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To: Cllr Aaron Shotton (Leader)

Councillors: Bernie Attridge, Chris Bithell, Derek Butler, Christine Jones, Billy Mullin, Ian Roberts and Carolyn Thomas

14 November 2018

Dear Councillor

You are invited to attend a meeting of the Cabinet which will be held at 9.30 am on Tuesday, 20th November, 2018 in the Clwyd 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

Purpose: To receive any Declarations and advise Members accordingly.

3 MINUTES (Pages 7 - 18)

Purpose: To confirm as a correct record the minutes of the meeting held on 23rd October 2018.

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4 2019/20 COUNCIL FUND BUDGET: UPDATED FORECAST AND STAGE 1 AND 2 BUDGET PROPOSALS (Pages 19 - 80)

Report of Chief Executive, Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

Purpose: To advise of the latest position on the 2019/20 budget and to approve the stage 1 and stage 2 budget proposals.

5 DIGITAL CUSTOMER OVERVIEW (Pages 81 - 86)

Report of Chief Officer (Governance) - Cabinet Member for Corporate Management and Assets

Purpose: To provide an update on progress with, and assure Members, of the design principles underpinning the creation of a single Contact Centre as part of delivering the Digital Customer theme of the Digital Strategy.

6 SCHOOL TRANSPORT - SIBLING ENTITLEMENT (Pages 87 - 90)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To seek approval not to adopt sibling rules for school transport provision.

7 SCHOOL TRANSPORT – TRANSPORT ANOMALIES (Pages 91 - 96)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To seek approval to remove all school transport anomalies in July 2020.

OPERATIONAL REPORTS

8 MID-YEAR COUNCIL PLAN 2018/19 MONITORING REPORT (Pages 97 - 102)

Report of Chief Executive - Cabinet Member for Corporate Management and Assets

Purpose: To agree the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19.

9 REVENUE BUDGET MONITORING 2018/19 (MONTH 6) (Pages 103 - 120)

Report of Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

Purpose: To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 6, and projects forward to year-end.

10 **CAPITAL PROGRAMME MONITORING 2018/19 (MONTH 6)** (Pages 121 - 146)

Report of Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

Purpose: To provide the Month 6 (end of September) capital programme information for 2018/19.

11 **COUNCIL TAX BASE FOR 2019/20** (Pages 147 - 152)

Report of Chief Officer (Governance) - Cabinet Member for Corporate Management and Assets

Purpose: To seek approval of the Tax Base of Band D equivalent properties for the financial year 2019/20.

12 **REVIEW OF PEDESTRIANISATION ORDER – HOLYWELL HIGH STREET** (Pages 153 - 156)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To seek approval to investigate funding options to reconfigure the High Street in Holywell without a Pedestrianisation Order.

13 **OUTDOOR CHILDREN'S PLAY AREAS** (Pages 157 - 164)

Report of Chief Executive - Cabinet Member for Education

Purpose: To present the recommendations of AURA for the annual match-funding scheme and the 2019/20 capital allocations.

14 **REVIEW OF HIGHWAY AND CAR PARK SAFETY INSPECTIONS, INTERVENTION CRITERIA AND RESPONSE TIMES POLICY** (Pages 165 - 178)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To review the above Policy in line with the revised national guidelines.

15 **NORTH WALES SUPPORTED LIVING AND OUTREACH SUPPORT PROCUREMENT** (Pages 179 - 184)

Report of Chief Officer (Social Services) - Cabinet Member for Social Services

Purpose: The six North Wales Authorities and Betsi Cadwaladr University Health Board (BCUHB) are working in collaboration on the second phase of the Regional Domiciliary Care Tender. It has been agreed regionally that Phase 2 should focus on the procurement of supported living services due to delays in recommissioning these services following the recent legal challenge from Mencap. The report details progress made to date and requests approval to tender on behalf of the region for a Supported Living and Outreach Agreement.

16 **EXERCISE OF DELEGATED POWERS** (Pages 185 - 186)

Purpose: To provide details of actions taken under delegated powers.

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

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC

The following item is considered to be exempt by virtue of Paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

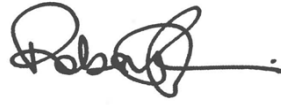
The report contains details of proposed contracts and the public interest in revealing the information is outweighed by the public interest in withholding it until the contract has been awarded.

17 **21ST CENTURY SCHOOLS PROGRAMME – MODERNISATION OF THE PORTFOLIO PUPIL REFERRAL UNIT PROVISION & QUEENSFERRY COMMUNITY PRIMARY (C.P.) SCHOOL** (Pages 231 - 238)

Report of Chief Officer (Education and Youth) - Cabinet Member for Education

Purpose: To proceed with Full Business Case to WG for capital investment in the Portfolio Pupil Referral Service and Queensferry CP. This will deliver a more efficient PPRU model and enhance outcomes for vulnerable learners. The project will also address suitability issues at the primary school.

Yours sincerely

A handwritten signature in black ink, appearing to read "Robert Robins", with a horizontal line extending to the right and a small dot at the end.

Robert Robins
Democratic Services Manager

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CABINET
23RD OCTOBER 2018

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 23rd October 2018.

PRESENT: Councillor Aaron Shotton (Chair)

Councillors: Bernie Attridge, Chris Bithell, Derek Butler, Christine Jones, Billy Mullin, Ian Roberts and Carolyn Thomas.

IN ATTENDANCE:

Chief Executive, Chief Officer (Governance), Chief Officer (Housing and Assets), Chief Officer (Social Services), Corporate Finance Manager, Corporate Business and Communications Executive Officer, and Team Leader – Democratic Services.

APOLOGIES:

None.

OTHER MEMBERS IN ATTENDANCE:

Councillors: David Healey, Gladys Healey and Patrick Heesom.

239. DECLARATIONS OF INTEREST

None.

240. MINUTES

The minutes of the meeting held on 25th September 2018 were approved as a correct record.

RESOLVED:

That the minutes be approved as a correct record.

Prior to consideration of the items of business, Councillor Shotton welcomed the Waste and Ancillary Services Manager, Harvey Mitchell, to the meeting. He thanked him for his work during his lengthy service at Flintshire prior to him commencing his new career. All Members wished him well, commenting in particular on the difficult areas of work that Mr Mitchell had been involved in, such as the introduction of kerbside waste collection. The Chief Executive added to the comments, on behalf of himself and the Chief Officer (Streetscene and Transportation) who was unable to be present at the meeting, and wished him well.

241. ANNUAL PERFORMANCE REPORT 2017/18

Councillor Mullin introduced the Annual Performance Report 2017/18 report which provided a review of the Council's progress against the Council Priorities as outlined in the Council Plan 2017/18.

The report reflected the overall progress that had been made against the priorities and the level of confidence the Council had in achieving the desired

outcomes. It also showed the position against the 46 risks, with four risks increased in significance during the year and 10 risks reducing in significance by year end.

The Chief Executive explained that the report would be considered at County Council later that day, with the statutory requirement to publish the report by 31st October 2018. A small number of performance areas had been agreed by Cabinet and Corporate Resources Overview and Scrutiny Committee as requiring further scrutiny and reassurance for improved performance in 2018/19:

- Leisure participation;
- Disabled Facilities Grants (timeliness); and
- Planning Applications (timeliness).

The service areas had all considered the annual turnout figures and provided an explanation and/or changes in processes and procedures to improve performance in-year.

The Corporate Business and Communications Executive Officer said the report was positive and demonstrated that the Council strived for continuous improvement. The Council's quartile profile over previous years was outlined in the report, showing the levels of improvement.

RESOLVED:

- (a) That the 2017/18 Annual Performance Report be endorsed;
- (b) That the improvement actions for the areas of service under-performance during 2017/18 be endorsed; and
- (c) That a mid-year progress report against the improvement actions be presented in November.

242. A GROWTH DEAL BID FOR THE ECONOMY OF NORTH WALES: PROPOSITION DOCUMENT

The Chief Executive introduced the Growth Deal Bid for the Economy of North Wales: *Proposition Document* report which followed the Vision that was adopted by Cabinet in September 2016.

The target date for entering into a Heads of Terms Agreement for a Growth Deal with both governments was set as autumn/winter 2018. A *Proposition Document*, which set out the priority programmes of activity for the region and for which national funding was being sought through the Growth Deal, had been approved by the North Wales Economic Ambition Board. The Growth Deal would fund selected programmes and projects from within the *Proposition Document*. The document constituted the regional bid which would lead to a deal.

During October the regional partners were being invited to endorse the *Proposition Document* to give a mandate to their respective Leader to enter into a

Heads of Terms Agreement with both Governments. Post Heads of Terms, the region would then enter the final stage of Bid development and negotiation with Governments.

Councillor Shotton welcomed the report and provided details of all of the regional work that had been undertaken. He added that in endorsing the recommendations for submission to Council for approval later that day, the Council would not be making any commitment to financial investment of its own, and would only be authorising the submission of a formal Bid for consideration by Governments. The final risks and benefits of a final Growth Deal would be reported at the second and final approval stage, along with the model for sharing any borrowing costs amongst regional partners.

He emphasised the importance of the priority programmes, such as strategic transport and digital connectivity. Councillor Butler concurred and commented on the benefits for businesses of all sizes in the region.

Councillor Attridge also welcomed the report which saw exciting times ahead for Flintshire and the region, and he expressed particular thanks to Councillor Shotton and the Chief Executive for the amount of work they had both contributed to the programme to date.

RESOLVED:

- (a) That the *Proposition Document* be endorsed for recommendation to Council for adoption as (1) the basis of a longer-term regional strategy for economic growth and (2) the regional bid for the priority programmes and projects from which the content of a Growth Deal will be drawn at the Heads of Terms Agreement stage with Governments. Adoption does not commit the Council to any financial investment of its own at this stage and is subject to the financial risks and benefits of the final Growth Deal being set out in detail, for full consideration, when the final Deal is presented for approval at a later date; and
- (b) That the Leader be authorised to commit the Council to entering Heads of Terms with Governments alongside the political and professional leaders from the nine other statutory partners represented on the North Wales Economic Ambition Board, and the North Wales Mersey Dee Business Council with the *Proposition Document* setting out the parameters for the Heads of Terms agreement.

243. PROGRESS FOR PROVIDERS – CREATING A PLACE CALLED HOME DELIVERING WHAT MATTERS

Councillor Jones introduced the Progress for Providers – Creating a Place Called Home Delivering What Matters report which provided an update of the project and served as an opportunity to achieve greater recognition of the project and its outcomes.

In order to recognise the milestones achieved by the 26 Nursing and Residential Care Homes in Flintshire, 'Progress for Providers' had been developed with a toolkit. The toolkit set out Flintshire's expectation around the delivery of individualised care and it supported Responsible Individuals and Managers and leaders within homes by

providing a range of person centred tools which helped staff teams change the way they supported people and how they engaged with family and friends. The toolkit also helped providers promote greater choice and control for those who received care which allowed providers to focus on what mattered most to each person.

To show the progression, Flintshire introduced three levels of accreditation, Bronze, Silver and Gold which helped managers check their own progress and publically demonstrated that they were making continued progress towards person centred care.

In September 2018 the project was publicly recognised, winning the Social Care Wales Accolades Awards for 'Excellent outcomes for people of all ages by investing in the learning and development of staff'. The project was also a finalist in the Association for Public Services Excellence (APSE) Awards – 'Celebrating outstanding achievement and innovation within UK local government service delivery'. Councillor Jones paid tribute to all of the staff involved in this excellent project, and their work on it.

Councillor Shotton welcomed the report and congratulated the team on winning the Social Care Wales Accolades Award which was a fantastic achievement.

RESOLVED:

- (a) That the impact of 'Progress for Providers – Creating a Place Called Home Delivering What Matters' be recognised; and
- (b) That the initiatives underway to further develop the programme be noted.

244. NORTH WALES LEARNING DISABILITY STRATEGY

Councillor Jones introduced the North Wales Learning Disability Strategy report which set out the vision for health and social services for people with learning disabilities in North Wales. It included information on the needs of the population and what mattered to them, what change the Council wanted to see and how the strategy would be put into action. The strategy was due to go to the Regional Partnership Board for approval in November.

The Chief Officer (Social Services) explained that the vision for North Wales was based around what people had told the Council what mattered to them, which was that people with learning disabilities would have a better quality of life, live locally where they felt 'safe and well', where they were valued and included in their communities and had access to effective personal support that promoted independence, choice and control.

Five work packages would set out how things would be changed in order to achieve good lives for people with learning disabilities.

Putting the strategy into action had staff and financial resource implications for the six local authorities and BCUHB. The resource implications would be prepared in detail as part of the development of the five work packages. A bid had been submitted

to the Welsh Government Transformation Fund to request support with the additional costs and a positive response was expected.

RESOLVED:

That the North Wales Learning Disability Strategy be endorsed.

245. WITHDRAWAL OF MANAGED LETTINGS AND OVER 55'S SCHEMES BY NORTH EAST WALES HOMES

Councillor Attridge introduced the Withdrawal of Managed Lettings and Over 55's Schemes by North East Wales (NEW) Homes report.

The report sought approval for NEW Homes to commence the planned withdrawal of 'managed lettings' and 'over 55's' properties and to remove the corporate objective "To provide a competitive offer to landlords to encourage growth of the private rented sector" from the NEW Homes Business Plan.

Also detailed in the report was how the Council aimed to develop the offer through an alternative delivery mechanism.

The Council was undertaking early discussions with Registered Social landlords (RSL's) to see if they would take on the NEW Homes managed lettings on the same terms and where the landlord approved. On the 2 'over 55' properties, due to the vulnerability of the tenants, it was proposed that they would be retained within the Council and managed through the Housing Options team as part of the temporary accommodation service.

Councillor Attridge said he was disappointed with the recent journalism on this. The Chief Executive explained that a correction was due to be published by the author and a statement from the Council would be issued alongside.

RESOLVED:

- (a) That it be approved for NEW Homes to withdraw from these schemes and approve removing the following corporate objective "*To provide a competitive offer to landlords to encourage growth of the private rented sector*" from the business plan; and
- (b) That the exploration of alternative delivery mechanism for the managed lettings as part of the wider development of the Private Rented Sector (PRS) provision be approved.

246. REGISTRATION SERVICE FEES AND INCOME GENERATION

Councillor Mullin introduced the Registration Service Fees and Income Generation report which identified opportunities for the local authority to extend the range of services delivered by the Registration Service and outlined non-statutory fees for 2020/21.

The Chief Officer (Governance) explained that the service was located at Llwynegrin Hall and had two ceremony rooms. There was now an opportunity for the service to offer an additional licensed room for ceremonies or to increase the range of complementary services which were outlined in the report, including the possibility of working in partnership with Theatr Clwyd or NEWydd.

The Chief Executive welcomed the report which was a good example of raising additional income whilst providing an improved range of services.

RESOLVED:

- (a) That the Registration Services be supported in its review to identify opportunities to extend the range of services to customers thus generating new income streams for the Local Authority;
- (b) That the revised schedule of fees for 2019/20 be approved; and
- (c) That a new schedule of fees for 2020/21 be approved.

247. REVENUE BUDGET MONITORING 2018/19 (MONTH 5)

The Corporate Finance Manager introduced the Revenue Budget Monitoring 2018/19 (month 5) report which provided the latest revenue budget monitoring position for 2018/19 for the Council Fund and the Housing Revenue Account. The report presented the position, based on actual income and expenditure, as at Month 5 of the financial year. It projected how the budget would stand at the close of the financial year if all things remained unchanged.

The projected year end position, without new actions to reduce cost pressures and/or improve the financial return on efficiency planning and cost control, was:

Council Fund

- An operating deficit of £0.303m (£0.60m at Month 4); and
- A projected contingency reserve balance as at 31st March 2019 of £7.318m.

Housing Revenue Account

- Net in-year revenue expenditure forecast to be £0.067m lower than budget; and
- A projected closing balance as at 31st March 2019 of £1.165m.

The report covered the Council Fund projected position; projected position by portfolio; out of county placements; central and corporate finance; tracking of in-year risks and emerging issues; achievement of planned in-year efficiencies; other tracked risks; independent inquiry into child sexual abuse; income; recycling income; schools – risks and impacts; other in-year issues; reserves and balances; and earmarked reserves.

On schools risks and impacts, a statement was provided, which is appended to the minutes, which set out the Council's intention on dealing with the Teachers' Pay Award.

In response to a question from Councillor Shotton, the Chief Officer (Governance) explained the processes relating to the independent inquiry into child sexual abuse.

RESOLVED:

- (a) That the overall report and the projected Council Fund contingency sum as at 31st March 2019 be noted;
- (b) That the projected final level of balances on the Housing Revenue Account be noted;
- (c) That an allocation from the Contingency Reserve for the resourcing of the Independent Inquiry into Child Sexual Abuse (IICSA) be approved in principle; and
- (d) That 1% of additional funding from Welsh Government to help meet the costs of the pay award in-year for the period 1st September 2018 to 31st March 2019 be distributed in full to our local schools network once the funds have been received. Schools will be required to find the remaining 1% of the award from within their own budgets for this period. In planning the budget for 2019/20 it is the Council's intention that it will make provision for an uplift in the base funding for schools to meet 1% of the pay award, as a minimum. It is the Council's aspiration to be in a position to provide an uplift for the full amount. However, the Council is not in a position to confirm either the minimum or the aspirational provision at this point in the national budget setting process as the Council faces a potentially unmanageable gap in its budget-setting forecast for 2019/20, with such a poor provisional Local Government Settlement as outlined by Welsh Government.

248. THEATR CLWYD – CONSTITUTIONAL ARRANGEMENTS

The Chief Executive introduced the Theatr Clwyd – Constitutional Arrangements report which sought approval of the constitutional and governance arrangements for the Theatr.

The draft updated Terms of Reference was appended to the report.

The Chief Executive welcomed Liam Evans-Ford to the meeting. Mr Evans-Ford explained that this was the second step in the review of the governance arrangements of the Theatr, with this stage offering clarity and assurance. It also outlined how the Theatr worked with the Production companies and the work of the two sub-committees.

Councillor Attridge moved an amendment to the report, in that the Chair of the Theatr Clwyd Board should be a County Councillor. Following responses given by Councillors Butler and Bithell, Councillor Attridge withdrew his amendment.

The Chief Executive commented on the recent successful production of “The Assassination of Katie Hopkins” which had won the UK Theatre Award for the Best New Musical. This would be recognised at a future meeting of County Council.

RESOLVED:

That the recommendations of the Theatr Clwyd Board for its constitutional and governance arrangements be approved.

249. DRAFT INTERIM HOUSES IN MULTIPLE OCCUPATION (HMO) DEVELOPER ADVICE NOTE

Councillor Bithell introduced the Draft Interim Housing in Multiple Occupation (HMO) Developer Advice Note report which sought approval of the Advice Note.

Concerns had been raised previously by Members on the lack of specific policy controls when dealing with an increasing pattern of applications for HMO development being considered at Planning Committee.

It was acknowledged that there was no specific policy in the Unitary Development Plan (UDP) that related to the considerations required to assess the suitability of an application for a HMO.

The Chief Officer (Planning, Environment and Economy) explained that the guidance provided in the Advice Note comprised three key parts:

1. Standards relating to room space, general amenity, provision of facilities, and parking relating to the development of a HMO and the living conditions relating to future occupants;
2. Additional standards and requirements to those in Part 1, relating to the development of stand-alone flats or mixed flat and bedsit accommodation; and
3. Specific requirements relating to the consideration of the living conditions of neighbouring non-HMO properties, including impacts on the character of an area.

The next steps would be to make the Advice Note available for consultation in order to then consider any responses, amend as appropriate/if required and formally adopt as a material planning consideration alongside the UDP.

Councillors Butler and Mullin welcomed the report which would assist with future planning applications.

RESOLVED:

That the content of the Draft Interim HMO Developer Advice Note be approved, and for it to be published for public consultation at the earliest possible opportunity.

250. DOUBLE CLICK SOCIAL ENTERPRISE – PROGRESS REPORT

Councillor Jones introduced the Double Click Social Enterprise – Progress Report which provided information on the Double Click as a Social Enterprise.

Double Click had progressed greatly as a fully independent Social Enterprise, offering increased employment and training opportunities for all staff including people with mental health issues.

Significant external lottery funding had been secured and as a result Double Click had purchased state of the art equipment that supported the development of the business.

The Chief Officer (Social Services) explained that Flintshire County Council contributed £110,000 to Double Click. As that amount had not increased over the past two years, it was effectively a cost reduction, taking inflation and other factors into account.

RESOLVED:

- (a) That the progress achieved after 2 years be recognised; and
- (b) That Cabinet continue to support and promote Double Click as a social enterprise.

251. WELFARE REFORM UPDATE

Councillor Mullin introduced the Welfare Reform Update report which provided an update on the impacts of Universal Credit 'Full Service' and other welfare reforms were having on Flintshire residents and the work that was being undertaken to mitigate and support households.

The report also explored longer term impacts and some of the considerations required in order to prepare and plan a response to those impacts both now and in the future.

Full details of the services offered by the Council were outlined in the report, including the support for customers on universal support, and personal budgeting support.

On 1st October 2018 the Department of Work and Pensions (DWP) published an announcement on their website of their decision that from 1st April 2019 they would no longer fund Local Authorities to provide Universal Support (Personal Budgeting and Assisted Digital support) but would instead fund Citizens Advice to deliver the service. That announcement came without any prior consultation. The implications for

Flintshire were being worked through and further details would be brought to a Cabinet meeting at the earliest opportunity.

Councillor Thomas expressed her concern on Universal Credit, providing an example of a case in her ward. She hoped there would continue to be sufficient support once the service moved to Citizens Advice. Councillors Bithell and Jones concurred with the comments.

RESOLVED:

- (a) That the report be supported including the ongoing work to manage the impacts that Welfare Reforms has and will continue to have upon Flintshire's most vulnerable households; and
- (b) That the changes to grant funding arrangements for Universal Support as announced by Central Government on 1st October 2018 and noted and the future risks to the Council that may come as a result of those changes be considered.

252. CENTENARY FIELDS

Councillor Mullin introduced the Centenary Fields report which sought approval for a number of sites to be submitted to Fields in Trust as Centenary Fields.

