.015)
	<hr/> (0.129)
Central & Corporate Finance	
• A contribution of £0.110m efficiency saving from the restructure of Warden Services has been transferred to the Flintshire Futures Customer Programme. There are 9 Hub offices which enable an efficient means of delivering services to meet the Customer Services Strategy.	(0.110)
• Centrally Held Provisions. Additional one-off income received from Welsh Government in respect of First Steps Improvement package £0.243m	(0.243)
• Minor variances - Increased income from unrepresented cheques.	(0.115)
	<hr/> (0.368)
Total Changes	<hr/> (0.913)

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Services for Adults						
Hospital Social Work (Intake and Reablement)	0.405	0.372	(0.033)	(0.052)	The underspend is due to a Hospital Social Worker covering in the Crisis Intervention Team. These costs (£0.038m) are recovered from the Health Authority. The difference of £0.005m reflects the net cost of agency staff covering a vacancy.	One-off.
Resources and Regulated Services (Intake and Reablement)	5.348	5.033	(0.315)	(0.246)	<u>Extra Care</u> Projected underspend on Liys Jasmine (£0.344m) is due to an initial delay in opening the facility, plus a further £0.009m underspend on Liys Eleanor <u>In-house Domiciliary Care</u> underspend (£0.078m) due to greater use of reablement and independent sector care providers. <u>Client Transportation Service</u> underspend (£0.040m) relates to staff vacancies. <u>Day Services</u> underspend (£0.040m) mostly due to vacancies (£0.037m). These underspends are offset by a projected overspend within <u>In-house Residential Service</u> (£0.196m) due to the need to ensure staff cover (£0.217m) additional premises costs (£0.054m) and additional supplies and service (£0.043) offset by client (£0.070m) and Health (£0.048m) income.	<u>Extra Care</u> The underspend against is one-off and non recurring and has arisen due to the opening of the facility being part way through the current year. <u>Client Transportation Service</u> Underspend adjusted in budget rationalisation. <u>Residential Service</u> further work required to determine the most appropriate way to address the overspend.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Locality Teams (Localities)	13.881	13.850	(0.031)	(0.038)	<p><u>Older People Services</u></p> <ul style="list-style-type: none"> > Locality Teams are together expected to underspend (£0.205m) mostly due to vacant posts. > Purchased domiciliary costs are projected to overspend (£0.058) due to additional service user costs. > Purchased residential costs are projected to overspend (£0.098) due to additional service user costs. > Early Onset Dementia is projected to overspend (£0.066m) due to purchased domiciliary care costs. > Minor adaptations underspend (£0.047m) due to reduced demand following uplift to budget based on 2012/13 activity levels 	<p>Keep under review.</p> <p>Most of the PDSI elements previously included as part of the locality team budgets are now shown within the Disability Services Heading with only the Occupational Therapy service remaining as part of the locality teams.</p>
Resource and Regulated Services (Disability Services)	15.243	15.194	(0.049)	(0.128)	<p>Learning Disabilities - As previously noted this service includes a budget to help offset the expected impact of a review of joint funded packages between FCC and Health. This accounts for a saving of £0.140m within the net underspend projection, and remains unchanged from month 3. There are some other compensating variances across this large service which reflect the changes in client demand.</p>	<p>The underspend in relation to the negotiations with Health on jointly funded packages is based on current assumptions. These will be kept under review and adjusted if proven necessary.</p>

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Transition and Disability Services (Disability Services)	0.658	0.764	0.106	0.107	This is mostly due to overspends against staff pay costs (£0.028m), third party payments (£0.044m), transport (£0.013m, and a shortfall of grant income of £0.028m. (Supporting People), offset by some additional other grant income.	Keep under review.
Disability Services (Disability Services)	1.941	1.981	0.040	0.075	The overspend is due to additional transition service user costs.	Keep under review.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Administrative Support (Disability Services)	0.407	0.451	0.044	0.050	This is mostly due to an overspend against staff pay costs (£0.036m) and premises costs (£0.005m)	Keep under review.
Residential and Domiciliary Service (Mental Health & Substance Misuse Service)	0.703	0.576	(0.127)	(0.086)	This underspend is based on current care packages. An additional £0.0259m budget has been added to this area in 2013 to reflect the expectation of the transfer from Health of an individual with a high cost transition package, there has been a delay in transferring this client into the service. The current underspend would therefore be higher but reflects the cost of current care packages including some other new clients.	Keep under review.
Professional Support (Mental Health & Substance Misuse Service)	0.828	0.722	(0.106)	(0.100)	This is mostly (£0.050m) due to a one-off pay cost reduction following an agreed absence with no pay.	One-off.

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Forensic Budget (Mental Health & Substance Misuse Service)	0.305	0.188	(0.117)	(0.149)	Reflects current care packages for 2013/14.	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.
Forensic Budget (Learning Disability)	0.482	0.429	(0.053)	(0.053)	Reflects current care packages for 2013/14.	
Other Services for Adults variances (aggregate)	4.101	4.041	(0.060)	(0.044)	Various minor variances.	Continue to review but not expected to be recurrent.
Subtotal:	44.302	43.601	(0.701)	(0.664)		

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Development & Resources						
Vacancy Control	(0.100)	0.000	0.100	0.100		Realignment of vacant posts
Other Development & Resources variances (aggregate)	1.699	1.621	(0.078)	(0.118)	Various minor variances.	Continue to review but not expected to be recurrent.
Subtotal:	1.599	1.621	0.022	(0.018)		

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Services for Children						
Family Placement (Children's Services)	1.977	2.337	0.360	0.365	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 been undertaken the outcome of which is being considered and will inform future planning and possible efficiencies.
Youth Offending Team (Children's Services)	0.307	0.266	(0.041)	(0.045)	The underspend within this area is mostly due to vacant posts.	One-off.
Professional Support (Children's Services)	5.554	5.483	(0.071)	0.049	The underspend is mainly due to the removal of commitments for expenditure which is not now expected to be incurred in this financial year.	

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Out of County Pooled Budget (Children's Services)	3.178	3.640	0.462	0.452	Costs reflect existing placements up until March 2014.	The focus of high cost placements is now a North Wales project and will continued to be reviewed.
Other Services for Children variances (aggregate)	1.156	1.177	0.021	0.055	Various minor variances.	Continue to review but not expected to be recurrent.
Subtotal:	12.172	12.903	0.731	0.827		

COMMUNITY SERVICES

APPENDIX 2

Budget Monitoring 2013/14 (Month 9)

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Major Variance	Action Required
Housing Services						
Homelessness Accommodation (Housing Services)	0.360	0.152	(0.208)	(0.203)	Variance is due to improvements in the service where methods have been put in place to reduce the cost of temporary accommodation. Quay House project has been delayed until 2014/15.	Keep under review. Variance is due to improvements in the service where methods have been put in place to reduce the cost of temporary accommodation.
Accommodation Support Team (Housing Services)	1.103	1.093	(0.010)	(0.083)	Service recently undergone a restructure now fully reflected within projection.	Restructure now implemented.
Other variances (aggregate)	0.262	0.211	(0.051)	(0.033)	Various minor variances.	Continue to review but not expected to be recurrent.
Subtotal:	1.725	1.456	(0.269)	(0.319)		
Total :	59.798	59.581	(0.217)	(0.174)		

Service		Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 8 (£m)	Cause of Variance	Action Required
Assets & Transportation		6,091	5,914	(0.177)	0.031		
Industrial Units		(1.256)	(1.344)	(0.088)	0.108	Estimated net income shortfalls across the Industrial Estate portfolio which have increased at Period 8 by a further £7k. At Period 9 following a Wales Audit Office recommendation, income for Deeside Power of £200k due in May 2014, provision should now be made in 2013/14.	Keep Unit rental income closely monitored throughout 2013/14.
Property Holdings		0.083	0.040	(0.043)	(0.043)	NNDR costs lower than anticipated	Review of site budgets necessary in line with asset management programme
Property Asset & Development		0.528	0.429	(0.099)	(0.099)	Net Vacancy Savings	
Highways Development Control & Regulatory Services		0.813	0.905	0.092	0.097	Lower than anticipated levels of income for Fixed Penalty Notices (based on improving standards of repair by utility companies) & road closures. A commitment of £60k is included for the potential excess payment to be made to the Council's Insurers in relation to a claim.	
Transportation		1.466	1.409	(0.057)	(0.064)	Period 9 reports a £7k reduction in the Local Transport Services Grant	
Aggregate of other Variances		4.457	4.475	0.018	0.032		
Planning		1.717	1.671	(0.046)	(0.068)		
Planning Control		0.363	0.357	(0.006)	(0.035)	Move in actual planning fee income received in Period 9, subject to further application levels up to financial year end.	Further potential for increased planning fee income which will be closely monitored
Aggregate of other Variances		1.354	1.314	(0.040)	(0.033)	Net Vacancy Savings and staff recharge income for specialist planning advice to neighbouring authorities. Period 9 includes cost of commissioning the Biodiversity Information Service £7k	

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Period 8 (£m)	Cause of Variance	Action Required
Public Protection	3,464	3,416	(0,048)	(0,055)		
Community Protection	1,243	1,206	(0,037)	(0,044)	Includes a Court Costs award of £22k following the successful prosecution of Talacre Park Holiday Park by the Health & Safety Enforcement Team. Period 9 includes the additional cost of Storage for specialised equipment for on going Health & Safety investigation	
Aggregate of other Variances	2,221	2,210	(0,011)	(0,011)		
Regeneration	0,704	0,715	0,011	0,007		
Aggregate of other Variances						
Streetscene	19,210	19,569	0,359	0,352		
Waste Disposal & Waste Collection	9,266	9,610	0,344	0,336	Plastic Recycling prices reduced by £100 per tonne between July and September resulting in an estimated income reduction of £50k. Staff backfilling costs as a result of the on-going investigation within waste. The Sustainable Waste Management Grant (SWMG) has been reduced in-year by up to 5% resulting in a funding shortfall of at least £150k	Consider potential impact on MTFP going forward
Aggregate of other Variances	9,944	9,959	0,015	0,016		
Management Support & Performance	1,042	1,017	(0,025)	(0,009)		
Management Support & Performance	1,042	1,017	(0,025)	(0,009)	Net Vacancy Savings ahead of service review implementation and reduced commitments on supplies and services budgets. Specific vacancy commitments to financial year end removed at Period 9.	
Total :	32,228	32,302	0,074	0,258		

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Culture & Leisure	6,456	6,874	0,418	0,409	<p>School Library Service (£0.100m saving) Following an agreement at DMT, to mitigate the Directorate overspend and to contribute towards the value for money programme, a number of measures will be taken to reduce expenditure in the School Library Service.</p> <p>Libraries, Culture & Heritage (£0.015m pressure) Minor variances</p> <p>Leisure Services (£0.503m pressure) There are a number of pieces of work being completed to explore solutions to the remaining deficit. £0.026m relates to the final costs for Swim Flintshire. This programme ceased in August. £0.356m relates to pressures on income across centres. £0.035m relates to pressures on premises budgets, £0.040m to supplies costs (£0.037m of which is against security services), £0.017m relates to a provision for doubtful debts and £0.029m to other minor variances.</p>	<p>Service Manager to place a hold on £0.100m of the Flintshire subsidy.</p> <p>As part of the Leisure Action Plan a number of solutions are being explored and implemented including cessation of Swim Flintshire, Leisure Service Review, Leisure Contact Centre and Asset Review.</p>

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Inclusion Services & Special Schools	13.223	13.160	(0.063)	(0.059)	Inclusion Services & Special Schools (£0.063m saving) £0.049m relates to a projected saving on Out of County, £0.016m to minor savings in Inclusion Services and £0.002m to a minor pressure on Special School SLA Income.	
Primary School Services	43.334	43.162	(0.172)	(0.037)	Early Entitlement (£0.164m saving) £0.130m relates to savings on 3 year old placements in maintained and non maintained settings. £0.007 relates to savings on transport costs and the remainder relates to minor variances.	Awaiting further information on planned usage of the Foundation Phase grant. Service manager to carry out further work on future estimates for placements to include birth rates and collection for estimated places from settings.
					School SLA Income (£0.008m saving) Minor variances	
Secondary School Services	37.512	37.494	(0.018)	(0.016)	Secondary School Services (£0.018m saving) Minor Variances	

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Development & Resources	12.428	12.148	(0.280)	(0.223)	<p>Children, Youth & Community (£0.024m saving) Minor variances</p> <p>Schools ICT (£0.150m saving) In an effort to reduce the Directorate overspend and to contribute towards the value for money programme, DMT have made the decision to place a hold on all uncommitted expenditure in Schools ICT.</p> <p>Service Units (£0.038m saving) Pressures of £0.082m on Pupil Support (Free School Meals, School Trips and Music Remissions) have been offset by estimated savings on Mobile Classrooms (£0.066m), Insurance (£0.046m) and other minor variances of £0.008m.</p> <p>Facilities Services (£0.033m saving) Minor Variances</p> <p>Management & Business Support (£0.035m saving) Minor Variances</p>	<p>Service Manager to place a hold on £0.150m of the budget within Schools ICT.</p> <p>We are awaiting information from the Schools relating to Music remissions which is likely to affect the estimated costs.</p>
Total :	112.953	112.838	(0.115)	0.074		

