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To: Cllr Ian Dunbar (Chairman)

Councillors: Sian Braun, David Cox, Jean Davies, Ron Davies, Adele Davies-Cooke, Rosetta Dolphin, Mared Eastwood, George Hardcastle, Ray Hughes, Dennis Hutchinson, Ted Palmer, Mike Reece, Paul Shotton and David Wisinger

14 December 2017

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 Wednesday, 20th December, 2017 in the Delyn Committee Room, County Hall, Mold CH7 6NA to consider the following items

*** Please note that there will be a briefing, which is for the members of the Committee only, commencing at 9.30 a.m. before the public session commences at 10.00 a.m.**

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 - 14)

Purpose: To confirm as a correct record the minutes of the meetings on 16 October and 15 November 2017.

4 SHELTERED ACCOMMODATION REVIEW (Pages 15 - 20)

Report of Chief Officer (Community and Enterprise) - Deputy Leader of the Council and Cabinet Member for Housing

Purpose: To share the outcomes of the Sheltered Housing Review.

5 **PROVISION FOR GYPSY & TRAVELLER TRANSIT SITES AND THE RIVERSIDE MANAGEMENT AGREEMENT** (Pages 21 - 26)

Report of Chief Officer (Community and Enterprise) - Deputy Leader of the Council and Cabinet Member for Housing

Purpose: To provide the Committee with information on the Council's new process and procedures.

6 **FORWARD WORK PROGRAMME** (Pages 27 - 32)

Report of Community and Enterprise Overview & Scrutiny Facilitator

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'Robert Robins', with a horizontal line extending to the right.

Robert Robins
Democratic Services Manager

COMMUNITY & ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE
16 OCTOBER 2017

Minutes of the meeting of the Community & Enterprise Overview & Scrutiny Committee of Flintshire County Council held in the Delyn Committee Room, County Hall, Mold on Monday 16 October, 2017

PRESENT: Councillor Ian Dunbar (Vice-Chairman in the Chair)

Councillors: David Cox, Jean Davies, Ron Davies, Rosetta Dolphin, Mared Eastwood, George Hardcastle, Ted Palmer, Mike Reece, Paul Shotton and David Wisinger

SUBSTITUTION: Veronica Gay (for Sian Braun) and Patrick Heesom (for Ray Hughes)

APOLOGIES: Councillor Adele Davies-Cooke

ALSO PRESENT: Councillor Christine Jones, Cabinet Member for Social Services

CONTRIBUTORS: Councillor Bernie Attridge, Deputy Leader and Cabinet Member for Housing; Councillor Derek Butler, Cabinet Member for Economic Development; Chief Officer (Community & Enterprise), Enterprise and Regeneration Manager, Finance Manager Corporate Accounting and Systems, Finance Manager Community Services and Energy Officer

IN ATTENDANCE: Community & Enterprise Facilitator and Democratic Services Support Officer.

20. APPOINTMENT OF CHAIR

The Facilitator advised that it had been confirmed at the Annual Meeting of the County Council that the Chair of the Committee should come from the Labour Group. As Councillor Ian Dunbar had been appointed to this role by the Group, the Committee was asked to endorse the decision.

RESOLVED:

That Councillor Ian Dunbar be confirmed as the Chairman of the Committee.

21. DECLARATIONS OF INTEREST

There were no declarations of interest.

22. FINANCIAL FORECAST AND STAGE ONE OF THE BUDGET 2018/19

The Finance Manager Corporate Accounting and Systems introduced the report which set out the current financial forecast for 2018/19 and emergent options and financial pressures for the Community and Enterprise portfolio.

The financial forecast as detailed in section 1.04 of the report had been revised to take into account decisions made as part of the 2017/18 budget, and updated with the

latest information on pressures from service portfolios. A settlement at or similar to the 2017/18 financial baseline was used as the basis for calculating the forecast for 2018/19 and no modelling for raised Council Tax levels had been included at this stage.

The Finance Manager Corporate Accounting and Systems concluded that stage one service portfolio proposals were being presented throughout October to all Overview & Scrutiny Committees for review. The Provisional Settlement for Local Government in Wales was due to be announced on 10 October, 2017. The Final Settlement was expected later in the calendar year and would follow the Chancellor of the Exchequer's budget statement which was due to be made on 22 November, 2017.

The Chairman invited the Chief Officer (Community & Enterprise) to present the Resilience Statement and Operating Models for the Community & Enterprise portfolio.

The Chief Officer outlined the Resilience Statement as appended to the report, which detailed efficiencies made to date and the impacts these efficiencies had on the services within the Community & Enterprise Portfolio.

The Finance Manager Community Services detailed the proposed efficiencies for 2018-19 which totalled between £0.837m and £0.893m, as detailed within the Future Operating Model, shown at Appendix 2. The proposed efficiencies included new arrangements for telephone charges to contact the Connects Service, adjustment to bad debt provision, workforce efficiencies and savings in CTRS Scheme.