Centenary Fields was an initiative from Fields in Trust, in partnership with the Royal British Legion, to protect and preserve valued open spaces that had some significance to World War One, in honour of those who had lost their lives. The programme was one of a range of initiatives to commemorate the centenary of the end of World War One.

A legal deed of dedication between the Council and Fields in Trust would mean those sites designated as Centenary Fields would be protected in perpetuity, providing a legacy for future generations. Designating sites as Centenary Fields would reinforce the Council's commitment to the Armed Forces Covenant and safeguard green spaces for the benefit of the local community. The final list of sites were appended to the report.

Councillor Shotton welcomed the report which would see fitting memorials at the sites listed. He paid particular thanks to Councillors David and Gladys Healey for their passion for wanting to protect Willows Park in Hope, which would be protected following the legal deed of dedication.

RESOLVED:

- (a) That approval be given for an application to be submitted to Fields in Trust to dedicate the following sites as Centenary Fields:
 - Green opposite Croes Atti School, Flint;
 - Memorial Gardens, Holywell;
 - Leeswood Memorial Garden; and

- Willows Park, Hope.
- (b) That the Deed of Dedication with Fields in Trust be signed on behalf of the Council, if the applications are successful; and
- (c) That a series of events being held to make the occasion of the sites being designated as Centenary Fields be agreed.

253. EXERCISE OF DELEGATED POWERS

An information item on the actions taken under delegated powers was submitted. The actions were as set out below:-

Housing and Assets

- **Warren Drive Garaging Site, Broughton**
The land is to be sold to the adjoining owner of 40 Warren Drive for Garden Use only, to be secured by way of a Restrictive Covenant.
- **Land Adjoining Unit 2, Spencer Industrial Estate, Buckley**
This small surplus parcel of land extending to approximately 0.15 acres is to be acquired by the adjoining owner.
- **Community Asset Transfer of Leeswood Community Centre**
The transfer of Leeswood Community Centre.

RESOLVED:

That the actions taken under delegated powers be noted.

254. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There was 1 member of the press and no members of the public in attendance.

(The meeting commenced at 9.30 a.m. and ended at 11.45 a.m.)

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Chair

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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	2019/20 Council Fund Budget: Updated Forecast and Stage 1 and 2 Budget Proposals
Cabinet Member	Leader of the Council and Cabinet Member for Finance,
Report Author	Corporate Finance Manager and Chief Executive
Type of Report	Strategic

EXECUTIVE SUMMARY

A report to Cabinet in April this year gave the first detailed overview of the financial forecast for 2019/20. At that stage the projected budget 'gap' between projected income and expenditure stood at £12.2m. This was reduced to £10.6m when taking into account the positive impacts of the change in policy for the Minimum Revenue Provision (MRP) approved by Council in March, and the impact of the stepped annual increase in the charging cap expected for domiciliary care services.

Workshops to brief members on the updated financial forecast and the changing national budget position were held in two phases in July and September. A report to Cabinet in September provided the latest update on the financial forecast for 2019/20. At this stage the projected budget gap stood at £13.7m.

The forecast has been subject to further revision to make allowance for changes in the costs of some known pressures, and to include new pressures that have emerged. The projected budget gap stands at £13.9m before we take account of the impacts of the Provisional Local Government Settlement. Announced on 9 October the Provisional Settlement will have the effect of increasing the overall gap to £15.3m once the reduction in Aggregate External Finance (AEF) for the Council has been applied.

As in recent years the budget for 2019/20 will be considered in stages. This report sets out solutions for the first and second stages. Stage 1 covers budget solutions for corporate finance. Stage 2 covers budget solutions for the service portfolios.

The Corporate and Resources Overview and Scrutiny Committee will have

considered the proposals for both Stages 1 and 2 on 15 November, having taken into account the recommendations and feedback from the five portfolio Overview and Scrutiny Committees which met during October and November.

The Welsh Local Government Association, with the full support of its membership, is resolute that the Provisional Settlement is grossly inadequate to meet the evidenced funding needs of local government in Wales. As a low funded council per capita, and a low funded council in the annualised formula-based settlement for 2019/20, Flintshire is particularly exposed to the risks of inadequate funding for local government.

To offset the need for a far higher than normal annual rise in Council Tax the Council is invited to renew its campaign for fairer funding for local government by pressing for the following from Welsh Government:-

- The extra £30m being held for social care in Wales is paid out to councils (worth an estimated £1.3m for Flintshire);
- The extra £15m being held for schools in Wales is paid out to councils (worth an estimated £0.800m for Flintshire and our schools);
- An extra £13m is found so that no council faces an annual reduction in their government grant (worth an estimated £1.9m for Flintshire); and
- The extra £33m 'consequential' funds coming to Wales as a result of the recent Chancellor's budget is paid out to councils as committed by Welsh Government (worth an estimated £1.6m for Flintshire).

RECOMMENDATIONS

1	That Cabinet adopt the Stage 1 – Corporate Finance budget solutions for 2019/20 having taken into account any feedback from the Corporate Resources Overview and Scrutiny Committee.
2	That Cabinet adopt the Stage 2 – Portfolio budget solutions for 2019/20 having taken into account any feedback from the Corporate Resources Overview and Scrutiny Committee, and the feedback and recommendations of the portfolio Overview and Scrutiny Committees.
3	That Cabinet invite Council to formally support the renewed campaign for fairer funding for local government in Wales and for Flintshire.

REPORT DETAILS

1.00	EXPLAINING THE FINANCIAL FORECAST AND STAGE ONE AND TWO BUDGET PROPOSALS																																																
1.01	A report to Cabinet in April this year gave the first detailed overview of the financial forecast for 2019/20. At that stage the projected budget 'gap' between projected income and expenditure stood at £12.2m. This was reduced to £10.6m when taking into account the positive impacts of the change in policy for the Minimum Revenue Provision (MRP) approved by Council in March, and the impact of the stepped annual increase in the charging cap expected for domiciliary care services.																																																
1.02	Workshops to brief members on the updated financial forecast and the changing national budget position were held in two phases in July and September. A report to Cabinet in September provided the latest update on the financial forecast for 2019/20. At this stage the projected budget gap stood at £13.7m. The forecast has been subject to further revision to make allowance for changes in the costs of some known pressures, and to include new pressures that have emerged as shown in Table 1																																																
1.03	<p>Table 1: Updated Forecast prior to the Provisional Settlement</p> <table border="1"> <thead> <tr> <th colspan="2">2019/20 Council Fund Budget</th> <th>£M</th> </tr> </thead> <tbody> <tr> <td colspan="2">September Forecast Budget Gap</td> <td>13.657</td> </tr> <tr> <td colspan="3"><i>Adjustments to Pressures:</i></td> </tr> <tr> <td>-</td> <td>Removal of ILF Pressure</td> <td>(0.321)</td> </tr> <tr> <td>-</td> <td>Removal of CTRS Pressure</td> <td>(0.380)</td> </tr> <tr> <td>-</td> <td>Reduction of Inflation Pressure</td> <td>(0.447)</td> </tr> <tr> <td>-</td> <td>Increase in Education NJC Pay</td> <td>0.152</td> </tr> <tr> <td>-</td> <td>Additional Contribution MEAG</td> <td>(0.016)</td> </tr> <tr> <td colspan="3"><i>New Pressures:</i></td> </tr> <tr> <td>-</td> <td>Teachers Pay 1%</td> <td>0.694</td> </tr> <tr> <td>-</td> <td>Free School Meals</td> <td>0.261</td> </tr> <tr> <td>-</td> <td>CLIA Pressure</td> <td>0.226</td> </tr> <tr> <td>-</td> <td>Independent Review Panel Wales (IRPW)</td> <td>0.030</td> </tr> <tr> <td>-</td> <td>Universal Credit funding transfer to DWP</td> <td>0.019</td> </tr> <tr> <td>-</td> <td>Energy Efficiency pressure</td> <td>0.050</td> </tr> <tr> <td colspan="2">Revised Forecast Gap</td> <td>13.925</td> </tr> </tbody> </table>	2019/20 Council Fund Budget		£M	September Forecast Budget Gap		13.657	<i>Adjustments to Pressures:</i>			-	Removal of ILF Pressure	(0.321)	-	Removal of CTRS Pressure	(0.380)	-	Reduction of Inflation Pressure	(0.447)	-	Increase in Education NJC Pay	0.152	-	Additional Contribution MEAG	(0.016)	<i>New Pressures:</i>			-	Teachers Pay 1%	0.694	-	Free School Meals	0.261	-	CLIA Pressure	0.226	-	Independent Review Panel Wales (IRPW)	0.030	-	Universal Credit funding transfer to DWP	0.019	-	Energy Efficiency pressure	0.050	Revised Forecast Gap		13.925
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1.04	Provisional Welsh Local Government Settlement																																																

The Provisional Local Government Settlement was announced on 9 October. The Settlement is open to consultation and the Council is to be recommended to make a formal response as an outcome of its debate later today. The decisions of Cabinet will inform that debate.

The headline figures for Flintshire are:-

Standard Spending Assessment (SSA)

The provisional SSA for 2019/20 is £267.547m - an increase of 1.2% on the SSA for 2018/19 (£264.333m) unadjusted for baseline changes.

Aggregate External Finance (AEF)

The provisional AEF for 2019/20 is £187.817m which, when compared to the adjusted 2018/19 AEF figure of £189.714m, is a decrease of 1.0% (all Wales average is -0.3%). This is a reduction of £1.897m for Flintshire.

Flintshire is at the foot of the annualised formula based funding table of 22 councils. Councils are protected by a funding ‘floor’, or limit, to prevent any council from receiving a reduction greater than 1%.

In cash terms the reduction in AEF is £1.339m before accounting for the cost pressures for both the national teacher’s pay award and the increased eligibility for free schools meals.

These transfers-in have been included in the updated forecast shown in Table 1. It is important to note that the provision for the national teacher’s pay award only accounts for a 1% uplift whereas the actual pay award is set at 2% on average across the teaching grades. The Council and the local schools will need to share the cost pressure.

The Settlement has the effect of increasing the budget gap to £15.264m as set out in Table 1.

Table 2 – Revised Forecast following the Provisional Settlement

	£m
Revised Forecast Gap (Table 1)	13.925
Provisional Settlement reduction in funding	1.339
Revised Working Gap	15.264

1.05 As in recent years the budget for 2019/20 will be considered in stages. This report sets out solutions for the first and second stages. Stage 1 covers budget solutions for corporate finance. Stage 2 covers budget solutions for the service portfolios. The Corporate and Resources Overview and Scrutiny Committee will have considered the proposals for both Stages 1 and 2 on 15 November having taken into account the recommendations and

	feedback from the five portfolio Overview and Scrutiny Committees which met during October and November.
1.06	<p>Stage 1 - Corporate Finance Solutions</p> <p>The Stage 1 budget proposals were shared at Member workshops in July and September when in development. Proposals totalling £7.937m were considered by the Corporate Resources Overview and Scrutiny at its meeting on 15 November and feedback will be provided at this meeting. This report is attached as Appendix 1.</p>
1.07	<p>Stage 2 – Service Portfolio Proposals</p> <p>Throughout October and November the respective Overview and Scrutiny Committees considered the Stage 2 proposals in formal meetings. Proposals totalling £0.963m were considered by the Corporate Resources Overview and Scrutiny Committee, alongside the feedback and recommendations from the respective Overview and Scrutiny Committees, on 15 November. The proposals will contribute £0.630m to the budget once income targets and workforce reductions, which have been transferred across for inclusion in stage 1 targets, have been deducted. This report is attached as Appendix 2.</p>
1.08	<p>Remaining Budget Gap</p> <p>Subject to the success of campaigning for an improved Local Government Settlement and having taken into full account the proposals made for Stages 1 and 2 above, the remaining gap for the Council Fund Budget for 2019/20 is in the region of £6.7m.</p>
1.09	<p>The National Position and our Campaigning Stance</p> <p>The UK Chancellor presented his budget statement on 29 October. This included an additional £554m for Wales made up of £486m revenue and £68m capital. The First Minister has stated that local government would be ‘first in the queue’ for any ‘consequential’ funding coming from the Chancellor’s statement.</p> <p>The Welsh Local Government Association, with the full support of its membership, is resolute that the Provisional Settlement is grossly inadequate to meet the evidenced funding needs of local government in Wales. As a low funded council per capita, and a low funded council in the annualised formula-based settlement for 2019/20, Flintshire is particularly exposed to the risks of inadequate funding for local government.</p> <p>To offset the need for a far higher than normal annual rise in Council Tax the Council is invited to renew its campaign for fairer funding for local government by pressing for the following from Welsh Government:-</p> <ul style="list-style-type: none"> - The extra £30m being held for social care in Wales is paid out to councils (worth an estimated £1.3m for Flintshire); - The extra £15m being held for schools in Wales is paid out to councils

	<p>(worth an estimated £0.800m for Flintshire and our schools);</p> <ul style="list-style-type: none"> - An extra £13m is found so that no council faces an annual reduction in their government grant (worth an estimated £1.9m for Flintshire); and - The extra £33m 'consequential' funds coming to Wales as a result of the recent Chancellor's budget is paid out to councils as committed by Welsh Government (worth an estimated £1.6m for Flintshire).
1.10	<p>Budget Process and Timeline</p> <p>This report deals with Stages 1 and 2 of the annual budget setting. Stage 3 of the process will involve setting a balanced budget with knowledge of the Final Local Government Settlement. The final and balanced budget is due to be set by Council on 19 February 2019. In the meantime, attention should be concentrated on the campaigning activity. A presentation will be made to both Cabinet and Council on the renewed campaign.</p>

2.00	RESOURCE IMPLICATIONS
2.01	As set out in the report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	As set out in the report.

4.00	RISK MANAGEMENT
4.01	As set out in the report.

5.00	APPENDICES
5.01	<p>Appendix 1 – the report on the Stage 1 budget proposals to Corporate Resources Overview and Scrutiny 15 November</p> <p>Appendix 2 – the report on the Stage 2 budget proposals to Corporate Resources Overview and Scrutiny 15 November.</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS AND CONTACT DETAILS
6.01	<p>Member Workshop Materials for July and 18 September 2018</p> <p>Method Statements for all Cost Pressures and Efficiencies</p> <p>Risk and Resilience Statements for all Services</p> <p>Contact Officer: Gary Ferguson, Corporate Finance Manager</p>

Telephone: (01352) 702271
E-mail: gary.ferguson@flintshire.gov.uk

7.00 GLOSSARY OF TERMS

7.01 **Specific Grants:** AN award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose.

Annual Settlement: the amount of its funds the Welsh Government will allocate annually to local government as a whole, as part of its total budget and to individual councils one by one. The amount of Revenue Support Grant each council will receive is based on a complex distribution formula for awarding Aggregate External Finance (AEF). The formula is underpinned by assessments of local need based, for example, of population size and demographics and levels of social deprivation.

Financial Year: the period of 12 months commencing on 1 April each year.

Revenue: a term used to describe the day to day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.

Budget: a statement expressing the Council's policies and service levels in financial terms for a particular financial year. It includes both the revenue budget and capital programme budget and any authorised amendments to them.

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CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	15 November 2018
Report Subject	Budget 2019/20 – Stage 1 Proposals – Corporate Finance
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Chief Executive and Corporate Finance Manager
Type of Report	Strategic

EXECUTIVE SUMMARY

The annual budget is developed in three stages. Stage 1 covers corporate finance and the costs of the whole organisation. Stage 2 covers the service portfolios. Stage 3 covers engagement with the Welsh Government on the Local Government Settlement and national financial support and solutions.

This report is one of a series of reports and presents the work on Stage 1 which has been concluded.

RECOMMENDATIONS

1	That the Committee supports the Stage 1 budget proposals for recommendation to Cabinet and Council.
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REPORT DETAILS

1.00	EXPLAINING THE FINANCIAL FORECAST AND STAGE ONE BUDGET PROPOSALS
1.01	A report to Cabinet in April provided the first detailed overview of the financial forecast for 2019/20. At that stage the projected budget gap stood at £12.2m. This was reduced to £10.6m when taking account of the earlier accounting policy change for the Minimum Revenue Provision (MRP) and the impact of the stepped annual increase in the charging cap for domiciliary care services (set by Welsh Government).
1.02	Member briefing workshops were held throughout the summer with updates given on the latest local financial forecast in the context of the developing national budget position. A report to Cabinet on 25 September provided an update on the financial forecast for 2019/20 which showed a projected budget gap of £13.7m.
1.03	The Welsh Local Government Provisional Settlement was announced on 9 October and illustrated a 1% reduction in funding for the Council. The Settlement, unless changed, will have a negative impact on the budget forecast and will widen the funding 'gap'. A full update on the national position will be given in a presentation at the meeting.
1.04	The Council has a staged approach to setting the annual budget – an approach supported and strengthened through the process review undertaken by the Constitution Committee earlier this year. The annual budget is developed in three stages. Stage 1 covers corporate finance and the costs of the whole organisation. Stage 2 covers the service portfolios. Stage 3 covers engagement with the Welsh Government on the Local Government Settlement and national support. This report is one of a series of reports and presents the work on Stage 1 which has been concluded. Each of the proposals is supported by a method statement. The set of method statements is attached to the report. Council will receive the recommendations of Cabinet for Stage 1 of the 2019/20 budget at its November meeting. The comments of this Committee will be reported to Cabinet for it to consider as it makes its recommendations.
	Stage 1 Budget – Corporate Finance
1.05	<p>Local Taxation/Income</p> <p><u>Council Tax Rise at 4.5% (£3.635m) (Net of CTRS Pressure)</u></p> <p>At this stage a minimum Council Tax rise of 4.5% is included for illustrative purposes. Based on current funding projections a higher increase will be required. Council Tax will be set at the final stage of setting the budget and will be a whole Council decision.</p>

	<p><u>New Income Streams (£0.100m)</u></p> <p>The target for increasing income from fees and charges will be raised and is based on work across service portfolios in support of the adopted corporate Income Generation Policy.</p>
1.06	<p>Cost Pressure Management</p> <p><u>Management of workforce and inflation cost pressures (£1.144m)</u></p> <p>A reduction in provision for inflation (£0.144m) based on a risk assessment, and reductions in employer pension contributions (£0.600m) and pension auto-enrolment employer pension contributions (£0.400m) based on workforce size and pension enrolment trends.</p> <p><u>Reduction of workforce costs through a review of terms and conditions (£0.250m)</u></p> <p>A reduction in employer costs based on reviews of eligibility for essential car user allowances and a realignment of casual and essential user mileage budgets, and the introduction of a salary sacrifice scheme to encourage employees to increase their pension contributions through Additional Voluntary Contributions (AVS's).</p>
1.07	<p>Reserves and Balances</p> <p><u>Use of new reserves (£1.900m)</u></p> <p>The Council has used reserves as a temporary way of balancing the budget in recent years. As part of the 2019/20 strategy further use of reserves is being recommended utilising the backdated VAT rebate sum of £1.9m for leisure centre services reported previously.</p>
1.08	<p>Corporate - Organisational</p> <p><u>Final phase of reductions in ADM subsidies (£0.400m)</u></p> <p>The reductions in Council subsidy for the final year of the three-year tapering agreements with Newydd and Aura.</p> <p><u>Reduction in corporate management posts (£0.250m)</u></p> <p>A reduction in the size of the Chief Officer Team and the supporting Executive Office.</p> <p><u>Housing Revenue Account (HRA) - Council Fund recharges (£0.158m)</u></p> <p>A review of recharges for Council services provided to the Housing Revenue Account has been completed with a rebalancing of charges for professional and management services.</p>

	<p><u>School Transport (£0.100m)</u></p> <p>A reduction in the costs of school transport based on reports considered and approved by Overview and Scrutiny and Cabinet.</p> <p>Total Corporate Solutions for Stage 1:-</p> <p>£7.937m (£4.302m excluding any Council Tax rise)</p>
1.09	<p>Budget Process and Timeline</p> <p>The presentation at the meeting will detail the national and local budget processes and timetables.</p>

2.00	RESOURCE IMPLICATIONS
2.01	As set out in the report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Consultation on the budget is continuous and involved members, the workforce, partners and stakeholders, and trade unions.

