

Public Document Pack



Contact Officer: Sharon Thomas
01352 702324
sharon.thomas@flintshire.gov.uk

To: Cllr Ron Hampson (Chairman)

Councillors: Amanda Bragg, David Cox, Paul Cunningham, Peter Curtis, Ron Davies, Rosetta Dolphin, Ian Dunbar, Jim Falshaw, Alison Halford, George Hardcastle, Ray Hughes, Brian Lloyd, Mike Reece and Gareth Roberts

6 January 2016

Dear Councillor

You are invited to attend a meeting of the Community and Enterprise Overview & Scrutiny Committee which will be held at 10.00 am on Tuesday, 12th January, 2016 in the Delyn Committee Room, County Hall, Mold CH7 6NA to consider the following items

A G E N D A

1 APOLOGIES

Purpose: To receive any apologies.

2 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

Purpose: To receive any Declarations and advise Members accordingly.

3 MINUTES (Pages 3 - 8)

Purpose: To confirm as a correct record the minutes of the meeting held on 9 December 2015 (copy enclosed).

4 STRATEGIC HOUSING AND REGENERATION PROJECT (SHARP) (Pages 9 - 36)

Report of Chief Officer (Community and Enterprise) enclosed.

Purpose: To seek Members' support on the first phase Housing schemes tenure and size mix and funding arrangements.

5 **FLINTSHIRE BUSINESS WEEK 2015 (FBW15)** (Pages 37 - 42)

Report of Chief Officer (Community and Enterprise) enclosed.

Purpose: To report on the outcomes of Flintshire Business Week.

6 **FORWARD WORK PROGRAMME** (Pages 43 - 50)

Report of Community and Enterprise Overview & Scrutiny Facilitator enclosed.

Purpose: To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Peter Evans', with a long horizontal flourish extending to the right.

Peter Evans
Democracy & Governance Manager

COMMUNITY AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE **9 DECEMBER 2015**

Minutes of the meeting of the Community and Enterprise Overview & Scrutiny Committee of Flintshire County Council held in the Delyn Committee Room, County Hall, Mold on Wednesday, 9 December 2015

PRESENT: Councillor Ron Hampson (Chairman)

Councillors: David Cox, Paul Cunningham, Ron Davies, Rosetta Dolphin, George Hardcastle, Mike Reece and Gareth Roberts

SUBSTITUTE: Councillor Nancy Matthews (for Amanda Bragg)

APOLOGIES: Councillor Peter Curtis, Ian Dunbar, Alison Halford, Ray Hughes and Brian Lloyd. Councillor Helen Brown, Cabinet Member for Housing and the Chief Officer, Community & Enterprise

ALSO PRESENT: Councillors: Haydn Bateman and Marion Bateman

CONTRIBUTORS: Councillor Bernie Attridge, Deputy Leader and Cabinet Member for Environment; Councillor Derek Butler, Cabinet Member for Economic Development; Service Manager for Council Housing; Service Manager for Housing Programmes; Service Manager for Customer Support; Service Manager for Enterprise & Regeneration; Housing Manager and Sheltered Housing Officer

IN ATTENDANCE: Community and Enterprise Overview & Scrutiny Facilitator and Committee Officer

51. DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

There were no declarations of interest.

52. MINUTES

The minutes of the meeting held on 4 November 2015 were submitted.

Matters Arising

Minute number 45: Delivery and Outcomes of Recent Regeneration Programmes - Councillor Mike Reece sought clarification on whether solid brick wall insulation would be provided in Bagillt, following comments made by the Assembly Member. Councillor Bernie Attridge said that Bagillt was not being overlooked as the Council must adhere to Welsh Government criteria on where the work could be carried out. He stressed the importance of clarifying this detail when commenting on this particular workstream.

In referring to discussion at the budget consultation meeting of the Organisational Change Overview & Scrutiny Committee, Councillor Reece asked about the Council's plans for Holywell library in the event that no interest in a community transfer was forthcoming. If the intention was to demolish the building, he suggested that the site could instead be used to provide

accommodation for pensioners. Councillor Attridge stated that no decision had been made to demolish the building as one of the options was for the library and sports centre to be located on the same site. He added that several enquiries had been received on taking over the running of the library.

RESOLVED:

That the minutes be approved as a correct record and signed by the Chairman.

53. SERVICE CHARGES

The Service Manager for Council Housing introduced an update of progress on the implementation of service charges, including feedback from a range of tenant consultation events held across the county during the summer. As reported to the former Housing Overview & Scrutiny Committee, the separation of service charges from rents had been introduced from April 2015 as required by the Welsh Government (WG) and allowed greater transparency for tenants to see how much rent they paid together with charges for any additional services they received. Following Cabinet approval earlier in the year, a phased approach to the introduction of services was planned for existing or ongoing tenancies from April 2016 whereas service charges were introduced fully for new tenancies from April 2015.

The Service Manager provided an overview of the methodology for charging, as set out in the report, together with a summary of the feedback from the tenant consultation process. Members were informed that more detailed information on the feedback was available from the Sheltered Housing Officer.

Councillor Rosetta Dolphin asked if the window cleaning service was mandatory for all tenants as some may prefer to opt out (eg ground floor tenants in Abbey Court), and whether tenants would be reimbursed if the service was not carried out in line with the agreed frequency. She also took the opportunity to praise the cleaning service undertaken in Greenfield.

It was explained by the Service Manager that the intention was to review and re-tender the contract for window cleaning and to agree a set of standards to share with tenants. This would address any areas of inconsistency, as indicated in the feedback, and enable tenants to raise any issues.

Councillor Gareth Roberts highlighted reference to the 63% of Council house tenants in receipt of housing benefit which covered some of the service charges, and asked about the potential for any additional housing benefit to release funds to the Housing Revenue Account. The Service Manager agreed to obtain a response on the percentage of tenants in sheltered housing. Councillor Bernie Attridge added that Councillor Roberts' suggestion would need to be verified with Legal colleagues.

In response to a question from Councillor George Hardcastle on garage charges, the Service Manager advised that these did not form part of service charges and were subject to separate arrangements. Any outcomes from the garage review would be addressed through work under the Welsh Housing Quality Standard and Strategic Housing and Regeneration Programme.

Following comments from Councillor Nancy Matthews on charging for satisfactory services, the Service Manager drew attention to the schedule in section 1.05 of the report. Some services were being subsidised in recognition of inconsistent standards across schemes and would be resolved through a comprehensive review.

The Chairman felt that service charges should be reasonable in view of the prospect of rent increases set by WG. He commented on unsatisfactory levels of communal cleaning at four blocks of flats in his ward which he hoped would be addressed and welcomed the delay in the re-introduction of assisted garden charges to make the necessary preparations.

On the latter point, Councillor Attridge said that this delay would allow for meaningful consultation to achieve the right outcomes. He pointed out that the proposed charge for communal area cleaning in 2016/17 was only £2.75 per week and that information on rental charges was awaited from WG.

In stressing the importance of value for money on service charges, Councillor Ron Davies referred to repairs needed to a washer/dryer within pensioners' accommodation in his ward. The Service Manager agreed to look into this.

During discussion on the laundry service, Councillor Attridge spoke about a token-operated system as a possible option for communal areas.

RESOLVED:

- (a) That the progress made to date with regard to the introduction of service charges and the feedback from the tenants' consultation be noted; and
- (b) That the delivery of an action plan, as described in section 1.25 of the report, that focuses on achieving value for money for tenant services, be supported.

54. APPROVAL TO APPLY TO WELSH GOVERNMENT FOR SUSPENSION OF THE RIGHT TO BUY IN FLINTSHIRE

The Service Manager for Housing Programmes presented a report seeking support for an application to Welsh Government (WG) to suspend the Right to Buy (RTB) of Council owned housing in Flintshire, as primary legislation to end the RTB was not due to be introduced until after the next Assembly election in 2016.