Councillor Paul Shotton referred to Welfare Rights and the Flintshire staff members working with the Citizens Advice Bureau helping to support claimants with Universal Credit which had huge implications. He asked that the availability of free school meals be highlighted more by school governors. The Deputy Leader and Cabinet Member for Housing suggested lobbying anyone who had influence either nationally or locally as this was not taken up by all families who could access this service. Councillor Rosetta Dolphin referred to free school meals and suggested more conversations with parents would be beneficial to encourage this to be taken up.

Councillor Dolphin welcomed vacant homes being brought back into use to reduce the number of families having to be placed in bed and breakfast accommodation. She also commented on the Welfare Rights Team and was surprised that there were only 2 members of staff within the team and asked if this had an impact on the service being delivered.

In response, the Deputy Leader and Cabinet Member for Housing commented on universal credit claimants having to wait up to six weeks and in some cases four to five months for their claims to be processed. He gave an assurance that no further budget efficiencies would be found within the Welfare Rights Team in addition to what was proposed in this report.

RESOLVED:

That the Committee was satisfied with the approach being taken to the Budget within the Community & Enterprise portfolio.

23. DOMESTIC ENERGY EFFICIENCY PROGRAMME

The Enterprise & Regeneration Manager introduced the report and gave an overview on the following:-

- The Domestic Energy Efficiency Programmes which had been delivered in Flintshire over recent years to households in both the Council stock and private sector;
- The total of 4325 households who had received support in the last five years; and
- An outline on the measures which would save households money in the future and also would save over 123,000 tonnes of carbon dioxide emissions.

There was limited Welsh Government (WG) funding for domestic energy efficiency programmes to private sector homes currently available and the future of energy funding was unclear.

The main programmes of work which were outlined in the report, included:-

- Solar photo-voltaic panels
- External wall information
- Gas infill Schemes
- Off-gas pilot project
- Affordable Warmth Crisis Fund and Healthy Homes Healthy People and
- Energy Advice and Community Engagement through the North Wales Energy Advice Centre

Councillor Paul Shotton welcomed the loft insulation and solar panel initiatives which would provide savings for residents and asked if there were any other energy saving innovations being considered for the future. The Enterprise & Regeneration Manager reported that efficiency tariffs and social tariffs were currently being looked at.

Councillor George Hardcastle also agreed with Councillor Shotton's comments and asked if the solar programme was purely for bungalows. He also asked how much it cost to install these and what would happen if the resident did not want them installed.

In response, the Enterprise & Regeneration Manager reported that these panels were not solely for use on Bungalows but the programme had been designed to provide maximum benefit to tenants. The cost of installation was between £3,500 and £4,000 for a full set of panels. If a resident refused to have solar panels installed then the installation would not proceed. But in future if a new resident at the property wanted to have them installed this would be added to the potential programme for that year and if possible they would be installed.

RESOLVED:

That the Committee support the domestic energy efficiency programmes delivered in Flintshire.

24. **COMMUNITIES FIRST**

The Enterprise & Regeneration Manager introduced the report and provided background to the Committee on when the Communities First programme had been established in 2001 to tackle poverty. In February 2017 the Welsh Government (WG) announced the phasing out of the programme on 31 March 2018. The 'Communities 4 Work' employment programme would not be affected and would continue until March 2020.

The WG would be operating two new programmes from 1 April 2018 onwards:-

- The Legacy Fund, would offer small scale funding to Local Delivery Bodies to enable them to continue to deliver effective Communities First activities, for a further two years.
- The second programme, the Employability programme, would provide Local Delivery Bodies with the management infrastructure for the Communities 4 Work programme.

The Enterprise & Regeneration Manager reported the role of the offices in Flint, Holywell, Mold and Deeside was to get people into work and that there had been significant delivery and focus in Flintshire with support and training provided. The LIFT Mentoring Programme which was attached to Communities First and was funded until 31 March 2018. The Legacy Fund would deliver some options.

He outlined the proposals in the employability work stream within the North Wales Deal programme which were designed to get more people in poverty in work:-

- North Wales Employment Escalator
- The Skills Bank
- Enhanced Careers and Guidance Programme
- Work Place Bursaries Programme and
- Apprenticeships and work placements

Councillor Derek Butler, Cabinet Member for Economic Development, referred to the report and specifically all of the initiatives that had been delivered and the range of recruitment schemes that had enabled people to gain employment. He felt that the report overall highlighted the good working relationship the Council had with local businesses.

RESOLVED:

That the report be noted.

25. FORWARD WORK PROGRAMME

The Facilitator presented the current Forward Work Programme for consideration. It was agreed that the SARTH item be moved to the Spring meeting together with an update report on the Welsh Housing Quality Standard and New Homes.