4.00	RISK MANAGEMENT
4.01	As set out in the report and the supporting appendices.

5.00	APPENDICES
5.01	Appendix 1 – Method Statements for Corporate Stage 1 Proposals

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS AND CONTACT DETAILS
6.01	<p>Previous reports to Cabinet and Overview and Scrutiny Committees Member Workshop Supporting Papers:13 and 23 July 2018 and 18 September 2018</p> <p>Contact Officer: Gary Ferguson, Corporate Finance Manager Telephone: (01352) 702271 E-mail: gary.ferguson@flintshire.gov.uk</p>


7.00	GLOSSARY OF TERMS
7.01	<p>Specific Grants: An award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose.</p> <p>Annual Settlement: the amount of its funds the Welsh Government will allocate annually to local government as a whole, as part of its total budget and to individual councils one by one. The amount of Revenue Support Grant each council will receive is based on a complex distribution formula for awarding Aggregate External Finance (AEF). The formula is underpinned by assessments of local need based, for example of population size and demographics and levels of social deprivation.</p> <p>Financial Year: the period of 12 months commencing on 1 April each year.</p> <p>Revenue: a term used to describe the day to day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.</p> <p>Budget: a statement expressing the Council's policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them.</p>

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.4	Date: 05/11/2018
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Section A: Impact				
A	Portfolio	Corporate		
B	Service	Revenues		
C	Service Type			
D	Efficiency Title	<i>Council Tax Increase of 4.5% (net of CTRS pressure)</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	N/A
G	Original Budget in Current Year (18/19) relating to this Efficiency	£75.172m	H Efficiency	£3,634,770
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:	None
K	Implementation Costs	£0	L Budget Code	None
M	Sources	<input type="checkbox"/> Revenue	N If capital is this included within the current capital programme?	Y / N If no – completed Attach link
O	Impact Assessment Completed?	No		

Appendix 1, Modelling : Method Statement – Efficiency Savings

Section B : Reason								
P	Category for Efficiency:	1.	2.	3.	4.	5.	6.	
	Please Tick	Policy Reform	Service Reform	Income Generation	Efficiency Review	Pressure Reduction	Other Please provide details	
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £3,634,770	20/21 £3,634,770	21/22 £3,634,770
S	For Categories 1-7 provide / attach evidence to support category of Efficiency <i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i>	<p>The efficiency is due to an increase in charge for Council tax in 2019/20, using a latest projected Tax Base of 64,317 band D equivalent properties (as at 31/10/2018) and this has been modelled on 4.5% increase in the level of charges.</p> <p>The Tax Base for 2019/20 (see cell C4, i.e. 64,752 band D equivalent properties using a recent snapshot of the actual Tax Base) also assumes an additional 280 Band D equivalent properties as new builds and this is consistent with the volumes of new builds currently taking place across Flintshire.</p> <p>$64,752 + 280 = 65,032 * 98.9\% = 64,317$ band D equivalents (rounded)</p> <p>The financial impact also takes into account the net effect of the increased council tax yield after a projected CTRS budget pressure of £341,120 associated with a 4.5% increase in the level of charges and a 1.5% projected reduction in CTRS expenditure.</p> <p>T:\DATA\My Excel Docs\COUNCIL TAX CHARGES AND BASE\Council Tax Increase - Impact Assessments 19-20.xlsx</p> <div style="text-align: center;">  Tax Base for 2019-20.prt </div>						
Section C : Methodology								
T	Methodology of Calculation State the basis of calculation.	The calculation uses: <ul style="list-style-type: none"> • the latest data available on the current level of the Tax Base for 2018-19 (as at 31/10/2018) 						

Appendix 1, Modelling : Method Statement – Efficiency Savings

	<p>E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation</p> <p>Include assumptions regarding demand. Cross reference to forecasting model if appropriate</p>	<ul style="list-style-type: none"> that the collection rate is reduced from 99.0% to 98.9% in view of WG announcements to end committal as a recovery tool very latest projections of 280 new builds at Band D equivalent are added to the calculations to reflect the growth of domestic properties as a result of new buildings/developments 				
U	Please state any assumptions made in this calculation					
V	Any further resources implications / impact on other service areas	The financial implications take into account the consequential impact that a 4.5% increase in Council Tax will have on the Council Tax Reduction scheme, the associated cost of running the scheme and the additional budget pressure of CTRS of £341,120				
W	<p>Trend Analysis to support future efficiency</p> <p>If included within forecasting model – please attach</p>					
Section D : Financial Analysis						
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>	System Tax Base Reports – as at 31/10/2018			
		<input type="checkbox"/> Actual Figures for the Tax Base but estimated figures for the CTRS consequential of £341,120	Y Confirm source of figures	Completed	AA Confirm when actual figures will be available	2019/20
		AB If estimated give assessment of financial robustness	1 - high	2	3	

Appendix 1, Modelling : Method Statement – Efficiency Savings

Section E : Challenge						
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable
AC	Service Manager	David Barnes	6/6/2018	1.2 (26/9/18)	Revision to take account of latest Tax Base report	
				1.3 (1/11/18)	Revision to take account of : 1) final Tax Base as at 31/10/18 2) revision in assumed collection rate of 98.9% 3) Consequential financial impact of CTRS budget pressure	
AD	Chief Officer					
AE	Finance Challenge	Sara Dulson	28/9/18	1.3 (V4) 5/11/18		
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					
AH	Portfolio Member Informed					

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.2	Date: 02/11/18
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Section A: Impact				
A	Portfolio	People and Resources		
B	Service	Corporate		
C	Service Type	Corporate Finance		
D	Efficiency Title	<i>Corporate Cost Pressure Reductions</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	<i>Various</i>
G	Original Budget in Current Year (18/19) relating to this Efficiency	£0.559m – Auto enrolment £0.331m – Non Pay Inflation £0.822m – Pension contributions		H Efficiency £1.144m
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:	Not applicable – reduction of budgeted costs
K	Implementation Costs	£0	L Budget Code	N/A
M	Sources	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital	N If capital is this included within the current capital programme?	Y / N If no – completed <i>Attach link</i>
O	Impact Assessment Completed?	Y/N N		

Appendix 1, Modelling : Method Statement – Efficiency Savings

Section B : Reason								
P	Category for Efficiency:	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details	
	Please Tick					x		
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £1.144m	20/21 £1.144m	21/22 £1.144m
S	<p>For Categories 1-7 provide / attach evidence to support category of Efficiency</p> <p><i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i></p>	The corporate cost pressures are held within the Central and Corporate Finance budget. These include pressures for Auto enrolment, Non Pay inflation and contributions to the pension fund.						
Section C : Methodology								
T	<p>Methodology of Calculation</p> <p style="color: red;">State the basis of calculation.</p> <p style="color: red;">E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation</p> <p style="color: red;">Include assumptions regarding demand. Cross reference to forecasting model if appropriate</p>	<p>Inflation – Unused inflation in 17/18 of £0.144m</p> <p>Auto – enrolment – Reduction in pressure on budget of £0.559m due to impact being less than originally forecast. Still subject to monthly changes as assessment of eligibility depends on hours worked in an initial month. Initial projections highlighted a potential underspend of £0.200m which formed part of the original efficiency put forward. A half year review of this pressure indicates that based on current information and if no further pressures emerge from new joiners to the pension scheme, a further £0.200m is available to release as an efficiency making the overall efficiency £0.400m.</p> <p>Pension deficit recovery – initial indications are that there is a potential efficiency. More work is needed to fully understand the full year effect of Aura and Newydd transferring out and this will be assessed further into the year, however initial indications suggest £0.200m is a reasonable figure to include at this stage. A detailed review has been undertaken on this area to analyse the reasons for the positive position. The main reasons are due to surplus budget from previous Actuarial Valuations which is not required due to changes in operating models and staffing, retrieval of budget from areas where staff have opted out, and more significantly, over recovery of the deficit which is due to the higher level of pay award (2+%) than taken into account at the last Actuarial Review. This has provided the Council with a positive variance on this account and the £0.200m originally identified can be increased by an additional £0.400m making the overall efficiency £0.600m.</p>						

Appendix 1, Modelling : Method Statement – Efficiency Savings

U	Please state any assumptions made in this calculation	As above				
V	Any further resources implications / impact on other service areas	No				
W	Trend Analysis to support future efficiency If included within forecasting model – please attach					
Section D : Financial Analysis						
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>	Y Confirm source of figures	As stated above and highlighted as part of monitoring of the Central and Corporate finance code		
		<input type="checkbox"/> Estimated Figures	Z If estimated ensure you assumptions are completed	Yes	AA Confirm when actual figures will be available	Not until the end of 18/19 however the estimate can be refined Sept 18
		AB If estimated give assessment of financial robustness	1	2	3	
Section E : Challenge						
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable
AC	Service Manager	Gary Ferguson	2/11/18	1.2		
AD	Chief Officer					
AE	Finance Challenge	Sara Dulson	2/11/18	1.2		
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					

Appendix 1, Modelling : Method Statement – Efficiency Savings

AH	Portfolio Member Informed					
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Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.1	Date: 31/5/18
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Section A: Impact				
A	Portfolio	Corporate		
B	Service	Various		
C	Service Type			
D	Efficiency Title	<i>Workforce Cost reduction</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	Various
G	Original Budget in Current Year (18/19) relating to this Efficiency	£833k for Mileage £732k for ECU allowance		H Efficiency £0.250m
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:	ECU is part of annual review and mileage budget is surplus requirement. Publication of salary sacrifice can be done in house via infonet.
K	Implementation Costs	£0	L Budget Code	N/A
M	Sources	<input type="checkbox"/> Revenue	N If capital is this included within the current capital programme?	Y / N If no – completed Attach link
O	Impact Assessment Completed?	Y/N N		

Appendix 1, Modelling : Method Statement – Efficiency Savings

U	Please state any assumptions made in this calculation	The paper on workforce options has a range up to £240k however there will be further review of ECU allowance in the year.				
V	Any further resources implications / impact on other service areas	None				
W	Trend Analysis to support future efficiency If included within forecasting model – please attach					
Section D : Financial Analysis						
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>	Y Confirm source of figures	Mileage figures as per ledger ECU figures as per HR Salary sacrifice figures as per HR		
		<input type="checkbox"/> Estimated Figures	Z If estimated ensure you assumptions are completed		AA Confirm when actual figures will be available	19/20 financial year
		AB If estimated give assessment of financial robustness	1	2 - estimated but mileage should be robust	3	
Section E : Challenge						
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable
AC	Service Manager	Gary Ferguson	30/9/18			
AD	Chief Officer					
AE	Finance Challenge	Sara Dulson	30/9/18			
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					

Appendix 1, Modelling : Method Statement – Efficiency Savings

AH	Portfolio Member Informed					
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Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.1	Date: 20/08/18
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Section A: Impact				
A	Portfolio	Corporate		
B	Service	Corporate Finance		
C	Service Type	Central and Corporate		
D	Efficiency Title	<i>Use of Reserves 19.20</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	N/A
G	Original Budget in Current Year (18/19) relating to this Efficiency	£N/A		H Efficiency £1,900,000
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:	Use of reserves only
K	Implementation Costs	£	L Budget Code	N/A
M	Sources	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital	N If capital is this included within the current capital programme?	Y / N If no – completed Attach link
O	Impact Assessment Completed?	Y/N N		

Appendix 1, Modelling : Method Statement – Efficiency Savings

Section B : Reason								
P	Category for Efficiency: Please Tick	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details	
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> One off Efficiency <input type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £1,900,000	20/21 £0	21/22 £0
S	For Categories 1-7 provide / attach evidence to support category of Efficiency <i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i>	For the past few years the Council has used reserves as a temporary way of balancing the budget and meeting the gap between income from government grant and Council tax. As part of the 2019/20 strategy further use of reserves is being considered with the use of additional one off windfall income from a VAT rebate as detailed in Section C, which will increase the amount of useable reserves, being used.						
Section C : Methodology								
T	Methodology of Calculation State the basis of calculation. E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation Include assumptions regarding demand. Cross reference to forecasting model if appropriate	<p style="text-align: center;">Briefing note</p> <p style="text-align: center;">VAT and Leisure Services.</p> <p>Background</p> <p>Local Authorities have in the past charged VAT on sporting activities such as the use of swimming pools and gymnasia. As a result of a case brought by the London Borough of Ealing, the European Court of Justice ruled in July 2017 that in fact such activities when supplied by Local Authorities should be exempt from VAT. HMRC accepted the ruling and as a result Local Authorities are able to recover VAT incorrectly charged on the activities.</p> <p>Price Waterhouse Coopers (PWC) acted on behalf of Ealing, and Flintshire County Council engaged with them during the process. Information on the amount of VAT involved was collected and sent to PWC, showing how much VAT could be reclaimed by Flintshire from July 2012 (the earliest date which VAT can be reclaimed from in</p>						

Appendix 1, Modelling : Method Statement – Efficiency Savings

		<p>this case) and August 2017, the point at which the leisure service began to be delivered by AURA. This was in two tranches, the first being up to March 2015 and the second to August 2017.</p> <p>In total the amount of VAT reclaimed is £1,947,798.</p>				
U	Please state any assumptions made in this calculation	See above				
V	Any further resources implications / impact on other service areas	None				
W	<p>Trend Analysis to support future efficiency</p> <p style="color: red;">If included within forecasting model – please attach</p>	N/A – one off				
Section D : Financial Analysis						
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>		Figures as per briefing note confirmed by PWC and HMRC.		
		<input checked="" type="checkbox"/> Actual Figures	Y Confirm source of figures			
		<input type="checkbox"/> Estimated Figures	Z If estimated ensure you assumptions are completed		AA Confirm when actual figures will be available	
	AB If estimated give assessment of financial robustness	1		2	3	
Section E : Challenge						
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable
AC	Service Manager	Gary Ferguson	20/8/18			

Appendix 1, Modelling : Method Statement – Efficiency Savings

AD	Chief Officer					
AE	Finance Challenge	Sara Dulson	20/8/18			
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					
AH	Portfolio Member Informed					

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1	No: 1.1	06/06/18
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Section A: Impact				
A	Portfolio	Organisational Change 1		
B	Service	Organisational Change		
C	Service Type	Leisure - AURA		
D	Efficiency Title	9% Reduction in FCC subsidy		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	
G	Original Budget in Current Year (18/19) relating to this Efficiency	£3,773,704		H Efficiency £337,400
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:	
K	Implementation Costs	N/A	L Budget Code	
M	Sources	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital	N If capital is this included within the current capital programme?	Y / N If no – completed <i>Attach link</i>
O	Impact Assessment Completed?	N		
Section B : Reason				

Appendix 1, Modelling : Method Statement – Efficiency Savings

P	Category for Efficiency: <div style="text-align: right;">Please Tick</div>	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details	
					X			
Q	One off or Reoccurring Efficiency <input type="checkbox"/> One off Efficiency <input checked="" type="checkbox"/> Recurring Efficiency	R If reoccurring, state financial impact for the next three years			19/20 £337,400	20/21 £337,400	21/22 £337,400	
S	For Categories 1-7 provide / attach evidence to support category of Efficiency <i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i>							
Section C : Methodology								
T	Methodology of Calculation State the basis of calculation. E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation Include assumptions regarding demand. Cross reference to forecasting model if appropriate	Breakdown not for inclusion in the legals Funding Agreement Pension Deficit Buckley NNDR budget to transfer Museum Warden Repairs and Maintenance Accounting technician Proposed Efficiencies in AURA Business Plan 1% Inflationary increase SLA including inflation MTFs efficiency	Full Year 2017/18 £ 4,533,828 £ (495,223) £ 8,391 £ 20,666 £ 40,746 £ 43,949 £ - £ 4,152,357 £ 4,152,357	Sept - Mar '2017/18 £ 2,644,733 £ (288,880) £ 4,895 £ 12,055 £ 23,769 £ 25,637 £ - £ 2,422,208 £ - £ (378,653)	Full Year 2018/19 £ 4,152,357 £ - £ - £ - £ - £ - £ - £ (416,016) £ 3,736,341 £ 37,363	Full Year 2019/20 £ 3,773,704 £ - £ - £ - £ - £ - £ (371,361) £ 3,402,343 £ 34,023 £ 3,436,367 £ (337,338)		

Appendix 1, Modelling : Method Statement – Efficiency Savings

U	Please state any assumptions made in this calculation	10% Efficiency agreed on transfer					
V	Any further resources implications / impact on other service areas						
W	Trend Analysis to support future efficiency If included within forecasting model – please attach						
Section D : Financial Analysis							
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>		Aura Business Plan			
		<input checked="" type="checkbox"/> Actual Figures <input type="checkbox"/> Estimated Figures	Y	Confirm source of figures			
		AB	If estimated give assessment of financial robustness	Z	If estimated ensure you assumptions are completed	AA	Confirm when actual figures will be available
			1	2	3		
Section E : Challenge							
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable	
AC	Service Manager						
AD	Chief Officer	Neal Cockerton	8/11/18				
AE	Finance Challenge	Emma Jamieson	8/11/18				
AF	Chief Officers Team						

Appendix 1, Modelling : Method Statement – Efficiency Savings

AG	Submit within Integrated Impact Assessment within CAMMS				
AH	Portfolio Member Informed				

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1	No: 1.1	06/06/18
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Section A: Impact			
A	Portfolio	Organisational Change 2	
B	Service	Organisational Change	
C	Service Type	Newydd Catering & Cleaning	
D	Efficiency Title	10% Reduction in FCC subsidy	
E	Efficiency to occur in Financial Year	2019/20	F Budget Code UFJ1515731
G	Original Budget in Current Year (18/19) relating to this Efficiency	£742,937	H Efficiency £61,400
I	Implementation Costs associated with this efficiency	If yes – completed below	J If no – provide a reason:
K	Implementation Costs	N/A	L Budget Code
M	Sources	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital	N If capital is this included within the current capital programme? Y / N If no – completed <i>Attach link</i>
O	Impact Assessment Completed?	N	
Section B : Reason			

Appendix 1, Modelling : Method Statement – Efficiency Savings

P	Category for Efficiency: Please Tick	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details	
					X			
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> One off Efficiency <input checked="" type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £61,400	20/21 £55,192	21/22 £50,169
S	For Categories 1-7 provide / attach evidence to support category of Efficiency <i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i>	SLA			2019/20 Budget	2020/21 Budget	2021/22 Budget	
		MTPF			668,320	551,918	501,693	
		Inc. staffing budget for 17/18 uplift						
		add. pension cost 18.1%			(55,035)			
		Agreed efficiency Target 10% less inflation			(61,400)	(55,192)	(45,654)	
		SLA			551,918	501,693	456,039	
Section C : Methodology								
T	Methodology of Calculation State the basis of calculation. E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation Include assumptions regarding demand. Cross reference to forecasting model if appropriate							

Appendix 1, Modelling : Method Statement – Efficiency Savings

U	Please state any assumptions made in this calculation	10% reduction in the FCC subsidy as agreed on transfer					
V	Any further resources implications / impact on other service areas						
W	Trend Analysis to support future efficiency If included within forecasting model – please attach						
Section D : Financial Analysis							
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>	Y	Aura Business Plan			
		<input checked="" type="checkbox"/> Actual Figures <input type="checkbox"/> Estimated Figures	Confirm source of figures	Z	If estimated ensure you assumptions are completed	AA	Confirm when actual figures will be available
		AB	If estimated give assessment of financial robustness	1	2	3	
Section E : Challenge							
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable	
AC	Service Manager						
AD	Chief Officer	Neal Cockerton	8/11/18				

Appendix 1, Modelling : Method Statement – Efficiency Savings

AE	Finance Challenge	Zoe Roberts	8/11/18			
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					
AH	Portfolio Member Informed					

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.1	Date: 03/10/2018
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Section A: Impact				
A	Portfolio	Chief Executives		
B	Service	Corporate Finance		
C	Service Type			
D	Efficiency Title	<i>HRA Support Services Recharge</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	GCG1157998
G	Original Budget in Current Year (18/19) relating to this Efficiency	£1,408,043	H Efficiency	£158,000
I	Implementation Costs associated with this efficiency	If yes – completed below No	J If no – provide a reason:	This efficiency relates to revised recharges to the HRA and will not incur any implementation costs.
K	Implementation Costs	£n/a	L Budget Code	n/a
M	Sources	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital	N If capital is this included within the current capital programme?	Y / N If no – completed Attach link
O	Impact Assessment Completed?	No		

Appendix 1, Modelling : Method Statement – Efficiency Savings

Section B : Reason									
P	Category for Efficiency:	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details		
	Please Tick						✓ Revised allocation of Support Service costs to the HRA		
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> One off Efficiency <input checked="" type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £158,000	20/21 £158,000	21/22 £158,000	
S	For Categories 1-7 provide / attach evidence to support category of Efficiency NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency	<p>A review has been undertaken on the HRA support service recharges following the consultation by Alan Gay. A further full detailed review will be undertaken in Mar 2019 as part of the year end support recharge work and the comparative data provided by Housemark of eligible cost recharges between the HRA and Council fund for all local stock owned Councils. Initial findings are detailed below.</p> <ul style="list-style-type: none"> Increase in Chief Officer time apportionment Increase in Personal Assistant time apportionment Multi-functional device (printer) recharges Postage recharges Call Centre Manager time apportionment Garden maintenance Fleet recharges Apportionment of professional support charges <p>L:\FCC_Files\share\Multipath\Housing & Assets Finance\HRA\Support Services\Housing Revenue Account Paper - Support Recharges.docx</p>							
Section C : Methodology									
T	Methodology of Calculation State the basis of calculation. E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation	<p>The calculation is based on 2019/20 salary costs and estimates for usage based on revised apportionments and up to date unit data.</p>							

Appendix 1, Modelling : Method Statement – Efficiency Savings

	Include assumptions regarding demand. Cross reference to forecasting model if appropriate						
U	Please state any assumptions made in this calculation	The assumption has been made that no double counting has taken place (e.g. nothing has been included in the Contact Centre efficiencies or Chief Executive efficiencies). This is still to be verified.					
V	Any further resources implications / impact on other service areas						
W	Trend Analysis to support future efficiency If included within forecasting model – please attach						
Section D : Financial Analysis							
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>		Confirmed			
		<input type="checkbox"/> Actual Figures	Y Confirm source of figures			AA Confirm when actual figures will be available	These will continue to be firmed up following review. No identified risk to current efficiency
		<input checked="" type="checkbox"/> Estimated Figures	Z If estimated ensure you assumptions are completed				
AB If estimated give assessment of financial robustness	1	2	3				
Section E : Challenge							
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable	
AC	Service Manager						
AD	Chief Officer	Neal Cockerton	28/9/18				

Appendix 1, Modelling : Method Statement – Efficiency Savings

AE	Finance Challenge	Rachael Corbelli	29/9/18			
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					
AH	Portfolio Member Informed					

Appendix 1, Modelling : Method Statement – Efficiency Savings

Version Control:	Stage: 1 / 2 / 3	No: 1.1	Date: 23/08/18
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Section A: Impact				
A	Portfolio	STREETSCENE & TRANSPORTATION		
B	Service	Transportation		
C	Service Type	Internal		
D	Efficiency Title	<i>Transport Historical Anomalies & Impact of Concessionary Fare Increase</i>		
E	Efficiency to occur in Financial Year	2019/20	F Budget Code	
G	Original Budget in Current Year (18/19) relating to this Efficiency	£0	H Efficiency	£0.100m
I	Implementation Costs associated with this efficiency		J no	Resources are already in place
K	Implementation Costs	£	L Budget Code	TLA
M	Sources	x Revenue	N If capital is this included within the current capital programme?	Y / N If no – completed <i>Attach link</i>
O	Impact Assessment Completed?	<u>Impact of Concessionary Fare Increase & Historical Anomalies – Service 9/X9</u> <u>Current Annual Costs</u>		

Appendix 1, Modelling : Method Statement – Efficiency Savings

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
9/X9	98	91 (21 qualify)	£112,100.00	£231,357.00	£343,457.00	£25,218.00 (average)	£22,474.00 (average)	£295,765.00

Cabinet approval:

- Implementation from 1st October 2018 to withdraw the public transport service
- Implementation from 1st January 2019 to withdraw registered school bus at peak times
- Provide dedicated school buses for eligible pupils (will require notice to existing operator, Traffic Commissioner and re-procurement)
- Sell concessionary spare seats (on application) on the school buses to non-eligible pupils who were

Actual Costs April 2018-December 2018

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
9/X9	98	91 (21 qualify)	£74,733.33	£115,678.51	£190,411.84	£16,812.00	£11,237.04	£162,362.80

Actual Costs January 2019-March 2019

2 x 53 seat coaches @ £40,000 per bus per annum / 3 months = £20,000.00

Local transport arrangements for Service 9/X9 withdrawal x 3 months = £6,250.00

Estimated take-up of concessionary spare seats @ 75% (53 pupils) x 1 term of £100.00 per pupil = £5,300.00 income

Total costs 2018/2019 = £183,312.80

Savings = £112,452.20

Appendix 1, Modelling : Method Statement – Efficiency Savings

Full year impact 2019-2020 (based on actuals)

2 x 53 seat coaches @ £40,000 per bus per annum = £80,000.00

Local transport arrangements for Service 9/X9 withdrawal = £25,000.00

Estimated take-up of concessionary spare seats @ 75% (53 pupils) x 3 terms of £100.00 per pupil = £15,900 income

Residual costs = £89,100.00

Overall savings year on year = £94,212.80

Impact of Concessionary Fare Increase & Historical Anomalies – Service S12 (Wepre – Connah’s Quay High School)

Current Annual Costs

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
S12	78	75 (non-qualifying)	£31,350.00	£0.00	£31,350.00	£0.00 (Operator retains)	£0.00	£31,350.00

Cabinet approval:

- Undertake consultation on future provision of service with pupils and school to understand the demand and consider the following options:
 - Option 1)** Withdraw the service completely from 1st April 2019
 - Option 2)** Raise fares to cover full operating costs

Estimated costs April 2018-March 2019

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
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Appendix 1, Modelling : Method Statement – Efficiency Savings

S12	78	75 (non-qualifying)	£31,350.00	£0.00	£31,350.00	£0.00 (Operator retains)	£0.00	£31,350.00
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Option 1 - Withdraw the service completely from 1st April 2019

Saving = £31,350.00

Option 2 - Raise fares to cover full operating costs

Current fares: £1.00 per day per pupil

- a) Fare increase to £2.20 per day assuming that all 75 pupils continue to travel
 - 75% of pupils continue to travel = fare revenue £23,408 (shortfall of £7,942)
 - 50% of pupils continue to travel = fare revenue £15,844 (shortfall of £15,506)
- b) If only 75% of pupils continue to travel, fare increase would need to be to £3.00 per day
- c) If only 50% of pupils continue to travel fare increase would need to double to £4.40 per day

Impact of Concessionary Fare Increase & Historical Anomalies – Service SP1/SP2 (now re-numbered to 5/5A)

Current Annual Costs

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
5/5A	98	85 (15 qualify)	£104,500.00	£96,464.00	£200,964.00	£0.00 (operator retains)	£0.00	£200,964.00

Cabinet approval:

- Public transport service will remain, as it operates on the core bus network
- Provide dedicated school buses for eligible pupils (will require notice to existing operator, Traffic Commissioner and re-procurement).
- Implementation from 1st January 2019

Appendix 1, Modelling : Method Statement – Efficiency Savings

- Sell concessionary spare seats (on application) on the school buses to non-eligible pupils who were enrolled at either Mold Alun, Ysgol Maes Garmon, Buckley Elfed High School up to and including Sept 2017.
- Phase out service over 5 year period
- Undertake consultation from 1st September 2018 to inform pupils / parents of intended withdrawal of the service.
- Undertake consultation with Buckley Elfed and Mold Alun High School - September 2018 (minimum 2 months' notice)

Actual Costs April 2018-December 2018

Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
5/5 A	98	85 (15 qualify)	£69,666.67	£64,309.33	£133,976.00	£0.00	£0.00	£133,976.00

Actual Costs January 2019-March 2019

2 x 53 seat coaches @ £40,000 per bus per annum / 3 months = £20,000.00

Estimated take-up of concessionary spare seats @ 75% (53 pupils) x 1 term of £100.00 per pupil = £5,300.00 income

Total costs 2018/2019 = £148,676.00

Savings = £52,288.00

Full year impact 2019-2020 (based on actuals)

Public transport service £96,464.00 per annum

2 x 53 seat coaches @ £40,000 per bus per annum = £80,000.00

Estimated take-up of concessionary spare seats @ 75% (53 pupils) x 3 terms of £100.00 per pupil = £15,900 income

Residual costs = £158,564.00

Increase from 18/19 to 19/20 = £9,888.00

Impact of Concessionary Fare Increase & Historical Anomalies – Service Z125 (Pentre Halkyn Windmill to Mold Campus)

Appendix 1, Modelling : Method Statement – Efficiency Savings

Current Annual Costs								
Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
Z125	74	70 (20 qualify)	£43,975.00	£0.00	£43,975.00	£0.00 (operator retains)	£0.00	£43,975.00
<p>Cabinet approval:</p> <ul style="list-style-type: none"> Provide dedicated school buses for eligible pupils (will require notice to existing operator, Traffic Commissioner and re-procurement). Implementation from 1st January 2019 Sell concessionary spare seats (on application) on the school bus to non-eligible pupils who were enrolled up to and including Sept 2017. Phase out service over 5 year period Undertake consultation from 1st September 2018 to inform pupils / parents of intended withdrawal of the service. Undertake consultation with Mold Alun High school - September 2018 (minimum 2 months' notice) 								
Actual Costs April 2018-December 2018								
Route	Vehicle Capacity	Estimated No. of Pupils	School Transport (Gross cost)	FCC public transport (Gross cost)	Gross Cost Total	Estimated Fare Revenue	Concessionary Fare Reimbursement	Estimated Net Cost
Z125	74	70 (20 qualify)	£29,316.67	£0.00	£29,316.67	£0.00	£0.00	£29,316.67
<p>Actual Costs January 2019-March 2019 1 x 74 seat double-decker @ £44,000 per bus per annum / 3 months = £11,000.00 Estimated take-up of concessionary spare seats @ 75% (38 pupils) x 1 term of £100.00 per pupil = £3,800.00 income</p>								
Total costs 2018/2019 = £36,516.67								

Appendix 1, Modelling : Method Statement – Efficiency Savings

		<p>Savings = £7,458.33</p> <p>Full year impact 2019-2020 (based on actuals) 1 x 74 seat double-decker @ £44,000 per bus per annum = £44,000.00 Estimated take-up of concessionary spare seats @ 75% (38 pupils) x 3 terms of £100.00 per pupil = £11,400 income Residual costs = £32,600.00 Estimated savings year on year = £3,916.67</p>						
Section B : Reason								
P	Category for Efficiency:	1. Policy Reform	2. Service Reform	3. Income Generation	4. Efficiency Review	5. Pressure Reduction	6. Other Please provide details	
	Please Tick			x				
Q	One off or Reoccurring Efficiency	<input type="checkbox"/> One off Efficiency <input checked="" type="checkbox"/> Recurring Efficiency		R If reoccurring, state financial impact for the next three years		19/20 £0.100m	20/21 £0m	21/22 £0m
S	<p>For Categories 1-7 provide / attach evidence to support category of Efficiency</p> <p><i>NB – Attach forecasting model if relevant or any other evidence to support the reason for Efficiency</i></p>	Re assessment of current provision leading to a reduction in a number of Public / Schools transport routes that are deemed to be outside 'normal service provision'.						
Section C : Methodology								
T	Methodology of Calculation	Impact of concessionary fare increase & historical anomalies						
	State the basis of calculation.	Route	18/19 revised costs			19/20 full year costs		

Appendix 1, Modelling : Method Statement – Efficiency Savings

<p style="color: red;">E.g. pay – does it include current on costs / pays scale / period it applies to. If over 1 financial include estimate of pay increase (approx. 2%) and inflation</p> <p style="color: red;">Include assumptions regarding demand. Cross reference to forecasting model if appropriate</p>	9/X9	£183,312.80	£89,100.00
	S12	£31,350.00	£31,350.00*
	5/5A	£148,676.00	£158,564.00
	Z125	£36,516.67	£32,600.00
	Breakfast Club **	£34,865.00	£34,865.00
	Non-application of Policy	£10,000.00	£10,000.00
	FUSE Drama Group	£1,800.00	£0.00
	TOTAL	£446,520.47	£356,479.00
		<p>NB. Above figures take account of concessionary fare take-up of 75%</p> <p>* Figure assumes worst case scenario and zero cost recovery</p> <p>** Breakfast Club transport provision savings would not be achieved until 2020/2021 and 2022/2023 when the existing pupils are due to leave school</p> <p>Efficiency = £90,041.47</p> <p><u>Impact of concessionary fare increase on existing concessions</u></p> <p>Previous estimated income £165.00 per annum x 20 pupils = £3,300.00</p> <p>Estimated income £300.00 per annum x 20 pupils = £6,000.00</p> <p>Efficiency = £2,700.00</p> <p>Overall efficiency = <u>£92,741.47</u></p>	
U	<p>Please state any assumptions made in this calculation</p>		

Appendix 1, Modelling : Method Statement – Efficiency Savings

V	Any further resources implications / impact on other service areas					
W	Trend Analysis to support future efficiency If included within forecasting model – please attach					
Section D : Financial Analysis						
X	Actual or Estimated Figures used to Calculate Efficiency	<i>Delete where applicable</i>				
		<input type="checkbox"/> Actual Figures	Y Confirm source of figures			
		<input checked="" type="checkbox"/> Estimated Figures	Z If estimated ensure you assumptions are completed		AA Confirm when actual figures will be available	
	AB If estimated give assessment of financial robustness	1				
Section E : Challenge						
		Name	Date	Version Reviewed	Comments	Further Action Required if Applicable
AC	Service Manager	K Wilby	24/09/18	1.1		
AD	Chief Officer	S Jones	24/09/18	1.1		
AE	Finance Challenge	D Ledsham	24/09/18	1.1		
AF	Chief Officers Team					
AG	Submit within Integrated Impact Assessment within CAMMS					
AH	Portfolio Member Informed					



CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	15 November 2018
Report Subject	Budget 2019/20 – Stage 2 Proposals – All Portfolios
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Corporate Finance Manager, Chief Executive
Type of Report	Strategic

EXECUTIVE SUMMARY

The annual budget is developed in three stages. Stage 1 covers corporate finance and the costs of the whole organisation. Stage 2 covers the service portfolios. Stage 3 covers engagement with the Welsh Government on the Local Government Settlement and national financial support and solutions.

This report summarises the outcomes of the Stage 2 work with the Overview and Scrutiny Committees. Each of the five Committees have reviewed in formal meetings the cost pressures and investments, and efficiencies proposed for their respective portfolio for 2019/20. These meetings, held throughout October and November, followed the earlier portfolio specific member workshops.

In summary the Committees have recommended adoption of the suite of cost pressures and investments, and efficiencies without exception.

RECOMMENDATIONS

1	That the Committee receives and supports the recommendations of the five Overview and Scrutiny Committees.
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REPORT DETAILS

1.00	EXPLAINING THE FINANCIAL FORECAST AND STAGE TWO BUDGET PROPOSALS
1.01	Each of the five Overview and Scrutiny Committees have reviewed in formal meetings the cost pressures and investments, and efficiencies proposed for their respective portfolio for 2019/20. These meetings, held throughout October and November, followed the earlier portfolio specific member workshops. In summary the Committees have recommended adoption of the suite of cost pressures and investments, and efficiencies without exception. These cost pressures and investment, and proposed efficiencies, are set out in the appendix by Committee.
1.02	The portfolio specific member workshops held in October gave members an opportunity to explore portfolio budgets in more detail in readiness for the staged decision-making for the annual budget. The risks and resilience levels within services were also explored. Portfolio specific resilience statements were presented for operational service areas. These statements illustrated that there is very limited scope for any further cost efficiencies beyond those presented.
	Outcomes From Overview and Scrutiny Committees (OSCs)
1.03	<p><u>Community & Enterprise OSC – 30th October</u></p> <p>The Committee did not have any specific questions or new suggestions and recognised that there was limited scope for further efficiencies. The Committee was hopeful that further funding would be forthcoming from Welsh Government.</p> <p>Recommendation: That the Committee support the portfolio efficiency options, as shown in the report.</p>
1.04	<p><u>Social & Health OSC – 31st October</u></p> <p>Specific questions were raised around Out of County placements and the financial pressure this was exerting on the Council; the financial contribution made for placements by the Health Board and whether this needed to be increased; whether collaboration with neighbouring authorities could reduce this pressure. The Committee did not have any new suggestions and recognised that there was limited scope for further efficiencies</p> <p>There was then a lengthy debate about the National UK Government budget and any expected funding ‘consequential’ for Welsh Government. Members were keen to ensure increased communication with the public around the financial pressures being faced by the Council and welcomed the work to provide Members with a media pack to assist in this. There was a suggestion of a workshop for all Members on effective communication.</p>

	<p>Recommendations:</p> <p>(a) That the Committee support the portfolio efficiency options, as shown in the report; and</p> <p>(b) That the Committee congratulate the work and performance of the Social Services Portfolio teams in the current financial circumstances.</p>
1.05	<p><u>Education & Youth OSC – 1st November</u></p> <p>Similar to the Social & Health Care OSC meeting, a number of questions were raised around Out of County Placements and the financial pressure this was having on the Council. Similar questions around the ability to collaborate with neighbouring authorities to reduce this pressure were asked. A suggestion was made on whether Welsh Government could be asked to put a financial ‘cap’ on providers of Out of County placements and it was agreed to pursue this regionally and nationally.</p> <p>A number of concerns were raised around the pressures on head teachers, teachers and all school staff by the financial pressures, and a similar discussion to that had by the Social & Health OSC meeting around increased communication with the public and national lobbying was facilitated.</p> <p>The Committee did not have any new suggestions and recognised that there was limited scope for further efficiencies</p> <p>Recommendations:</p> <p>(a) That the Committee support the portfolio efficiency options, as shown in the report; and</p> <p>(b) That Members agree to seek to raise public awareness about the implications of the current financial challenges for services</p>
1.06	<p><u>Environment OSC – 16th October</u></p> <p>A number of questions were raised at the meeting and points raised for clarification including the reduction in income from the sale of waste recyclates, future plans around the frequency of waste collection, and the collection of side waste.</p> <p>Further information was requested on the content of the Access and Natural Environment budgets. The Chief Officer confirmed that the budget covered twenty full time posts and that a report would be provided to a future meeting with further detail of the mandatory services provided.</p> <p>A request for a report on the advantages and disadvantages of moving to three or four-weekly waste collection service with information on the experiences of authorities who had such changes was requested.</p> <p>The Committee did not have any new suggestions and recognised that there was limited scope for further efficiencies.</p>

	<p>Recommendations:</p> <p>(a) That the Committee endorsed the portfolio pressures and investments; and (b) That the Committee endorsed the portfolio efficiency options.</p>																																																			
1.07	<p><u>Organisational Change OSC – 2nd November</u></p> <p>Communication with the public was discussed further following discussions at the other Committees. Members felt it was important to begin a consultation exercise to raise public awareness as soon as possible - emphasising that in reality the proposed 1% cut in Government grant did not take account of pay and price inflation.</p> <p>Members welcomed the innovative ways officers have worked to achieve saving/efficiencies. They emphasised that the Council have managed to keep libraries and leisure centres open as a result of alternative delivery models. The Committee did not have any new suggestions and recognised that there was limited scope for further efficiencies.</p> <p>Recommendation:</p> <p>That having examined the portfolio efficiencies the Committee agree to endorse them.</p>																																																			
1.08	<p><u>Corporate Resources OSC – 15th November</u></p> <p>Refer to the separate report on the agenda for this meeting.</p>																																																			
1.09	<p>Summary of Business Plan Efficiency Proposals for 2019/20 by Committee</p> <table border="1" data-bbox="320 1301 1209 2029"> <thead> <tr> <th data-bbox="320 1301 959 1384">Portfolio</th> <th data-bbox="959 1301 1038 1384"></th> <th data-bbox="1038 1301 1209 1384">19/20 £m</th> </tr> </thead> <tbody> <tr> <td data-bbox="320 1384 959 1429"></td> <td data-bbox="959 1384 1038 1429"></td> <td data-bbox="1038 1384 1209 1429"></td> </tr> <tr> <td data-bbox="320 1429 959 1462">Corporate</td> <td data-bbox="959 1429 1038 1462"></td> <td data-bbox="1038 1429 1209 1462">0.360</td> </tr> <tr> <td data-bbox="320 1462 959 1496">Social Services</td> <td data-bbox="959 1462 1038 1496"></td> <td data-bbox="1038 1462 1209 1496">0.315</td> </tr> <tr> <td data-bbox="320 1496 959 1529">Education & Youth</td> <td data-bbox="959 1496 1038 1529"></td> <td data-bbox="1038 1496 1209 1529">0.076</td> </tr> <tr> <td data-bbox="320 1529 959 1563">S&T</td> <td data-bbox="959 1529 1038 1563"></td> <td data-bbox="1038 1529 1209 1563">0.065</td> </tr> <tr> <td data-bbox="320 1563 959 1597">P&E</td> <td data-bbox="959 1563 1038 1597"></td> <td data-bbox="1038 1563 1209 1597">0.111</td> </tr> <tr> <td data-bbox="320 1597 959 1630">Housing & Assets</td> <td data-bbox="959 1597 1038 1630"></td> <td data-bbox="1038 1597 1209 1630">0.035</td> </tr> <tr> <td data-bbox="320 1630 959 1664"></td> <td data-bbox="959 1630 1038 1664"></td> <td data-bbox="1038 1630 1209 1664"></td> </tr> <tr> <td data-bbox="320 1664 959 1697">Total</td> <td data-bbox="959 1664 1038 1697"></td> <td data-bbox="1038 1664 1209 1697">0.963</td> </tr> <tr> <td data-bbox="320 1697 959 1731"></td> <td data-bbox="959 1697 1038 1731"></td> <td data-bbox="1038 1697 1209 1731"></td> </tr> <tr> <td data-bbox="320 1731 959 1765">Budget Strategy</td> <td data-bbox="959 1731 1038 1765"></td> <td data-bbox="1038 1731 1209 1765"></td> </tr> <tr> <td data-bbox="320 1765 959 1798">Less:</td> <td data-bbox="959 1765 1038 1798"></td> <td data-bbox="1038 1765 1209 1798"></td> </tr> <tr> <td data-bbox="320 1798 959 1832">Income</td> <td data-bbox="959 1798 1038 1832"></td> <td data-bbox="1038 1798 1209 1832">0.143</td> </tr> <tr> <td data-bbox="320 1832 959 1865">Targeted Post Reductions</td> <td data-bbox="959 1832 1038 1865"></td> <td data-bbox="1038 1832 1209 1865">0.190</td> </tr> <tr> <td data-bbox="320 1865 959 1899"></td> <td data-bbox="959 1865 1038 1899"></td> <td data-bbox="1038 1865 1209 1899"></td> </tr> <tr> <td data-bbox="320 1899 959 1933">Balance of Operational Efficiencies</td> <td data-bbox="959 1899 1038 1933"></td> <td data-bbox="1038 1899 1209 1933">0.630</td> </tr> </tbody> </table>	Portfolio		19/20 £m				Corporate		0.360	Social Services		0.315	Education & Youth		0.076	S&T		0.065	P&E		0.111	Housing & Assets		0.035				Total		0.963				Budget Strategy			Less:			Income		0.143	Targeted Post Reductions		0.190				Balance of Operational Efficiencies		0.630
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	If approved the above would contribute an additional total of £0.630m to the projected budget gap. Income and workforce/targeted post reductions cost efficiencies are accounted for elsewhere in the budget strategy which explains their removal from this working total.
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2.00	RESOURCE IMPLICATIONS
2.01	As set out in the report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	As set out in the report.

4.00	RISK MANAGEMENT
4.01	As set out in the report.

5.00	APPENDICES
5.01	<p>Summary of Pressures and Efficiencies:</p> <p>Appendix 1 - Community and Enterprise OSC Appendix 2 - Social and Health OSC Appendix 3 - Education and Youth OSC Appendix 4 - Environment OSC Appendix 5 - Organisational OSC Appendix 6 - Corporate Resources OSC</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS AND CONTACT OFFICER DETAILS
6.01	<p>Member Workshop Background Paper: 13 and 23 July and 18 September 2018 Method Statements by Portfolio Risk and Resilience Statements by Portfolio</p> <p>Contact Officer: Gary Ferguson, Corporate Finance Manager Telephone: (01352) 702271 E-mail: gary.ferguson@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Specific Grants: An award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose.</p> <p>Annual Settlement: the amount of its funds the Welsh Government will allocate annually to local government as a whole, as part of its total budget and to individual councils one by one. The amount of Revenue Support Grant each council will receive is based on a complex distribution formula for awarding Aggregate External Finance (AEF). The formula is underpinned by assessments of local need based, for example, of population size and demographics and levels of social deprivation.</p> <p>Financial Year: the period of 12 months commencing on 1 April</p> <p>Revenue: a term used to describe the day to day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.</p> <p>Budget: a statement expressing the Council's policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them.</p>

Community & Enterprise Overview and Scrutiny Committee 30th October 2018**Portfolio Pressures and Investments****Housing & Assets**

Council Tax Reduction Scheme (Modelled based on a 4.5% increase in Council Tax)	£0.380m
SHARP Framework (Unachievable prior year efficiency)	£0.020m

Governance

Council Tax Discount Scheme for Care Leavers (Discretionary discount scheme approved by Cabinet in July 2018)	£0.027m
Contact Centre (Unachievable prior year efficiency)*	£0.100m

*Also reported to CROSC

Portfolio Business Planning Efficiencies**Housing & Assets**

Bond base budget reduction	£0.005m
Temporary Accommodation	£0.030m
Total -	£0.035m

Planning, Environment & the Economy

Communities for Work base budget	£0.020m
Market Fees increase	£0.003m
Total -	£0.023m

Social & Health Overview and Scrutiny Committee 31st October 2018**Portfolio Pressures and Investments**

Social Care Commissioning	£1.600m
Out of County placements (currently under review) *	£1.655m
Transition to Adulthood	£0.640m
Residential Care - new placements	£1.009m
Total -	£4.904m

*includes the Educational element of Out of County placements

Portfolio Efficiency (arising from Welsh Government policy)

Charging cap increase - non-residential care	£0.264m
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Portfolio Business Planning Efficiencies

Older People - Day Centres	£0.020m
Telecare - reduced equipment spend	£0.010m
Workforce Development - income generation	£0.005m
Supported Living - reduction in voids	£0.025m
Communications - mobile hardware	£0.005m
Childcare offer IT system (one-off)	£0.010m
Vacancy management savings	£0.050m
Strategic use of grant funding	£0.170m
Regional Commissioning	£0.020m
Total -	£0.315m

Education & Youth Overview and Scrutiny Committee 1st November 2018

Portfolio Pressures and Investments

Minority Ethnic Achievement Grant	£0.048m
Out of County placements *	£1.655m
Additional Learning Needs (ALN) reforms	£0.142m
Schools NJC Pay Award	£1.402m
Total -	£3.247m

* This is a joint pressure with Social Services for children with additional learning needs in out of county placements.