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Legal & Democratic Services	3.136	2.993	(0.143)	(0.135)	(£0.008m) net Vacancy savings including the use of Agency/Locums and recharges (£0.023m) Members Services underspend (£0.092m) Members Allowances underspend (inc. training, travel etc.) (£0.011m) reduced Legal Subscriptions expenditure (£0.009m) minor variances	
Human Resources & Organisational Development	2.479	2.467	(0.012)	(0.013)	(£0.021m) reduced (Disclosure & Barring Service) DBS Check expenditure (£0.017m) Vacancy savings £0.034m loss of income from external organisations (£0.008m) minor variances	
ICT & Customer Services	5.048	5.025	(0.023)	0.001	£0.048m postage costs (£0.018m) Vacancy savings (£0.021m) additional Registrars Income (£0.025m) ICT Strategy underspend (£0.007m) minor variances	Postage contract under review.
Total :	27.189	25.841	(1.348)	(1.219)		

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Central Loans & Investment Account	15.283	15.020	(0.263)	(0.263)	Review of the Minimum Revenue Provision (MRP) calculation to include MRP on Local Government Borrowing Initiative.	Continue to monitor in line with Treasury Management Strategy.
Coroners	0.193	0.248	0.055	0.055	Due to a change in the lead authority for Coroners service provision (effective from May 2013), it has been brought to our attention that Wrexham CBC are continuing to process a significant number of invoices pertaining to financial year 2012/13 (currently value circa £0.110m) for which the Flintshire share is 50%, resulting in a current year budget pressure.	Overspend is non recurring. Regular monitoring with Denbighshire County Council undertaken on in year spend
Centrally Held Provisions	4.494	3.340	(1.154)	(0.912)	Net budget adjustments of (£0.680m) as approved in the Month 3 report (Community Services £1.185m, Leisure Management (-£0.505m) Surplus on recovery of FCC share of budgeted pension fund deficit - final year of three year strategy (-£0.244m), over recovery of corporate windfall income £0.203m (First Steps Imp Package) Other minor variances (-£0.034m).	Budgets are considered as part of 2014/15 Council Budget
Central Service Recharges	(1.931)	(1.620)	0.311	0.311	Shortfall of £0.311m of internal income recovered from trading accounts and the HRA.	Subject to an overall review of Support Services
Former Euticals Ltd - Sandycroft site	0.000	0.400	0.400	0.400	Potential costs for six months at £0.060m per month plus some specific one-off costs relating to site related costs in view of the public protection risk.	Ongoing monthly monitoring

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Mass Matrix Contract	(0.315)	(0.200)	0.115	0.115	A review of the rebate on the Matrix Contract has been undertaken. Agency usage has decreased in 2013/4 and the variance projection reflects the up to date position.	Further analysis to be undertaken to consider the impact in 2014/15
Flintshire Futures	(0.193)	(0.017)	0.176	0.286	Assets Programme - £0.060m will not be achieved due to delays in the full review of hard and soft facilities management across the Council. Customer Programme - £0.190m of efficiencies will not be realised until the programme has advanced and the wider network of Flintshire Connects sites are in place. Back to Basics spend review - £0.074m additional efficiency as a result of an in year initiative to challenge spend on stationery and furniture, putting category management arrangements in place to support spend challenge going forward.	A Workshop is due to take place shortly to review progress and assess the methodology for realising efficiencies. Continued challenge of spend categories will support further efficiencies in 2014/15.
Other variances - aggregate	10.053	10.038	(0.015)	0.001		
Total :	27.584	27.209	(0.375)	(0.007)		

APPENDIX 7

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2013	9.540	
Less - Base Level (inclusive of total increase of £0.270m agreed as part of the 2013/14 budget)	(5.834)	
Total Reserves above base level		3.706
Less - Amount approved by Council on 1 st March for funding of one-off costs in the 2013/14 budget proposals		(0.297)
Less - Amount approved by Cabinet on 16 th July for reinstatement of funding within the Winter Maintenance reserve following utilisation of funding during 2012/13 (late March severe weather event)		(0.250)
Amount available for delegation to Cabinet		3.159
Add projected underspend as at 31 st March 2014		1.981
Less - Estimate of severe weather recovery costs		(0.518)
Projected Level of Total Contingency Reserve as at 31st March 2014		4.622

HRA Major Variance Report - Period 9

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
HRA Subsidy	6.167	6.356	0.189	0.189	Capital Financing charges amended after budget rounds completed. Further amendments to Capital figures for inclusion in 2nd HRAS return. Under payment on 2012/13 of £0.031m calculated on Advance Final return.	Review timings of figures with Capital Financing team.
Rents	(26.946)	(27.158)	(0.213)	(0.224)	Bad Debt provision reviewed based on first quarter impact of "bedroom tax", resulting in a saving of £0.258m	Monitor impact of "Bedroom Tax" and review expected costs
Repairs and Maintenance	8.393	8.683	0.290	0.242	£0.224m net under spend variance on salaries due to restructure not being in place and recruitment freeze in place. £0.234m over spend on materials and £0.076m overspend on equipment due to increase in the number of high cost jobs. Travis Perkins is to review pricing. Subcontractor agreed overspend on guttering of £0.127m due to bad weather early in year. Carry forward request for £0.070m due to hardware costs not materialising in 2013/14 but will be purchased in 2014/15.	Restructure to be implemented. Housing Asset Team is working closely with Travis Perkins to try and mitigate some of the overspend in the second half of the year.

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Finance & Support	2.656	2.408	(0.247)	(0.243)	Support Recharges reflected at 2012/13 actuals, saving £0.106m. Information on 2013/14 has been requested. Pension Fund Strain costs £0.080m lower than anticipated creating saving. Insurance claim non-reimbursement reviewed and reflected at 2012/13 figures, saving £0.021m Carry forward request for £0.085m due to software costs not materialising in 2013/14 but will be purchased in 2014/15. Carry forward request for £0.015m due to Maissonette budget not being fully spent in year.	
Housing Estates	1.852	1.670	(0.183)	(0.160)	Procurement reimbursement for screening received in amount of £0.058m. Void clearance recharges generating a further £0.013m income. Water commission generated a further £0.034m of income due to early bird discount scheme. Cancellation of cleaning contract saving £0.005m on maisonette blocks. Salary savings of £0.028m over all areas.	
Other variances (aggregate)	8.375	8.382	0.008	(0.017)		
Total :	0.497	0.341	(0.156)	(0.212)		

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Fees & Charges (APPENDIX 7a)						
<i>Community Services</i>						
Residential Charging - Increased Income From Demand	0.100		✓			It will not be known for sure until the end of the financial year if this efficiency has been met.
Mental Health Service Users	0.018	✓				
TOTAL	0.118					
Service Change (APPENDIX 7b)						
<i>Community Services</i>						
Reablement in the level of extra care	0.100	✓				
Preserved Rights - reduced activity levels	0.053	✓				
External Funding for Existing Post - Children's Services	0.043	✓				
Family Placement Team - revision of existing practices	0.040	✓				
Early Retirement - Non replacement of staff - CSA	0.015	✓				
General Office Administration Review	0.021	✓				
Housing Efficiency Savings	0.028	✓				
Homelessness - Timing of presentations	0.106	✓				

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Youth Justice - Appropriate adult service	0.010	✓				
Legal Fees - Use of solicitors / barristers	0.010		✓			Due to the unpredictable nature of Legal Fees it will not be known if this efficiency has been achieved until later in the financial year.
Children's Services - Transport costs efficiency	0.015	✓				
Children's Services - FAST team budget reduction	0.010		✓			The FAST team is currently showing an overspend of £0.033.
Preventative foster care service - day care	0.005	✓				
TOTAL	0.456					
Procurement (APPENDIX 7c)						
Community Services						
PARIS - post implementation expenditure review	0.030	✓				
Housing Services - Supplies and Services	0.003	✓				
Social Care - Supplies and Services	0.075	✓				
Procurement Hub - regional procurement of high cost low volume placements	0.020	✓				

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Children's Services - out of county placements - improved procurement practice	0.533	✓				As at month 3 this budget was showing an underspend of £(0.344). However due to change in service user circumstances this budget is now showing an overspend of £0.462
Transport Review - revised contracts	0.025	✓				
TOTAL	0.686					
Organisational Design (APPENDIX 7d)						
<i>Community Services</i>						
Review of Supported Living Service	0.350				✓	The efficiency is fully achievable from April 2014, as a result of implementation of the new structure. An extensive consultation achieved a successful outcome, and retention of staff goodwill going forward. Some savings have been made as a result of right sizing.
Service Review of Warden Service	0.018	✓				
Children's Services - Removal of one team manager post	0.040	✓				
Development and Resources - Rationalisation of Management Team	0.050	✓				
TOTAL	0.458					

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position			Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	
Fees & Charges (APPENDIX 7a)					
<i>Environment</i>					
Agricultural Estate rentals	0.008		✓		Agricultural Estates currently reporting a surplus income position.
Public Protection - increase to market rates	0.025		✓		Fees for both Licensing and Bereavement Services were increased from 1st June 2013
Markets Service - increased lettable space	0.019		✓		Markets currently reporting a surplus income position.
Traffic Regulation order Notices	0.013		✓		Budget Reduction met from within Highways Policy Budget
Streetscene - leachate processing	0.075		✓		It is anticipated that the new income target will be met in 2013/14
TOTAL	0.140				
Service Change (APPENDIX 7b)					
<i>Environment</i>					
Street Lighting - non-residential areas post midnight turn-off	0.050		✓		The new Street Lighting policy has been adopted and this efficiency will be achieved in full
Highways Asset Management Plan (HAMP) -rephasing of full implementation	0.225		✓		Previous approved pressure that was not required in 2013/14 and 2014/15 due to Local Government Borrowing Initiative (LGBI)

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Public Conveniences - revisit of strategy	0.050		✓			Tower Gardens, Holywell didn't close until 30th April 2013 and Cilcain and Caerwys have been further delayed with ongoing consultation necessary and under achievement on the efficiency by £21k is likely.
Streetscene - implementation of Part III agreement	0.300				✓	The achievement of this efficiency is dependant on the implementation of Single Status so is anticipated to be achieved in 2014/15. The 2013/14 shortfall is being met from the Single Status reserve.
Waste Services - vehicle savings from full roll out of Saturday collection	0.140				✓	The achievement of this efficiency is dependant on the implementation of Single Status so is anticipated to be achieved in 2014/15. The 2013/14 shortfall is being met from the Single Status reserve.
Business Development team - agile working	0.004		✓			Budget Monitoring Position at Period 4 indicates achievement of this efficiency.
Staff travel - reduced mileage payments	0.003		✓			Budget Monitoring Position at Period 4 indicates achievement of this efficiency.
Directorate Support & Performance - Supplies and Stationery - Streamline current processes	0.008		✓			Budget Monitoring Position at Period 4 indicates achievement of this efficiency.
TOTAL	0.780					
Procurement (APPENDIX 7c)						
<i>Environment</i>						
Waste Services - Tender Transport arrangements for waste disposal	0.050		✓			New Transport arrangements have been awarded as part of a tender process and are now in place.
Transportation Services - Review of subsidised Bus Service Contracts and re-tender	0.036		✓			Efficiency absorbed within service budget

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Reduction in use of consultants	0.013		✓			Efficiency absorbed within service budget
Reduction in influencable spend	0.025		✓			Efficiency absorbed within service budget
Streamline current processes within Directorate Support	0.020		✓			Efficiency absorbed within service budget
TOTAL	0.144					
Organisational Design (APPENDIX 7d)						
<i>Environment</i>						
Review Management Recharge to the Communities First Programme	0.020		✓			It is anticipated that this will be achieved as part of the Communities First Grant Claim for 2013/14
TOTAL	0.020					
Other Efficiencies (APPENDIX 7e)						
<i>Environment</i>						
Agricultural Estates - balance not required	0.025	✓				Specific Directorate Balance in the Environment Balance Sheet
Licensing / Health & Safety - balance not required	0.025		✓			Specific Directorate Balance in the Environment Balance Sheet
TOTAL	0.050					

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further Information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Fees & Charges (APPENDIX 7a)						
<i>Lifelong Learning</i>						
Library Service - Fines	0.001		✓			
Library - Hire charges increase	0.001		✓			
Leisure Services - increased charges	0.175			✓		Tariffs were increased on the 1st January as agreed but as income targets are not expected to be met, the efficiency is also not likely to be fully achieved. Estimated amount achievable £0.164m.
Review of post 16 distance limit	0.030			✓		The amendment to the proposal to continue to provide transport to Colleg Cambra means that only £0.010m of the efficiency can be achieved. Work is ongoing to confirm this. However, we do not anticipate a pressure on the Transport budget at this time.
TOTAL	0.207					
Service Change (APPENDIX 7b)						
<i>Lifelong Learning</i>						
Operational efficiencies	0.025		✓			
Youth Service - reduction of senior area workers	0.032		✓			The budget for area workers had previously been reduced. This efficiency created a budget flaw which has been addressed as part of the Youth Strategy by retaining part of the £0.050m below on a recurring basis. We do not anticipate a pressure on Youth S