Councillor George Hardcastle referred to the speed at which a housing officer had dealt with an emergency response from Carelink and asked that his thanks be passed on to the officer for their hard work.

Councillor Paul Shotton asked that a report on smart meters be included in the Forward Work Programme for consideration at a future meeting.

RESOLVED:

- (a) That the Forward Work Programme be amended; and
- (b) That the Facilitator, in consultation with the Chair of the Committee, be authorised to vary the Forward Work Programme between meetings, as the need arises.

26. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE

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

(The meeting started at 2.00 pm and ended at 3.28 pm)

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Chairman

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COMMUNITY AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE
15 NOVEMBER 2017

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, CH7 6NA on Wednesday, 15 November 2017.

PRESENT: Councillor Ian Dunbar (Chairman)

Councillors: Sian Braun, David Cox, Jean Davies, Ron Davies, Adele Davies-Cooke, Mared Eastwood, George Hardcastle, Ray Hughes, Dennis Hutchinson, Ted Palmer, Mike Reece, Paul Shotton and David Wisinger

ALSO PRESENT: Councillors Christine Jones and Patrick Heesom

APOLOGIES: Councillor Bernie Attridge, Deputy Leader and Cabinet Member for Housing, Councillor Rosetta Dolphin

CONTRIBUTORS: Councillor Derek Butler, Cabinet Member for Economic Development; Chief Officer (Community & Enterprise), Enterprise & Regeneration Manager, Benefits Manager, Housing Solutions and Commissioning Manager, Service Manager Housing Programmes, and Enterprise and Regeneration Manager

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

Prior to the start of the meeting the Chairman referred to the sadness at the recent death of Carl Sargeant, Assembly Member, and asked Members and officers to take part in a minutes silence in tribute to his memory. The Chairman expressed his condolences and thoughts to his family and friends.

20. DECLARATIONS OF INTEREST

None were received.

21. APPOINTMENT OF VICE-CHAIR

Councillor David Wisinger nominated Councillor Ted Palmer as Vice-Chair of the Committee and this was duly seconded.

Councillor George Hardcastle nominated Councillor Rosetta Dolphin and this was seconded.

On being put to the vote Councillor Ted Palmer was appointed Vice-Chair of the Committee.

RESOLVED:

That Councillor Ted Palmer be appointed Vice-Chair of the Committee.

22. MINUTES

The minutes of the meeting held on 20 September 2017 were submitted.

RESOLVED:

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

23. WELFARE REFORM UPDATE

The Benefits Manager introduced the report to provide an update on the impact Universal Credit 'Full Service' and other welfare reforms were having on Flintshire's residents and the work which was ongoing to mitigate and support households. She provided background information and gave a presentation on Welfare Reform in Flintshire which covered the following key points:

- Pre Universal Credit Reforms
 - Bedroom Tax
 - Benefit Cap
- Universal Credit
 - Issues and Impacts
- Support Work
 - Personal Budgeting support
 - Assisted Digital support
 - Discretionary Housing Payments
- Projected Welfare Reform impacts
- Data Analysis
- Future Welfare Reforms (from 2020)
 - LHA Restriction – scrapped for Social Housing Tenants
 - LHA Restriction – scrapped for supported Accommodation
 - Ring fenced funding for Emergency Accommodation

The Chairman thanked the Benefits Manager for a detailed and informative presentation and invited Members to raise questions.

Councillor Paul Shotton referred to the concerns he had raised previously around the impact of Universal Credit and commented on the issue of rent arrears. He expressed praise for the work of the Benefits Manager and her Team for the support and guidance provided to Flintshire residents, which had been recognised by the Welsh Government.

Councillor David Wisinger said he had received complaints from some residents that they had been unable to make payment for rent locally and had experienced difficulties when contacting the Authority by telephone to speak about Universal Credit. The Chief Officer (Community and Enterprise) agreed to follow up the concerns expressed by Councillor Wisinger following the meeting.

During discussion the Housing Solutions and Commissioning Manager responded to the questions and concerns raised around homelessness and explained the impact of the Universal Credit full service and the resultant pressure on Flintshire's

homelessness budget. She advised that the Government was planning to introduce a change in legislation in the New Year to provide an alternative way for Local Authorities to recover some of the costs incurred when placing an individual or family in short term emergency accommodation.

Officers responded to the questions raised by Councillor George Hardcastle concerning provision of interim accommodation and use of bed and breakfast accommodation. Councillor Hardcastle also raised questions around the issue of tenants in rent arrears, and the difficulty experienced by tenants who wished to 'downsize' to a smaller property but were unable to do so due to a lack of suitable properties available. The Chief Officer gave an assurance that contact was made as soon as possible with residents who were in rent arrears to provide information and support around income and entitlement.

RESOLVED:

That the Committee continues to support the on-going work to manage the impacts that Welfare Reforms have and will have upon Flintshire's most vulnerable households.