Portfolio Business Planning Efficiencies

Integrated Youth Provision – Spend reduction	£0.014m
School Planning & Provision – Reduction in portfolio Insurance budget	£0.005m
School Improvement Systems – £38k removal of WJEC SLA as negotiated by Welsh Government & ADEW. £20k reduction in early entitlement budget based on falling birth rate and consequent reduction in pupil numbers.	£0.058m
Total -	£0.077m

Environment Overview and Scrutiny Committee 16th October 2018

Portfolio Pressures and Investments

Streetscene & Transportation

North Wales Residual Waste Treatment Project* £0.425m (one-off)
(No WG Grant during commissioning period)

Waste Recycling Income reductions £0.180m
(Reducing value of material collected due to the loss of international markets)

Planning, Environment & the Economy

Local Development Plan (LDP) £0.172m
* an application to re-profile grant funding is pending with Welsh
Government which may mitigate this pressure

Portfolio Business Planning Efficiencies

Streetscene & Transportation

Review of security arrangements in Alltami Depot £0.005m
Income from external works (Fleet Workshop) £0.010m
Garden Waste Charges (increased take up) £0.050m
Total – Streetscene & Transportation £0.065m

Stage 1 Efficiency Proposal

School Transport Anomalies £0.100m

Planning, Environment & the Economy

Greenfield Valley £0.018m
Service Review within Community & Business £0.035m
Increased Planning Fee income £0.025m
Minerals & Waste Shared Service £0.005m
Supplies & Services spending review £0.005m
Total – Planning, Environment & the Economy £0.088m

Organisational Change Overview and Scrutiny Committee 2nd November 2018**Portfolio Pressures and Investments**

There are no Pressures or Investments currently identified within this area.

Organisational Change Efficiencies (Part of Stage 1 Corporate Proposals)

AURA	£0.338m
Newydd	£0.061m
Total Efficiency	<u>£0.399m</u>

CROSC Overview and Scrutiny Committee 15th November 2018**Portfolio Pressures and Investments**

Microsoft Licencing Costs	£0.150m
Unachievable Contact Centre Efficiency*	£0.100m
Independent Review Panel for Wales	£0.030m
Transfer of Funding for Universal Credit	£0.019m
Total -	£0.299m

*Also reported in C&E OSC

Portfolio Business Planning Efficiencies**Chief Executive's**

Executive Office Workforce Costs	£0.190m
Executive Office Management Recharge	£0.015m
Workforce Reduction Business & Comms	£0.015m
Digital Delivery of Council Newsletter	£0.029m
Graphics Income	£0.005m

Governance

Democratic Services Changes efficiency	£0.009m
Renegotiation of IT Contracts	£0.097m
Total -	£0.360m



CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Digital Customer Overview
Cabinet Member	Cabinet Member for Corporate Management and Assets
Report Author	Chief Officer (Governance)
Type of Report	Strategic

EXECUTIVE SUMMARY

Cabinet adopted the Digital Strategy and agreed the Digital Customer action plan on 21 February 2018. One of the key actions in the action plan is the creation of a single contact centre for the Council.

The key principles in the design of a combined contact centre team are:

- to increase resilience within the team to cope with absence and allow resources to be more effectively targeted when incidents which generate high contact volumes occur;
- to increase Welsh language provision within the team;
- to provide customers and citizens with the choice to access information and services easily online;
- to provide customers and citizens with the ability to access multiple services via their Customer Account in a user-friendly and intuitive way as more services move into the contact centre.

To achieve this, we have created a project plan which focuses in parallel on:

- the creation of a single contact centre team, with staff fully engaged throughout in conversations about their roles and the way the new team will work;
- reviewing and improving web content;
- introducing new online service capabilities which make it easier for Housing and Streetscene service users in the first instance to access information and services online;
- planning the scope of services which will be moved into the contact centre in future phases.

RECOMMENDATIONS

1	That Members note the design principles underpinning the creation of a single Contact Centre and endorse the progress made towards delivering the Digital Customer theme of the Digital Strategy.
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REPORT DETAILS

1.00	DIGITAL CUSTOMER OVERVIEW
1.01	The Digital Customer theme of Digital Flintshire aims to improve the number of services and range of functionality available over the web in order to improve residents' access to services at a time and location that is convenient to them.
1.02	In March 2018 Cabinet agreed to the creation of a single Contact Centre, starting initially with the joining of the Contact Centres serving Streetscene and Housing.
1.03	As these services already have dedicated teams, using contact centre technology to manage customer contacts, it was agreed that these would be best placed to form the foundation of the combined team into which other services would be transitioned.
1.04	A key objective is to build resilience within the combined team, to deal effectively when there are incidents which generate high volumes of call, or when there is staff absence. This will also improve Welsh language resilience.
1.05	As part of improving digital services the Council will upgrade the online capability of the housing software to allow applicants and tenants to: <ul style="list-style-type: none">• link directly to their housing account details from the Flintshire Customer Account page on the council's website, without entering additional log in details;• view high level rent account details and make a payment;• view logged repairs;• view current applications;• view key account information, such as gas servicing alerts and planned capital works.
1.06	The project plan to carry out this first phase of the combined contact centre is currently being implemented, with action primarily concentrating on: <ul style="list-style-type: none">• the amalgamation of roles in Housing and Streetscene into a common job description for contact centre agents, and the appointment of a manager overseeing the single service;• the review and improvement of information and content on the Flintshire website to make it easier for customers to find information

	<p>and self-serve;</p> <ul style="list-style-type: none"> the implementation of the online Housing capability, fully integrated with the Customer Account on the Flintshire website. <p>Once staff have been confirmed in their roles in the new team, a key priority will be to work proactively with them to create a single team identity, work out how they want to work as a single team and plan for the integration.</p>
1.07	Go live for phase 1 is planned for mid-March 2019, but Chief Officers will review the technical and staff readiness position one month in advance of go live to make the final decision about whether to proceed at that time. This will ensure that they have confidence that services will be delivered with no degradation of quality as a result of the move.
1.08	In parallel to preparing for phase 1, discussions are underway with other services to identify and agree the scope of services from each which will be transitioned into the combined contact centre. A report will be submitted to Chief Officers outlining the suggested scope for increasing digital capability and transferring functions to the contact centre.
1.09	The intention is currently to aim for a fully combined contact centre operating from Unity House, Ewloe from April 2020. In order to achieve this, as each service area is brought into the contact centre, it is likely to be necessary to deliver an initial minimum level of capability, with a plan to build on that capability going forwards. For example in further phases of the digital project it will be possible to book housing repairs on line.
1.10	It is very likely that this approach will be required for all other phases of the project too as services move into the combined contact centre.
1.11	The Internet Use and Digital Skills Survey for Wales for 2017-18 showed that currently 85% of households have access to the internet at home, with high levels of usage by age group, including 89% of 49-64 year olds. However, while usage and confidence figures are only going to increase in future, we recognise that provision needs to be made within our delivery plan and approach to provide adequate support for those who are not yet confident to go online. Service requests will never be refused via the telephone or face-to-face as a result of someone not having the access or skills to go online and this is fully reflected within our project plan.

2.00	RESOURCE IMPLICATIONS
2.01	<p>The Digital Customer workstream has an invest to save budget allocation of £550k. This is funding three new posts, all of whom are contributing to the delivery of the Digital Customer project; namely:</p> <ul style="list-style-type: none"> Digital Customer and Community Resilience Programme Manager; Customer Transaction Officer (responsible for process design and web content review); Income and Marketing Programme Manager.

	<p>In addition to these posts, staff from across the authority are actively involved in the project. The IT team in particular are supporting the development of the Customer Account and integration with core service areas.</p> <p>Staff in Housing, in particular currently, are supporting work to review business processes and design the online experience; while staff in Planning and Environment and Social Services are reviewing the range of processes and services which they think best sit within the combined contact centre in the future. Similar work with Education and Revenues and Benefits is about to get underway.</p>
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3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	<p>Employees who are affected by this change in service provision are being engaged, and will continue to be engaged in future phases, with full HR and Trade Union involvement.</p> <p>The project plan also includes ongoing internal and external communications to raise awareness and encourage involvement as Flintshire's digital service evolves. The detail within the communications plans is currently being developed.</p>

4.00	RISK MANAGEMENT
4.01	<p>Key risks and mitigations include:</p> <ul style="list-style-type: none"> • Shift to a new service destabilises and affects service performance: We are actively monitoring current service and infrastructure performance to identify and understand any potential high risk areas. This will ensure we can plan for a smooth technical transition which minimises the possibility of disruption. We have no intention for the Housing and Streetscene teams to merge functionally at go live in March 2019, so the service will continue as previously, with the merging of skills and knowledge following on from the initial shift. This significantly reduces the risk of service impact. • Reputational risk of providing a poor online service: We have agreed a number of design principles which will underpin the solution we create online. This is aimed at making the online experience as easy as possible for customers and citizens, and will ensure that as we bring new services into the contact centre, we use the same principles. This will make best use of the technology and ensure that the user experience is consistent across services. • Focus on digital service provision excludes vulnerable members of our communities: As we improve the information available online and make it easier for people to access online services 24/7, we will look to promote the capability and direct people online. However, non-digital services will be retained for those who do not have access or

	are not confident to access services online. This will include support to get new skills if people want to, via the Connects centres and libraries. No one will be refused service access in any way as a result of not being able to go online.
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5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Gareth Owen, Chief Officer Governance Telephone: 01352 702344 E-mail: Gareth.Legal@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	<p>Digital Customer: a workstream within Flintshire’s Digital Strategy which aims to build the capability for customers and citizens to access our services online, both via improved and easier to use systems, but also through improvements to the information which can be accessed via the website.</p> <p>Baseline capability: the range of functionality which will be available when a service goes live within the new contact centre. This is likely to be less functionality than is required or wanted in the long term; an example being the ability to view a repair that has already been logged as opposed to the ability to log a repair and make an appointment.</p> <p>Scope of deliverables: the range of functionality which it has been agreed will be included for delivery in a particular phase of a project.</p> <p>Invest to Save budget: an amount of money which the Council has agreed to invest in a service or a project, with a requirement to demonstrate efficiencies equivalent to the spend through the changes which are being made.</p> <p>Design principles: principles which will be applied as new functionality is created online to ensure that the experience for users is as easy as it can be and, across different services, is consistent.</p>

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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	School Transport – Sibling Entitlement
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Strategic

EXECUTIVE SUMMARY

The school transport route optimisation and re-procurement exercise was completed in September 2017. The exercise delivered maximum benefit by ensuring the most efficient use of vehicles and delivery of the most cost effective routes and vehicle capacity for the required number of eligible passengers.

As a consequence of this service review, a number of historical non-statutory transport arrangements were identified that were over and above the current Home to School Transport Policy and this presented opportunities for alternative service delivery and potential efficiency savings, which were considered at the special Environment Overview & Scrutiny Committee meeting and Cabinet meeting in July 2018.

At the respective committee meetings concerns were raised regarding siblings, and in particular, it was felt that parents may feel that their parental preference of school was being taken away from them, if it was not possible to access the transport arrangements already provided for sibling groups.

The formal resolutions from the special Environment Overview and Scrutiny Committee recommended that Cabinet give further consideration to the matter and that officers bring a further report to Cabinet on how to address the issue of sibling entitlement.

RECOMMENDATIONS

1	That Cabinet approves that sibling entitlement will not apply for the school transport service provision.
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REPORT DETAILS

1.00	BACKGROUND TO THE PROPOSALS
1.01	The Learner Travel (Wales) Measure 2008 (as amended) ('the Measure') sets out the legal framework specifically related to travel and transport provisions for learners travelling from home to school in Wales. Under the legislation, the Local Authority must provide free home to school transport for learners of compulsory school age attending secondary school who live 3 miles or further from their nearest suitable school (2.5 miles if the family are receipt of benefit) and 2 miles or further for primary school.
1.02	Additionally, Flintshire County Council's Home to School Transport Policy reflects the statutory provisions of the Measure and stipulates that free transport for children of compulsory school age is provided where a child receiving secondary education lives over three miles from the nearest appropriate school and 2 miles or further for primary school.
1.03	The school transport route optimisation and re-procurement exercise was completed in September 2017. The optimisation exercise delivered maximum benefit by ensuring the most efficient use of vehicles and delivery of the most cost-effective routes and vehicle capacity for the required number of eligible passengers. As a consequence of the exercise, a number of historical non-statutory transport arrangements and anomalies were identified that were over and above the current Home to School Transport Policy and beyond the requirements of the Measure, and presented opportunities for alternative service delivery and potential efficiency savings.
1.04	A report was presented to the Council's Environment Overview and Scrutiny Committee in July 2018 to identify options for managing some of these non-statutory transport arrangements and at Cabinet in July 2018, it was resolved that the proposed approach for dealing with these be approved. Additionally, Cabinet agreed that the current school transport policies are to be applied in full from September 2019.
1.05	At both Committee meetings, concerns were raised regarding siblings and, in particular, it was felt that parents may feel that their parental preference of school was being taken away from them if it was not possible to access transport for sibling groups. The formal resolutions from the special Environment Overview and Scrutiny Committee determined that the Committee recommend to Cabinet that the school transport provision for siblings be given further consideration and that Officers bring a further report to Cabinet on how to address the issue of sibling entitlement.
1.06	The circumstances which raised the issue of siblings related to historical anomalies where free school transport has been granted on a discretionary basis to some pupils who are not attending their nearest appropriate school. Under the Measure, if parents exercise their parental preference and their child attends a school which is not the nearest appropriate school, the learner is not entitled to free transport (even if the learner meets the distance or age criteria usually entitling them to free transport provision).

1.07	Currently, the home to school transport policy is silent on the matter of siblings of pupils who are in receipt of free transport however, there is no legal requirement for the Local Authority to provide free school transport for siblings of eligible pupils or for siblings of those pupils where transport has already been granted on a discretionary basis.
1.08	<p>Although the right of a parent to express a preference for a particular school is recognised and the presence of an elder sibling in attendance at the school of the parent's choice may be an important factor in dealing with the question of school choice and transport, each individual application is required to be considered against the policy in place at that time.</p> <p>If one child is in receipt of free transport, there is no guarantee a sibling will qualify simply because a previous sibling was entitled. It could be that one child could not get into a nearer school and this led to transport being awarded, which may not be the case for another child. Additionally, transport is not provided on the basis that a family has children at different schools. If there is no entitlement to transport then by law, the responsibility of getting children to and from school(s) rests with the parent/carer.</p>
1.09	To administer a rule whereby siblings of pupils automatically receive free transport, would be unduly burdensome and complicated, and this may require additional resources to manage the eligibility assessments and verify whether each pupil applying for transport has any older siblings of statutory school age already in attendance at a particular school, whether they will be continuing to attend that school, and whether they are in receipt of transport. This could be further complicated if, for example, the older sibling has a differing surname to the younger sibling, or in cases of "dual residency" (i.e. shared parental responsibility and living partly with each parent) or if the learner has a statement of Special Educational Needs which includes transport provision etc. Additionally, it would perpetuate some of the historical discretionary transport arrangements, which the Council is seeking to dispense with and it would incur additional transport costs. Currently, it is estimated that the historical discretionary transport service arrangements cost the Authority approximately £400k per annum.
1.10	It is also important to note that no provision was made for siblings as part of the transition arrangements for pupils following the closure of John Summers High School in 2017, which raises the question of consistency when determining policies and decision making. A Local Authority must ensure that its school transport policy applies to all learners in similar circumstances. No other Local Authority in England or Wales has a "sibling" rule relating to school transport eligibility.
1.11	It is therefore proposed that siblings do not have an automatic entitlement to transport and that the provision of transport for an older sibling does not create any precedent for younger siblings. It is intended that each application will be considered afresh on its own merits and, if the School Transport Policy has changed since any older sibling received free transport, then the younger sibling will be subject to the Policy in force at the time of the latter's application and anticipated start date.

2.00	RESOURCE IMPLICATIONS
2.01	There are no additional resource implications as a result of this proposal; however, if a sibling rule were to be introduced, then additional resources may be required to administer and manage this process.
2.02	The target savings from the transport review would be negatively impacted by the introduction of a sibling rule for school transport and transport costs could increase as a result.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	With Cabinet Member (Streetscene and Countryside).
3.02	Consultation will be required with Schools.

4.00	RISK MANAGEMENT
4.01	A Local Authority could be at risk of challenge by way of judicial review or complaints to the Public Services Ombudsman for Wales if the school transport policy is not applied consistently and fairly in all cases. This risk can be mitigated by applying the school transport policy in full and addressing the historical anomalies highlighted earlier.
4.02	Progress will be reported to the Streetscene & Transportation Programme Board.

5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen O Jones, Chief Officer, Streetscene and Transportation Telephone: 01352 704700 E-mail: stephen.o.jones@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None.



CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	School Transport – Transport Anomalies
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Strategic

EXECUTIVE SUMMARY

The school transport route optimisation and re-procurement exercise was completed in September 2017. The exercise delivered maximum service benefit by ensuring the most efficient use of vehicles and by designing the most cost effective routes and vehicle capacity for the required number of eligible passengers. As a consequence of this service review, a number of historical non-statutory transport arrangements were identified that were over and above the current Home to School Transport Policy and presented opportunities for alternative service delivery and potential efficiency savings.

A report was presented to the Council's Environment Overview and Scrutiny Committee on 12th July 2018 to identify options for managing some of these non-statutory transport arrangements (referred to as transport anomalies) and Cabinet subsequently approved the manner for dealing with the anomalies in July 2018.

Given the challenges facing the Council in respect of budgets, it is now proposed that the historical anomalies should be withdrawn from July 2020 with 12 months' notice to be given to parents/carers and schools of the withdrawal, which would allow sufficient time for parents/carers to make their own alternative travel arrangements to and from school.

As part of the County wide bus network review, the Council is also reviewing the subsidies it provides to commercial bus operators. This will result in some subsidised bus services, which are used by non-eligible pupils to travel to school, ceasing to operate. In these cases and where pupils who are directly affected by the cessation of these services can be identified, they will be offered concessionary seats on the school buses to travel to the schools affected. The capacity on these buses will be expanded to cater for the additional demand; however, the offer of concessionary travel will only continue until the end of the summer term in 2020 when it is expected that parents will make alternative arrangements for transporting their children to school each day.

RECOMMENDATIONS

1	That the Cabinet approves the timelines for removing with the historical non-statutory school transport arrangements and cessation of subsidised bus services carrying non-eligible learners.
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REPORT DETAILS

1.00	BACKGROUND TO THE PROPOSALS
1.01	The Learner Travel (Wales) Measure 2008 (as amended) ('the Measure') sets out the legal framework specifically related to travel and transport provisions for learners travelling from home to school in Wales. Under the legislation, the Local Authority must provide free home to school transport for learners of compulsory school age attending secondary school who live 3 miles or further from their nearest suitable school (2.5 miles if the family are receipt of benefit) and 2 miles or further for primary school.
1.02	Additionally, Flintshire County Council's Home to School Transport Policy reflects the statutory provisions of the Measure and stipulates that free transport for children of compulsory school age is provided where a child receiving secondary education lives over three miles from the nearest appropriate school and 2 miles or further for primary school.
1.03	Parents and learners may express a preference for a particular school, a particular type of language provision or faith school, but the Measure does not confer on those parents or learners any rights to free transport to their preferred school and or location, unless that school is determined by the Local Authority to be the learners nearest suitable school and the learner meets the distance criteria.
1.04	There are several reasons why a pupil may not be attending the nearest appropriate school. The first reason relates to a situation in which a child has recently moved to the area outside the main admission round, i.e. after the closing date for applications, and the nearest suitable school is full. The second reason relates to a situation in which all school preferences are oversubscribed and the pupil therefore has to attend the next nearest appropriate school available. In these circumstances, if parents have been unable to secure a place for their child at their nearest suitable school or if their nearest suitable school is full, then free transport will be provided to the next nearest suitable school, providing the distance criteria is met under the current policy and a justification is provided to demonstrate why a child is not attending the nearest suitable school.
1.05	The school transport route optimisation and re-procurement exercise was completed in September 2017. The optimisation exercise delivered maximum benefit by ensuring the most efficient use of vehicles and delivery of the most cost-effective routes and vehicle capacity for the required number of eligible passengers. As a consequence of the exercise, a number of historical non-statutory transport arrangements and anomalies were identified that were over and above the current Home to School Transport Policy and beyond the requirements of the Measure, and presented

	opportunities for alternative service delivery and potential efficiency savings.
1.06	A report was presented to the Council's Environment Overview and Scrutiny Committee in July 2018 to identify options for managing these anomalies and the committee recommended the Council's Cabinet give approval for the historical anomalies to be phased out over a 5-year period as pupils leave school when they reach Year 11. This would mean that the transport provision would be provided for a number of non-eligible pupils until July 2023, which would have significant budget implications and the full anticipated savings of £400k (which were expected to be achieved by the withdrawal of the transport anomalies) would not be achieved until 2024-2025. Appendix 1 details the annual costs over the 5-year period if the transport provision were to be continued to be provided until July 2023.
1.07	<p>Currently, all those pupils who are not attending their nearest suitable school and are in receipt of discretionary free school transport have been honoured for the academic year 2018-2019 however, given the challenges facing the Council in respect of budgets it is proposed that the transport provision for non-qualifying pupils identified through the historical anomalies should be withdrawn from July 2020 with 12 months' notice to be given to parents/carers and schools of the withdrawal, which would allow sufficient time for parents/carers to make their own alternative travel arrangements to and from school. Appendix 2 details the anticipated savings to be made if the changes were to be implemented in July 2020.</p> <p>It is intended that, from September 2019, the home to school transport policy will be applied strictly and if, as a result of parental preference, a child attends a school other than their nearest, free transport will not be provided and parents will be responsible for making their own transport arrangements and for all transport costs, for the whole time the child attends the school.</p>
1.08	Additionally, as part of the County wide bus network review, the Council is also reviewing the subsidies it provides to commercial bus operators. This will result in some subsidised bus services, which are used by non-eligible pupils to travel to school, ceasing to operate. In these cases and where pupils who are directly affected by the cessation of these services can be identified, they will be offered concessionary seats on dedicated school buses to travel to the schools affected. The capacity on these buses will be expanded to cater for the additional demand; however, the offer of concessionary travel will only continue until the end of the summer term in 2020 when it is expected that parents will make alternative arrangements for transporting their children to school each day.