Whilst explaining the negative impact on social housing stock across Wales, it was reported that Flintshire had lost 822 Council homes to RTB since 1996 and that the demand for housing need had been identified through the recent Local Housing Market Assessment, as previously reported to the Committee. Reference was also made to the developments and re-investment in the Council's housing stock arising from the overwhelming positive response in the housing ballot. Officers were currently developing a draft application to WG and would need to engage in meaningful consultation with Council tenants to

seek their views. The key stages to the application and consultation process were appended to the report.

Councillor Gareth Roberts spoke in support of the proposal and referred to the significant loss of Council housing stock through the RTB scheme, particularly in rural areas. He welcomed the opportunity to protect the new build Council homes. This view was echoed by the Chairman and by Councillor Paul Cunningham who praised the investment in Council homes across the county.

In moving the recommendation, Councillor George Hardcastle indicated his support.

In response to a question from Councillor Ron Davies, the Service Manager for Customer Support advised that around 1,000 applicants were currently on the waiting list for Council houses.

Councillor Nancy Matthews asked how long tenants would need to live at a property to qualify for RTB and felt that the application to WG should seek suspension of RTB in Flintshire for the maximum term of ten years. The Service Manager agreed to respond separately on the first point and said that the application could be for ten years if supported by the Council. Councillor Gareth Roberts also supported the Council seeking the maximum term to take into account tenants living in more than one Council property.

Councillor Bernie Attridge pointed out that WG had granted approval to two councils in Wales to suspend RTB for five years, but that he would support the maximum ten year term if this was achievable.

RESOLVED:

That the Committee support an application to Welsh Government to suspend the Right to Buy in Flintshire.

55. QUARTER 2 IMPROVEMENT PLAN MONITORING REPORTS

The Service Manager for Council Housing presented the regular update report to consider progress towards the delivery of the impacts set out in the 2015/16 Improvement Plan, focussing on the areas of under-performance relevant to the Committee during the second quarter.

RESOLVED:

That the report be noted.

56. FORWARD WORK PROGRAMME

Councillor George Hardcastle took the opportunity to show his support for the Council's new housing company following a recent visit with the Chairman, commenting on the good progress which had been achieved and further potential outcomes. Councillor Bernie Attridge said that meetings of the company were not open to the public but that Members were welcome to observe if they wished.

In presenting the current Forward Work Programme for consideration, the Facilitator drew attention to the budget consultation meetings arranged for 17 December 2015 and 15 January 2016.

RESOLVED:

That the Forward Work Programme be noted.

57. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There was one member of the press and one member of the public in attendance.

(The meeting started at 2.00 pm and ended at 2.45 pm)

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Chairman

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COMMUNITY AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 12 th January 2016
Report Subject	Strategic Housing and Regeneration Project (SHARP)
Cabinet Member	Cabinet Member for Housing
Report Author	Chief Officer (Community & Enterprise)
Type of Report	Strategic

EXECUTIVE SUMMARY

This report seeks scrutiny support to progress the next key stages of the Council's Strategic Housing And Regeneration Programme (SHARP) and sets out proposals to develop the former Custom House School site, Connah's Quay.

The regeneration of the site will see the development of 12 Council homes which will enhance the housing opportunities available to local people living in Connah's Quay.

This report provides an update on the mobilisation works undertaken to date in readiness to commence the construction of the scheme in February 2016, providing a rationale for the recommended funding model along with proposed timeframe for delivery.

The report identifies standard scheme development assumptions which subject to approval will be utilised to assess the viability of individual schemes against costs.

The report also outline proposals for future sites and Community Benefits which will be delivered as part of the overall SHARP.

RECOMMENDATIONS

1	Scrutiny supports the development of 12 new Council homes on Custom House School site, Connah's Quay.
2	Scrutiny support the standard scheme development assumptions as identified in 1.20.

REPORT DETAILS

1.00	EXPLAINING NEXT KEY STAGES OF THE COUNCIL'S STRATEGIC HOUSING AND REGENERATION PROGRAMME (SHARP)
1.01	BACKGROUND
1.02	<p>At Cabinet in September 2014, approval was given to undertake a major procurement process to appoint a development partner, with the aim of developing 500 new homes (council housing and affordable housing) at a range of sites across the county, alongside commissioning a range of linked regeneration initiatives and community benefits. The Programme will run for an initial period of 5 years. The Programme is overseen by a Partnership Board whose decisions are subject to approval by Cabinet.</p>
1.03	<p>The Commissioning Objectives (as approved by Cabinet in September 2014) are detailed below and illustrated in Appendix 1.</p> <ul style="list-style-type: none">• Delivery of the Programme in a manner responsive to local needs and priorities;• Quality of Housing which conforms to at least local planning level 3;• A funding model which provides the initial capital investment for the Developments through borrowing; lease back; buy back options or other arrangements to be recouped through increased income from rents;• Value for money facilitated by competitive pricing; robust and transparent costings supported by open book accounting¹; performance reporting and monitoring;• Workforce and training initiatives;• Environmental protection and improvements;• Development of sub-contracting and supply chain opportunities including transparency of opportunities and award procedures including advertisement through Sell2Wales;• Increased social capital through engagement and consultation with the community.
1.04	<p>In June 2015 following an extensive procurement exercise, Wates Living Space were appointed as the Council's preferred Development partner for the next five years.</p>
1.05	Considerations
1.06	Custom House School - Site Context
1.07	<p>The site is located in the west of Connah's Quay on the B5126 named Mold Road. The site is within a predominately residential area. The site is currently vacant and was most recently occupied by Custom House Lane Junior School which has been demolished due to the building of the new Ysgol Cae Nant school to provide the services of Custom House Lane Junior School and Dee Road Infants School.</p>

1.08	Design and Lay out
1.09	Appendix 2 shows there will be 12 two storey houses on the site arranged into 2 terraced blocks and 3 semi-detached blocks. 8 units will be 2 bedroom properties identified as Type 1. Four units are 3 bedroom properties identified as Type 2. The site is 0.2 hectares and with 12 properties proposed on the site, maximises the use of land available.
1.10	<p>Properties and land associated with each property will be designed to comply with Secured by Design guidelines and the Council's "Flintshire House Standard". The standard will inform the design and specification of all the new housing delivered through the SHARP and form a benchmark to ensure consistent, good quality of internal layout, and fixtures and fittings, high standards of energy efficiency and external appearance in keeping with local circumstance, low maintenance product specifications, adequate parking and a public realm designed to promote cohesive and inclusive communities.</p> <p>A working group of Cabinet Members, Officers and tenants worked together during 2015 to develop the Flintshire House Standard which has been approved by Cabinet. This standard was developed following rigorous review of industry building standards, Housing Association scheme development standards for Social Housing grant, and Lifetime Homes Standards. Visits were made to new build schemes to see new projects in development and discussion and advice took place with development experts.</p> <p>The council wanted its own distinctive standard which would provide a high quality living environment with adequate storage and living space, which was attractive and affordable in use and which could be adapted to suit changing needs during a family life course. The full standard is attached at Appendix 4.</p>
1.11	Appendix 3 shows that the primary design development of the scheme's appearance has been driven by the appearance of the former Custom House School when in existence. It is proposed that materials will respect the predominant materials within the surrounding area which are facing brick and fibre cement slate. Other materials and features that are proposed will be contrasting blue facing brickwork features and courses that imitate features that existed on the original school, natural stone cills / heads and stone detailing such as date-stones and features recovered from the school. To the site boundary on Mold Road the materials will be wrought iron railings on a facing brickwork dwarf wall.
1.12	Following planning approval on the 15 th December 2015, it is proposed that the build for the scheme will commence February 2016, with a projected completion in February 2017.
1.13	Custom House School, Connah's Quay - Build Costs
1.14	Scheme build costs are being finalised and will be shared with the committee at the meeting. These are subject to on-going verification and challenge to ensure the scheme delivers value-for-money.