24. STRATEGIC HOUSING AND REGENERATION PROGRAMME (SHARP)

The Service Manager Housing Programmes introduced a report to provide an update on the progress of the Strategic Housing and Regeneration Programme (SHARP). He provided background information and reported on the individual schemes which were being undertaken or considered as part of the SHARP Programme going forward.

The Service Manager Housing Programmes also reported on the main points, as detailed in the report, around progress on future sites which would deliver a mixture of Council Affordable and Shared Equity properties, funding for social housing, the Welsh Government Affordable Housing Grant and Innovative Housing Programme, Flintshire House Standard, and performance and community benefits.

Referring to the Flintshire House Standard the Service Managed explained that it was proposed to establish a project team consisting of tenants, Elected Members and officers, to review the Flintshire House Standard to ensure it continued to provide quality homes and value for money to the Council and NEW Homes. The Council would also use the opportunity to assess the Flintshire standard against the Welsh Government Technical Standards, making it eligible for the Affordable Housing Grant. He asked for volunteers from the Committee to form a project team.

Councillor Paul Shotton spoke in support of the SHARP Programme and expressed praise for both the new council and affordable homes which had been built to date. He asked if solar panels could be installed on new build properties in the future.

Councillor Ray Hughes expressed his thanks to the Service Manager Housing Programmes and his team for the housing schemes at the Maes y Meillion and Heol Y Goron sites in Leeswood. He asked that his thanks be passed to Wates for the work

they were undertaking and for engaging with him, as the local Member, and local residents in keep all informed.

Councillor George Hardcastle raised a number of concerns around the Gary Speed development at Aston, particularly the availability of affordable homes for single people and the road highway infrastructure. The Chief Officer (Community and Enterprise) agreed to follow up the concerns about the road. In response to a further query from Councillor George Hardcastle, the Service Manager advised that affordable homes/apartments were made available where possible to meet the needs of single people as well as families.

Councillor David Wisinger asked what provision was made for disabled residents. The Service Manager explained that the Service worked closely with the Specialist Housing Register to help those most in need and disabled people were consulted in the design of new build properties.

Councillor George Hardcastle expressed the need for Members to be involved in the design of infrastructure for housing developments within their Ward.

In response to the Chairman's request, the Chairman and Councillors David Wisinger, Ray Hughes, and Ted Palmer put their names forward to serve on the Flintshire House Standard Group.

RESOLVED:

- (a) That the Committee supports the overall approach for the delivery of new Council and affordable homes through the Strategic Housing and Regeneration Programme (SHARP); and
- (b) That the following Members be nominated as representatives to the Council's Project Review Team of the Flintshire House Standard: Councillors Ian Dunbar, Ray Hughes, Ted Palmer and Dave Wisinger

25. COUNCIL PLAN 2017/18 – MID YEAR MONITORING

The Chief Officer (Community & Enterprise) introduced the report to present the mid-year monitoring of progress for the Council Plan priorities 'Supportive Council' and 'Ambitious Council' relevant to the Committee. She provided background information and referred to the main considerations around monitoring of activities, performance and risks, as detailed in the report, and invited the Enterprise and Regeneration Manger, Benefits Manage, Service Manager Housing Programmes, and Housing Solutions and Commissioning Manager, to provide an update on progress in their service areas.

The Service Managers referred to the Council Plan 2017/18 Mid-Year Progress Reports – Supportive Council and Ambitious Council, which were appended to the report and reported on the sub-priorities and overall progress and outcomes of activities for their service areas.

Councillor Dennis Hutchinson expressed his appreciation to Officers for their work and support in addressing the issue of unlawful encampment on Buckley Common.

RESOLVED:

That the report be noted.

26. FORWARD WORK PROGRAMME

The Facilitator presented the Forward Work Programme for consideration. She advised Members that it had been agreed that a short briefing session to consider ‘How the HRA works’ would be held at 9.30 a.m. prior to the next meeting of the Committee on 20 December 2017. She also explained that it had been agreed that the meeting of the Committee to be held on 31 January 2018, be rescheduled to 15 January 2018.

The Facilitator drew attention to paragraph 1.03 of the report and advised that at the meeting of the Constitution & Democratic Services Committee held on 25 October 2017, it was resolved that each Committee should be canvassed for views on its meeting preference as part of their forward work programme. She referred to the options as detailed in the report and asked the Committee to express a preference for its meeting pattern. The outcome would be reported back to the Constitution & Democratic Services Committee.

Councillor Paul Shotton proposed that the Committee retained its current arrangement to meet on a Wednesday morning at 10.00 a.m. and when put to the vote this was agreed.

RESOLVED:

- (a) That the Forward Work Programme be noted; and
- (b) That the Facilitator, in consultation with the Chair of the Committee, be authorised to vary the Forward Work Programme between meetings, as the need arises; and
- (c) That the Facilitator provides feedback to the Constitution and Democratic Services Committee that the Community & Enterprise Overview & Scrutiny Committee supports meetings remaining at 10.00 a.m. on a Wednesday morning.

27. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE

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

(The meeting started at 10.00 am and ended at 11.58 pm)

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Chairman

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COMMUNITY AND ENTERPRISE OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	Wednesday 20 December 2017
Report Subject	Sheltered Accommodation Review
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Housing
Report Author	Chief Officer (Community and Enterprise)
Type of Report	Operational

EXECUTIVE SUMMARY

The review undertaken of sheltered accommodation grew out of the perception that a number of schemes were either unpopular, no longer fit for purpose and as a consequence turn over and subsequent void loss was considered excessive.

The review explored all sheltered accommodation stock which totals 2,637 properties across the county.

Looking at the available data the significant categories behind stock turn-over (66%) occur as a result of the tenant's death or their transfer to residential care accommodation.

In revenue terms the loss associated to void properties equated to 1.67% of the Housing revenue account rental stream each year.

Housing management, through the use of individual case by case approvals, have supported the practice of allocating sheltered accommodation below the age threshold criteria, where there are recognised medical conditions, and sheltered housing is the most suitable property type.

RECOMMENDATIONS

1	Note the outcomes of the review and next steps, and support the principle of Sheltered accommodation being known as "Sheltered and Supported accommodation" to reflect the customer group it serves.
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REPORT DETAILS

1.00	SHELTERED ACCOMMODATION REVIEW																														
1.01	The initiation of the Sheltered Accommodation Review grow out of the perception that certain sheltered housing schemes were unpopular/undesirable or that they were no longer fit for purpose and as a result tenancy turnover was considered excessive.																														
1.02	Desk top analysis has been completed to enhance understanding and to help identify options for potential future development of the accommodation to provide an attractive and needs based housing offer for older people.																														
	Current Housing provision for older people [Sheltered].																														
1.03	<p>There are a total of 2,637 properties spread across the county that make up the suite of sheltered accommodation [548 over 55's and 2089 over 60's].</p> <p>This includes;</p> <table border="1" data-bbox="300 947 1289 1328"> <thead> <tr> <th>Description</th> <th>No. of bedrooms</th> <th>No. of properties</th> </tr> </thead> <tbody> <tr> <td>Sheltered bungalow</td> <td>1-3</td> <td>1,360</td> </tr> <tr> <td>Sheltered Flats</td> <td>1-2</td> <td>631</td> </tr> <tr> <td>Mini-group bungalow</td> <td>1-2</td> <td>408</td> </tr> <tr> <td>Mini-group flat</td> <td>1-2</td> <td>139</td> </tr> <tr> <td>Sheltered bedsit</td> <td></td> <td>63</td> </tr> <tr> <td>Warden House</td> <td>3</td> <td>17</td> </tr> <tr> <td>Warden Bungalow</td> <td>3</td> <td>14</td> </tr> <tr> <td>Warden Flat</td> <td>2</td> <td>3</td> </tr> <tr> <td>Sheltered House</td> <td></td> <td>2</td> </tr> </tbody> </table>	Description	No. of bedrooms	No. of properties	Sheltered bungalow	1-3	1,360	Sheltered Flats	1-2	631	Mini-group bungalow	1-2	408	Mini-group flat	1-2	139	Sheltered bedsit		63	Warden House	3	17	Warden Bungalow	3	14	Warden Flat	2	3	Sheltered House		2
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1.04	<p>Looking at the available data over the previous five year period the range of reasons for the termination of properties includes;</p> <table data-bbox="395 1496 1137 1682"> <tbody> <tr> <td>1</td> <td>Deceased</td> <td>44%</td> </tr> <tr> <td>2</td> <td>Move to residential care</td> <td>24%</td> </tr> <tr> <td>3</td> <td>Transfer to FCC property</td> <td>12%</td> </tr> <tr> <td>4</td> <td>Other</td> <td>10%</td> </tr> <tr> <td>5</td> <td>A range of 14 categories</td> <td>10%</td> </tr> </tbody> </table> <p><i>NB: Of particular interest are the categories 2, 3 and 4 making up 46%. The Housing Service could have a degree of control over these categories and this could form the focus of potential changes to the current offer</i></p>	1	Deceased	44%	2	Move to residential care	24%	3	Transfer to FCC property	12%	4	Other	10%	5	A range of 14 categories	10%															
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	Analysis of data																														
1.05	Further analysis was undertaken on those properties with higher void frequency rate by site over a 5 year period. The picture isn't straightforward.																														