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Youth Service - term time only contracts	0.026			✓		This change is being introduced as part of the Youth Strategy and has not yet been implemented though negotiations have started. At this stage it is anticipated that a saving of £0.007m will be made in this financial year.
Youth Service - Service reconfiguration	0.012		✓			
Youth Service - Building costs savings	0.011		✓			
Youth Service - Building rationalisation	0.005		✓			
Youth Service - Holding back £50k (CC 1/3/13)	(0.050)	✓				This additional contribution is expected to be fully utilised.
Facilities - Management / Central Office - structure review	0.015		✓			
Facilities - County Hall revised opening hours - reduced energy / overtime costs	0.025				✓	Although we do not expect a pressure on the Facilities budget this year, the decision to revise the County Hall opening hours has not yet been made.
LL ICT - Interim Service review - post reduction	0.025				✓	The Schools ICT Service Review has now been combined with the Corporate ICT Review. We do not anticipate a pressure on the schools ICT budget at this time.
Leisure Services - removal of swimming subsidy	0.023		✓			
Directorate Management Team Restructure	0.043	✓				
TOTAL	0.192					

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Procurement (APPENDIX 7c)						
<i>Lifelong Learning</i>						
Reduction of Postage within the Library Service	0.001		✓			
Out of County - Improved procurement through framework agreements and monitoring of placements.	0.385		✓			
School Transport Service - Operational efficiencies	0.080		✓			
TOTAL	0.466					
Organisational Design (APPENDIX 7d)						
<i>Lifelong Learning</i>						
Libraries - Flexible retirement	0.015	✓				
Libraries - Library Service Review	0.037	✓				
TOTAL	0.052					
Other Efficiencies (APPENDIX 7e)						
<i>Other Efficiencies</i>						
Demographic Change in Schools (pupil numbers)	0.132	✓				
TOTAL	0.132					

Efficiency Description	Budgeted Efficiency (£m)	Current Position			Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	
Fees & Charges (APPENDIX 7a)					
<i>FINANCE - Corporate Services</i>					
Revenues - increased number of Council Tax fines	0.027		✓		
<i>ICT & CUSTOMER SERVICES - Corporate Services</i>					
Registrars - increased fees	0.019		✓		
Network Services - income from hosting PSBA equipment	0.004	✓			
<i>LEGAL & DEMOCRATIC - Corporate Services</i>					
External Fees - conveyancing / S106 agreements	0.015		✓		
TOTAL	0.065				
Service Change (APPENDIX 7b)					
<i>Chief Executive - Corporate Services</i>					
Corporate Comms - reduced workforce bulletins	0.003		✓		
<i>HR & OD - Corporate Services</i>					
CRB checks - review of options	0.035		✓		
<i>LEGAL & DEMOCRATIC - Corporate Services</i>					
Democratic Services - reduced paper usage	0.010		✓		
Members Allowances (Basic Allowance) - no inflationary increase	0.010		✓		
Members Allowances - Special Responsibility Allowances - reduction of number allocated	0.070		✓		
Members Allowances - NI contributions reduction linked to reduced number of Special Responsibility allowances	0.010		✓		
TOTAL	0.138				

Efficiency Description	Budgeted Efficiency (£m)	Current Position			Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	
Procurement (APPENDIX 7c)					
<i>Chief Executive - Corporate Services</i>					
Employee / Residents Consultations - reduction in number	0.003		✓		
Supplies and Services	0.010		✓		
Joint Working - costs reduction	0.002		✓		
Alterations / Improvements reductions - future agile working	0.002		✓		
Employee Safety Measures - reduced demand on budget	0.010		✓		
Conferences/Seminars/Lectures - reduced attendance	0.001		✓		
ICT & CUSTOMER SERVICES - Corporate Services					
Training Budget - Procurement via new solutions	0.001		✓		
Reduced maintenance costs due to new security equipment	0.025		✓		
Networking Hardware - reduced procurement	0.002		✓		
ICT Cabling - reduction enabled by IPT solution	0.002		✓		
Leasing - budget adjustment	0.006		✓		
Software Licensing - Microsoft licences procured through other agreements	0.010		✓		
Hardware Maintenance - letting of MFD contracts	0.001		✓		

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Reduce influenceable spend by 3%	0.004		✓			
Reduced ICT Expenditure	0.003		✓			
Rationalisation of third party software costs	0.013		✓			
Avoidance of inflationary rises - software maintenance costs	0.020		✓			
Reduced licence costs - via renegotiation	0.018		✓			
Supplies and Services	0.061		✓			
Training budget reduction - build around training solutions	0.001		✓			
Alterations & Improvements - Datacentres	0.004		✓			
Other Consumables - reduction in expenditure	0.001		✓			
Hardware Maintenance - new technology with warranty	0.015		✓			
Listing Paper - More use of electronic means	0.002		✓			
Enterprise Servers - hardware	0.003		✓			
Services work and Consultancy	0.004		✓			
Supplies & Services	0.009		✓			
FINANCE - Corporate Services						

Efficiency Description	Budgeted Efficiency (£m)	Current Position			Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	
Supplies & Services	0.012		✓		
TOTAL	0.245				
Organisational Design (APPENDIX 7d)					
<i>Chief Executive - Corporate Services</i>					
Reduction in mileage travelled - Emergency Planning	0.001		✓		
TOTAL	0.001				

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position				Further information to support current position status or other relevant information
		EFFICIENCY ALREADY ACHIEVED	EFFICIENCY EXPECTED TO BE ACHIEVED IN FULL	EFFICIENCY ACHIEVABLE IN PART	EFFICIENCY NOT ACHIEVABLE	
Service Change (APPENDIX 7b)						
<i>Central & Corporate Finance</i>						
Clywd Theatr Cymru - agreed reduction to contribution	0.015	✓				
TOTAL	0.015					
Procurement (APPENDIX 7c)						
<i>Central & Corporate Finance</i>						
Flintshire Futures - E-procurement and improved processes	0.102		✓			
Flintshire Futures - Internal Fleet Review	0.160	✓				
TOTAL	0.262					
Other Efficiencies (APPENDIX 7e)						
<i>Central & Corporate Finance</i>						
Reduced contingencies - one-off investment costs	0.240	✓				
Reduced contingencies - NDR	0.077	✓				
Reduction in Fire Levy due to formula changes	0.027	✓				
Flintshire Futures Assets Workstream - Facilities Management	0.060					✓

Month 9

Efficiency Description	Budgeted Efficiency (£m)	Current Position			Further information to support current position status or other relevant information
Flintshire Futures - Customer Workstream Contact Centre	0.100				Detailed work being undertaken to assess the timing of efficiency
Flintshire Futures - Customer Workstream face to face customer contact	0.100				Detailed work being undertaken to assess the timing of efficiency
Flintshire Futures - Customer Workstream Channel Shift	0.100				Detailed work being undertaken to assess the timing of efficiency
TOTAL	0.704				

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **TUESDAY, 18 MARCH 2014**

REPORT BY: **HEAD OF FINANCE**

SUBJECT: **CAPITAL PROGRAMME 2013/14 (MONTH 9)**

1.00 PURPOSE OF REPORT

1.01 To provide Members with the Month 9 (end of December) capital programme information for 2013/14.

2.00 BACKGROUND

2.01 The Council approved a Housing Revenue Account (HRA) capital programme for 2013/14 of £10.992m at its meeting of 19th February 2013, and a Council Fund (CF) capital programme of £29.908m at its meeting of 1st March 2013.

3.00 CONSIDERATIONS**3.01 Programme – Changes since Month 6**

3.01.1 The table below sets out how the programme has changed since the Month 6 report to Cabinet on 17th December 2013. Detailed cumulative information relating to each programme area is provided in Appendix A and summarised below –

REVISED PROGRAMME	Original Budget 2013/14	Changes - Month 6	Changes - This Period	Rollover to 2014/15	Revised Budget
	£m	£m	£m	£m	£m
Corporate Services	1.613	0.868	0.005	(0.498)	1.988
Clwyd Theatr Cymru	0.025	0.035	0	0	0.060
Community Services	3.350	0.236	(0.010)	0	3.576
Environment	16.460	(0.910)	0.285	(2.440)	13.395
Lifelong Learning	8.460	4.909	0.171	(1.599)	11.941
Council Fund Total	29.908	5.138	0.451	(4.537)	30.960
Housing Revenue Account	10.992	1.134	0	0	12.126
Programme Total	40.900	6.272	0.451	(4.537)	43.086

3.01.2 The revised budget is that against which the programme is monitored.

3.02 Changes during this period

3.02.1 Changes during this period have resulted in a net increase in the programme from that reported at Month 6 of £0.451m (all CF related). A summary of the changes, showing any major individual items, is in the table below (further details can be found in Appendix A) -

CHANGES DURING THIS PERIOD	
	£m
Increases	
Regeneration ¹	0.201
Sustainable Waste ²	0.261
Transportation ³	0.189
Other Aggregate Increases	0.183
	0.834
Decreases	
Administrative Buildings ²	(0.261)
Other Aggregate Decreases	(0.122)
	(0.383)
Total	0.451
<p>1 Introduction of ERDF grant funding to meet additional expenditure</p> <p>2 Realignment of budget to meet expenditure</p> <p>3 Introduction of WG grant for Rural Development Plan to meet additional expenditure</p>	

3.02.2 Generally, reasons for changes in the programme during the year can include:-

- An increase/decrease in grant funding from Welsh Government (WG) or other external funding providers;
- Funding profiles from external sources sometimes alter during the year, resulting in expenditure needing to be realigned to meet this scenario; or

- Within Corporate Services are centrally held provisions for urgent Health & Safety issues and to provide funding for Feasibility Studies for potential future capital spend. These funds are reallocated to relevant programme areas as they are requested and approved.

The reasons for the specific changes between Months 6 and 9 are shown in the table above.

3.03 Capital Expenditure compared to Budget

3.03.1 Actual expenditure at the end of Month 9 (December) across the whole of the programme is £26.416m. The breakdown of expenditure is analysed in the following table, along with the percentage spend against budget. This shows that 61.31% of the budget has been spent across the programme (CF 60.03% and HRA 64.58%).

3.03.2 The table also shows the projected outturn (spend as at the end of the financial year) of £41.928m. It can be seen that on the Council Fund there is a projected underspend (pre any further rollover approval requested in Section 3.04 below) against budget of £1.502m. The current projection for the HRA is for an overspend of £0.344m, however, this will be dealt with in-year with the introduction of additional grant funding.

EXPENDITURE	Revised Budget	Cumulative Expenditure Month 9	Percentage Spend v Budget	Projected Outturn	Variance Budget v Outturn (Under)/Over
	£m	£m	%	£m	£m
Corporate Services	1.988	0.347	17.45	1.834	(0.154)
Clwyd Theatr Cymru	0.060	0.035	58.33	0.054	(0.006)
Community Services	3.576	1.795	50.20	3.576	0
Environment	13.395	10.162	75.86	12.380	(1.015)
Lifelong Learning	11.941	6.246	52.31	11.614	(0.327)
Council Fund Total	30.960	18.585	60.03	29.458	(1.502)
Housing Revenue Account	12.126	7.831	64.58	12.470	0.344
Programme Total	43.086	26.416	61.31	41.928	(1.158)

3.03.3 The detail of the variances for individual programme areas is listed in Appendix B, which includes the reasons and the required remedial action, where those variances exceed 10% of the budget.

3.04 Rollover to 2014/15

3.04.1 Rollover occurs when schemes due to be completed in a given financial year are delayed, possibly due to procurement issues, weather or if funding from external sources is altered e.g. rephrasing of WG grants and are therefore not completed until the following year.

3.04.2 Further Early Identified Rollover (EIR) of £1.469m into 2014/15 has been identified in the current period and is included in the narrative in Appendix B. This reflects reviewed spending plans across all programme areas; these committed amounts have been identified as now required to meet the cost of programme works in 2014/15 and is put forward for Member approval. The potential for further rollover is monitored closely on a monthly basis as an integral part of capital programme monitoring.

3.04.3 Information relating to each programme area is summarised below:-

ROLLOVER	To 2014/15 Month 9
	£m
Corporate Services	0.154
Clwyd Theatr Cymru	0.006
Environment	0.982
Lifelong Learning	0.327
Council Fund Total	1.469
Housing Revenue Account	0.000
Programme Total	1.469

3.04.4 If approval is given to the request in 3.04.3 above, the total EIR into 2014/15 will stand at £6.006m.

3.05 Financing

3.05.1 The capital programme is financed as summarised below:-

FINANCING RESOURCES	General Financing ¹	Specific Financing ²	Total Financing
	£m	£m	£m
Latest Monitoring			
Council Fund	13.620	17.340	30.960
Housing Revenue Account	5.200	6.926	12.126
	18.820	24.266	43.086
Total Financing Resources	18.820	24.266	43.086

1 Supported Borrowing / General Capital Grant / Capital Receipts / MRA
2 Grants & Contributions / CERA / Reserves / Prudential & Other Borrowing

3.05.2 Capital receipts generated from asset disposals form part of the Council Fund total financed from general (non specific) resources. 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.