	As part of the Wates tender the Flint scheme was used as a model to compare the different bidders costs. These are now being used as benchmarks for the Connahs Quay scheme (and will be for others), although each site will also have its own specific requirements and site specific costs, which will require individual assessment and evaluation.
	No land costs have been included for the Custom House Scheme as a complimentary land disposal of HRA car parks to the Council fund is to take place therefore neutralising any financial implication.
1.15	Funding Options
1.16	Various funding solutions has been explored for the new Council homes to be built. These solutions range from private borrowing; lease back; buy back options or Council borrowing which will be then recouped through rental incomes (which are predicted through robust models making agreed allowances for voids; maintenance costs; rental income levels (including CPI etc.).
1.17	For public-finance routes, the Council's position is strong given the voluntary agreement for Housing Revenue Account (HRA) self-financing. This option offers routes to long-term debt which remain good value for money for the council. Alongside completion of the Welsh Housing Quality Standard (WHQS) for the existing stock, the Council has been successful in securing an additional allocation of borrowing headroom for a HRA new build programme (£14,757m) and the HRA is likely to generate further revenue and borrowing headroom during the life of this programme.
1.18	<p>With this in mind, it is considered appropriate for prudential borrowing to be utilised by the Council (as the preferred option) for the provision of new Council Housing within the Programme. Whilst this approach will be reviewed on a site by site basis, this option is cost effective and considered appropriate for the Custom House School scheme as the Council properties will remain in the ownership of the Council and the anticipated level of expenditure is sustainable within the context of HRA self-financing.</p> <p>Now that councils are starting to build new homes it would be beneficial (and appropriate) for them to have access to grant and loan funding to support new development in the same way that Housing Associations do. Work is underway with Welsh Government to consider and develop proposals for this.</p>
1.19	Standard Development scheme assumptions have been developed and are described below. These make allowances for voids; maintenance costs; rental income levels (including CPI etc.) and will be used to assess all potential new build development schemes to determine scheme feasibility and viability with a minimum requirement for all Cabinet approved schemes to pay back the scheme costs within 50 years.
1.20	Following rigorous bench marking, the following assumptions are recommended for approval.

	<ul style="list-style-type: none"> • Management costs - £400 per annum • Maintenance Costs - Year 1 - £100 (defects liability should cover anything apart from gas servicing) Years 2/3 - £200, yr 4+ £400 • Major repairs - 0.8%, deferred to 5 year • Voids/bad debts - 2.5%
1.21	It is proposed to review the Development Scheme Assumptions periodically to ensure these remain prudent. For major regeneration schemes or schemes on difficult brownfield sites, some additional scheme grant or scheme investment may be needed to support full scheme by scheme cost recovery in 50 years. This could be in the form of Social Housing Grant, Housing Finance Grant, commuted sums, or additional capital support from HRA/NEW Homes as appropriate.
1.22	Future SHARP Schemes
1.23	SHARP housing schemes at The Walks, Flint and Maes y Meilion, Leeswood will be presented to Cabinet in February 2016 for approval.
1.24	Detailed financial appraisal work on The Walks scheme is currently being jointly being undertaken with Wates Living Space. This work has taken longer than originally estimated due to Archaeology Wales interest in The Walks site. In addition the Design Commission for Wales has, at the request of the council, reviewed the Walks scheme, which has added a few weeks delay in finalising the scheme, but also provides increased confidence in a scheme in a major town centre location ahead of Planning Committee consideration. It is anticipated that the construction of the scheme will begin in March 2016.
1.25	Community Benefits
1.26	An integral element of the SHARP is to support the achievement of the strategic objectives of the Council's Regeneration Strategy: 'a competitive Flintshire; sustainable communities and the creation of employment and skills' (including working with disadvantaged and targeted groups and social businesses; the development of supply chain opportunities (including for small and medium enterprises; local employment; education and training initiatives). the terms of the SHARP, Wates have contractualised performance measures and targets they must achieve in the delivery of these community benefits.
1.27	Wates will also employ Social Enterprises as part of the supply chain who can provide services such as cleaning, printing, signage and recruitment services. At least two Social Enterprises will be used during the course of the SHARP.
1.28	Another element of the approach adopted has been to engage with local SMEs at a recent "Meet the Buyer" event held at St David's Park Hotel, Ewloe for local subcontractors. An estimated £40M worth of subcontracting work packages are set to be awarded to local firms through the

	programme This has been highly successful with a number of local contractors now registered with Wates to be considered for contractual opportunities for the SHARP.
1.29	A Project Board, chaired by the Chief Officer for Community and Enterprise along with representation from Cabinet, Coleg Cambria, Contractor Partners and other key local stakeholders is also working to develop plans for the creation of a Training Academy to ensure that sustainable and meaningful apprenticeship opportunities are created for young people to not only work on the SHARP, but also other major Council construction programmes including the Welsh Housing Quality Standard (WHQS) which will see the Council spending £107 million over six years to bring its 7,200 Council homes up to the WHQS.
1.30	Through this partnership approach it is envisaged that an estimated 20 apprenticeships will be created each year.

2.00	RESOURCE IMPLICATIONS
2.01	£14,757m borrowing approval is available for a council house building programme. Each scheme will require individual cabinet approval and each scheme will be assessed against the scheme development criteria identified in 1.20 of this report. The process for doing this will provide for total scheme costs plus financing costs and management costs to be offset against rental income over 50 years.
2.02	Specific scheme costs for Custom House school will be shared at the scrutiny meeting.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	There has been community consultation throughout Flintshire County Council for the site. The proposed scheme was subject to a further community consultation on Monday 5th October at St David's Institute from 2pm till 7pm.
3.02	For the event Halliday Clark provided 8 information boards on the proposal. The consultation was attended by officers from Flintshire County Council, Halliday Clark Architects and Wates Living Space. A register was taken with 16 names signed. Consultation comments were submitted along with the presentation and register as part of this application. Planning approval was granted on 16 th December 2016.

4.00	RISK MANAGEMENT
4.01	The Operational Risk Register is in place for the SHARP Housing Programme which is regularly updated in relation to emerging and changing risks. This is in addition to Project specific Risks and Strategic Risks.

4.02	The SHARP team continues to develop a framework for managing risk and opportunities the programme generates. Further work is on-going in order to improve the robustness in risk identification and management as part of the new CAMMS system which will contain Development Framework procedures.
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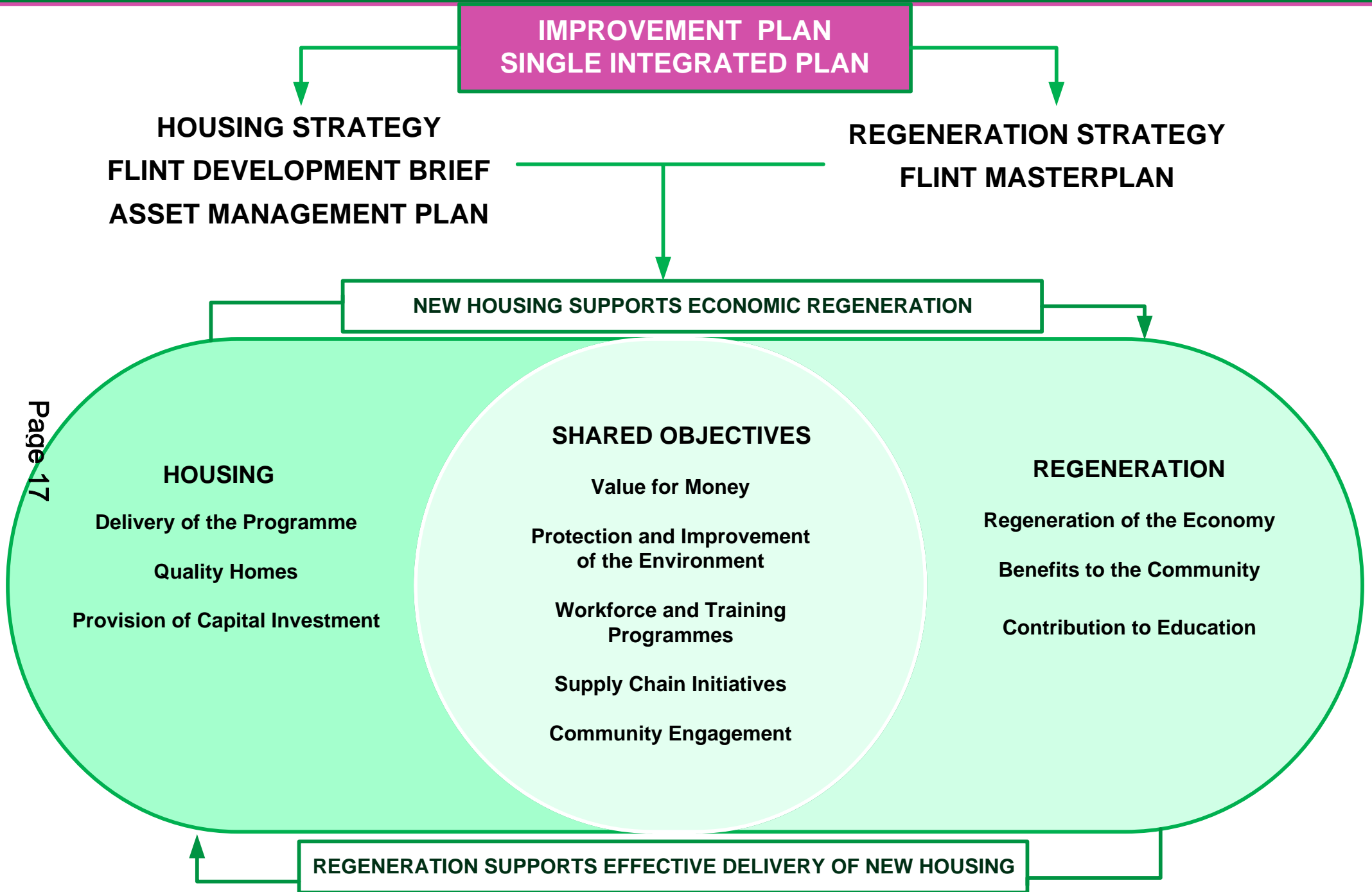
5.00	APPENDICES
5.01	Appendix 1 – SHARP Commissioning Objectives Appendix 2 – Site Layout Plan Custom House School site, Connah’s Quay Appendix 3 – Architectural Drawing of Custom House School site, Connah’s Quay Appendix 4 - Flintshire House Standard