	<p>For example bedsit accommodation tends to have more turnover than flats; but in Coppa View the average tenancy is 5.8 years, which would be considered reasonable in older person's accommodation. In other schemes bedsitter tenancy length is shorter. The differences could be reflective of available accommodation in the area (i.e. it is easier to be able to move in some neighbourhoods, due to more supply of older persons accommodation), or it may be that the location of the scheme, make-up of the community in the scheme or availability of local services are more important than the type of accommodation.</p> <p>In some areas which would be described as particularly attractive by many across the county, turnover is higher than the average, (for example Gwernaffield). This could be due to the availability of transport or other local services in rural areas.</p> <p>Some schemes do not have lifts or have significant differences in levels to access the scheme meaning they can become difficult to manage for those with mobility issues.</p>
	Rent loss due to voids:
1.06	<p>Financially [2016/17], rental income from occupied sheltered accommodation provides £8,227,993 to the Housing Revenue Account each year. Rent loss for vacant homes in the same period was £139,000. This represents 1.67% of gross rent. This demonstrates that despite some of the potential challenges identified above the accommodation is very popular overall.</p> <p>As the stock of sheltered accommodation is significant, the focus of the new build programme has mainly been on meeting the needs for smaller family homes. This will continue, except where there is evidence of significant demand for older person accommodation in an area which cannot be met through existing provision; or where it is deemed that the existing provision is unsuitable for older people.</p>
	Observations of Housing Officers and Accommodation Support Officers
1.07	Each of the properties with higher void frequency rates have their own unique circumstances; however there are some common issues.
1.08	Sheltered bedsits are less popular and tend to be used as short-term accommodation.
1.09	Upstairs flats eventually become unsuitable for many elderly tenants as they become less agile
1.10	The ongoing reduction of local convenience stores dictates the need to travel for shopping for those who live in remote sheltered accommodation which again becomes difficult for less agile elderly tenants.
	Potential solutions for these are as follows:-
1.11	Bedsitters have been improved at some schemes in recent years. A plan

	needs to be developed for their long term sue across the county's stock.
1.12	Installation of Stair Lifts might be a cost effective solution to avoid the need for tenants in upper flats to move to a more accessible property.
1.13	Technology and training to enable internet shopping and other local deliveries, may be useful in supporting those who live in rural areas better.
	Overview:
1.14	24% of sheltered accommodation tenants transfer to residential care.
1.15	46% of voids are potentially avoidable [Residential care/Transfer to FCC property/other].
1.16	Bedsit accommodation is, as expected, the highest category of sheltered accommodation which becomes vacant.
1.17	Layout and construction of the properties is a contributory factor to void rate, i.e. access to first floor accommodation and difficulty with stairs.
1.18	Flintshire social services have an excellent track record in supporting older people to live as independently as possible in their own homes. The council has a low percentage of older people entering long term residential care, due to the priority given to helping people to remain in their own homes. As a result of this the average age of people in care homes is 87 years with the average stay approximately 2 years. These figures are a positive indicator that older people are being supported to continue to live in their own homes).
	Conclusions:
1.19	The housing register has identified the need for 'specialist' accommodation to meet a range of customer needs. Sheltered accommodation can meet some of this need and therefore it is considered appropriate to broaden the determinants to 'sheltered and support accommodation'.
1.20	The adoption of 'Sheltered and Supported' accommodation formalises the current custom and practice (tenants accommodated who don't meet the age criteria but have a range of health or disability needs that can be met within this type of accommodation). This would continue to be managed very sensitively with Senior level authorisation on a case by case basis to ensure that the balance in individual schemes would not be affected adversely.
1.21	More flexible use of existing accommodation could help to meet a broader range of needs in some cases e.g. individuals with a range of physical disabilities, mental health and learning disabilities. In addition, some new build accommodation will also be required to meet the needs of this customer group.
1.22	A small number of schemes may require capital expenditure such as the installation of lifts to make them fit for purpose for the future. This will be

	considered as part of future years capital budget planning.
1.23	Bedsit accommodation requires further review to ensure that it can best meet changing housing demand and expectation.

2.00	RESOURCE IMPLICATIONS
2.01	Resource requirements, will be determined following appropriate condition surveys determining potential changes to communal and individual properties. This will form part of future capital budgets for members consideration.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Any potential amendments to properties will be undertaken in consultation with current residents and local elected members.

4.00	RISK MANAGEMENT
4.01	Financial challenges associated to the scale of capital requirements of modifying the existing layout of communal facilities, will need to be considered as part of the annual housing investment programme.
4.02	Lack of detailed information from departmental colleagues on the level of demand determining potential structural changes to communal properties and facilities
4.03	Access arrangements post consultations with tenants effected by potential structural changes to properties.

5.00	APPENDICES
5.01	n/a

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Steve Agger Telephone: 01352 701658 Email: steve.agger@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	n/a

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COMMUNITY AND ENTERPRISE OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	Wednesday 20 December 2017
Report Subject	Provision for Gypsy & Traveller Transit Sites and site the Riverside Management Agreement
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Housing
Report Author	Chief Officer (Community and Enterprise)
Type of Report	Strategic

EXECUTIVE SUMMARY

The Housing Wales Act 2014 places a statutory duty on the Local Authority to assess the accommodation needs of Gypsy Travellers in the county. The same Act then places a statutory duty upon the authority to provide for that need.