3.05.3 The latest projection for capital receipts in 2013/14 is £3.215m, a reduction of £0.447m on the target set to fund 2013/14 expenditure. Actual receipts received as at Month 9 are £1.635m, with the largest amount of the receipts anticipated to be received in March 2014.

3.05.4 Council at the 1st March 2013 budget meeting agreed to hold back 20% of core programme funding in the light of the continuing uncertainty over the timing of receipts. Cabinet agreed on 17th December that the 20% should continue to be held back to keep the programme within the limits of anticipated receipts. The position at Month 9 does not allow for any revision to this decision. This will continue to be the case for the remainder of the 2013/14 financial year.

3.05.5 The position regarding in year financing is summarised in the table below:-

IN YEAR FINANCING	£m	£m
Projected Shortfall at Month 6		0.762
Increases		
In year receipts shortfall	0.290	0.290
Decreases		0.000
Projected shortfall to 2014/15		1.052

3.05.6 The projected shortfall of £1.052m represents an increase of £0.290m on the position as at Month 6, caused by a further decrease in the anticipated level of in year receipts, however these amounts will now be realised in 2014/15 and therefore there is no impact on the 2014/15 capital budget set at Council on 18th February.

3.05.7 The HRA capital resources are ring-fenced and used only for HRA purposes.

4.00 RECOMMENDATIONS

4.01 Cabinet is requested to:-

- Note and approve the report.
- Approve the continued holding back of 20% of the core programme.
- Approve the rollover adjustments in 3.04.3

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 Council.

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 2013/14
Appendix B - Variances

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

Capital Programme Monitoring Papers 2013/14

Contact Officer: Liz Thomas
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CAPITAL PROGRAMME - CHANGES DURING 2013/14

Original Budget 2013/14	Rollover from 2012/13	20% Holdback	Changes (Previous)	Changes (Current)	Rollover to 2014/15	Revised Budget 2013/14
£m	£m	£m	£m	£m	£m	£m
Council Fund :						
Corporate Services						
0.938	0.935	(0.188)	0	0	(0.298)	1.387
0.500	0.274	(0.100)	0	0.020	(0.200)	0.494
0.175	0.074	(0.035)	(0.092)	(0.015)	0	0.107
1.613	1.283	(0.323)	(0.092)	0.005	(0.498)	1.988
Theatre						
0.025	0.040	(0.005)	0	0	0	0.060
0.025	0.040	(0.005)	0.000	0.000	0.000	0.060
Community Services						
0.150	0	0	(0.150)	0	0	0
3.050	(0.038)	(0.550)	1.000	(0.010)	0	3.452
0.150	0	0	(0.026)	0	0	0.124
3.350	(0.038)	(0.550)	0.824	(0.010)	0.000	3.576

CAPITAL PROGRAMME - CHANGES DURING 2013/14

	Original Budget 2013/14	Rollover from 2012/13	20% Holdback	Changes (Previous)	Changes (Current)	Rollover to 2014/15	Revised Budget 2013/14
	£m	£m	£m	£m	£m	£m	£m
Environment							
Administrative Buildings	3.785	0.237	(0.302)	0.144	(0.268)	0	3.596
Sustainable Waste Management	0.000	0.554	0	0.163	0.153	0	0.870
Engineering	3.200	0.665	(0.040)	(3.000)	0	(0.551)	0.274
General Environmental Enhancement	0	0.002	0	0	0.003	0	0.005
Highways	3.860	0.588	(0.232)	(0.008)	0.043	0	4.251
Planning Grant Schemes	0.000	0.000	0	0.006	0	0	0.006
Ranger Services	0.236	0.007	0	(0.004)	0.024	(0.089)	0.174
Regeneration	3.679	0.522	(0.061)	(1.640)	0.181	(1.800)	0.881
Transportation	1.700	0.005	0	1.484	0.149	0	3.338
	16.460	2.580	(0.635)	(2.855)	0.285	(2.440)	13.395

CAPITAL PROGRAMME - CHANGES DURING 2013/14

Original Budget 2013/14	Rollover from 2012/13	20% Holdback	Changes (Previous)	Changes (Current)	Rollover to 2014/15	Revised Budget 2013/14
£m	£m	£m	£m	£m	£m	£m
Lifelong Learning						
Leisure Centres	0	0	0.026	0	0	0.026
Swimming Pools	0	0	0	0	0	0.120
Community Centres	0	0.065	0	0	0	0.065
Recreation - Other	0	0.034	0	0	0	0.034
Play Areas	0	0	0.077	0.029	0	0.106
Education - General	3.580	0.403	(1.983)	0.064	0	1.498
Primary Schools	0.075	1.129	1.156	0.088	(0.031)	2.402
Schools Modernisation	4.745	0.138	1.109	(0.030)	(0.665)	5.297
Community Youth Clubs	0	0	0.093	0	0	0.093
Secondary Schools	0	0.718	0.695	0.020	(0.042)	1.391
Special Education	0	1.138	0.578	0	(0.861)	0.855
Minor Works, Furniture & Equipment	0.060	0	0	0	0	0.048
Schools - Additional Funding	0	0.006	0	0	0	0.006
8.460	3.751	(0.593)	1.751	0.171	(1.599)	11.941

CAPITAL PROGRAMME - CHANGES DURING 2013/14

Original Budget 2013/14	Rollover from 2012/13	20% Holdback	Changes (Previous)	Changes (Current)	Rollover to 2014/15	Revised Budget 2013/14
£m	£m	£m	£m	£m	£m	£m
5.321	1.196	0	0	0	0	6.517
0.300	0.020	0	0	0	0	0.320
4.061	(0.132)	0	0	0	0	3.929
1.000	0	0	0	0	0	1.000
0.310	0.050	0	0	0	0	0.360
10.992	1.134	0.000	0.000	0.000	0.000	12.126

Housing Revenue Account :

Housing Revenue Account
 Major Works
 Accelerated Programmes
 WHQS Improvements
 Disabled Adaptations
 Other Services

Totals :

Council Fund	29,908	7,616	(2,106)	(0,372)	0,451	(4,537)	30,960
Housing Revenue Account	10,992	1,134	0	0	0	0	12,126
Grand Total	40,900	8,750	(2,106)	(0,372)	0,451	(4,537)	43,086

CORPORATE SERVICES

Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Information Technology	1.387	0.169	1.233	(0.154)	(11)	(0.298)	Early Identified Rollover - Agile Working £0.030m Confencing Solutions £0.065m EDRMS £0.005m Microsoft Enterprise Agreement £0.054m	Request approval to move funding of £0.154m to 2014/15
Flintshire Connects	0.494	0.179	0.494	0.000	0	(0.200)		
Corporate Finance	0.107		0.107	0.000	0	0.000		
Total	1.988	0.347	1.834	(0.154)	(8)	(0.498)		

Clwyd Theatr Cymru	0.060	0.035	0.054	(0.006)	(10)	0.000	Early Identified Rollover - Due to timing issues a front of house foyer modification is now expected to happen during the quieter summer period	Request approval to move funding of £0.006m to 2014/15
Total	0.060	0.035	0.054	(0.006)	(10)	0.000		

Variance = Budget v Projected Outturn

COMMUNITY SERVICES

Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Children's Services	0.000	0.005	0.000	0.000		0.000		
Private Sector Renewal/Improvement	3.452	1.767	3.452	0.000	0	0.000		
Travellers' Sites	0.124	0.021	0.124	0.000	0	0.000		
Depot (Housing)	0.000	0.002	0.000	0.000		0.000		
Total	3.576	1.795	3.576	0.000	0	0.000		

Variance = Budget v Projected Outturn

ENVIRONMENT

Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Administrative Buildings	3.596	2.610	3.291	(0.305)	(8)	0.091	Early Identified Rollover - Planned works delayed into 2014/15 DDA £0.135m & Fire Safety Orders £0.123m	Request approval to move funding of £0.258m to 2014/15
Sustainable Waste Management	0.870	0.301	0.301	(0.569)	(65)	(0.051)	Early Identified Rollover - Sandycroft HRC delayed due to the review of the Waste Collection Service	Cabinet approved a revised Strategy on 18/02/14. Request approval to move funding of £0.569m to 2014/15
Engineering	0.274	0.096	0.243	(0.031)	(11)	(0.212)	Majority of land drainage schemes delayed due to re-directing funds to Mold FAS, currently awaiting planning permission	Allocations already rephased due to Mold being priority scheme
General Environmental Enhancement	0.005	0.004	0.007	0.002	40	0.002		
Highways	4.251	3.950	4.255	0.004	0	(0.003)		
Planning Grant Schemes	0.006	0.007	0.018	0.012	200	0.001	Payments made under the Padeswood Kiln Tree Screening Programme	Transfer balance from provision to clear current overspend
Ranger Services	0.174	0.002	0.012	(0.162)	(93)	(0.089)	Early Identified Rollover - Wepre Park Development starts in final quarter, majority of spend in 2014/15	Request approval to move funding of £0.155m to 2014/15
Regeneration	0.881	0.698	0.911	0.030	3	(1.491)	ERDF grant for Town Centre Regeneration. Current works delayed until 2014/15. Report to Cabinet 15/10/13 refers	Transfer grant balances from Holywell THI & ERDF funding to clear current overspend
Transportation	3.338	2.493	3.342	0.004	0	0.000		
Total	13.395	10.162	12.380	(1.015)	(8)	(1.752)		

Variance = Budget v Projected Outturn

LIFELONG LEARNING

Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Leisure Centres	0.026	0.022	0.026	0.000	0	0.000		
Swimming Pools	0.120	0.120	0.120	0.000	0	0.000		
Community Centres	0.065	0.064	0.065	0.000	0	0.000		
Recreation - Other	0.034	0.019	0.034	0.000	0	0.000		
Play Areas	0.106	0.086	0.106	0.000	0	0.000		
Education - General	1.498	1.048	1.498	0.000	0	0.000		
Primary Schools	2.402	1.118	2.250	(0.152)	(6)	0.000	Early Identified Rollover - Sychdyn ATP £0.100m Various retentions £0.052m	Request approval to move funding of £0.152m to 2014/15

Variance = Budget v Projected Outturn

LIFELONG LEARNING (Cont.)
Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Schools Modernisation	5.297	2.317	5.297	0.000	0	0.000		
Community Youth Clubs	0.093	0.091	0.093	0.000	0	0.000		
Secondary Schools	1.391	0.648	1.216	(0.175)	(13)	0.000	Early Identified Rollover - Mold Alun £0.070m Ysgol Maes Garmon £0.105m	Request approval to move funding of £0.175m to 2014/15
Special Education	0.855	0.670	0.855	0.000	0	0.000		
Minor Works, Furn & Equip	0.048	0.042	0.048	0.000	0	0.000		
Schools - Additional Funding	0.006		0.006	0.000	0	0.000		
Total	11.941	6.246	11.614	(0.327)	(3)	0.000		

Variance = Budget v Projected Outturn

HOUSING REVENUE ACCOUNT

Capital Budget Monitoring 2013/14 - Month 9

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required
Major Works	6.017	2.185	4.838	(1.179)	(20)	0.000	1. Review of existing Heating Replacement contract undertaken 2. Gas Infill Programme scheme - considerable savings & discount on tender prices	1. Additional grant funding of £0.368m to be introduced following contract review 2. Savings on Gas Infill scheme c£0.400m to be utilised on WHQS Programme
Accelerated Programmes	0.320	0.054	0.070	(0.250)	(78)	0.000	1. Ad hoc asbestos removal works less than anticipated 2. Electrical rewiring costs less than anticipated	1. Budget savings c£0.090m to be utilised on WHQS Programme 2. Rewiring work completed during void refurbishment programme
WHQS Improvements	4.429	4.680	6.143	1.714	39	0.000	1. Kitchen replacement project work exceeded original budget	1. Projected outturn due to increased demand, which will be resolved by negotiation with the contractor in last quarter & budget virement from within Major Works and Accelerated Programme
Disabled Adaptations	1.000	0.427	1.050	0.050	5	0.000		
Other Services	0.360	0.486	0.369	0.009	3	0.000		
Total	12.126	7.831	12.470	0.344	3	0.000		Additional grant to be introduced

Variance = Budget v Projected Outturn

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CORPORATE RESOURCES OVERVIEW
AND SCRUTINY COMMITTEE**

DATE: **THURSDAY, 13 MARCH 2014**

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

SUBJECT: **WORKFORCE INFORMATION QUARTER 3
OCTOBER - DECEMBER 2013**

1.00 PURPOSE OF REPORT

1.01 To provide Members with an update for the third quarter 2013/14. 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 As a result of Service Reviews across the Council, the iTrent system is reporting an increase in vacancies of 135 which does not reflect the current position. The Council is undertaking a thorough review exercise to establish

the 'true' vacancies and funding arrangements (e.g. grant funded, base budget etc). The iTrent system will be updated accordingly to reflect the actual position on vacancies when this exercise has been completed.

Headcount

- 3.02 The headcount report figures continue to reflect the removal of relief and school supply workers. The headcount figure in quarter 3 is 7,176 compared to the comparative figure of 8,485 last year.