2.00	RESOURCE IMPLICATIONS
2.02	There are significant budget implications if the historical transport anomalies were continued to be provided until July 2023. See Appendix 2.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
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3.01	With Cabinet Member (Streetscene and Countryside).
3.02	Consultation will be required with Schools and Head Teachers.

4.00	RISK MANAGEMENT
4.01	A Local Authority could be at risk of challenge by way of judicial review or complaints to the Public Services Ombudsman for Wales if the school transport policy is not applied consistently and fairly in all cases. This risk can be mitigated by applying the school transport policy in full and addressing the historical anomalies highlighted at the earliest opportunity.
4.02	Progress will be reported to the Streetscene & Transportation Programme Board.

5.00	APPENDICES
5.01	Appendix 1 – Summary of costs if implemented over 5 year period
5.02	Appendix 2 – Summary of anticipated savings if implemented in July 2020

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen O Jones, Chief Officer, Streetscene and Transportation Telephone: 01352 704700 E-mail: stephen.o.jones@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None.

Appendix 1

Below is the estimated budget impact if transport arrangements were phased out over a 5 year period i.e. ending in July 2023

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
9/X9	£233,432.08	£81,150.00	£81,150.00	£81,150.00	£64,133.33	£60,000.00
S12	£31,350.00	£31,350.00	£31,350.00	£31,350.00	£10,450.00	£0.00
5/5A	£170,230.67	£152,614.00	£152,614.00	£152,614.00	£131,680.67	£124,964.00
Z125	£28,916.67	£26,900.00	£26,900.00	£26,900.00	£27,808.33	£32,300.00
S02	£38,091.67	£50,250.00	£50,250.00	£50,250.00	£46,866.67	£41,800.00
Breakfast Club	£34,865.00	£34,865.00	£34,865.00	£18,411.00	£16,454.00	£0.00
Non-application of Policy	£10,000.00	£10,000.00	£10,000.00	£10,000.00	£10,000.00	£10,000.00
FUSE Drama Group	£1,800.00	£0.00	£0.00	£0.00	£0.00	£0.00
TOTAL	£548,686.08	£387,129.00	£387,129.00	£370,675.00	£307,393.00	£269,064.00

Appendix 2

Below is the estimated budget impact if the transport arrangements were to be withdrawn in July 2020:

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
9/X9	£233,432.08	£48,233.33	£52,050.00	£60,000.00	£60,000.00	£60,000.00
S12	£31,350.00	£31,350.00	£10,450.00	£0.00	£0.00	£0.00
5/5A	£170,230.67	£152,614.00	£131,680.67	£124,964.00	£124,964.00	£124,964.00
Z125	£28,916.67	£26,900.00	£27,808.33	£32,300.00	£32,300.00	£32,300.00
S02	£38,091.67	£50,250.00	£46,866.67	£41,800.00	£41,800.00	£41,800.00
Breakfast Club	£34,865.00	£34,865.00	£34,865.00	£0.00	£0.00	£0.00
Non-application of Policy	£10,000.00	£10,000.00	£5,833.33	£0.00	£0.00	£0.00
FUSE Drama Group	£1,800.00	£0.00	£0.00	£0.00	£0.00	£0.00
TOTAL	£548,686.09	£354,212.33	£309,554.00	£259,064.00	£259,064.00	£259,064.00

NB. Above figures take into account income from concessionary spare seats

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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Mid-Year Council Plan 2018/19 Monitoring Report
Cabinet Member	Cabinet Member for Corporate Management and Assets
Report Author	Chief Executive
Type of Report	Operational

EXECUTIVE SUMMARY

The Council Plan 2018/19 was adopted by the Council in June 2018. This report presents a summary of performance at the mid-year point.

Flintshire is a high performing Council as evidenced in previous Council Plan monitoring reports as well as in the Council's and the recent Annual Performance Report. This first monitoring report for the 2018/19 Council Plan shows that 88% of activities are making good progress with 81% likely to achieve their planned outcomes. 80% of the performance indicators have met or exceeded their targets. Risks are being managed with a minority of 20% being assessed as major.

Due to technical issues with the operating software system (CAMMS) and temporary capacity issues within the Business and Communications Team this report is limited to a summary of performance.

The full mid-year performance report will be available for the December meeting.

This report is an exception-based report and concentrates on under-performance.

The report also updates on the requests made at a previous meeting for an illustration of the planning cycle for financial, business and performance planning, and information on the range of performance information which is available for Overview and Scrutiny Committees to draw upon for performance reporting.

RECOMMENDATIONS

1.	To note and comment upon:- <ul style="list-style-type: none"> • The overall levels of progress and confidence in the achievement of activities within the Council Plan • The overall performance against Council Plan performance indicators • The current risk levels within the Council Plan.
2.	To receive the full detailed mid year report in December.
3.	To receive a further report with an illustration of the planning cycle for financial, business and performance planning, and information on the range of performance information which is available for Overview and Scrutiny Committees to draw upon for performance reporting.

REPORT DETAILS

1.00	REPORT DETAIL
1.01	The Council Plan monitoring reports provide explanation of the progress being made toward the delivery of the impacts set out in the 2018/19 Council Plan. The narrative is supported by information on performance indicators and/or milestones. In addition, there is an assessment of the strategic risks and their control.
1.02	This report is an exception-based report and concentrates on under-performance.
1.03	<p>Monitoring Activities</p> <p>Each of the sub-priorities under each theme within the Plan have high level activities which are monitored over time. 'Progress' shows action against scheduled activity and is categorised as:-</p> <ul style="list-style-type: none"> • RED: Limited Progress – delay in scheduled activity an; not on track • AMBER: Satisfactory Progress – some delay in scheduled activity, but broadly on track • GREEN: Good Progress – activities completed on schedule and on track <p>A RAG status is also given for the assessment of our current level of confidence in achieving the 'outcome(s)' in-year for each sub-priority. Outcome is categorised as:</p> <ul style="list-style-type: none"> • RED: Low – lower level of confidence in the achievement of the outcome(s) in-year

	<ul style="list-style-type: none"> • AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s) in-year • GREEN: High – full confidence in the achievement of the outcome(s) in-year
1.04	<p>In summary our overall progress against activities is:-_</p> <p>Progress</p> <ul style="list-style-type: none"> • We are making good (green) progress in 46 (88%). • We are making satisfactory (amber) progress in 6 (12%). <p>Outcome</p> <ul style="list-style-type: none"> • We have a high (green) level of confidence in the achievement of 42 (81%) outcomes. • We have a medium (amber) level of confidence in the achievement of 10 (19%) outcomes. • There are no low (red) levels of confidence.
1.05	<p>Monitoring our Performance</p> <p>Analysis of performance against the Council Plan performance indicators is undertaken using the RAG status. This is defined as:-</p> <ul style="list-style-type: none"> • RED - under-performance against target. • AMBER - where improvement may have been made but performance has missed the target. • GREEN - positive performance against target.
1.06	<p>Analysis of current levels of performance against target shows the following: -</p> <ul style="list-style-type: none"> • 48 (80%) have achieved a green RAG status • 6 (10%) have an amber RAG status • 6 (10%) have a red RAG status
1.07	<p>The six performance indicators (PIs) which show a red RAG status for current performance against target are: -</p> <p>Supportive Council</p> <ul style="list-style-type: none"> • Number of days to process change of circumstances for housing benefit • The amount of additional income paid to Flintshire residents as a result of the work undertaken by the Council • Percentage of looked after children with a timely health assessment • Percentage of employees who have completed the level 1 e-learning training package to meet the requirements of the Domestic Abuse and Sexual Violence National Training Framework

	<p>Green Council</p> <ul style="list-style-type: none"> Percentage of environmentally efficient operational vehicles to Euro 6 standard <p>Serving Council</p> <ul style="list-style-type: none"> Reducing the value of aged debt (debt over 60 days)
1.08	<p>Monitoring our Risks</p> <p>Analysis of the current risk levels for the strategic risks identified in the Council Plan is as follows: -</p> <ul style="list-style-type: none"> 3 (7%) are insignificant (green) 3 (7%) are minor (yellow) 29 (66%) are moderate (amber) 9 (20%) are major (red) 0 (0%) are severe (black)
1.09	<p>The 9 major (red) risks are: -</p> <p>Priority: Supportive Council</p> <ul style="list-style-type: none"> Availability of sufficient funding to resource key priorities. Debt levels will rise if tenants are unable to afford to pay their rent or council tax. Demand outstrips supply for residential and nursing home care bed availability. <p>Priority: Learning Council</p> <ul style="list-style-type: none"> Sustainability of funding streams Numbers of school places not matching the changing demographics Limited funding to address the backlog of known repair and maintenance works in Education & Youth assets <p>Priority: Green Council</p> <ul style="list-style-type: none"> Funding will not be secured for priority flood alleviation schemes. Adverse weather conditions on the highway network <p>Priority: Serving Council</p> <ul style="list-style-type: none"> The scale of the financial challenge
1.10	<p>The two requests for a financial / business alignment cycle, and compilation of all local performance indicators for monitoring are under review and will be reported at a later meeting.</p>

2.00	RESOURCE IMPLICATIONS
2.01	There are no specific resource implications for this report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The Council Plan Priorities are monitored by the respective Overview and Scrutiny Committees according to the priority area of interest. These will be presented in December.
3.02	Chief Officers have contributed towards reporting of relevant information.

4.00	RISK MANAGEMENT
4.01	Progress against the risks identified in the Council Plan is monitored. Summary information for the risks assessed as major (red) is covered in paragraphs 1.08 and 1.09 above.

5.00	APPENDICES
5.01	None.

6.00	List of Accessible Background Documents and Contact Officer
6.01	Council Plan 2018/19 Contact Officer: Karen Armstrong, Corporate Business and Communications Executive Officer Telephone: 01352 702740 Email: karen.armstrong@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
	<p>Council 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 a Council Plan.</p> <p>Risks: These are assessed using a refreshed approach to risk management endorsed by Audit Committee in 2018. The new approach, includes the use of a new and more sophisticated risk assessment matrix which provides greater opportunities to show changes over time.</p>

Risk Likelihood and Impact Matrix							
Impact Severity	Catastrophic	Y	A	R	R	B	B
	Critical	Y	A	A	R	R	R
	Marginal	G	Y	A	A	A	R
	Negligible	G	G	Y	Y	A	A
		Unlikely (5%)	Very Low (15%)	Low (30%)	Significant (50%)	Very High (65%)	Extremely High (80%)
Likelihood & Percentage of risk happening							



CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Revenue Budget Monitoring 2018/19 (Month 6)
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Corporate Finance Manager
Type of Report	Operational

EXECUTIVE SUMMARY

This monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. This report presents the position, based on actual income and expenditure, as at Month 6 of the financial year. The report projects how the budget would stand at the close of the financial year if all things remained unchanged.

The projected year end position, without new actions to reduce cost pressures and/or improve the financial return on efficiency planning and cost control is:

Council Fund

- An operating deficit of £0.222m (£0.303m at Month 5)
- A projected contingency reserve balance as at 31 March 2019 of £7.469m

Housing Revenue Account

- Net in-year revenue expenditure forecast to be £0.067m lower than budget
- A projected closing balance as at 31 March 2019 of £1.165m

RECOMMENDATIONS

1	To note the overall report and the projected Council Fund contingency sum as at 31 st March 2019.
2	To note the projected final level of balances on the Housing Revenue

	Account (HRA).
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REPORT DETAILS

1.00	EXPLAINING THE MONTH 6 POSITION																																																																
1.01	<p>Council Fund Projected Position</p> <p>The projected year end position, without mitigation to reduce cost pressures and improve the yield on efficiency planning, is as follows:</p> <ul style="list-style-type: none"> • An operating deficit of £0.222m • A projected contingency reserve balance as at 31 March 2019 of £7.469m 																																																																
1.02	<p>Projected Position by Portfolio</p> <p>The table below shows the projected position by portfolio:</p> <table border="1"> <thead> <tr> <th>TOTAL EXPENDITURE AND INCOME</th> <th>Revised Budget</th> <th>Projected Outturn</th> <th>In-Year Over / (Under) spend</th> </tr> <tr> <td></td> <th>£m</th> <th>£m</th> <th>£m</th> </tr> </thead> <tbody> <tr> <td>Social Services</td> <td>65.211</td> <td>64.806</td> <td>(0.405)</td> </tr> <tr> <td>Out of County</td> <td>7.274</td> <td>8.858</td> <td>1.585</td> </tr> <tr> <td>Education & Youth</td> <td>8.198</td> <td>8.109</td> <td>(0.089)</td> </tr> <tr> <td>Schools</td> <td>89.937</td> <td>89.937</td> <td>0.000</td> </tr> <tr> <td>Streetscene & Transportation</td> <td>29.907</td> <td>30.965</td> <td>1.058</td> </tr> <tr> <td>Planning & Environment</td> <td>5.713</td> <td>5.716</td> <td>0.003</td> </tr> <tr> <td>People & Resources</td> <td>4.389</td> <td>4.380</td> <td>(0.009)</td> </tr> <tr> <td>Governance</td> <td>8.248</td> <td>8.082</td> <td>(0.167)</td> </tr> <tr> <td>Strategic Programmes</td> <td>4.874</td> <td>4.874</td> <td>0.000</td> </tr> <tr> <td>Housing & Assets</td> <td>13.448</td> <td>13.422</td> <td>(0.026)</td> </tr> <tr> <td>Chief Executive</td> <td>3.012</td> <td>2.726</td> <td>(0.286)</td> </tr> <tr> <td>Central & Corporate Finance</td> <td>24.116</td> <td>22.675</td> <td>(1.441)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>264.328</td> <td>264.550</td> <td>0.222</td> </tr> </tbody> </table>	TOTAL EXPENDITURE AND INCOME	Revised Budget	Projected Outturn	In-Year Over / (Under) spend		£m	£m	£m	Social Services	65.211	64.806	(0.405)	Out of County	7.274	8.858	1.585	Education & Youth	8.198	8.109	(0.089)	Schools	89.937	89.937	0.000	Streetscene & Transportation	29.907	30.965	1.058	Planning & Environment	5.713	5.716	0.003	People & Resources	4.389	4.380	(0.009)	Governance	8.248	8.082	(0.167)	Strategic Programmes	4.874	4.874	0.000	Housing & Assets	13.448	13.422	(0.026)	Chief Executive	3.012	2.726	(0.286)	Central & Corporate Finance	24.116	22.675	(1.441)					Total	264.328	264.550	0.222
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1.03	There is a positive movement on the operating deficit of £0.081m from the																																																																

	<p>previous month (deficit of £0.303m) and the reasons for these changes are summarised in Appendix 1 the key significant change explained in paragraphs 1.04 below. The reasons for the projected variances in all Portfolio areas are summarised within Appendix 2.</p>
1.04	<p>Out of County Placements</p> <p>The projected overspend for Out of County Placements has increased by £0.122m since last month.</p> <p>The Children's Service element has increased by £0.149m due to the net impact of new and ended placements. This is offset by a decrease to costs for the Education and Youth element by £0.058m, caused by changes to current placement costs and the impact of two placements ending and two new placements.</p>
1.05	<p>Tracking of In-Year Risks and Emerging Issues</p> <p>At the time of setting the Budget for 2018/19 a number of significant risks were identified and an update is provided below.</p>
1.06	<p>Out of County Placements</p> <p>A further risk identified at the time of setting the 2018/19 budget was the rising social care costs, and the upward trend in the number of cases of Out of County placements across Wales. This was partly addressed by the inclusion of an additional £0.500m in the budget proposals for 2018/19 however the volatility in demand and the impacts on service costs cannot be predicted with any certainty. The main influence on this increase is the Social Services and Wellbeing Act which has led to a higher number of court outcomes and placements which has increased the financial pressure on this service area.</p> <p>The month 6 report details the projected outturn as £1.585m higher than budget, which is an increase to the amount reported at month 5, however costs can be subject to volatility and are likely to change.</p> <p>The impact of the current pressures on Out of County Placements are being considered as part of the Councils latest forecast for 2019/20.</p>
1.07	<p>Achievement of Planned In-Year Efficiencies</p> <p>The 2018/19 budget contains £5.511m of specific efficiencies which are tracked and monitored. In 2017/18 the level of efficiency achievement was 94% which was an improvement on the 91% achieved during the previous year. The Council aims to achieve a 95% rate in 2018/19 as reflected in the MTFs KPI's.</p> <p>The current assessment of the efficiencies to be achieved in 2018/19 shows that £5.296m or 96% of the efficiencies will be achieved. The risk remains that any ongoing under-achievement of efficiencies will have a recurring and negative impact on the 2019/20 budget. Further details on the current status on efficiencies can be seen in Appendix 3 with any impact for 2019/20 being reviewed as part of the ongoing work on the Medium Term Financial</p>

	Strategy.
1.08	<p>Other Tracked Risks</p> <p>In addition, there are a number of risks being tracked that may be subject to change and these are summarised below:</p>
1.09	<p>Independent Inquiry into Child Sexual Abuse (IICSA)</p> <p>IICSA have required the council to produce a statement on the handling of historic child sexual abuse claims. The statement will need to cover how litigation between 1992 and 2000 was handled. No one remains at the council from that time who has knowledge of the cases. The external solicitors who acted jointly for us and our insurers are being instructed to review their files and supply the information.</p> <p>The initial cost of this work will be a minimum of £0.015m and this could increase significantly if IICSA do not agree to narrow the scope of the statement in the way we have requested.</p>
1.10	<p>Settlement costs for historic child abuse</p> <p>Payments for the settlement of historic child abuse cases, which pre-date Flintshire, have been paid in 2018/19. To date a total of £0.014m has been paid out, however there are a number of outstanding cases still to be settled and it is difficult to estimate the timing and full financial impact of these.</p> <p>In the Month 2 Revenue Budget Monitoring Report 2016/17, Cabinet agreed funding for future settlement of historic child abuse cases to be drawn from the Contingency Reserve as no budget provision is set aside to fund these costs.</p>
1.11	<p>Income</p> <p>The Council introduced its Income Strategy in late 2017. A target of £0.200m remains to be achieved from the identification of new sources of income and the review of fees and charges. The Council now has additional capacity to pursue this strategy, a number of potential opportunities will be considered as part of business planning and annual review as well as one off opportunities to mitigate this in-year.</p>
1.12	<p>Recycling Income</p> <p>In past years the market rate for income received from recycling plastic, paper and card has been extremely volatile and can fluctuate rapidly. Recycling income is already expected to be less than budgeted for and there is a risk that fluctuating market rates may reduce the shortfall further.</p>
1.13	<p>Schools – Risks and Impacts</p> <p>The schools overall budget for 2018/19 included an uplift in recurring funding of £1.140m and additional one-off funding of £0.460m. At the time of setting the budget the outcome of pay awards for teacher and non-teacher</p>

	<p>staff was not known.</p> <p>The outcome of the these pay awards will have a significant impact on school budgets which are detailed below:</p>
1.14	<p><u>Non Teacher Pay (NJC)</u></p> <p>The NJC pay award has had a significant impact on schools due to a high number of schools support staff being on the lower grades which have received a higher percentage increase. The average increase in support staff salaries in schools in 2018/19 is 5.6%, with an estimated impact on schools of £1.4m. The estimated impact of the NJC pay award for 2019/20 is a further £1.4m increase in the pay bill.</p>
1.15	<p><u>Teachers Pay</u></p> <p>The announcement on teachers' pay will mean a significant pressure on schools from September 2018 with the estimated costs to schools of the pay award being £0.801m in 2018/19. Welsh Government have indicated that additional funding will be allocated to Authorities to part fund the pay award in 2018/19. Flintshire are awaiting confirmation of when the funding contribution from Welsh Government of 1% will be received, it is expected that this will amount to about £0.420m which would fund just over half of the pay award. Cabinet agreed on 23 October 2018 to distribute this funding, in full, to schools upon receipt of this funding.</p>
1.16	<p>The full year effect for 2019/20 of the teacher pay award is £1.34m which does not take into account any additional pay award from 1 September 2019. If, for example, a further increase of 1.5% were to be applied from September 2019 this figure would increase to £1.932m. Despite an overall reduction in funding The Local Government Provisional Settlement 2019/20 includes reference to an amount of £13.7m being included for teachers pay which is estimated to be £0.685m.</p> <p>In planning for the 2019/20 budget there is an intention to provide an uplift in the base funding of schools to meet 1% of the pay award as a minimum, although it is the Council's aspiration is to provide budget for the full uplift. However neither the minimum nor the aspirational provision can be confirmed at this point in the national budget setting process as the Council faces a potentially unmanageable gap in its budget-setting forecast for 2019/20.</p>
1.17	<p><u>Teacher Pensions</u></p> <p>A further significant risk is the anticipated change to the employer contribution rate for Teacher Pensions from 1 September 2019. Based on latest intelligence, the current employer contribution rate of 16.48% will be increasing to an estimated employer contribution rate of 23.6%, for the period 1 September 2019 until 31 March 2023.</p>
1.18	<p>In addition to the risks above, Flintshire has a number of secondary schools with significant deficits (deficits as at 31 March 2018 are £1.285m) and the future impacts of the pay awards as detailed above will impact further on this position.</p>