Flintshire's Gypsy Traveller Accommodation Needs Assessment (GTAA) which was approved by Welsh Government in March 2017 and is now included in the Local Development Plan (LDP) identifies a need for transit provision in the county

The Mobile Homes Wales Act 2013 was introduced to give residents of permanent local authority Gypsy Traveller sites improved protection in terms of security of tenure. It brought the tenant's licence agreements in line with the rights and responsibilities expected from a social housing tenancy.

Flintshire County Council manages one permanent Gypsy Traveller site at Riverside and the current management agreement and tenant licence agreements require updating to reflect the change in the legislation.

RECOMMENDATIONS

1	The Committee is recommended to give support for; a costed options appraisal to be undertaken for the development of a 6 pitch transit site in Flintshire.
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2.	The review and implementation of new management arrangements at Riverside.
3.	A capital funding application to be made in the Summer of 2018 to Welsh Government to refurbish the Local Authority site at Riverside.

REPORT DETAILS

1.00	Gypsy Traveller Transit Site Provision
1.01	Under Part 3 of the Housing Wales Act 2014 the authority has a statutory duty to provide transit pitches for Gypsy Travellers. The Gypsy Traveller Accommodation Needs Assessment states that there is a need for a transit site and this is evidenced through the data recorded on the number of unauthorised encampments in the county.
1.02	<p>So far this financial year Flintshire has had 34 reported unauthorised encampments. Of those 34 encampments, 13 have been on local authority land, 1 has been on community council land and 20 have been on private land. The presence of an unauthorised encampment results in a cost to the council for moving them on and so far this year it is in the region of £23,231. This includes costs for the securing of an area to prevent further encampments occurring.</p> <p>In 2016-17 there were 20 recorded encampments in the county with 14 being on local authority land and 6 on private land. In this financial year the authority spent £95,912 on target hardening.</p> <p>In 2015-16 there were 40 recorded encampments including 25 on local authority land and 15 on private land. In this financial year the authority spent £49,022 on target hardening.</p> <p>Prior to 2017/18 the authority was not always made aware of encampments on private land. Prior to 2017/18 detailed records of costs of unauthorised encampments were not kept.</p>
1.03	Provision of a transit site would significantly reduce the costs to the council. Travellers would be charged a pitch fee to cover the running costs of the site.
1.04	The development of a transit site will mean that the Local Authority and the Police can direct any unauthorised encampment to the transit site thus negating the need for legal costs, clear up costs and spending money on target hardening. The authority will have responsibility for managing the transit site.
1.05	Flintshire's Gypsy Traveller Accommodation Assessment identifies a need for three transit pitches which would accommodate 6 caravans. However, based on the size of the unauthorised encampments over the past few years, it would be more appropriate to create a six pitch transit site capable of accommodating 12 caravans with an option to have an area for

	emergency accommodation in instances where we have large encampments.
1.06	It will be essential that the Council works in partnership with North Wales Police when planning the transit site and how it is used effectively.
1.07	Capital grant for the funding of a transit site is available from Welsh Government and the aim is to make an application before the financial year beginning 2019. Before an application for funding can be made to Welsh Government a suitable piece of land with planning permission must be available.
1.08	Flintshire has the potential to be the first authority in Wales to have a transit site making it the leading authority in Wales when it comes to dealing with unauthorised encampments and an area of best practice.

2.00	Riverside Management Agreement
2.01	<p>Management of the council owned site at Riverside currently operates through a management agreement between the site manager and the council. This management agreement has been in place since 2012 and is in the process of being updated to reflect legislative and policy changes under the Mobile Homes Wales Act 2013.</p> <p>All local authority Gypsy Traveller sites are regarded as protected sites and the Act requires new licence agreements to be issued to all site residents</p> <p>The current site manager is being consulted and the new agreement, which will be a legally binding document, will be fit for purpose to meet the requirements of the council and Welsh Government.</p> <p>The aim is to run the site in a similar way to local authority housing stock in terms of management, allocation and repairs and a new management agreement will help to facilitate this process.</p>
2.02	In order to apply for grants form Welsh Government to refurbish the Riverside site then the council must ensure that it is being managed and maintained to standards that Welsh Government have set.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Consultation with the Equality and Prosperity Division, Welsh Government in relation to potential transit sites and relevant guidance and grant funding options.
3.02	Local Member and settled Community consultation required in relation to transit site options.
3.03	Consultation with Gypsy Traveller community members.

3.04	North Wales Police in relation to transit site provision and management arrangements.
3.05	Consultation with current site manager in relation to the new site management agreement for Riverside Caravan Site.