Agency

- 3.03 The statistics below provide a breakdown of spend and net savings per month during quarter 3.

Month	Spend £	Net Savings £	Net Savings %
Oct	£247,036.74	£21,402.70	8.66%
Nov	£241,626.11	£21,001.60	8.69%
Dec	£247,213.41	£21,067.15	8.52%

- 3.04 Snapshot figures taken from Matrix on 31st December indicate 150 placements were active. When compared to the previous financial year, it is evident that the reliance on temporary workers has reduced.

Year	2012	2013
Oct	200	185
Nov	175	158
Dec	184	150

- 3.05 The table below indicates the overall number of hours completed by workers during quarter 3 of the current financial year and the previous two years. These figures support the findings in 3.04 and indicate that the overall usage of the temporary agency workforce has decreased year on year.

Q3	Total Hours Worked
2011/12	54,849
2012/13	38,890
2013/14	38,238

- 3.06 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/working conditions and has an impact in the overall cost. 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 2013 indicate that there were 20 fewer placements with duration of over 12 weeks

when compared with figures for December 2012. Further work must be carried out to identify and reduce the number of long term temporary workers.

- 3.07 The Agency net savings for quarter 3 is £47,887.63, compared to £95,938.84 savings for the same quarter in the financial year 2012/13. This is due to an overall reduction in the volume of agency workers used.
- 3.08 In October 2013, a new contract between Flintshire County Council and neutral vendor, Matrix SCM, was agreed for a period of three years. This was in agreement with collaborative partners, Denbighshire County Council and Wrexham County Borough Council.

Early Retirements

- 3.09 There were 10 Early Retirements for the period July to December 2013. The total cost of pension strain for this period is £127,126.71.

Turnover

- 3.10 The turnover report figure continues to reflect the removal of relief and school supply workers. The turnover figure in quarter 3 is 14.10% compared to the comparative figure of 15.03% for quarter 3 last year.

Diversity

- 3.11 Further to the statement made in quarter 2, the increase in the quality and quantity of data continues to be identified in this quarter with the comparison from quarter 3 last year.

Absence

- 3.12 The number of days lost due to absence in quarter 3 has decreased significantly from the comparative quarter 3 last year. There is an improved trend for absence levels when compared to last year for quarters 2 and 3 and the annual forecast figure for the whole year is currently 10.03 FTE days.

Average FTE Days Lost							
	All Wales Avg Whole Year 2010/11	2011/12 Actual FCC	All Wales Avg Whole Year 2011/12	2012/13 Actual FCC	All Wales Avg Whole Year 2013/14	2013/14 Actual FCC	2013/14 Target FCC
Qtr 1		2.27		2.52		2.53	2.25
Qtr 2		2.17		2.13		2.07	1.95
Qtr 3		2.89		3.18		2.93	2.45
Qtr 4		3.21		3.26			2.95
Whole Year	10.34	10.54	10.90	11.10		7.53	9.60

- 3.13 An additional absence report is included that shows the breakdown of absence reasons by long and short term periods. This report has been extended to show the breakdown by Directorate.

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.

100% Attendance – Flintshire

- 3.14 When looking at the quarter 3 data, 72% of all employees have had 100% attendance. This represents an increase of 5% when compared to the same quarter last year.

100 % Attendance				
	2010/11 Actual	2011/12 Actual	2012/13 Actual	2013/14 Actual
Quarter 1	78	77	75	75
Quarter 2	78	84	80	81
Quarter 3	65	75	67	72
Quarter 4	69	67	70	
Whole Year	40	42	41	

100% Attendance by Directorate

- 3.15 When looking at each Directorate, the rate for the same quarter last year has increased in every Directorate area and in Schools.

	2012/13					2013/14				
	Q1	Q2	Q3	Q4	Whole Year	Q1	Q2	Q3	Q4	Whole Year
Community Services	69	71	63	65	30	76	75	68		
Corporate Services	81	83	74	76	45	82	82	76		
Environment	76	74	66	68	37	76	76	69		
Lifelong Learning	78	79	72	71	44	77	79	75		
Schools	76	85	65	70	44	73	85	72		

Community Services

- 3.16 The workforce information for quarter 3 presents a mixed picture for Community Services. The information represents positive news for Children's Social Services and Development & Resources as their absence rates have reduced and shows an increase in absence levels in both Adult Social Services and Housing Services.

When compared to quarter 3 last year there has been an improvement in attendance across all services which is a positive indication of a downward trend across the Directorate. This means that if the Directorate absence levels remain unchanged in quarter 4, the predicted absence rates for the full year 2013/14 will be 14.07 day's lost per full time equivalent (FTE) when compared to actual 17.57 day's lost last year.

The Directorate is hoping to improve on this figure as a number of long term absences have been brought to an end during quarter 3 as a result of managers and HR have progressing cases through the Capability procedure. The impact of this will be reflected in quarter 4. Frequent absences continue to be managed in line with Council's policy.

The Cross Directorate Attendance Management working group continues to meet each month to discuss strategies to improve attendance such as providing attendance management updates in the Community Services Bulletin and Health & Well-being promotions. Managers continue to take a proactive approach by developing opportunities for employees to return to work as quickly as possible which improves attendance and thereby reduces the overall absence levels across the Directorate.

	2012/13			2013/14		
	Qtr 3	Qtr 4	Whole Year	Qtr 1	Qtr 2	Qtr 3
Development and Resources	2.84	2.35	11.24	1.21	2.59	2.38
Housing Services	4.02	3.06	13.25	2.47	2.07	3.55
Social Services for Adults	5.56	6.35	20.92	4.01	3.18	4.10
Social Services for Children	3.98	5.11	14.91	2.97	3.78	2.93
Senior Management and Support	0.41	0.00	1.02	0.26	0.00	0.23
Community Services	4.78	5.16	17.57	3.33	2.87	3.70

Corporate Services

- 3.17 The targeted approach to supporting services with individual and group briefings has resulted in an increase in the number of Attendance Management Reviews and capability meetings held and in referrals to Occupational Health. This can be linked and has directly led to the return to work of a number of employees across the services from long term sickness. Positive quarterly impact is evident in HR & OD, Chief Executives and Finance service areas, but small increases in other areas have resulted in a slight increase in day's lost and the absence rate for Corporate Services as a whole - but it remains at a tolerable level. Continued review of 'trigger' activity and ensuring timely action takes place will retain the focus to further reduce absence levels.

	2012/13			2013/14		
	Qtr 3	Qtr 4	Whole Year	Qtr 1	Qtr 2	Qtr 3
Chief Executive's Dept	2.44	2.71	11.25	3.87	4.50	3.86
Clwyd Theatr Cymru	0.80	0.95	2.51	0.53	0.22	2.18
Finance	1.62	6.01	10.75	1.56	1.35	1.46
HR & OD	2.26	2.71	7.29	6.30	2.78	1.99
ICT & Customer Services	1.17	1.06	3.97	0.98	0.50	1.91
Legal and Democratic Services	2.45	1.04	10.80	2.01	1.09	0.78
Corporate Services	1.65	1.75	6.44	1.61	1.43	1.80

Environment

- 3.18 Managing attendance at work remains a priority for the Directorate; when compared to quarter 3 last year, there has been an improvement across the services. However, absence levels have increased in three out of the six service areas in quarter 3 this year compared to quarter 3 last year, due largely to the long term sickness absence of a small number of employees. Short-term, recurring absences continue to be a priority with interventions including dismissal taking place across the respective service areas. Long-term absences have increased in some of the service areas and SMT's are working with HR and OH colleagues to establish the long-term prognosis of those cases in order to expedite ill-health dismissals, where appropriate.

	2012/13			2013/14		
	Qtr 3	Qtr 4	Whole Year	Qtr 1	Qtr 2	Qtr 3
Assets and Trans	2.50	2.23	8.35	2.28	1.93	2.96
Mgt, Supp and Perf	1.26	4.37	8.92	0.74	1.40	0.94
Planning Services	2.97	4.02	10.27	4.23	2.36	1.46
Public Protection	1.83	1.30	6.83	1.79	1.27	2.20
Regeneration Division	2.38	4.90	13.44	3.46	0.78	0.80
Streetscene Services	4.39	4.34	15.61	3.68	4.31	4.73
Senior Management and Support	0.00	0.00	2.67	0.00	0.00	0.00
Environment	3.40	3.55	12.34	3.14	3.09	3.56

Lifelong Learning

- 3.19 Lifelong Learning Services continue to use Council Policies and Procedures to support attendance management. In particular Leisure Services are now seeing the benefits of a proactive approach through consistent review of the small number of individual cases where there are regular patterns or long term absence. As a result, Leisure lost days for quarter 3 are now at 2.16 days per full time equivalent (FTE) which is within the quarter 3 target of 2.45 per FTE. The Service Managers have regular planned meetings with Occupational Health to discuss how managers can maximise the impact of the support and advice they receive. Development & Resources have seen a decrease in days lost for quarter 3 (2.87 days per FTE) compared to quarter 2 (3.58 days per FTE) which is encouraging. However Libraries, Culture & Heritage & Schools Services, who had been within the quarterly target for quarter 2 have now experienced an increase at quarter 3, albeit an increase in absence is not an unusual trend at this time of year.

	2012/13			2013/14		
	Qtr 3	Qtr 4	Whole Year	Qtr 1	Qtr 2	Qtr 3
Culture and Leisure	2.39	2.34	8.30	1.92	2.19	2.16
Resources and Dev	3.34	3.90	13.77	3.27	3.48	2.87
Lib, Culture and Heritage	3.40	2.98	10.99	0.69	1.39	2.44
School Services	3.54	3.44	10.86	2.40	1.51	3.19
Senior Management and Support	0.00	0.00	7.14	0.00	0.57	0.00
Lifelong Learning	3.11	3.13	11.12	2.22	2.22	2.65

4.00 RECOMMENDATIONS

4.01 Members note Workforce Information Report for quarter three for 2013/14.

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, Head of HR & OD
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Email: helen.stappleton@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

Workforce Information Report

Period Up To : 31/12/2013

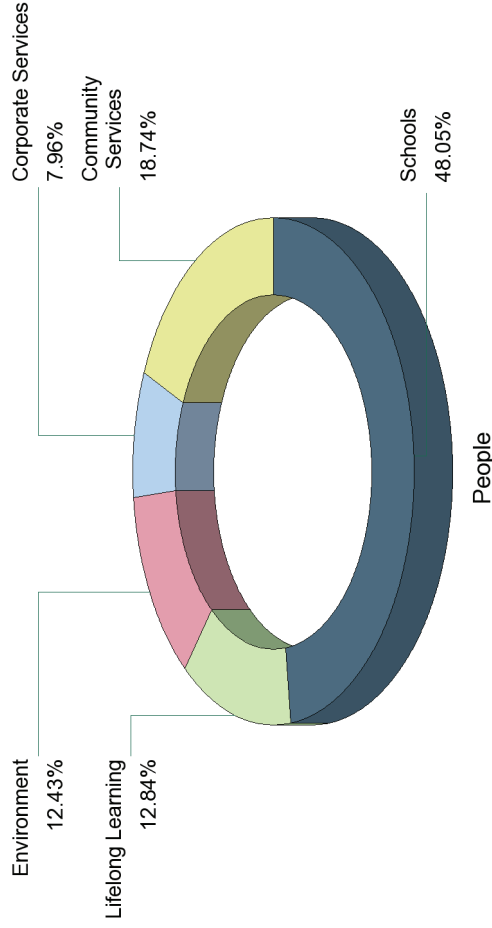
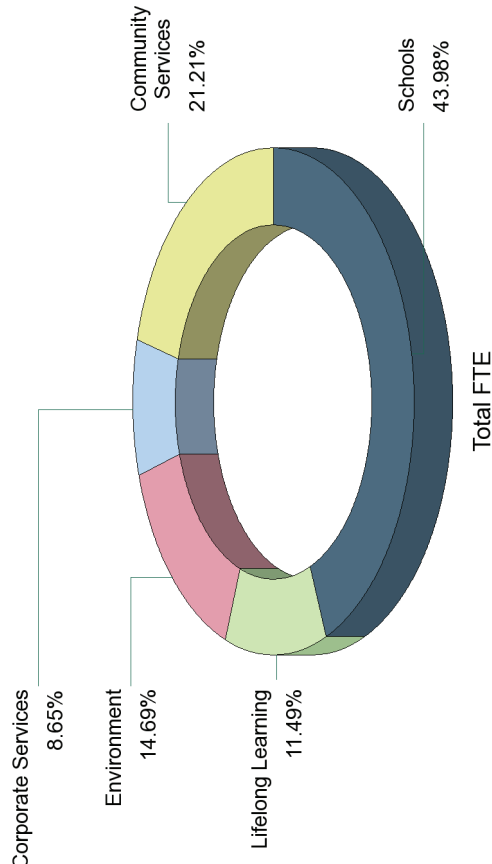
Headcount Summary By Directorate

Flintshire County Council Actual Total Headcount : **7,176**

Data on this page is effective as at : 31/12/2013
 Last Refreshed On : 12/02/2014