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Office: Clare Budden Job Title: Chief Officer Community and Enterprise Telephone: 01352 703800 E-mail: clare.budden@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	<p>Strategic Housing And Regeneration Programme (SHARP) – Flintshire County Council House Building Programme which will build 500 new homes (200 Council) and 300 (affordable)</p> <p>Welsh Housing Quality Standard (WHQS) - Flintshire County Council will be spending £111 million over six years on a major refurbishment and maintenance programme of works bring its 7,200 Council homes up to the Welsh Government’s Welsh Housing Quality Standard (WHQS) new properties across the Council during the next five years.</p> <p>Standard Development Scheme Assumptions - agreed allowances for voids; maintenance costs; rental income levels (including CPI etc.) and will be used to assess all potential future development schemes to determine scheme feasibility and viability.</p> <p>Community Benefits – the SHARP has contractualised Community Benefits which must be delivered as part of the programme. The Council sees an important outcome of the programme is the promotion of quality of life for Flintshire residents through improved employment, training and education opportunities.</p> <p>Meet the Buyer – Event organised by the Council and Wates Living Space to engage with local SMEs to maximize local supply chain opportunities with Flintshire.</p>

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COMMISSIONING OBJECTIVES



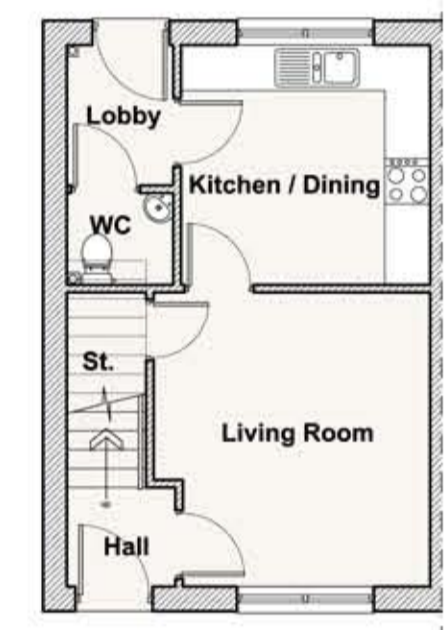
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Proposed Site Layout

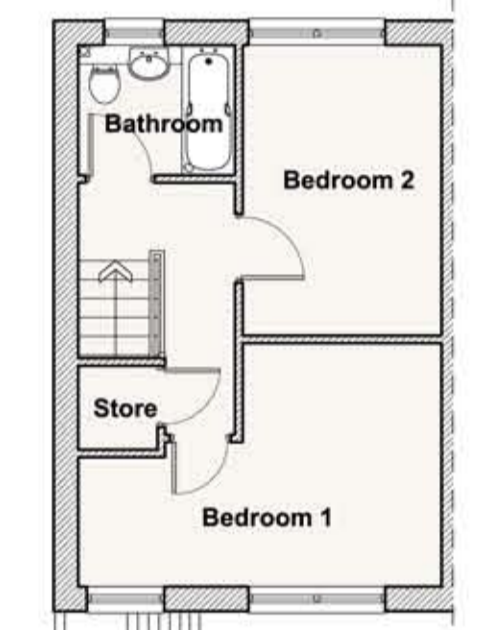


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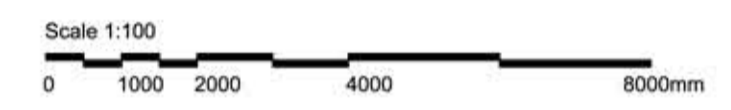


Ground Floor Layout

Type 1



First Floor Layout

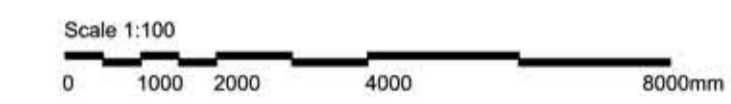


Ground Floor Layout

Type 2



First Floor Layout



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NOTES

- NOTES:
- DO NOT SCALE FROM DRAWING.
 - SITE 1 AREA
 - 2451m²
 - 0.2 Hectares
 - 0.6 Acres
 - HOUSING
 - Type 1 - 2 BED 69m² / 742ft² 8 No.
 - Type 2 - 3 BED 85m² / 915ft² 4 No.

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K - 29.09.15	SE	DCH	ROAD POSITION ALTERED TO ENGINEERS DRAWING AND PLOTS 4 & 5 MOVED AWAY FROM THE BOUNDARY WALL
J - 25.09.15	SJ	DCH	Site Layout amendments to accommodate highways requirements
i - 09.09.15	SJ	DCH	ENTRANCE FENCE MOVED & REFUSE AREA ADDED
H - 09.09.15	SE	DCH	ELEVATION OMITTED
G - 03.09.15	SJ	DCH	EXTRA FENCES, SIDE GATES & ANNOTATION
F - 02.09.15	SJ	DCH	GENERAL AMENDS - EXTRA PARKING
E - 17.08.2015	SE	DCH	EXTRA CAR PARKING
D - 5.08.2015	SE	DCH	GENERAL AMENDMENTS
C - 15.07.2015	SE		NUMBER OF HOUSES REDUCED
B - 15.07.2015	SE		HOUSE TYPE NUMBERS ALTERED
A - 09.07.2015	SE		SITE REDUCED IN SIZE
-	SE	DCH	SEPTEMBER 2015 INITIAL ISSUE
	DRWN	CHKD	REVISION - DATE