1.19	<p>Other In-Year Issues</p> <p>Inflation</p> <p>Included within the 2018/19 budget are provision for pay (£0.937m), food (£0.124m), fuel (£0.069m) and Energy (£0.442m). As in previous years, these amounts are held centrally until there is an evidenced business need identified. At that stage, an allocation for the pressure will be provided to the portfolio in question.</p>
1.20	<p>An allocation of £0.075m for Energy has been transferred to the Street Lighting service due to an inflationary increase that has already occurred.</p>
1.21	<p>At this time it is anticipated that all of the above will be required apart from £0.110m food inflation and is reflected in the outturn figure. This area will be kept under review over the winter with any further underspend considered as part of the 2019/20 budget solutions.</p>
1.22	<p>2018/19 Pay Award</p> <p>The pay award provided in the 2018/19 budget was based on 1% of the total pay budget. The actual national agreed pay award agreed was a minimum of 2% on pay, with additional increases on the lower pay scales.</p> <p>At the time of setting the 2018/19 budget this was acknowledged as an area that would need to be subject to a one off contribution from the Contingency Reserve. Cabinet approved a contribution of £1.084m to enable the appropriate level of funding to be transferred to Portfolios within the month 4 report.</p> <p>The detailed work to apportion the funding has now been undertaken and as a result the final amount required from the Contingency Reserve is £0.999m which is £0.085m less than originally requested. The amount drawn from the Contingency Fund showing in appendix 4 has been adjusted to reflect this change.</p>
1.23	<p>Reserves and Balances</p> <p>Un-earmarked Reserves</p> <p>The 2017/18 outturn reported to Cabinet in July showed un-earmarked reserves at 31 March 2018 (above the base level of £5.769m) of £7.928m.</p> <p>As agreed in the 2018/19 budget an amount of £1.945m was approved as part of the strategy to balance the budget and in addition County Council on 1 March approved a one off amount of £0.460m for schools, on a temporary basis. The available Contingency Reserve after taking account of these contributions is therefore £5.523m.</p>
1.24	<p>At month 4 it was agreed that the amount recovered due to a change in accounting policy for the Minimum Revenue Provision of £1.400m and a VAT rebate on some sporting exemptions for £1.940m would be transferred to the Contingency Reserve.</p>

1.25	Taking into account the current projected overspend at this stage, and previously agreed allocations, the balance on the Contingency Reserve at 31 March 2019 is projected to be £7.469m as detailed in appendix 4.
1.26	Earmarked Reserves Earmarked reserves are monitored in accordance with the reserves protocol. A summary of earmarked reserves as at 1 April 2018 and an estimate of projected balances as at the end of this financial year will be included in the month 7 report.
1.27	Housing Revenue Account The 2017/18 Outturn Report to Cabinet on 17 July 2018 showed an un-earmarked closing balance at the end of 2017/18 of £1.116m and a closing balance of earmarked reserves of £0.802m.
1.28	The 2018/19 budget for the HRA is £34.381m which includes a budgeted movement of £0.018m from reserves. The projected outturn is an underspend of £0.067m which has the impact of bringing the closing un-earmarked reserves balance to £1.165m which at 3.4% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.
1.29	There is an increase of £0.081m in the budget contribution towards capital expenditure (CERA) of £12.170m. The increase in this contribution decreases the level of borrowing required to fund the proposed capital programme.

2.00	RESOURCE IMPLICATIONS
2.01	The Revenue Budget Monitoring Report reflects the planned use of the financial resources of the Council for the current financial year and details the variations in the first four months and the risks as known.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None required.

4.00	RISK MANAGEMENT
4.01	There are three categories of risks covered in the main section of the report. These are in-year risks and emerging issues, achievement of planned in-year efficiencies and other tracked risks. These risks are included from paragraph 1.08 to 1.18.

5.00	APPENDICES
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5.01	<p>Appendix 1: Council Fund – Movement in Variances from Month 5</p> <p>Appendix 2: Council Fund – Budget Variances</p> <p>Appendix 3: Council Fund – Programme of Efficiencies</p> <p>Appendix 4: Council Fund – Movement on Un-earmarked Reserves</p> <p>Appendix 5: Housing Revenue Account Variances</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None required.</p> <p>Contact Officer: Sara Dulson (Finance Manager)</p> <p>Telephone: 01352 702287</p> <p>E-mail: sara.dulson@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Budget: a statement expressing the Council’s policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them.</p> <p>Council Fund: the fund to which all the Council’s revenue expenditure is charged.</p> <p>Financial Year: the period of twelve months commencing on 1 April.</p> <p>Housing Revenue Account: the Housing Revenue Account (HRA) is a local authority account showing current income and expenditure on housing services related to its own housing stock. The account is separate from the Council Fund and trading accounts and is funded primarily from rents and government subsidy.</p> <p>Projected Outturn: projection of the expenditure to the end of the financial year, made on the basis of actual expenditure incurred to date.</p> <p>Reserves: these are balances in hand that have accumulated over previous years and are held for defined (earmarked reserves) and general (general reserves) purposes. Councils are required to regularly review the level and purpose of their reserves and to take account of the advice of the Chief Finance Officer.</p> <p>Revenue: a term used to describe the day-to-day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.</p> <p>Underspend: when referring to expenditure the actual expenditure incurred is less than budget. Shown as a –ve. When referring to income the actual income achieved exceeds the budget. Shown as a –ve.</p>

Variance: difference between latest budget and actual income or expenditure. Can be to date if reflecting the current or most up to date position or projected, for example projected to the end of the month or financial year.

Virement: the transfer of budget provision from one budget head to another. Virement decisions apply to both revenue and capital expenditure heads, and between expenditure and income, and may include transfers from contingency provisions. Virements may not however be approved between capital and revenue budget heads.

Medium Term Financial Strategy: a written strategy which gives a forecast of the financial resources which will be available to a Council for a given period, and sets out plans for how best to deploy those resources to meet its priorities, duties and obligations.

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Budget Monitoring Report
Council Fund Variances

MONTH 6 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £0.025m
Social Services		
Older People		
Localities	0.063	Increases in demand for Residential Care £0.047m and Domiciliary Care £0.015m plus net other minor movements in variances of £0.001m.
Reablement Services	-0.041	Movement due to increases to employee budgets
Professional & Admin Support	-0.038	Movement due to increases to employee budgets
Resources & Regulated Services	0.056	Additional pay costs within home care, residential care and extra care
Minor Variances	-0.000	
Disability Services		
Minor Variances	0.001	
Mental Health Services		
Minor Variances	-0.062	A number of minor variances throughout the service, each less than £0.025m. The largest being Professional Support underspend of £0.023m and Substance misuse underspend of £0.015m.
Children's Services		
Minor Variances	-0.021	
Development & Resources		
Minor Variances	-0.058	A number of minor variances throughout the service, each less than £0.025m. The largest being an underspend on Charging Policy Income for £0.024m and an underspend on Vacancy Management £0.024m
Total Social Services (excl. Out of County)	-0.101	
Out of County		
Children's Services	0.149	The movement is due to the net impact of new and ended placements. There have been two additional placements and one ended placement.
Education & Youth	-0.027	Variance relates to changes to current placements, includes two new placements and two ended placements. Favourable movement overall.
Total Out of County	0.122	
Education & Youth		
Minor Variances	0.002	
Total Education & Youth	0.002	
Schools	-0.000	
Streetscene & Transportation		
Transportation & Logistics	0.096	Community Travel pilot schemes of £0.047m commencing January, 2019. Increased transport provision to Social Services £0.025m and School Transport £0.024m
Other Minor Variances	-0.008	
Total Streetscene & Transportation	0.089	

Planning, Environment & Economy		
Business	-0.025	Movement due to increases to employee budgets
Development	-0.025	Higher than expected Planning Fee Income during September
Regeneration	0.039	Energy Efficiency framework moved to be accounted for in correct Portfolio £0.050m. Other minor variances £0.009m
Management & Strategy	0.026	Vacant post appointed to £0.015m. Minor variances £0.010m.
Minor Variances	-0.030	
Total Planning & Environment	-0.014	
People & Resources		
HR & OD	-0.000	Minor variances
Corporate Finance	-0.016	Minor variances
Total People & Resources	-0.017	
Governance		
Legal Services	0.011	Minor variances
Democratic Services	-0.006	Minor variances
Internal Audit	-0.003	Minor variances
Procurement	0.000	No variance
ICT	-0.002	Minor variances
Customer Services	-0.010	Minor variances
Revenues	-0.008	Reduced surplus on the Council Tax Collection Fund £0.034m. Additional vacancy savings (£0.020m). Other minor variances (£0.022m).
Total Governance	-0.018	
Strategic Programmes		
Minor Variances	0.000	
Total Strategic Programmes	0.000	
Housing & Assets		
Administrative Buildings	0.101	Ecology issues creating delays to the demolition of County Hall resulting in a potential pressure of £0.101m.
Caretaking & Security	0.030	Additional costs relating to Caretaking expenditure £0.030m
Industrial Units	-0.123	Use of reserves to offset the shortfall in rent income from Industrial Units.
Disabled Facilities Grant	-0.046	Energy Efficiency framework moved to correct Portfolio
Minor Variances	-0.043	Cumulative totals of minor variances each less than £0.025m within the service. The largest being an underspend on CCTV & Open Spaces for £0.021m.
Total Housing & Assets	-0.080	
Chief Executive's	-0.005	Minor variances
Central and Corporate Finance	-0.060	Increased Windfall income of £0.066m for Non Domestic Rates of Empty Properties in Flintshire. Less than anticipated Car Parking income for the County Hall site, £0.015m. Minor variances £0.009m.
Grand Total	-0.081	

Budget Monitoring Report
Council Fund Variances

MONTH 6 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Social Services						
Older People						
Localities	17.026	16.990	-0.036	-0.099	Residential and Nursing Care reflects a projected overspend of £0.417m due to increased numbers of funded placements following the increase in the capital limit to £40,000. Domiciliary Care reflects a projected underspend of £0.252m based on existing service users, however there are challenges due to capacity of external supply markets which are currently having to be met within Provider Services. Other underspends include a projected underspend of £0.036m on day care due to reduced demand, £0.040m on Intake/First Contact due to vacancy savings and £0.027m on Minor Adaptations. Locality Teams staffing reflects a projected underspend of £0.092m due mainly to some posts being filled at below the top of grade. Minor variances account for a £0.006m underspend.	
Community Equipment Contribution	0.478	0.334	-0.144	-0.144	Following review and implementation of an updated Section 33 partnership agreement for the North East Wales Community Equipment Store (NEWCES), the contribution levels of partners have reduced. In the longer term this saving has been earmarked for funding of some of the revenue costs for the new extra care facilities.	These savings have been earmarked for future realignment to meet some of the revenue costs funding requirement for the new Flint Extra Care facility - Llys Raddington.
Resources & Regulated Services	6.700	6.589	-0.111	-0.167	The main influence on the net projected underspend of £0.111m is extra care schemes where there is a projected underspend of £0.278m due mostly to the delay to the opening of the new Llys Raddington, Flint extra care facility. This is offset by a projected overspend of £0.133m on Home Care due to the need to cover capacity gaps in purchased Domiciliary Care. There are also other minor overspends amounting to a total of £0.034m in Residential Care and Day Centres.	Continue to monitor and review.
Minor Variances	0.850	0.809	-0.040	0.039		
Disability Services						
Resources & Regulated Services	23.280	23.164	-0.116	-0.114	The projected underspend of £0.116m is mainly due to demand influences within externally provided Supported Living	Continue to monitor and review
Disability Services	0.533	0.431	-0.102	-0.102	The projected underspend is mainly due to increased levels of contributions from Betsi Cadwaladr University Health Board (BCUHB) for 2 service users.	Continue to monitor and review
Administrative Support	0.182	0.121	-0.061	-0.052	The projected underspend is due to short term vacancy savings and some staff not being at top of grade	Continue to monitor and review
Minor Variances	0.819	0.794	-0.025	-0.036		
Mental Health Services						
Residential Placements	1.184	1.523	0.339	0.343	Ongoing pressure due to the numbers of long term residential placements including four new placements, despite maximisation of opportunities to secure joint funding contributions from BCUHB	Continue to monitor and review and consider pressure item within 2019/20 budget process
Minor Variances	2.622	2.570	-0.052	0.006		
Children's Services						
Family Placement	2.564	2.790	0.226	0.227	The projected overspend is due to the number of children in care. There has been an increase in the number of children who are subject to Foster Care/Special Guardianship/Adoption who have moved through the age barriers. Other influences include new adoption and Special Guardianship Order (SGO) payments and new Foster Carers entering the system, foster carers progressing from Level 1, 2, 3 and 4. Travel costs and Christmas and birthday allowances.	Continue to monitor and review
Professional Support	4.960	5.078	0.118	0.135	The projected overspend is due mainly to ongoing service pressures particularly within Prevention and Support, and is influenced by the need to support wider regional work on child protection issues which has been partly mitigated by an allocation of £0.100m from the contingency reserve.	Continue to monitor and review
Minor Variances	1.702	1.724	0.023	0.026		
Development & Resources						
Charging Policy income	-2.469	-2.612	-0.143	-0.119	The projected underspend is due to surplus income which is mainly caused by changes to disregard rules on financial assessments which came into effect from August 2016	Continue to monitor and review.
Business Support Service	1.202	1.116	-0.085	-0.075	The projected underspend of £0.085m is due to a number of short term vacancy savings and some posts currently occupied by staff who are below top of grade	Continue to monitor and review
Good Health	0.905	0.845	-0.059	-0.055	The projected underspend is mainly due to funding of a post from a grant in the short term, plus some reductions of hours following staff returning from maternity leave	Continue to monitor and review.
Minor Variances	2.675	2.538	-0.137	-0.117		
Total Social Services (excl Out of County)	65.211	64.806	-0.405	-0.305		
Out of County						
Children's Services	4.191	4.979	0.788	0.639	There is a projected overspend of £0.788m in Social Services Children's Services which is based on current clients and packages and which is likely to be subject to variation during the year	Continue close monitoring arrangements.
Education & Youth	3.083	3.879	0.796	0.823	Variance relates to Out of County placements. A substantial increase in the number of new educational placements for 2018/19.	Continue close monitoring arrangements.
Total Out of County	7.274	8.858	1.585	1.462		
Education & Youth						
School Improvement Systems	1.797	1.733	-0.065	-0.072	Variance largely relates to Early Entitlement, a reduction in maintained and non-maintained setting payments as a result of demography and a reduction of the number of settings requiring funding. Includes hourly reductions in established staff. Includes other minor variances from across service area.	
Minor Variances	6.400	6.376	-0.025	-0.020		
Total Education & Youth	8.198	8.109	-0.089	-0.091		
Schools	89.937	89.937	-0.000	0.000		
Streetscene & Transportation						
Ancillary Services & Performance	4.001	4.141	0.141	0.140	Delay in the development of the new Rockcliffe HRC site resulting in additional running costs of two existing sites continuing to operate until the 8th October commencement date, totalling £0.050m. Shortfall in Recycling Income due to falling plastic, card and paper recycling prices resulting from external market factors £0.185m. Additional income of £0.100m above the original projections following the rollout of brown bin charges. Minor variances £0.06m.	
Highways Network	8.516	8.915	0.400	0.412	Following increased car park charges from May 2018, together with charges in Flint being implemented for the first time, initial forecasts have indicated lower than anticipated income levels compared to original projections. In addition, officers have recently been appointed to meet the necessary demands of parking enforcement requirements across the County. The overall variance totals £0.260m. Additional urgent road patching repairs as a result of road condition surveys £0.075m. Minor variances of less than £0.025m but totalling £0.065m across the service.	
Transportation & Logistics	9.150	9.509	0.359	0.263	Additional pressure as a result of the provision of additional transport for pupils from John Summers to Connahs Quay, Buckley and Mold campuses £0.242m. Community Travel pilot schemes of £0.047m commencing January, 2019. Increased transport provision to Social Services £0.025m. Minor variances £0.045m.	

Budget Monitoring Report
Council Fund Variances

MONTH 6 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Workforce	8.016	8.140	0.123	0.125	Increased Agency and Overtime costs as a consequence of current sickness levels (9%) of the workforce operatives	
Other Minor Variances	0.225	0.260	0.035	0.030		
Total Streetscene & Transportation	29.907	30.965	1.058	0.969		
Planning, Environment & Economy						
Development	0.060	-0.103	-0.163	-0.138	Higher than expected levels of Planning Fee Income received in the first half of the financial year. The projection is dependant on the number and value of the applications received, resulting in a changeable outturn to ensure an accurate reflection. An award of Legal Fees from a Planning Appeal in FCCs favour	Continue to monitor Planning Fee Income levels and adjust projection accordingly
Regeneration	0.495	0.554	0.059	0.020	Unachieved framework income for Energy Efficiency projects within 2017/18 £0.050m. Minor variances (£0.011m)	Continue to Monitor and Review.
Management & Strategy	1.197	1.311	0.113	0.087	Staffing related Business Planning Efficiencies yet to be achieved pending all Service Review outcomes within the Portfolio.	Vacancy savings across the Portfolio can assist in mitigating the unachieved efficiencies in the short term. Continue to monitor and review
Minor Variances	3.961	3.954	-0.007	0.048		
Total Planning & Environment	5.713	5.716	0.003	0.017		
People & Resources						
HR & OD	2.413	2.375	-0.038	-0.038	Minor variances	Service managers to continue to monitor and review
Corporate Finance	1.976	2.005	0.028	0.045	Minor variances	Service managers to continue to monitor and review
Holding Accounts	0.000	0.000	0.000	0.000		
Total People & Resources	4.389	4.380	-0.009	0.007		
Governance						
Legal Services	0.706	0.744	0.037	0.026	Minor variances	
Democratic Services	2.022	2.029	0.007	0.013	Minor variances	
Internal Audit	0.454	0.428	-0.026	-0.023	Minor variances	
Procurement	0.320	0.331	0.010	0.010	Minor variances	
ICT	4.561	4.559	-0.002	0.000	Minor variances	
Customer Services	0.394	0.446	0.053	0.063	Additional registration services income estimated to be in the region of £0.024m. Prior year efficiency in respect of Contact Centres unlikely to be achieved in 2018/19 £0.100m. Other minor variances £0.024m underspend.	Monitor and Review.
Revenues	-0.209	-0.455	-0.247	-0.238	Anticipated surplus on the Council Tax Collection Fund £0.145m. Additional Council Tax windfall following the conclusion of the Single Persons Discount Review £0.025m. Vacancy savings of £0.050m. Other minor variances £0.027m underspend.	
Total Governance	8.248	8.082	-0.167	-0.149		
Strategic Programmes						
Minor Variances	4.874	4.874	0.000	0.000		
Total Strategic Programmes	4.874	4.874	0.000	0.000		
Housing & Assets						
Administrative Buildings	1.179	1.332	0.153	0.052	Ecology issues creating delays to the demolition of County Hall £0.153m. Offset with savings from other areas	
CPM & Design Services	0.588	0.489	-0.099	-0.098	£0.85m additional income estimated. Underspend of £0.14m due to minor variances.	
Benefits	10.669	10.616	-0.053	-0.039	Projected underspend on the Council Tax Reduction Scheme (CTRS) of £0.059m. Vacancy savings of 0.026m. Additional cost of IT related expenditure such as software and external printing £0.035m. Other savings from across the service £0.003m underspend.	Continue to review and report on significant variances on a monthly basis.
Minor Variances	1.012	0.985	-0.027	0.139		
Total Housing & Assets	13.448	13.422	-0.026	0.053		
Chief Executive's	3.012	2.726	-0.286	-0.280	Due to vacancies resulting from workforce changes during the year	
Central and Corporate Finance	24.116	22.675	-1.441	-1.382	Increased Coroners Costs £0.040m. Increased Windfall Income £0.094m relating to Non Domestic Rates of Empty Properties. Pension Deficit recovery, an underspend of £1.029m, this is due to an increase in contributions, while the repayment figure has remained static. Apprentice Tax Levy, underspend of £0.065m. Auto Enrolment, numbers are less than estimated, which gives a favourable variance of £0.273m. Inflationary underspend of £0.254m of which £0.144m has been identified to contribute towards the 2019/20 budget. An underachievement on the income target of £0.200m. Shortfall from County Hall car park income £0.035m Miscellaneous £0.001m	Continue to review all variances alongside the continuing work on the MTFS.
Grand Total	264.328	264.550	0.222	0.303		