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

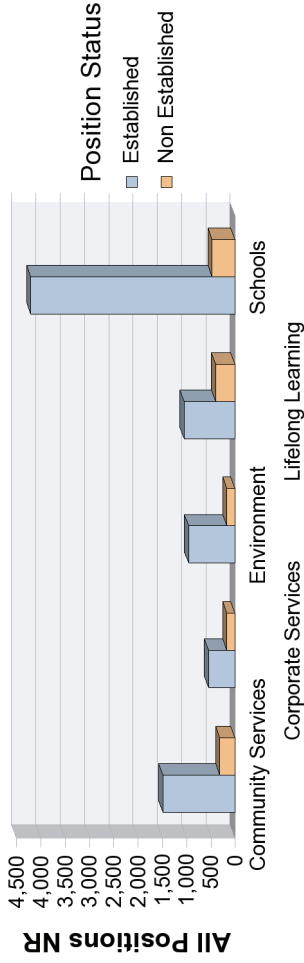
Directorate	HEADCOUNT			POSITION TYPE					POSITION BASIS				
	Total FTE	People	Positions	Permanent	Relief	Temporary Fixed Term	Seasonal Fixed Term	* Via Managed Agency Service	Full Time	Full Time Term Time	Part Time	Part Time Term Time	No Basis
Community Services	1170	1,366	1,447	1,250	0	197	0	0	32	897	0	548	2
Corporate Services	477	580	608	500	0	105	1	1	14	396	5	169	0
Environment	811	906	943	827	0	115	1	69	755	1	177	10	6
Lifelong Learning	634	936	1,071	936	0	133	2	0	368	7	638	52	6
Schools	2427	3,503	4,185	3,877	0	308	0	0	1,287	93	1,177	1,624	4
Sum:	5519	7,291	8,254	7,390	0	858	4	115	3,703	106	2,709	1,688	48



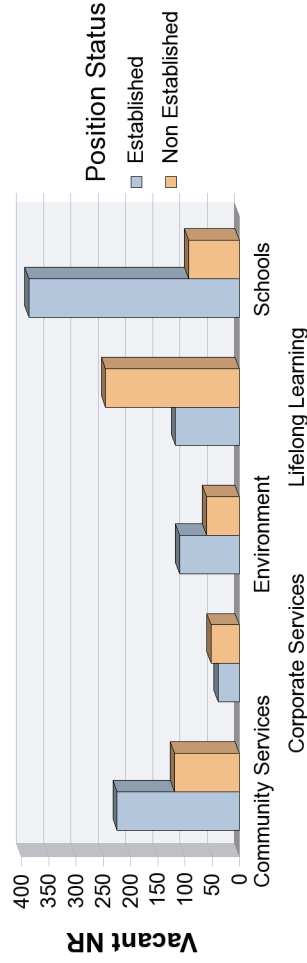
Establishment Summary Without Relief and School Supply Workers By Directorate

Data effective as at : 31/12/2013
Last Refreshed On : 12/02/2014

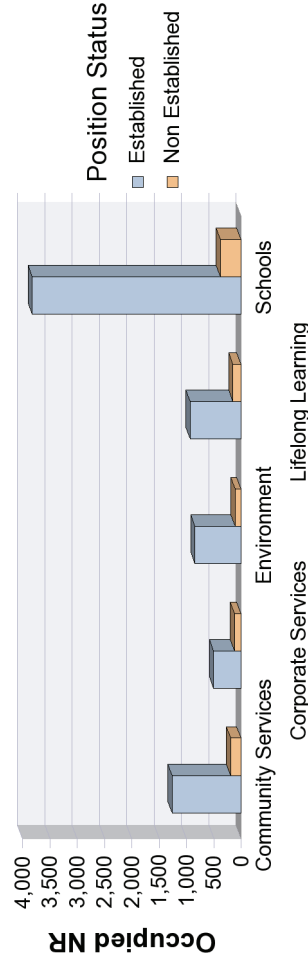
Directorate	Position Status	POSITIONS		
		Total	Vacant NR	Occupied NR
Community Services	Established	1,481	224	1,257
	Non Established	309	119	190
	Sum:	1,790	343	1,447
Corporate Services	Established	538	39	499
	Non Established	165	52	113
	Sum:	703	91	612
Environment	Established	948	109	839
	Non Established	164	60	104
	Sum:	1,112	169	943
Lifelong Learning	Established	1,044	117	927
	Non Established	391	245	146
	Sum:	1,435	362	1,073
Schools	Established	4,201	386	3,815
	Non Established	469	93	376
	Sum:	4,670	479	4,191
Overall Total:		9,710	1,444	8,266



Directorate



Directorate



Directorate

Turnover Summary by Directorate

Flintshire County Council Annual Total

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

Last Refreshed On : 12/02/2014

HC Q1 From	HC Q4 To	Head Count For Year	Leavers For Year	Turnover For Year	Stability For Year
7,121		3,560.5	502	14.10%	

Flintshire County Council Total

Quarter 1

April to June

HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
7,121	7,124	7,122.5	103	1.45%	93.73%

Directorate	HC Q1 From	HC Q1 To	Q1 Average Head Count	Q1 Leavers	Q1 Turnover	Q1 Stability
Community Services	1,345	1,352	1,348.5	23	1.71%	94.33%
Corporate Services	531	549	540	11	2.04%	91.85%
Environment	930	922	926	15	1.62%	93.74%
Lifelong Learning	940	933	936.5	8	0.85%	96.10%
Schools	3,490	3,485	3,487.5	46	1.32%	93.33%

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Flintshire County Council Total

Quarter 2

July to September

HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
7,125	7,149	7,137	294	4.12%	93.62%

Directorate	HC Q2 From	HC Q2 To	Q2 Average Head Count	Q2 Leavers	Q2 Turnover	Q2 Stability
Community Services	1,350	1,363	1,356.5	27	1.99%	93.03%
Corporate Services	548	558	553	27	4.88%	91.14%
Environment	922	926	924	14	1.52%	94.70%
Lifelong Learning	926	932	929	82	8.83%	96.56%
Schools	3,496	3,485	3,490.5	145	4.15%	93.37%

Flintshire County Council Total

Quarter 3

October to December

HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
7,149	7,176	7,162.5	105	1.47%	93.78%

Directorate	HC Q3 From	HC Q3 To	Q3 Average Head Count	Q3 Leavers	Q3 Turnover	Q3 Stability
Community Services	1,362	1,366	1,364	14	1.03%	93.04%
Corporate Services	557	580	568.5	5	0.88%	91.12%
Environment	925	906	915.5	22	2.40%	96.01%
Lifelong Learning	929	936	932.5	12	1.29%	95.55%
Schools	3,490	3,503	3,496.5	53	1.52%	93.67%

Flintshire County Council Total

Quarter 4

January to March

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

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

Turnover Summary

Last Refreshed On : 12/02/2014

Directorate	Q1 Leavers	Q2 Leavers	Q3 Leavers	Q4 Leavers	Sum
Community Services	23	27	14	0	64
Corporate Services	11	27	5	0	43
Environment	15	14	22	0	51
Lifelong Learning	8	82	12	0	102
Schools	46	145	53	0	244
Sum:	103	295	106	0	504

Directorate	Q1 Turnover	Q2 Turnover	Q3 Turnover	Q4 Turnover
Community Services	1.71%	1.99%	1.03%	0%
Corporate Services	2.04%	4.88%	0.88%	0%
Environment	1.62%	1.52%	2.40%	0%
Lifelong Learning	0.85%	8.83%	1.29%	0%
Schools	1.32%	4.15%	1.52%	0%

Directorate	Q1 Stability	Q2 Stability	Q3 Stability	Q4 Stability
Community Services	94.33%	93.03%	93.04%	0%
Corporate Services	91.85%	91.14%	91.12%	0%
Environment	93.74%	94.70%	96.01%	0%
Lifelong Learning	96.10%	96.56%	95.55%	0%
Schools	93.33%	93.37%	93.67%	0%

Turnover Leaver Analysis

Last Refreshed On : 12/02/2014

Quarter 1

April to June		<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	0	1	1
	Male	0	0	0	1	0	0	1
Dismissal	Female	0	0	1	1	0	2	4
	Male	1	0	2	0	0	2	5
End of Contract Term	Female	3	2	2	0	0	0	7
	Male	0	0	1	0	0	0	1
Left Voluntarily	Female	5	3	14	10	9	1	42
	Male	3	0	4	1	1	1	10
Retirement	Female	0	0	2	1	5	13	21
	Male	1	0	0	2	0	1	4
Transfer - Internal	Female	1	0	0	0	0	0	1
	Male	0	0	0	0	0	0	0
Transferred To Another Employer	Female	0	1	3	0	0	0	4
	Male	1	0	0	1	0	0	2
Sum:		15	6	29	17	15	21	103

Quarter 2

July to September		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	0	1	0	1
	Male	0	0	0	0	0	0	0	0
Dismissal	Female	0	0	0	0	0	2	4	10
	Male	0	1	1	5	2	2	3	14
End of Contract Term	Female	0	36	9	4	1	0	0	50
	Male	0	23	3	1	0	0	0	27
Left Voluntarily	Female	3	5	13	38	18	13	3	93
	Male	4	8	2	16	6	2	3	41
Retirement	Female	0	0	0	3	3	7	19	32
	Male	0	0	0	3	2	7	6	18
Transfer - Internal	Female	0	0	0	0	0	0	0	0
	Male	0	0	0	0	0	0	0	0
Transferred To Another Employer	Female	0	0	0	1	1	0	0	2
	Male	0	1	0	4	0	1	0	6
Sum:		7	74	28	75	36	36	38	294

Turnover Leaver Analysis

Last Refreshed On : 12/02/2014

Quarter 3

October to December		<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Death In Service	Female	0	0	0	0	1	0	1
	Male	0	0	0	0	0	0	0
Dismissal	Female	0	0	1	2	0	2	5
	Male	1	0	1	1	1	1	5
End of Contract Term	Female	0	1	1	0	0	0	2
	Male	2	0	0	1	0	0	3
Left Voluntarily	Female	6	3	9	9	4	1	32
	Male	3	0	8	3	4	0	18
Retirement	Female	0	0	0	2	5	10	17
	Male	0	0	1	2	6	5	14
Transfer - Internal	Female	0	0	0	0	0	0	0
	Male	0	0	0	1	0	0	1
Transferred To Another Employer	Female	0	0	0	0	0	0	0
	Male	0	3	2	1	1	0	7
Sum:		12	7	23	22	22	19	105

Quarter 4

January to March		Sum:
Death In Service	Female	0
	Male	0
Dismissal	Female	0
	Male	0
End of Contract Term	Female	0
	Male	0
Left Voluntarily	Female	0
	Male	0
Retirement	Female	0
	Male	0
Transfer - Internal	Female	0
	Male	0
Transferred To Another Employer	Female	0
	Male	0
Sum:		0

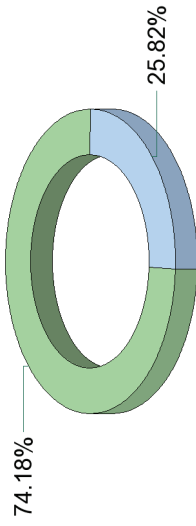
Diversity Summary

Data on this page is effective as at : 31/12/2013

Last Refreshed On : 12/02/2014

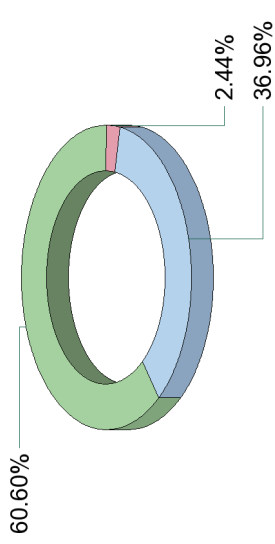
Flintshire County Council Diversity Summary

Gender	Total	%
Female	5,323	74.18%
Male	1,853	25.82%
Sum:	7,176	



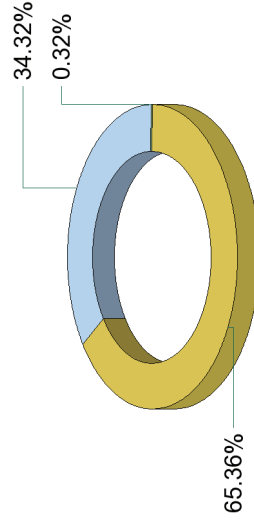
Gender
 Female
 Male

Disabled ?	Total	%
No	4,349	60.60%
Not Stated	2,652	36.96%
Yes	175	2.44%
Sum:	7,176	



Disabled ?
 No
 Not Stated
 Yes

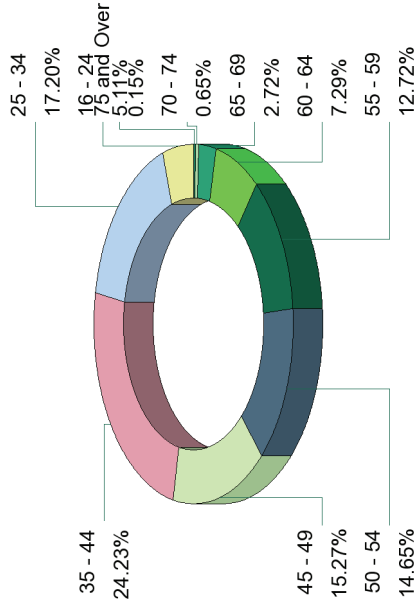
Ethnicity	Total	%
BME	23	0.32%
Not Stated	2,463	34.32%
White	4,690	65.36%
Sum:	7,176	