FOR APPROVAL

CUSTOM HOUSE SCHOOL
CONNAN'S QUAY

FOR
WATES LIVING SPACE

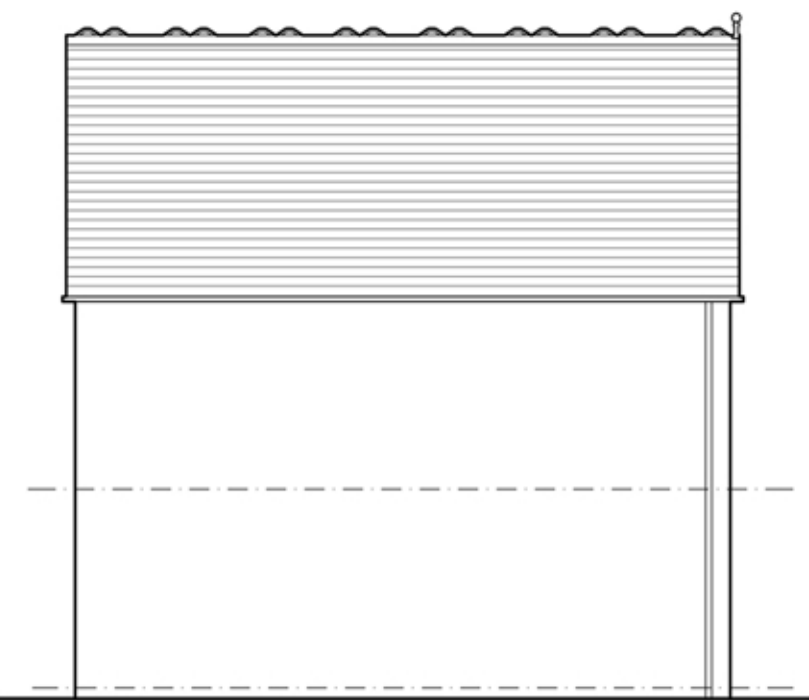
PROPOSED SITE PLAN & LAYOUTS

Scale 1:100 & 1:200 @ A1

HALLIDAY CLARK
ARCHITECTS

Halliday Clark Limited T 01274 589 888
Salts Wharf F 01274 589 922
Ashley Lane E info@hallidayclark.co.uk
Shipley BD17 7DB W hallidayclark.co.uk

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Side Elevation



Mold Road Rear Elevation



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NOTES



Mews Court Front Elevation

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- SEPTEMBER 2015	SE	DCH
INITIAL ISSUE		
REVISION - DATE		DRWN/CHKD

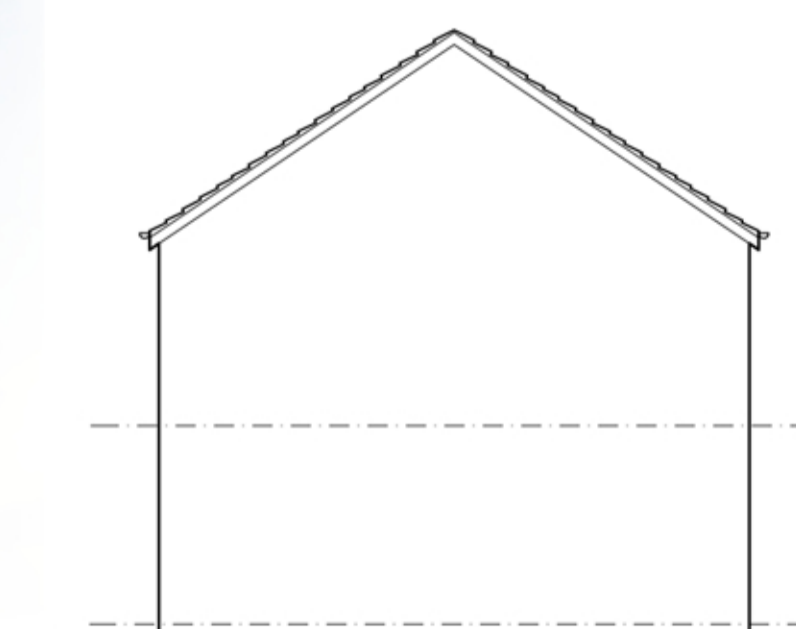
FOR COMMENT

CUSTOM HOUSE SCHOOL
CONNAH'S QUAY

FOR
WATES LIVING SPACE

PROPOSED ELEVATIONS

Scale 1:100 @ A1



Typical Side Elevation (Type 1)



Mews Court Rear Elevation

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ARCHITECTS

Halliday Clark Limited T 01274 589 888
Salts Wharf F 01274 589 922
Ashley Lane E info@hallidayclark.co.uk
Shipley BD17 7DB W hallidayclark.co.uk

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Flintshire Housing Standard

Draft

24 March 2015

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Produced by Project Development Workshop Ltd for Flintshire County Council

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ABOUT THE FLINTSHIRE HOUSE STANDARD

The Flintshire House Standard is a set of key design principles that is intended to ensure new homes built or facilitated by Flintshire County Council are of high quality and excellent value.

The expectation is that the Standard helps to ensure new homes provide a successful legacy in respect of both the individual homes and the neighbourhoods in which they are located.

The Standard is intended not to be onerous or impractical and seeks to avoid duplicating other good practice standards. Instead it should utilise these relevant standards as a frame of reference and provide clarity on the extent to which these other standards should be applied.

The Standard also avoids duplication with principles that are already outlined by the Council's planning guidance and Building Regulations.

The Council may require different standards on occasion, for instance if attracting funding from the Welsh Assembly Government or if there are particular specialist requirements, for instance for a supported or specialist housing development.

In addition, the Council understand that quality new homes rely not only on clear design requirements, but also quality collaborative processes and strong communication. These are equally important aspirations from any of the Council's partners.

DESIGN REQUIREMENTS

1. General Design Requirements

Building for Life

The Council require the use of the **Building for Life 12** assessment to consider the merits of development proposals and what successful, sustainable development looks like. The Building for Life 12 principles should be applied to measure how well designed, well integrated, functional, attractive, and sustainable new homes and neighbourhoods are.

See: <http://www.designcouncil.org.uk/knowledge-resources/guide/building-life-12-third-edition>

The Council will expect all schemes to receive mainly green traffic lights and amber when constraints of the site mean that a green is not possible.

Welsh Housing Quality Standards and Welsh Design Quality Requirements

Welsh Housing Quality Standards (WHQS), which was revised in 2008, outlines the Welsh Assembly Government's vision that all households in Wales should have the opportunity to live in good quality homes. WHQS sets standards for all social housing, including existing homes.

Welsh Design Quality Requirements of 2005 (WDQR), overlaps to much of an extent with the WHQS, but applies to housing association new build projects. As it applies to new build it is therefore generally more relevant to the Flintshire Housing Standard.

General compliance with WHQS and WDQR internally/externally for all Council and Affordable Properties is expected, other than where the exceptions detailed within this guidance apply and/or where the standards have been superseded by the Flintshire House Standard (e.g. amended Lifetime Homes requirements) or have become outdated.

When viable, the Council would also welcome Private Market properties meeting these standards.

2. External Appearance of Homes

External appearance of Council, Affordable, and Private Market Properties should be "tenure blind". This will ensure that the Flintshire Standard will leave a lasting legacy in terms of external appearance and creating coherent mixed tenure neighbourhoods. This does not mean that properties must be identical or have the same internal layout, nor does it mean that the developer's standard house types cannot be used.

This means that the external appearance of the properties is not an obvious clear indication of occupier's tenure.

The Council also expect that new homes and developments have distinctive character through the use of materials, finishes, building styles and landscaping details. This will provide a development with a coherent appearance, where new homes complement each other, without all homes looking exactly the same.

The design of homes should also consider how they fit in with the local surroundings and topography.

3. Space Standards and Room Layouts

Flintshire's new homes should provide sufficient space and smart design to allow the intended household size to live, study, play, work, host guests, and comfortably store everyday household items.

Floor space dimensions for the Council and Affordable homes should generally be in accordance with Welsh Housing Quality Standards (WHQS) and Welsh Design Quality Requirements' (WDQR), stipulated minimum expected furniture per room (and the expected size of different furniture items detailed in the WHQS and WDQR), circulation, and storage requirements. **There is clear guidance in the WDQR on this, so it is not duplicated in the Flintshire Standard.**

Where viable, it is proposed that these principles will also be applied for private market properties

It is important to note that, because of the Council's flexibility on some elements of Lifetime Homes (as listed below), a slightly different set of space standards is included in the Flintshire House Standard to the notional standards suggested in the WDQR, which includes provision for full Lifetime Homes. Subsequently, the Council expect new homes built to the Flintshire House Standard to meet the following space requirements:

Type	Anticipated Metre ²
1 bed 2 person flat	45 – 51
2 bed 3 person flat	57 – 65
2 bed 4 person house	71 – 83
3 bed 5 person house	85 – 94

The above are some typical expected house types. Further guidance will be provided if other house types are required, which will be in alignment with these principles.