4.00	RISK MANAGEMENT
4.01	Risk to the authority of not adhering to the relevant legislation relating to permanent Gypsy Traveller sites. This risk will be mitigated through the adoption of the new management agreement and the issuing of new licences to tenants.
4.02	Risk to the authority of not meeting its statutory duties under the Housing Wales Act 2014 in not providing sufficient Gypsy Traveller transit provision. This risk will be mitigated by developing a transit site.

5.00	APPENDICES
5.01	Appendix 1: List of unauthorised encampments recorded between April 2017 and November 2017

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Bryn Hall Telephone: 01352 702419 Email: bryn.hall@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None

Appendix 1 - List of unauthorised encampments recorded between April 2017 and November 2017

Location	Landowner	Date arrived	Date vacated	Nights	No of Caravans
Tesco car park, Holywell	Private	08.04.17	10.04.17	2	4
Travis Perkins. Greenfield Business Park	Private	24.04.17	25.04.17	1	2
Coed Mawr, Greenfield	Private	23.04.17	26.03.17	3	3
Flintshire retail par, Flint	Private	09.05.17	10.05.17	1	4
Broughton Country Park	Community Council	16.05.17	17.05.17	1	3
ACL, Manor lane Industrial estate	Private	17.05.17	19.05.17	2	3
Castle Park, Flint	Local Authority	19.05.17	25.05.17	6	7
Fun Ship Market, Llanerch Y Mor	Private	25.05.17	27.05.17	1	15
Unit 15/16, Castle Park, Flint	Local Authority	29.05.17	30.05.17	1	2
Coed Mawr, Greenfield	Private	16.05.17	12.06.17	27	3 (5 were there for some of the duration)
Swinchard Meadow, Flint	Local Authority	16.06.17	17.06.17	1	3
Opp Arriva Depo, Manor Lane industrial park	Private	22.06.17	23.06.17	1	3
Greenfield Dock	Local Authority	11.07.17	06.10.17	88	1
Asda Queensferry	Private	15.07.17	18.07.17	3	18
Oasis Dental, Ewloe	Private	15.07.17	18.07.17	3	4
Buckley Common	Local Authority	18.07.17	28.07.17	10	28
Greenfield Business Park	Local Authority	26.07.17	31.07.17	5	3
Coed Mawr, Greenfield	Private	31.07.17	03.08.17	3	5
Asda Car Park, Queensferry	Private	04.08.17	09.08.17	5	2
Greenfield Business Park, Adj Unit 46	Local Authority	09.08.17	13.08.17	4	2
New Street Car Park, Mold	Local Authority	19.08.17	20.08.17	1	Unknown
Broughton Retail Park	Private	20.08.17	21.08.17	1	4
Greenfield Business Park, Adj Unit 46	Local Authority	22.08.17	24.08.17	2	1
Coed Mawr, Greenfield	Private	22.08.17	01.09.17	9	13 (estimated)

HSBC carpark, St Davids, Ewloe	Private	25.08.17	01.09.17	7	2
Castle Park, Flint	Local Authority	29.08.17	31.08.17	2	3
Outside Unity House, St David's Park	Private	31.08.17	04.09.17	4	2
Allt Goch Car Park, Flint	Local Authority	10.09.17	12.09.17	2	3
CSA car park, Manor Lane	Private	12.09.17	17.09.17	5	3
Behind WWHA car park, St David's	Private	18.09.17	20.09.17	2	3
Inbetween units 37 & 38 Greenfield business park	Private	06.10.17	13.10.17	7	1
By Headlands Food, Castle Park, Flint	Local Authority	13.10.17	20.10.17	7	1
Greenfield Recycling Centre	Local Authority	20.10.17	19.11.17	31	1
Old Queensferry Hotel, Garden City	Private	05.11.17	06.11.17	1	2



COMMUNITY & ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Wednesday 20 th December 2017
Report Subject	Forward Work Programme
Cabinet Member	Not applicable
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
Monday 15 th January 2018 10.00 am	Housing Revenue Account (HRA) 2018-19	To consider the proposals for the Housing Revenue Account (HRA) for 2018-19	Consultation	Chief Officer (Community & Enterprise)	
Wednesday 14 th March 2018 10.00 am	Supporting People Commissioning Plan	To consider the proposed Commissioning Plan for 2018/19	Consultation	Customer Support Manager	
Wednesday 14 th March 2018 10.00 am	SARTH	To consider proposed changes to the allocation policy for social housing	Consultation	Customer Support Manager	
Wednesday 16 th May 2018 10.00 am	New Homes Board	To receive an update on the work of the New Homes Board	Assurance/Monitoring	Housing Strategy Manager	
Wednesday 27 th June 2018 10.00 am					

Items to be scheduled to a date

- Work to address economic inactivity and support entrepreneurship
- Update on private sector housing renewal strategy
- Food poverty – as suggested during the 20th September meeting
- Update report on stairwell at Castle Heights Flint – as suggested during the 20th September meeting
- Smart Metres – as suggested during the 16th October meeting.

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	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)