Ethnicity
 BME
 Not Stated
 White

Age	Total	%
16 - 24	367	5.11%
25 - 34	1,234	17.20%
35 - 44	1,739	24.23%
45 - 49	1,096	15.27%
50 - 54	1,051	14.65%
55 - 59	913	12.72%
60 - 64	523	7.29%
65 - 69	195	2.72%
70 - 74	47	0.65%
75 and Over	11	0.15%
Sum:	7,176	

Age



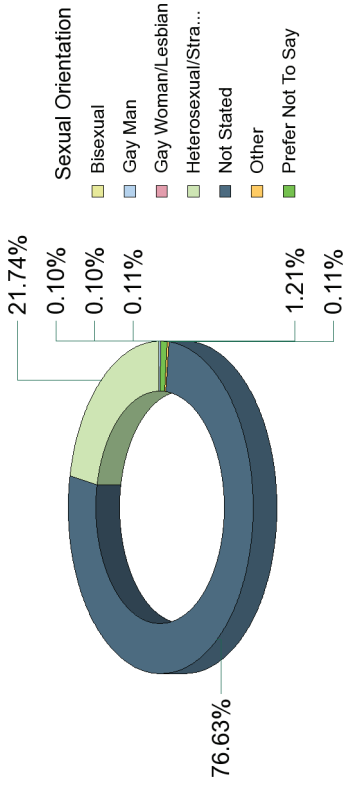
Diversity Summary

Data on this page is effective as at : 31/12/2013

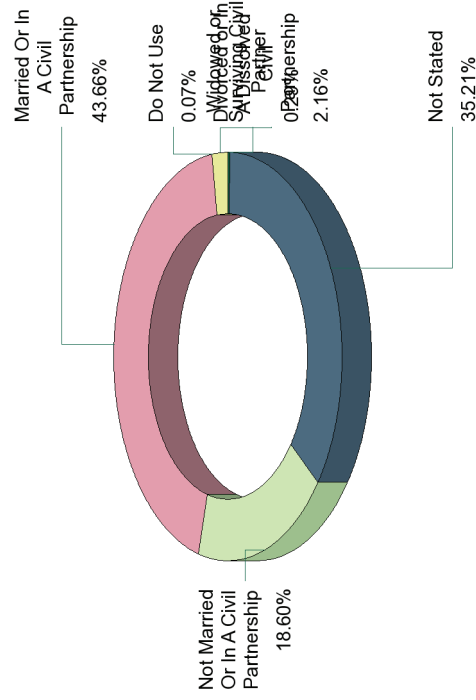
Last Refreshed On : 12/02/2014

Flintshire County Council Diversity Summary Continued ...

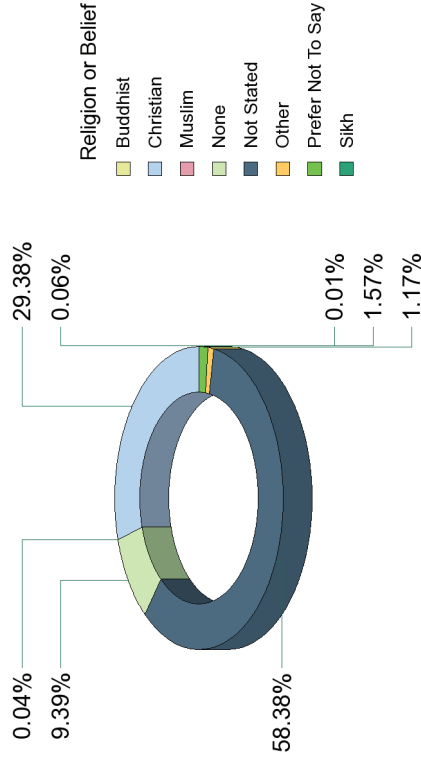
Sexual Orientation	Total	%
Bisexual	8	0.11%
Gay Man	7	0.10%
Gay Woman/Lesbian	7	0.10%
Heterosexual/Straight	1,560	21.74%
Not Stated	5,499	76.63%
Other	8	0.11%
Prefer Not To Say	87	1.21%
Sum:	7,176	



Marital Status	Total	%
Divorced or In A Dissolved Civil Partnership	155	2.16%
Do Not Use	5	0.07%
Married Or In A Civil Partnership	3,133	43.66%
Not Married Or In A Civil Partnership	1,335	18.60%
Not Stated	2,527	35.21%
Widowed or Surviving Civil Partner	21	0.29%
Sum:	7,176	



Religion or Belief	Total	%
Buddhist	4	0.06%
Christian	2,108	29.38%
Muslim	3	0.04%
None	674	9.39%
Not Stated	4,189	58.38%
Other	84	1.17%
Prefer Not To Say	113	1.57%
Sikh	1	0.01%
Sum:	7,176	



Directorate Leaver Analysis

Last Refreshed On : 12/02/2014

Quarter 1

April to June

		<1 Yr	<6 Mth	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Dismissal	0	0	1	0	0	1	2
	End of Contract Term	1	0	1	0	0	0	2
	Left Voluntarily	0	0	2	1	3	0	6
	Retirement	0	0	1	1	3	5	10
	Transferred To Another Employer	0	1	1	1	0	0	3
	Sum:	1	1	6	3	6	6	23
Corporate Services	Death In Service	0	0	0	1	0	0	1
	Dismissal	0	0	0	0	0	0	0
	End of Contract Term	0	2	2	0	0	0	4
	Left Voluntarily	0	0	1	1	0	1	3
	Retirement	0	0	0	1	0	0	1
	Transferred To Another Employer	0	0	2	0	0	0	2
Sum:	0	2	5	3	0	1	11	
Environment	Dismissal	1	0	1	0	0	1	3
	End of Contract Term	0	0	0	0	0	0	0
	Left Voluntarily	3	0	4	0	0	0	7
	Retirement	1	0	1	0	0	2	4
	Transferred To Another Employer	1	0	0	0	0	0	1
	Sum:	6	0	6	0	0	3	15
Lifelong Learning	Death In Service	0	0	0	0	0	0	0
	Dismissal	0	0	1	0	0	0	1
	End of Contract Term	0	0	0	0	0	0	0
	Left Voluntarily	0	0	2	2	1	0	5
	Retirement	0	0	0	0	0	2	2
	Sum:	0	0	3	2	1	2	8
Schools	Death In Service	0	0	0	0	0	1	1
	Dismissal	0	0	0	1	0	2	3
	End of Contract Term	2	0	0	0	0	0	2
	Left Voluntarily	5	3	9	7	6	1	31
	Retirement	0	0	0	1	2	5	8
	Transfer - Internal	1	0	0	0	0	0	1
	Transferred To Another Employer	0	0	0	0	0	0	0
Sum:	8	3	9	9	8	9	46	

Directorate Leaver Analysis

Last Refreshed On : 12/02/2014

Quarter 2

July to September

		<1 Mth	<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Dismissal	0	0	0	0	0	1	2	3
	End of Contract Term	0	1	0	1	0	0	0	2
	Left Voluntarily	0	0	0	2	5	0	1	8
	Retirement	0	0	0	0	3	2	3	8
	Transferred To Another Employer	0	1	0	3	1	1	0	6
	Sum:	0	2	0	6	9	4	6	27
Corporate Services	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	0	0	0	1	1
	End of Contract Term	0	1	0	0	0	0	0	1
	Left Voluntarily	2	10	3	5	2	1	0	23
	Retirement	0	0	0	0	0	2	0	2
	Transferred To Another Employer	0	0	0	0	0	0	0	0
Sum:	2	11	3	5	2	3	1	27	
Environment	Dismissal	0	0	0	3	0	1	1	5
	End of Contract Term	0	0	0	1	0	0	0	1
	Left Voluntarily	0	0	0	2	2	1	0	5
	Retirement	0	0	0	0	0	1	0	1
	Transferred To Another Employer	0	0	0	2	0	0	0	2
	Sum:	0	0	0	8	2	3	1	14
Lifelong Learning	Death In Service	0	0	0	0	0	0	0	0
	Dismissal	0	0	0	2	2	1	0	5
	End of Contract Term	0	56	0	0	0	0	0	56
	Left Voluntarily	2	0	1	8	1	2	0	14
	Retirement	0	0	0	2	1	3	1	7
	Sum:	2	56	1	12	4	6	1	82
Schools	Death In Service	0	0	0	0	1	0	0	1
	Dismissal	0	1	1	0	2	3	3	10
	End of Contract Term	0	1	12	3	1	0	0	17
	Left Voluntarily	3	3	11	38	14	11	5	85
	Retirement	0	0	0	4	1	6	21	32
	Transfer - Internal	0	0	0	0	0	0	0	0
	Transferred To Another Employer	0	0	0	0	0	0	0	0
Sum:	3	5	24	45	19	20	29	145	

Directorate Leaver Analysis

Last Refreshed On : 12/02/2014

Quarter 3

October to December

		<6 Mth	<1 Yr	<5 Yrs	5 - 9 Yrs	10 - 19 Yrs	20+ Yrs	Sum:
Community Services	Dismissal	0	0	1	1	0	1	3
	End of Contract Term	0	0	0	0	0	0	0
	Left Voluntarily	0	0	2	0	0	0	2
	Retirement	0	0	0	0	4	4	8
	Transferred To Another Employer	0	1	0	0	0	0	1
	Sum:	0	1	3	1	4	5	14
Corporate Services	Death In Service	0	0	0	0	0	0	0
	Dismissal	0	0	0	0	0	1	1
	End of Contract Term	0	1	0	0	0	0	1
	Left Voluntarily	0	0	1	1	0	0	2
	Retirement	0	0	0	0	0	1	1
	Transferred To Another Employer	0	0	0	0	0	0	0
Sum:	0	1	1	1	0	2	5	
Environment	Dismissal	1	0	1	0	0	0	2
	End of Contract Term	0	0	1	0	0	0	1
	Left Voluntarily	0	0	3	1	1	0	5
	Retirement	0	0	1	3	4	1	9
	Transferred To Another Employer	0	2	1	1	1	0	5
	Sum:	1	2	7	5	6	1	22
Lifelong Learning	Death In Service	0	0	0	0	1	0	1
	Dismissal	0	0	0	0	1	0	1
	End of Contract Term	1	0	0	1	0	0	2
	Left Voluntarily	0	0	1	4	1	1	7
	Retirement	0	0	0	0	0	1	1
	Sum:	1	0	1	5	3	2	12
Schools	Death In Service	0	0	0	0	0	0	0
	Dismissal	0	0	0	2	0	1	3
	End of Contract Term	1	0	0	0	0	0	1
	Left Voluntarily	9	3	10	7	6	0	35
	Retirement	0	0	0	1	3	8	12
	Transfer - Internal	0	0	0	1	0	0	1
	Transferred To Another Employer	0	0	1	0	0	0	1
Sum:	10	3	11	11	9	9	53	

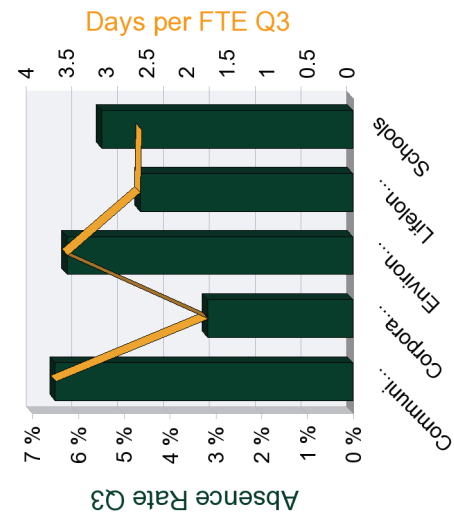
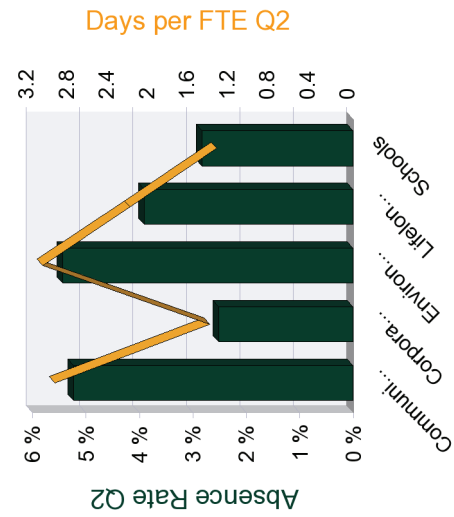
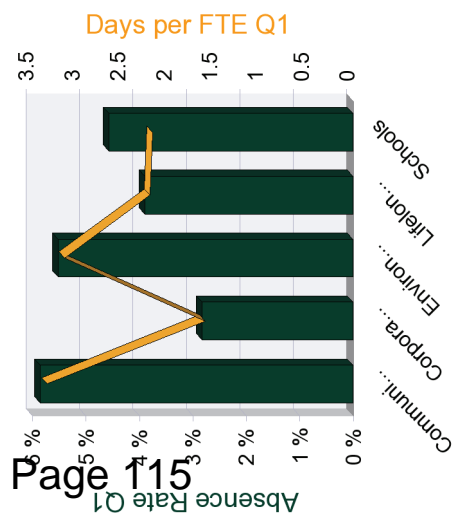
Absence Rate Summary By Directorate

Last Refreshed On : 12/02/2014

Average Days Available	874,978	FTE Days Lost	41,366	Absence Rate	4.73 %	Days Lost Per FTE	10.03	Target per FTE	9.8
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This "Days lost per FTE" figure is an annual forecast figure until the final end of year report is produced.