The aim of offering a range of sizes is not to encourage always building to the lower end of the range, but to offer some flexibility to respond to site and viability constraints whilst maintaining

a minimum acceptable level. Generally the Council will expect homes to be built towards the middle-higher end of the ranges provided.

The ceiling height is to be 2.4m for all Council, Affordable and Private Market Properties.

Storage

Adequate built in storage should be provided for both clean items (e.g. laundry etc) and dirty items (e.g. mops).

Minimum internal storage required should include:

1 bedroom	1.5m ²
2 bedrooms	2m ²
3 bedrooms	2.5m ²

Some storage will need to be 2m high, in order to store tall items – e.g. brooms.

External storage will be required for bikes and gardening equipment (when applicable) as per the WDQR.

Studying and working from home

All new homes should allow space for studying and working from home, with relevant services (e.g. plug sockets, internet, telephone connections) relating to the identified space.

Garden sizes

Gardens for houses and bungalows should be a minimum useable area of 30m² unless otherwise agreed by the Council and should include a level, paved area (min 3m²) accessible from the back door, and paved access to the garden gate (if applicable).

Further guidance on sizes and sloping requirements are provided in the WDQR.

4. Access and Circulation

Front entrance

The external front entrance to new houses should be accessible (as per Lifetime Homes), covered (e.g. canopy), and illuminated.

Entrance from front door to living room

The front door to new homes should not open directly into the living room. Front doors should open into a lobby area, circulation space, or entrance hall that will act as a buffer.

Access to gardens

Generally it should either be possible to access the garden from the kitchen without needing to pass through the living room, or to reach the rear garden from the street without having to pass through the main living room.

All family homes should be provided with gardens that are convenient to access and safe for small children to play in.

Circulation Space

Generally all separate rooms should be accessed from corridors/circulation space, as opposed to through a different room.

However, this should not discount the option of open plan kitchen-dining-living spaces, which could be considered as a single room accessed from the corridor if agreed by the Council and if this makes sense to the requirements of the target markets identified for the homes.

5. Sustainability and Energy Efficiency

Ensuring homes are energy efficient and affordable to keep warm whilst mitigating the impact of new homes on the environment are key aims of the Flintshire House Standard.

While noting that the improvement to Building Regulations Part L have superseded elements of the Code for Sustainable Homes (CSH), a minimum of **CSH Level 3** is required on all elements. The only exception is the Energy & CO₂ element where level 4 standards are expected as a minimum for all Council, Affordable and Private Market Properties.

A “fabric first” approach should be adopted to achieve required levels of energy efficiency.

Due to the high levels of energy efficiency required, it will be essential to demonstrate ventilation strategies early on, and how these will help to avoid condensation and meet Building Regulations. Sufficient levels of controllable ventilation are essential.

It will also be important to demonstrate strategies for preventing overheating that are not reliant on mechanical ventilation.

6. Parking

The Council wish to see development that is car friendly, but not dominated by cars. The maximum parking ratios, as defined in the Council’s supplementary planning guidance on

parking, should be followed alongside discussions with planners on a site by site basis that will also consider visitor parking.

The Council would like parking to be visible to residents, but recognise that the viability of this will need to respond to the individual context of each site and its constraints. Therefore this will be a planning consideration on a site by site basis.

Guidance should also be taken from Building for Life 12 and WDQR.

Parking should be easily identified as being linked to the home that the space serves.

Access from the parking space to the home should be convenient, clear, safe, and well-lit. Parking spaces should not be within 2 metres of any window.

7. Lifetime Homes

The Council is eager that new properties are flexible so as to meet future needs of the residents. The Council will not require full Lifetime Homes standards to be met, but will welcome proposals from developers on the use of key elements of the Lifetimes Homes standard to apply to all Council and Affordable homes, and when viable, Private Market Properties. It is anticipated that the most important aspects of Lifetime Homes for the Council would be:

- First floor bathroom side access to WC and bath
- First floor bathroom space potential to convert to walk in shower
- Ground floor level WC
- Sockets controls etc. at a convenient height
- Turning space for wheelchairs in ground floor living rooms
- Space provision for a future stairlift
- Walls able to accommodate fitting of future handrails etc.
- Wide enough doors and halls to allow wheelchair access
- Accessible threshold, covered and lit
- Level or gently sloping access to entrance (when practical)

While a ground floor WC is required in houses, the ability to create a future ground floor level access shower (as per full Lifetime Homes) is not required, as the elements of Lifetime Homes retained should enable the continued use of the upstairs bathroom, irrespective of mobility (see below). This also mitigates the requirement for a potential through-floor lift.

For bungalows or specialist homes, full Lifetime Homes and additional standards may well be required and details of the different requirements will be confirmed in such instances.

8. Stairs

Due to the design requirement that the upstairs bathroom has the potential to be adapted into a level access walk in shower, the potential to install a stairlift is also required. It is therefore anticipated that **winders on stairs** will typically not be appropriate, unless it is clear how future adaptations will be possible (i.e. the stairlift) and how other challenges associated with winders, such as movement of furniture can be mitigated.

At least one handrail should be provided on the stairs.

9. Service Meters

Service meters for utilities (e.g. gas, electricity, and water) should be clearly marked and accessible for utility companies outside of properties. Care should be taken that the meter cupboards are discreetly positioned and do not dominate the external appearance of the properties in an unattractive manner.

10. Sprinkler Systems

It is important to note the Welsh Assembly's intention to make sprinkler systems mandatory in all new homes, with this expected to come into force in 2016.

11. Communal Areas

Areas that will require maintaining via a service contract (for instance communal landscaping) should be minimised as much as possible at the design stage in consultation with the Council. This is to reduce the need for service charges, which will have affordability consequences for both the Council and its customers.

Detailed specification for communal spaces will be agreed with the Council on a case by case basis, but there will be an emphasis on communal space, where it is required, being attractive, safe, visible, and cost effective to maintain and manage.

12. Apartments

While the Flintshire House Standard focuses mainly on houses, the Council recognises the role that apartments can play in parts of the Flintshire housing market and that these will be appropriate for certain sites for various reasons.

It is important to the Council to minimise the extent of internal communal circulation space within any apartment blocks and to ensure efficient external space that is easy and cost effective to manage and maintain whilst still being attractive.

The council will consider "cottage flat" type arrangements, in which the occupier of the first floor apartment can access their home from their front door on street level. The Council will also consider access via secure (resident only) open air stairwells that minimise management costs and liabilities. These would be subject to the detail of these offering an attractive design solution (a return to the 1960's style deck-access approach would not be welcome).

The Council understand that in some cases, to achieve high levels of design, cost efficiency, and appropriate density, some apartment blocks may require internal circulation space. In such instances the Council expect a real emphasis on these being designed to be secure spaces, maximising visibility, and designing out communal hidden areas. In these scenarios the Council also expects these to be efficient spaces in terms of management and maintenance costs.

Lifts will only be considered in older person, specialist, and supported blocks or apartment blocks greater than four storeys. The lift manufacturer will need to be agreed with the Council and the lift should be open protocol in terms of maintenance.

13. Loft Space

All roof voids must have a roof access hatch in a circulation area. Access must avoid door swings and stairs. Hatches should be lockable and insulated as per the adjacent ceiling.

The Council does not generally expect lofts to be fully boarded, although boarding should be used to prevent any loose/fibrous insulation from becoming airborne.

Some developments should have full boarding as part of the detailed specification, subject to feasibility and whether this will have a detrimental impact on achieving other priorities.

If loft mounted services have been unavoidable, access ways should be provided (e.g. plywood) between the access hatch and service area. The hatch should be of an appropriate size to allow servicing of equipment.

14. Flooring

The Council will typically require flooring in kitchens and bathrooms to be non-slip vinyl flooring or an alternative (as agreed with the Council), with choices to be agreed with the Council.

15. Kitchens

Kitchens should meet the requirements outlined in WDQR. They should include space for all appliances within the kitchen or adjacent utility room if applicable.

16. Bathrooms

All two storey (or more) houses will require an accessible ground floor WC and hand-wash basin.

The first floor bathroom should include a bath and a shower, and have the ability to be adapted to a level access shower in the future.

17. Gardens and Boundaries

WDQR provides guidance on gardens and boundary requirements that should be followed.

Gardens should be turfed or seeded as per agreement with the Council.

Boundaries between gardens should be at least 1200mm high and be fenced with timber close boarded fencing or an alternative as per agreement by the Council.

OTHER REQUIREMENTS

18. Detailed Specification

The Flintshire House Standard provides key overarching design principles for Flintshire's New Homes Programme, which will inform the delivery of the Council's Strategic Housing and Regeneration Partnership.

The Council expect to agree a detailed specification as part of the contract documentation, which will include performance requirements for each building contract/site delivered through the SHARP or by a separate arrangement.

In addition to further detail on the above items, the Council will require specific agreement, as part of any contract documentation of the following items:

Specification

- Heating and hot water
- Ventilation systems
- Internal decoration
- External decoration
- External doors
- Internal doors
- Windows
- Bathroom and sanitary ware
- Telephone, TV, and internet installations
- TV aerials
- Communal digital TV services (apartments)
- Door intercom systems (apartments)
- Warden call systems (when applicable)
- Hard and soft landscaping detail
- Sprinkler system
- Fire alarms, heat and smoke detectors
- Ironmongery
- Timber and Joinery
- Refuse storage
- Internal lighting
- External lighting
- Kitchen unit manufacturer and range
- Sheds (when required)
- Rainwater goods
- Service installations
- Meter positioning
- Intruder alarms (when required)
- Lifts
- Site signage
- Any other items identified by the Council

Process and other information

The Council will also expect to obtain and agree detail of the following as part of each site/contract:

- Building warranty
- Collateral warranties
- Performance bond
- Component whole life costings
- Handover process requirements for the Council
- Defects liability information, response times, and key performance indicators for during the defects period
- Number of keys
- Tenant choices
- Maintenance and H&S manuals
- Supply chain details
- Tenant handover packs
- Local labour
- Considerate construction scheme
- Fire risk assessments

19. Building Information Modelling

The Council would encourage the use of Building Information Modelling (BIM), which allows greater depth of collaboration at design stage and the modelling of the proposed buildings in a digital form. The expectation is that BIM can help encourage a better understanding of what is being built, whilst encouraging efficiency and value for money in relation to the construction and whole life of the new building. The outcomes of using BIM should also mean a more considered design and ultimately a better home for the tenant to live in.

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COMMUNITY AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 12 th January 2016
Report Subject	Flintshire Business Week 2015 (FBW15)
Portfolio Holder	Cabinet Member for Economic Development
Report Author	Chief Officer, Community & Enterprise
Type of report	Operational

EXECUTIVE SUMMARY

Flintshire Business Week (FBW) is the most successful event of its kind in the region and acts as a major driver for a true partnership with private, public and third sector business in collaboration with academia.

FBW has become a recognised brand to promote local companies, sponsors and Flintshire Council to a far wider audience than would be possible through normal networking activities. FBW also highlights our commitment to working with the business community and partners across North Wales and North West England to promote cross border priorities including skills and infrastructure; develop trading opportunities and to be an excellent place to do business.

Our theme for this year was the Regional Agenda which focussed on supporting businesses in Flintshire and across the region to maximise opportunities to generate investment, employment and skills to develop a sustainable and growing economy.

RECOMMENDATIONS

1	For Committee to support and recognise the key activity and outcomes from Flintshire Business Week 2015 (FBW15).
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REPORT DETAILS

1.00	Flintshire Business Week 2015 (FBW15) Delivery and Outcomes
1.01	<p>Background</p> <p>Flintshire Business Week, now in its ninth year, has been developed to reflect a changed economic environment and to respond to the widened ambitions and improvements that all partners wished to see incorporated in this year's programme.</p> <p>Both financial and in kind sponsorship provides the finance to achieve the aims and objectives which are agreed through a series of evaluation and consultation events involving stakeholders throughout the whole process.</p> <p>The event provides the resource to promote the county and businesses as well as cementing partnerships with the North Wales Economic Ambition Board, Mersey Dee Alliance, education institutions and Members of the UK and Welsh Government.</p>
1.02	<p>Improving the FBW Offer</p> <p>To improve the FBW offer for 2015 the following ambitions were agreed with stakeholders:-</p> <ul style="list-style-type: none"> » Positive promotion for Flintshire as an excellent place to do business and for potential investors » Partnership excellence to promote economic and regional priorities » Raise the profile of the manufacturing sector to young people regarding career, work experience and apprenticeship opportunities
1.03	<p>Performance Indicators</p> <p>The following performance measures were set:-</p> <ul style="list-style-type: none"> » Achieve delegate attendance target of 2,625 » Increase event awareness through increased use of social media » Production of a single website to promote FBW seminars; online Flintshire Year Book; Regional Business Exhibition; Flintshire Business Awards » Maintain 90% positive delegate evaluation feedback » Positive news stories
1.04	<p>Positive Promotion</p> <p>FBW 2015 was a dedicated Council event positively promoting the public, private and third sectors within the county and wider region. This was achieved through delivery of:-</p> <ul style="list-style-type: none"> • FBW seminars – including the regional economy; manufacturing industries; academia; apprenticeships and workforce training; • Regional Business Exhibition – featuring 60 business stands from across the region to promote networking and trading opportunities;

	<ul style="list-style-type: none"> • Flintshire Business Awards – showcasing Flintshire business excellence and the best in class in ten award categories; • Development of Flintshire In Business website and Year Book 2015/16; • Flintshire Industry Awareness 2 day event – raising awareness of the manufacturing sector with school aged students
1.05	<p>Partnership Excellence</p> <p>The wider regional benefits were incorporated in this year’s programme to support the priorities of the Council, NW Economic Ambition Board (EAB), Mersey Dee Alliance (MDA) and incorporating academia at a higher level with industry to promote rapid commercialisation opportunities.</p> <p>The following regional key themes were identified and incorporated in to this year’s programme:</p> <ul style="list-style-type: none"> • Growing the Economy – local and global economics effecting local, national and international trading opportunities • Destination Management – restoring the region’s reputation as a location for inward investment • Advanced Manufacturing – using the opportunities represented by North Wales’ high value manufacturing sector and Deeside Enterprise Zone • Developing partnerships and supply chain opportunities • Social Enterprise – developing existing networks and showcasing support for new third sector enterprise
1.06	<p>Industry Awareness: Science Technology Engineering & Maths (STEM) Event</p> <p>The two day Industry Awareness Event was sponsored by Welsh Government to introduce 14-19 year olds to experience science; technology; engineering and maths (STEM) in action via the various automotive and technological displays and activities within the Rally Service Park at Toyota, Deeside. The event provided direct engagement with manufacturing and technological businesses as well as education establishments exhibiting interactive displays and factory tours. The total number of exhibitors and attendees reached 1,710 over the two days.</p>
1.07	<p>Key Performance Outcomes</p> <p>As a result of FBW15 we have:-</p> <ul style="list-style-type: none"> • Achieved 4,069 delegate attendance (2,359 FBW plus 1,710 STEM) against the corporate target of 2,625 • Increased event awareness through use of social media resulting in a £5k saving on media packages • Developed and delivered a highly-regarded quality inclusive programme, delivering a range of events of economic interest to individuals and organisations at a local, regional, national level • Produced a high quality Flintshire In Business Year Book that is being used to externally promote Flintshire and the region to local, national and international investors