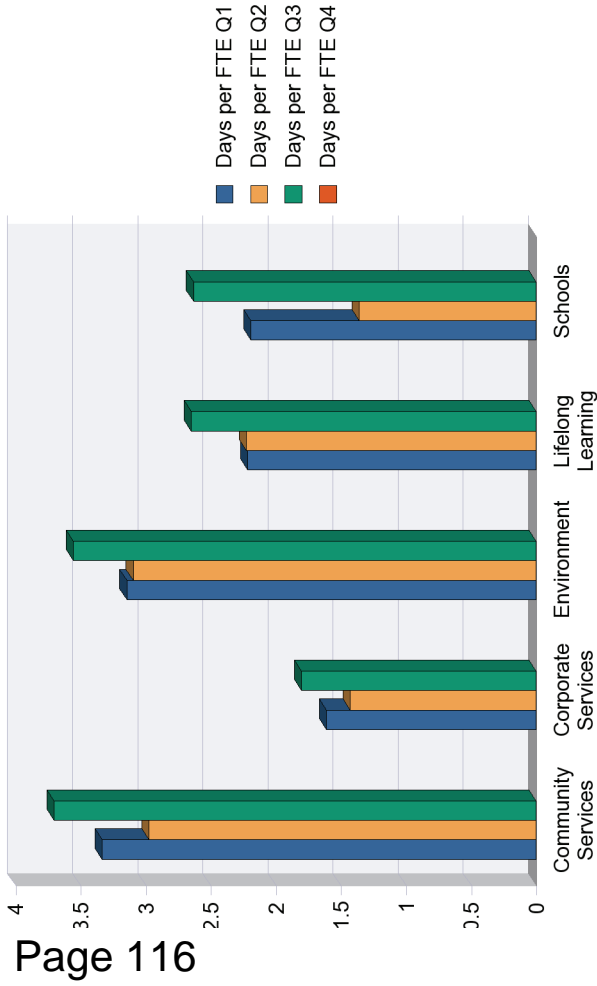
Directorate	FTE Days Lost Q1	Average Days Available Q1	Absence Rate Q1	Days per FTE Q1	FTE Days Lost Q2	Average Days Available Q2	Absence Rate Q2	Days per FTE Q2	FTE Days Lost Q3	Average Days Available Q3	Absence Rate Q3	Days per FTE Q3	FTE Days Lost Q4	Average Days Available Q4	Absence Rate Q4	Days per FTE Q4	Days Lost Per FTE
Community Services	3,873	66,255	5.85 %	3.33	3,471	66,499	5.22 %	2.97	4,329	66,660	6.49 %	3.7	0				10.01
Corporate Services	746	26,385	2.83 %	1.61	670	26,725	2.51 %	1.43	854	27,015	3.16 %	1.8	0				4.84
Environment	2,608	47,295	5.51 %	3.14	2,562	47,189	5.43 %	3.09	2,916	46,744	6.24 %	3.56	0				9.79
Lifelong Learning	1,395	35,883	3.89 %	2.22	1,389	35,590	3.90 %	2.22	1,666	35,879	4.64 %	2.65	0				7.09
Schools	5,247	115,053	4.56 %	2.19	3,269	115,596	2.83 %	1.36	6,370	116,208	5.48 %	2.63	0				6.18
	13,869	290,872	4.77 %	2.53	11,359	291,599	3.90 %	2.07	16,136	292,507	5.52 %	2.93	0				



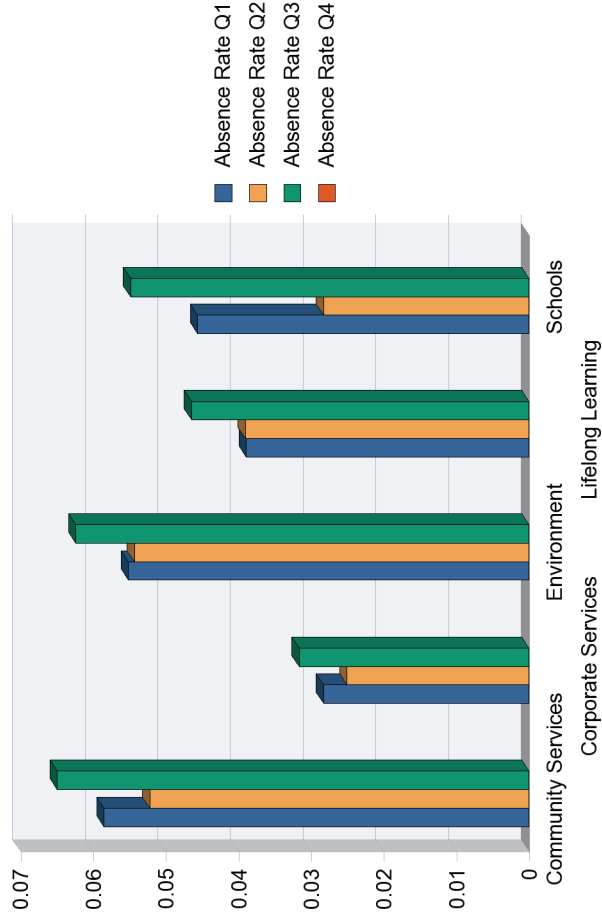
Absence Rate Summary By Directorate

Last Refreshed On : 12/02/2014

Directorate	Days per FTE Q1	Days per FTE Q2	Days per FTE Q3	Days per FTE Q4
Community Services	3.33	2.97	3.7	3.7
Corporate Services	1.61	1.43	1.8	1.8
Environment	3.14	3.09	3.56	3.56
Lifelong Learning	2.22	2.22	2.65	2.65
Schools	2.19	1.36	2.63	2.63



Directorate	Absence Rate Q1	Absence Rate Q2	Absence Rate Q3	Absence Rate Q4
Community Services	5.85 %	5.22 %	6.49 %	6.49 %
Corporate Services	2.83 %	2.51 %	3.16 %	3.16 %
Environment	5.51 %	5.43 %	6.24 %	6.24 %
Lifelong Learning	3.89 %	3.90 %	4.64 %	4.64 %
Schools	4.56 %	2.83 %	5.48 %	5.48 %



Absence Short and Long Term Summary For Quarters One and Two

Last Refreshed On : 12/02/2014

Q1 Absence Reason	Short Term	Long Term	Total
A Back Problems	224.63	251.75	476
B Other musculoskeletal	566.52	1,369.47	1936
C Stress depression; anxiety; mental health & fatigue	555.63	1,567.64	2123
D Infections	813.56	213.45	1027
DNU H Pregnancy Related	112.31	42	154
E Neurological; headaches & migraines	198.47	142.38	341
F Eye; ear; nose & mouth/dental; sinusitis	296.54	236.65	533
G Genito-urinary; menstrual problems	88.62	89	178
I Stomach; liver; kidney; digestion & vomiting	609.55	518.17	1128
J Blood; heart; circulation	68.61	143.7	212
K Chest; lungs; respiratory	230.47	324.18	555
L Other (ESC use only)	1,536.84	3,080.53	4617
TOTAL	5,511.58	8,357.87	13869

Q2 Absence Reason	Short Term	Long Term	Total
A Back Problems	243.82	297	541
B Other musculoskeletal	535.57	1,035.56	1571
C Stress depression; anxiety; mental health & fatigue	379.64	1,894.99	2275
D Infections	693.61	297.19	991
DNU H Pregnancy Related	84.76	46	131
E Neurological; headaches & migraines	146.24	31.72	178
F Eye; ear; nose & mouth/dental; sinusitis	204.13	258.87	463
G Genito-urinary; menstrual problems	99.17	45	144
I Stomach; liver; kidney; digestion & vomiting	594.18	471.29	1065
J Blood; heart; circulation	84.29	90	174
K Chest; lungs; respiratory	122.21	145.17	267
L Other (ESC use only)	1,245.19	2,089.98	3335
N Diabetes; thyroid & endocrine	2.65	0	3
O Skin related disorder & burns	6	0	6
TOTAL	4,486.59	6,872.87	11359

Absence Short and Long Term Summary For Quarters Three and Four

Last Refreshed On : 12/02/2014

Q3 Absence Reason	Short Term	Long Term	Total
A Back Problems	346.35	320.77	667
B Other musculoskeletal	680.99	1,265.74	1947
C Stress depression; anxiety; mental health & fatigue	623.92	2,083.06	2707
D Infections	1,628.66	691.79	2320
DNU H Pregnancy Related	26.8	0	27
E Neurological; headaches & migraines	337.37	213.6	551
F Eye; ear; nose & mouth/dental; sinusitis	367.19	334.41	702
G Genito-urinary; menstrual problems	208.8	282.17	491
I Stomach; liver; kidney; digestion & vomiting	1,118.67	1,114.76	2233
J Blood; heart; circulation	86.88	126.9	214
K Chest; lungs; respiratory	284.18	241.86	526
L Other (ESA use only)	1,076.92	2,306.32	3383
M Benign & malignant tumors; Cancers	21	86.34	107
N Diabetes; thyroid & endocrine	16.2	0	16
O Skin related disorder & burns	49.08	40.5	90
TOTAL	6,873.02	9,262.85	16136

Q4 Absence Reason	Short Term	Long Term	Total
TOTAL	0	0	0

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE**

DATE: **13 MARCH 2014**

REPORT BY: **MEMBER ENGAGEMENT MANAGER**

SUBJECT: **FORWARD WORK PROGRAMME**

1.00 PURPOSE OF REPORT

1.01 To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.

2.00 BACKGROUND

2.01 Items feed into a Committee's Forward Work Programme from a number of sources. Members can suggest topics for review by Overview & Scrutiny Committees, members of the public can suggest topics, items can be referred by the Cabinet for consultation purposes, or by County Council, or Directors. Other possible items are identified from the Cabinet Work Programme and the Strategic Assessment of Risks & Challenges.

2.02 In identifying topics for future consideration, it is useful or a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows:

1. Will the review contribute to the Council's priorities and/or objectives?
2. Are there issues of weak or poor performance?
3. How, where and why were the issues identified?
4. Do local communities think the issues are important and is there any evidence of this? Is there evidence of public dissatisfaction?
5. Is there new Government guidance or legislation?
6. Have inspections been carried out?
7. Is this area already the subject of an ongoing review?

3.00 CONSIDERATIONS

3.01 Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work Programme of the Committees of which they are members. By reviewing and prioritising the forward work programme Members are able to ensure it is member-led and includes the right issues. A copy of the Forward Work Programme is attached at Appendix 1 for Members' consideration which has been updated following the last meeting.

4.00 RECOMMENDATIONS

4.01 That the Committee considers the draft Forward Work Programme attached as Appendix 1 and approve/amend as necessary.

5.00 FINANCIAL IMPLICATIONS

None as a result of this report.

6.00 ANTI POVERTY IMPACT

None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

None as a result of this report.

8.00 EQUALITIES IMPACT

None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

None as a result of this report.

10.00 CONSULTATION REQUIRED

N/A

11.00 CONSULTATION UNDERTAKEN

Publication of this report constitutes consultation.

12.00 APPENDICES

Appendix 1 – Forward Work Programme

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

None.

Contact Officer: Robert Robins
Telephone: 01352 702320
Email: robert.robins@Flintshire.gov.uk

Corporate Resources Overview & Scrutiny Committee
FORWARD WORK PROGRAMME 2012/13

DATE	SUBJECT	O&S FOCUS	REPORT FROM
Thursday 10 th April 2014 10.00	Revenue Budget Monitoring 2013/14 Month 10	Monitoring	GF
	Quarterly Performance report	Monitoring	RJR
	Improvement Plan Monitoring Report	Monitoring	RJR
	Forward Work Programme	Development	RJR
Thursday 8 th May 2014 10.00	Annual Improvement Report from Wales Audit Office	Information	KA
	Revenue Budget Monitoring 2013/14 Month 11	Monitoring	GF
	People Strategy 2014/17	Monitoring	HLS
	Forward Work Programme	Development	RJR
Thursday 12 th June 2014 10.00	Revenue Budget Monitoring 2013/14 Month 12	Monitoring	GF
	Improvement Plan monitoring 2013/14 and 2014/15	Monitoring	RJR
	Forward Work Programme	Development	
Thursday 10 th July 2014 10.00	Revenue Budget Monitoring 2013/14		GF
	Forward Work Programme		RJR

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Corporate Resources Overview & Scrutiny Committee
FORWARD WORK PROGRAMME 2012/13