	<ul style="list-style-type: none"> Delivered Flintshire Business Awards and Gala Evening, attended by 200 delegates, to showcase and celebrate business success across 10 award categories.
1.08	<p>Future Developments</p> <p>Feedback from stakeholders has been exceptional with interest already shown for the 10th anniversary of FBW in 2016.</p> <ul style="list-style-type: none"> Rt. Hon. Lord Barry Jones confirmed as FBW16 President Business Awards Headline Sponsor confirmed MDA and NWEAB priorities to be showcased Higher and Further education apprenticeships to be showcased FBW website has been a new development and is now a cost effective approach which can be updated for internal reuse Critical assessment from stakeholders has been undertaken to improve 2016 delivery such as:- <ul style="list-style-type: none"> FBW to be delivered late September 2016 Exhibition and seminars to be held in the same location; Streamline the programme over three half days; Include regional transformational projects; Introduce an evening seminar

2.00	RESOURCE IMPLICATIONS
2.01	Both financial and in kind sponsorship provided the resources to deliver FBW15. £55,600 sponsorship was achieved against £45,000 expenditure with seminars free for businesses to attend.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	<p>The Council works closely with and is informed by:</p> <ul style="list-style-type: none"> Senior Officers – Community & Housing President of Flintshire Business Week FBW Sponsors FBW Delegates

4.00	RISK MANAGEMENT
4.01	None arising directly from this report.

5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Officer: Rachael Byrne, Business Development Manager Telephone: 01352 703318 E-mail: rachael.byrne@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	Deeside Enterprise Zone (DEZ) – the Welsh Government designated area for support to encourage business growth. The Enterprise Zones are currently designated for support until 2017 with Enhanced Capital Allowances for DEZ designated until 2020 at the Northern Gateway site.
7.02	Mersey Dee Alliance (MDA) – the partnership between the public sector in North East Wales and North West England to work together on common strategic interests to ensure a sustainable future for the area and facilitate a coherent approach to social, economic and environmental issues.
7.03	North Wales Economic Ambition Board (NWEAB) – the partnership to develop a strategic and co-ordinated approach to economic development across North Wales.
7.04	Performance Indicators - the targets or milestones used to evaluate the success of activities and delivery of Flintshire Business Week.
7.05	Science Technology Engineering and Maths (STEM) – the academic requirements needed to support skills development, job creation and career progression within the manufacturing sectors.

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COMMUNITY & ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 12 th January 2016
Report Subject	Forward Work Programme
Cabinet Member	N / A
Report Author	Community & Enterprise Overview & Scrutiny Facilitator
Type of Report	Operational

EXECUTIVE SUMMARY

Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work programme of the Committee 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.

The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Community & Enterprise Overview & Scrutiny Committee.

RECOMMENDATION

1	That the Committee considers the draft Forward Work Programme and approve/amend as necessary.
2	That the Facilitator, in consultation with the Chair and Vice-Chair of the Committee be authorised to vary the Forward Work Programme between meetings, as the need arises.

REPORT DETAILS

1.00	EXPLAINING THE FORWARD WORK PROGRAMME
1.01	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 Chief Officers. Other possible items are identified from the Cabinet Work Programme and the Improvement Plan.
1.02	<p>In identifying topics for future consideration, it is useful for a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows:</p> <ol style="list-style-type: none">1. Will the review contribute to the Council's priorities and/or objectives?2. Is it an area of major change or risk?3. Are there issues of concern in performance?4. Is there new Government guidance of legislation?5. Is it prompted by the work carried out by Regulators/Internal Audit?
2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.
3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Publication of this report constitutes consultation.
4.00	RISK MANAGEMENT
4.01	None as a result of this report.
5.00	APPENDICES
5.01	Appendix 1 – Current Forward Work Programme
6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None.</p> <p>Contact Officer: Ceri Shotton Overview & Scrutiny Facilitator</p> <p>Telephone: 01352 702305</p> <p>E-mail: ceri.shotton@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Improvement Plan: the document which sets out the annual priorities of the Council. It is a requirement of the Local Government (Wales) Measure 2009 to set Improvement Objectives and publish an Improvement Plan.

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CURRENT FWP

Date of meeting	Subject	Purpose of Report	Scrutiny Focus	Report Author	Submission Deadline
15 January, 2016	Housing Revenue Account draft budget and Rent Increase	To provide the Committee with the draft HRA budget and proposed rent increase	Consultation	Chief Officer (Community & Enterprise)	
10 February, 2016	Introduction of Council Tax Premium for empty and second homes	To seek the introduction of a local scheme to charge council tax premiums for long term empty property and second homes.	Consultation	Income Manager	
	Council Tax & Business Rate Statutory Policies	To consider annual policies for the financial year 2016-17 that determine discount schemes and administrative arrangements.	Consultation	Income Manager	
	Strategic Housing and Regeneration Project (SHARP)	To seek Members support on the first phase Housing schemes, tenure and mix size and funding arrangements.	Consultation	Service Manager, Housing Programmes	
	Supporting People - Local Commissioning Plan	To enable the Committee to consider appropriate measures to manage reductions within the Supporting People Programme Grant to protect service delivery as much as possible.	Consultation	Service Manager Customer Support	

16 March 2016	Quarter 3 - Improvement Plan Monitoring Report	To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Assurance/Monitoring	Community & Enterprise Facilitator	
	Review of the Fair Debt Policy	To review the impact of the Fair Debt Policy previously approved by Cabinet.	Assurance/Monitoring	Income Manager	
	Housing (Wales) Act 2014 – Homelessness	To review the implementation of the Housing (Wales) Act 2014 and how the Council undertakes its new homelessness prevention statutory duty	Assurance/Monitoring	Service Manager Customer Support	
	Regional Economy	To update on work being undertaken to strengthen the regional economy.	Assurance/Monitoring	Service Manager, Enterprise, and Regeneration Programmes	
27 April, 2016	Purchase of ex council stock	To consider proposals and criteria for the repurchase of ex council property	Consultation	Service Manager, Housing Programmes	
	Welfare Reform – Including Universal Credit	To update Members on the impact and risks of Welfare Reform and the cost to the Council.	Assurance/Monitoring	Chief Officer (Community & Enterprise)	

	NEW Homes	To review the performance of NEW Homes	Assurance/Monitoring	Service Manager, Housing Programmes	
	Communities First	To update Members on areas applicable for Communities First funding, the most deprived areas of Flintshire and information on the Communities 4 Work Programme.	Assurance/Monitoring	Service Manager, Enterprise, and Regeneration Programmes	
8 June, 2016	Q4 – Year End Improvement Plan Monitoring Report and Chief Officer Performance Report.	To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Assurance/Monitoring	Community & Enterprise Facilitator	
	Use of Commuted Sums	To enable the Committee to review the use of Commuted Sums	Assurance/Monitoring	Chief Officer (Community & Enterprise)	
13 July, 2016	Strategic Housing and Regeneration Project (SHARP)	To review progress on the Strategic Housing and Regeneration Project (SHARP)	Assurance/Monitoring	Service Manager, Housing Programmes	

Items to be scheduled

- Update on the suggestion for WHQS improvements to be delayed for tenants with long-term rent arrears.
- Service Charges for garden service – December 2016

REGULAR ITEMS

Month	Item	Purpose of Report	Responsible / Contact Officer
Quarterly / Annual	Performance Reporting	To consider performance outturns for improvement targets against directorate indicators.	Chief Officer (Community and Enterprise)
Six monthly	HRA Business Plan & WHQS	To update Members on progress made in meeting the WHQS and HRA business plan budget efficiencies	Chief Officer (Community and Enterprise)
Six monthly	Welfare Reform Update – including Universal Credit	To update Members on the impact of Welfare Reform and the cost to the Council.	Chief Officer (Community and Enterprise)
Six monthly	Update on North East Wales Homes & Property Management	To update Members on the work of the North East Wales Homes & Property Management	Chief Officer (Community and Enterprise)
Annually	Delivery of the Regeneration Programmes	To seek Member support in the delivery of the Vibrant and Viable Places programme, Communities First programme and how European funding is spent	Chief Officer (Community and Enterprise)
	HRA Efficiencies	To enable the Committee to monitor progress in meeting proposed HRA Efficiencies.	Chief Officer (Community and Enterprise)
	HRA Subsidy Risk Register	To enable the Committee to monitor ongoing risks following the introduction of self-financing for the HRA.	Chief Officer (Community and Enterprise)