2018/19 Efficiencies Outturn - Under or Over Achieved

Portfolio	Original Efficiency	Revised Efficiency	(Under)/Over
	2018/19 £m	2018/19 £m	Achievement 2018/19 £m
Central & Corporate Finance			
Theatre C/wyd tax relief	0.075	0.075	0.000
County Hall (NDR Element)	0.060	0.060	0.000
Audit fee reduction	0.127	0.127	0.000
Total Central & Corporate Finance	0.262	0.262	0.000
Governance			
Records management; Reduce records in storage.	0.010	0.010	0.000
ICT - Digital Print	0.048	0.048	0.000
Customer Services; New customer service models	0.050	0.050	0.000
Flintshire Connects; More flexible service in conjunction with potential income	0.056	0.056	0.000
Registration; Chargeable declaration of births	0.012	0.012	0.000
Revenues; Increase in collection rates enables adjustment to bad debt provision (one off).	0.094	0.094	0.000
Revenues; Second year windfall for single person discount review (one off)	0.140	0.140	0.000
Single Person Discount additional efficiency	0.160	0.185	0.025
Total Governance	0.570	0.595	0.025
Social Services			
Disability Service; Review current contract with external agency to deliver	0.030	0.030	0.000
Disability Service; Reduction of posts.	0.110	0.110	0.000
Workforce Development; Additional Income from QCF assessors through	0.030	0.030	0.000
Business Support and Management; Rationalisation of rented	0.015	0.015	0.000
Increase in domiciliary care charging.	0.220	0.220	0.000
Integrated Care Fund	0.500	0.500	0.000
Care Fees	0.514	0.514	0.000
Merger of Out of Hours Service	0.020	0.020	0.000
Total Social Services	1.484	1.484	0.000
Education & Youth			
Early Entitlement; Reduce sustainability grant payments and remodel	0.020	0.020	0.000
Business Support; Staff reduction	0.010	0.010	0.000
Nursery Education; Staff reductions	0.040	0.040	0.000
Total Education & Youth	0.070	0.070	0.000
Schools			
Schools Demography	0.288	0.288	0.000
Total Schools	0.288	0.288	0.000
Strategic Programmes			
Leisure, Libraries and Heritage; Continuation of previous years' business plan	0.416	0.416	0.000
Total Strategic Programmes	0.416	0.416	0.000
Housing & Assets			
Valuation Service; Property rationalisation through closure and amalgamation of services into other more efficient assets.	0.050	0.050	0.000
Valuation Service; Increase farm income through renewal of grazing licences.	0.021	0.021	0.000
Valuation Service; Community Asset Transfer process, efficiencies through reduced costs.	0.010	0.010	0.000
Valuation Service; Restructure of service as part of move to a commissioning client.	0.020	0.020	0.000
Valuation Service; Remove caretaking/security services at County Offices, Flint.	0.015	0.015	0.000
Corporate Property Maintenance; Restructure of service as part of move to a commissioning client.	0.080	0.080	0.000
Design and Project Management Services; Restructure of service as part of move to a commissioning client.	0.040	0.040	0.000
NEWydd Catering and Cleaning Services; Continuation of previous Business and Marketing plans.	0.050	0.050	0.000
County Hall	0.240	0.140	(0.100)
New Homes; Return anticipated trading surplus to the Council.	0.030	0.030	0.000
Regional Training courses delivered by GT officer	0.003	0.003	0.000
Welfare Rights; Some activity to be absorbed into single financial assessment team.	0.032	0.032	0.000
Benefits; Adjustment to bad debt provision (one off).	0.050	0.050	0.000
Benefits; Council Tax Reduction Scheme.	0.250	0.250	0.000
Benefits; Remove duplication and provide a single financial assessment service.	0.050	0.050	0.000
Reduction of senior management team	0.050	0.050	0.000
Total Housing & Assets	0.991	0.891	(0.100)
Streetscene & Transportation			
Waste Strategy; Charges for garden waste	0.800	0.900	0.100
Car Park Charges	0.450	0.210	(0.240)
Total Streetscene & Transportation	1.250	1.110	(0.140)
Planning, Environment & Economy			
Development management; Production of planning statements and to undertake private appeals	0.015	0.015	0.000
Highways Development Control; Introduce further charges. Review current charges. Retain supervisory function of highway works in the Building Control; Review charges. Introduce charges. Increase partnership working. Increase authorised commencements inspections.	0.015	0.015	0.000
Built Environment; Charing for preapplication advice	0.030	0.030	0.000
Flooding and Drainage; Fees for capital project work.	0.010	0.010	0.000
Energy; Fees for energy efficiency assessment.	0.010	0.010	0.000
Minerals and Waste; Maximise regulatory compliance income. Review day rate charging.	0.050	0.050	0.000
Rights of Way; Increase charging and reduce expenditure.	0.020	0.020	0.000
Economic Development; Workforce efficiency if regional service developed.	0.020	0.020	0.000
Total Planning, Environment & Economy	0.180	0.180	0.000
		%	£
Total 2017/18 Budget Efficiencies		100	5.511
Total Projected 2017/18 Budget Efficiencies Underachieved		4	0.215
Total Projected 2017/18 Budget Efficiencies Achieved		96	5.296

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2018	13.697	
Less - Base Level	(5.769)	
Total Reserves above base level available for delegation to Cabinet		7.928
Less – amount committed as part of balancing 2018/19 budget		(1.945)
Less – One off contribution to Schools agreed at Council on 1 March 2018		(0.460)
Less – Contribution to fund shortfall in MEAG funding (M2)		(0.058)
Add – transfer from revenue for amount recovered in-year due to change in accounting policy for the Minimum Revenue Provision		1.400
Add – transfer from revenue for the amount of the VAT rebate received		1.940
Less – allocation to meet additional in-year budget pressure for the agreed pay award above the 1% included in the 2018/19 budget		(0.999)
Less – allocation for ongoing resourcing of the Victim Contact Team		(0.100)
Less – allocation for Independent Inquiry into Child Sexual Abuse		(0.015)
Less – projected outturn overspend		(0.222)
Total Contingency Reserve as at 31st March 2019		7.469

Budget Monitoring Report
Housing Revenue Account Variances

MONTH 6 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Housing Revenue Account						
Income	(34.381)	(34.159)	0.222	0.218	A pressure of £0.222m is anticipated on Income. £0.088m of this pressure relates to loss of rental income on properties being void longer than anticipated and £0.060m due to delays on handover/delays on new build schemes. £0.029m of the pressure relates to loss of income on garages which are not tenanted. £0.036m of the pressure relates to removal of the early payment discount on the Welsh Water contract. The remaining £0.009m relates to minor pressures.	
Capital Financing - Loan Charges	8.694	8.412	(0.282)	(0.282)	The projected underspend of £0.282m relates to expected borrowing costs for SHARP. £0.051m of the underspend relates to the Minimum Revenue Payment (loan repayment) which is lower than budgeted because borrowing levels were not as high on the 31st March as expected. The remaining £0.231m relates to interest charges. Batch 3 schemes will now start on site later than anticipated and this means expenditure will be spread across financial years. In-year interest charges will therefore be lower than originally anticipated.	
Estate Management	1.617	1.556	(0.062)	(0.041)	The underspend of £0.062m relates to £0.074m on salary savings and £0.012m on minor movements.	
Landlord Service Costs	1.415	1.425	0.010	0.006	Minor Variance	
Repairs & Maintenance	8.159	8.140	(0.019)	0.019	Minor Variance	
Management & Support Services	2.297	2.235	(0.062)	(0.070)	A saving of £0.062m is anticipated on Management and Support costs. £0.087m relates to vacancy savings. The remaining £0.025m relates to minor pressures elsewhere.	
Capital Expenditure From Revenue (CERA)	12.170	12.294	0.124	0.081	The planned overspend of £0.124m relates to an increase in the contribution from revenue towards capital costs. This increase is possible because of decreased costs elsewhere in the HRA. Contributing towards the capital budget from revenue reduces the requirement to borrow.	
HRA Projects	0.047	0.050	0.003	0.002		
Contribution To / (From) Reserves	(0.018)	0.049	0.067	0.067	The projected HRA outturn is an underspend of £0.067m which has the impact of bringing the closing un-earmarked reserves balance to £1.165m.	
Total Housing Revenue Account	0.000	0.000	0.000	(0.000)		

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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Capital Programme Monitoring 2018/19 (Month 6)
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report By	Corporate Finance Manager
Type of Report	Operational

EXECUTIVE SUMMARY

The report summarises changes made to the Capital Programme 2018/19 since it was set in February 2018 to the end of Month 6 (September 2018), along with expenditure to date and projected outturn.

The Capital Programme has seen a net decrease of £6.105m during the period. This is comprised of:-

- Net decreases in the programme of £6.031m (CF £1.264m, HRA (£7.295));
- Carry Forward to 2019/20, approved at Month 4 (£.074m).

Actual expenditure was £25.985m.

The final outturn for 2017/18 was a minor funding deficit of £0.068m. There have been a small number of capital receipts in year which, together with a projected shortfall of £8.216m in the capital programme 2018/19 to 2020/21, a request for an additional allocation of £0.500m towards the relocation of services to Unity House and a small increase in capital funding announced in the Provisional Settlement, puts the current funding deficit, for the 3 year period, at £8.577m. This is in advance of any additional capital receipts or other funding being realised.

RECOMMENDATIONS

(1)	Cabinet are requested to approve the overall report.
(2)	Cabinet are requested to approve the carry forward adjustments set out at 1.12.

REPORT DETAILS

1.00	EXPLAINING THE MONTH 6 CAPITAL PROGRAMME MONITORING POSITION- 2018/19																																																																																																						
1.01	<p>Background</p> <p>The Council approved a Council Fund (CF) capital programme of £23.773m and a Housing Revenue Account (HRA) capital programme of £36.496m for 2018/19 at its meeting of 20th February, 2018.</p>																																																																																																						
1.02	For presentational purposes the capital programme is shown as a whole, with sub-totals for the Council Fund and HRA. In reality the HRA programme is ring fenced and can only be used for HRA purposes.																																																																																																						
1.03	<p>Changes since Budget approval</p> <p>Table 1 below sets out how the programme has changed during 2018/19. More detailed cumulative information relating to each Portfolio is provided in Appendix A:-</p> <p>Table 1</p> <table border="1"> <thead> <tr> <th rowspan="3">REVISED PROGRAMME</th> <th rowspan="3">Original Budget 2018/19 £m</th> <th rowspan="3">Carry Forward from 2017/18 £m</th> <th colspan="3">2018/19 Previously Reported</th> <th rowspan="3">Changes - This Period £m</th> <th rowspan="3">Revised Budget 2018/19 £m</th> </tr> <tr> <th rowspan="2">Changes £m</th> <th rowspan="2">Carry Forward to 2019/20 £m</th> <th rowspan="2">Savings £m</th> </tr> <tr> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>People & Resources</td> <td>0.250</td> <td>0.233</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0.483</td> </tr> <tr> <td>Governance</td> <td>0.408</td> <td>0.068</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0.476</td> </tr> <tr> <td>Education & Youth</td> <td>17.000</td> <td>0.385</td> <td>0</td> <td>0</td> <td>0</td> <td>0.130</td> <td>17.515</td> </tr> <tr> <td>Social Care</td> <td>1.955</td> <td>2.168</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>4.123</td> </tr> <tr> <td>Planning, Environment & Economy</td> <td>0</td> <td>0.664</td> <td>0</td> <td>0</td> <td>0</td> <td>0.150</td> <td>0.890</td> </tr> <tr> <td>Transport & Streetscene</td> <td>1.100</td> <td>2.845</td> <td>8.217</td> <td>0</td> <td>0</td> <td>0</td> <td>12.162</td> </tr> <tr> <td>Strategic Programmes</td> <td>0.660</td> <td>0.453</td> <td>1.383</td> <td>(0.074)</td> <td>0</td> <td>0.518</td> <td>2.940</td> </tr> <tr> <td>Housing & Assets</td> <td>2.400</td> <td>0.889</td> <td>0</td> <td>0</td> <td>0</td> <td>0.466</td> <td>3.755</td> </tr> <tr> <td>Council Fund Total</td> <td>23.773</td> <td>7.705</td> <td>9.676</td> <td>(0.074)</td> <td>0.000</td> <td>1.264</td> <td>42.344</td> </tr> <tr> <td>HRA Total</td> <td>36.496</td> <td>0</td> <td>(1.256)</td> <td>0</td> <td>0</td> <td>(7.295)</td> <td>27.945</td> </tr> <tr> <td>Programme Total</td> <td>60.269</td> <td>7.705</td> <td>8.420</td> <td>(0.074)</td> <td>0.000</td> <td>(6.031)</td> <td>70.289</td> </tr> </tbody> </table>	REVISED PROGRAMME	Original Budget 2018/19 £m	Carry Forward from 2017/18 £m	2018/19 Previously Reported			Changes - This Period £m	Revised Budget 2018/19 £m	Changes £m	Carry Forward to 2019/20 £m	Savings £m				People & Resources	0.250	0.233	0	0	0	0	0.483	Governance	0.408	0.068	0	0	0	0	0.476	Education & Youth	17.000	0.385	0	0	0	0.130	17.515	Social Care	1.955	2.168	0	0	0	0	4.123	Planning, Environment & Economy	0	0.664	0	0	0	0.150	0.890	Transport & Streetscene	1.100	2.845	8.217	0	0	0	12.162	Strategic Programmes	0.660	0.453	1.383	(0.074)	0	0.518	2.940	Housing & Assets	2.400	0.889	0	0	0	0.466	3.755	Council Fund Total	23.773	7.705	9.676	(0.074)	0.000	1.264	42.344	HRA Total	36.496	0	(1.256)	0	0	(7.295)	27.945	Programme Total	60.269	7.705	8.420	(0.074)	0.000	(6.031)	70.289
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1.04 **Carry Forward from 2017/18**

Carry forward sums from 2017/18 to 2018/19, totalling £7.705m (CF £7.705m, HRA £0.000m), were approved as a result of the quarterly monitoring reports presented to Cabinet during 2017/18.

1.05 **Changes during this period**

Funding changes during this period have resulted in a net decrease in the programme total of £6.031m (CF £1.264m, HRA (£7.295m)). A summary of the changes, detailing major items, is shown in Table 2 below:-

Table 2

CHANGES DURING THIS PERIOD		
	Para	£m
<u>COUNCIL FUND</u>		
Increases		
Leisure Centres - PB allocation from 2017/18	1.06	0.614
Unity House Additional Allocation	1.07	0.500
Energy Services	1.08	0.100
Townscape Heritage Initiatives	1.08	0.050
Other Aggregate Increases		0.468
		1.732
Decreases		
Other Aggregate Decreases		(0.468)
		(0.468)
Total		1.264
<u>HRA</u>		
Increases		
Other Aggregate Increases		0.000
		0.000
Decreases		
SHARP - Budget reprofiled to match expenditure	1.09	(7.295)
Other Aggregate Decreases		0.000
		(7.295)
Total		(7.295)

1.06 At its meeting on 18th July 2017, Cabinet approved additional expenditure on new health & fitness facilities and changing spaces at both Mold Leisure Centre and Jade Jones Pavilion in order to assist Aura Leisure & Libraries ADM in generating additional income. This is to be funded from Prudential Borrowing but offset by a reduction in the funding provided to Aura, resulting in a nil cost to the Council.

As much of this work will now take place in the current financial year funding was rephased from 2017/18 into 2018/19.

1.07	An additional allocation for the relocation of services to Unity House has been introduced as approved by cabinet as part of the Month 4 Capital Monitoring Report.																																																																																																																								
1.08	Grant income is often held on the Balance Sheet until such time as expenditure has been incurred and is then introduced to fund this. This is the case with both Energy Schemes and the Flint Townscape Heritage Initiative.																																																																																																																								
1.09	The need to Prudentially Borrow within the SHARP programme has been reduced as the budget is re-aligned to match projected actual expenditure.																																																																																																																								
1.10	<p>Capital Expenditure compared to Budget</p> <p>Expenditure as at Month 6, across the whole of the capital programme was £25.985m. The breakdown of expenditure is analysed in Table 3, along with the percentage spend against budget. This shows that 36.97% of the budget has been spent (CF 34.41%, HRA 40.85%). Corresponding figures for Month 6 2017/18 were 39.50% (CF 28.28%, HRA 50.90%).</p>																																																																																																																								
1.11	<p>The table also shows a projected underspend (pending carry forward and other adjustments) of £2.209m on the Council Fund and a break even position on the HRA.</p> <p>Table 3</p> <table border="1"> <thead> <tr> <th>EXPENDITURE</th> <th>Revised Budget</th> <th>Cumulative Expenditure Month 6</th> <th>Percentage Spend v Budget</th> <th>Projected Outturn</th> <th>Variance Budget v Outturn (Under)/Over</th> </tr> <tr> <th></th> <th>£m</th> <th>£m</th> <th>%</th> <th>£m</th> <th>£m</th> </tr> </thead> <tbody> <tr> <td>People & Resources</td> <td>0.483</td> <td>0</td> <td>0.00</td> <td>0.483</td> <td>0</td> </tr> <tr> <td>Governance</td> <td>0.476</td> <td>0.059</td> <td>12.46</td> <td>0.476</td> <td>0</td> </tr> <tr> <td>Education & Youth</td> <td>17.515</td> <td>7.807</td> <td>44.57</td> <td>15.839</td> <td>(1.676)</td> </tr> <tr> <td>Social Care</td> <td>4.123</td> <td>0.546</td> <td>13.23</td> <td>4.123</td> <td>0</td> </tr> <tr> <td>Planning, Environment & Economy</td> <td>0.890</td> <td>0.313</td> <td>35.12</td> <td>0.357</td> <td>(0.533)</td> </tr> <tr> <td>Transport & Streetscene</td> <td>12.162</td> <td>2.604</td> <td>21.41</td> <td>12.162</td> <td>0</td> </tr> <tr> <td>Strategic Programmes</td> <td>2.940</td> <td>1.995</td> <td>67.84</td> <td>2.940</td> <td>0</td> </tr> <tr> <td>Housing & Assets</td> <td>3.755</td> <td>1.247</td> <td>33.21</td> <td>3.755</td> <td>0</td> </tr> <tr> <td>Council Fund Total</td> <td>42.344</td> <td>14.570</td> <td>34.41</td> <td>40.135</td> <td>(2.209)</td> </tr> <tr> <td>Buy Back / Strategic Acquisition</td> <td>0.500</td> <td>0.415</td> <td>83.06</td> <td>0.500</td> <td>0</td> </tr> <tr> <td>Disabled Adaptations</td> <td>1.051</td> <td>0.330</td> <td>31.44</td> <td>1.051</td> <td>0</td> </tr> <tr> <td>Energy Schemes</td> <td>0.357</td> <td>0.190</td> <td>53.23</td> <td>0.357</td> <td>0</td> </tr> <tr> <td>Major Works</td> <td>1.855</td> <td>1.073</td> <td>57.86</td> <td>1.855</td> <td>0</td> </tr> <tr> <td>Accelerated Programmes</td> <td>0.714</td> <td>0.309</td> <td>43.32</td> <td>0.714</td> <td>0</td> </tr> <tr> <td>WHQS Improvements</td> <td>18.289</td> <td>7.748</td> <td>42.36</td> <td>18.289</td> <td>0</td> </tr> <tr> <td>SHARP Programme</td> <td>5.179</td> <td>1.349</td> <td>26.05</td> <td>5.179</td> <td>0</td> </tr> <tr> <td>Housing Revenue Account Total</td> <td>27.945</td> <td>11.415</td> <td>40.85</td> <td>27.945</td> <td>0.000</td> </tr> <tr> <td>Programme Total</td> <td>70.289</td> <td>25.985</td> <td>36.97</td> <td>68.080</td> <td>(2.209)</td> </tr> </tbody> </table>	EXPENDITURE	Revised Budget	Cumulative Expenditure Month 6	Percentage Spend v Budget	Projected Outturn	Variance Budget v Outturn (Under)/Over		£m	£m	%	£m	£m	People & Resources	0.483	0	0.00	0.483	0	Governance	0.476	0.059	12.46	0.476	0	Education & Youth	17.515	7.807	44.57	15.839	(1.676)	Social Care	4.123	0.546	13.23	4.123	0	Planning, Environment & Economy	0.890	0.313	35.12	0.357	(0.533)	Transport & Streetscene	12.162	2.604	21.41	12.162	0	Strategic Programmes	2.940	1.995	67.84	2.940	0	Housing & Assets	3.755	1.247	33.21	3.755	0	Council Fund Total	42.344	14.570	34.41	40.135	(2.209)	Buy Back / Strategic Acquisition	0.500	0.415	83.06	0.500	0	Disabled Adaptations	1.051	0.330	31.44	1.051	0	Energy Schemes	0.357	0.190	53.23	0.357	0	Major Works	1.855	1.073	57.86	1.855	0	Accelerated Programmes	0.714	0.309	43.32	0.714	0	WHQS Improvements	18.289	7.748	42.36	18.289	0	SHARP Programme	5.179	1.349	26.05	5.179	0	Housing Revenue Account Total	27.945	11.415	40.85	27.945	0.000	Programme Total	70.289	25.985	36.97	68.080	(2.209)
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1.12	Details of the variances for individual programme areas are listed in Appendix B, which includes the reasons, and remedial actions which may be required, where those variances exceed +/- 10% of the revised budget. In addition, where carry forward into 2019/20 has been identified, this is also included in the narrative.																											
1.13	<p>Carry Forward into 2019/20</p> <p>During the quarter carry forward of £2.246m (all CF) has been identified which reflects reviewed spending plans across all programme areas; these committed amounts have been identified as now required to meet the cost of programme works and/or retention payments in 2019/20.</p>																											
1.14	<p>Information relating to each programme area is contained in Appendix B and summarised in Table 4 below:-</p> <p>Table 4</p> <table border="1" data-bbox="360 786 1342 1317"> <thead> <tr> <th rowspan="2">CARRY FORWARD INTO 2019/20</th> <th colspan="2"></th> <th>Total</th> </tr> <tr> <th>Month 4 £m</th> <th>Month 6 £m</th> <th>£m</th> </tr> </thead> <tbody> <tr> <td>Education & Youth</td> <td></td> <td>1.676</td> <td>1.676</td> </tr> <tr> <td>Planning, Environment & Economy Strategic Programmes</td> <td>0.074</td> <td>0.570</td> <td>0.570</td> </tr> <tr> <td>Council Fund</td> <td>0.074</td> <td>2.246</td> <td>2.320</td> </tr> <tr> <td>Housing Revenue Account</td> <td>0.000</td> <td>0.000</td> <td>0.000</td> </tr> <tr> <td>TOTAL</td> <td>0.074</td> <td>2.246</td> <td>2.320</td> </tr> </tbody> </table>	CARRY FORWARD INTO 2019/20			Total	Month 4 £m	Month 6 £m	£m	Education & Youth		1.676	1.676	Planning, Environment & Economy Strategic Programmes	0.074	0.570	0.570	Council Fund	0.074	2.246	2.320	Housing Revenue Account	0.000	0.000	0.000	TOTAL	0.074	2.246	2.320
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1.15	<p>Additional Allocations</p> <p>No additional allocations have been identified in the programme in this quarter.</p>																											
1.16	<p>Savings</p> <p>No savings have been identified in the programme in this quarter.</p>																											
1.17	<p>Funding of 2018/19 Approved Schemes</p> <p>The position at Month 6 is summarised in Table 5 below:-</p>																											

Table 5

FUNDING OF APPROVED SCHEMES		
	£m	£m
Capital Receipts Available as at 31/03/18		(7.637)
Carry Forward Funding		7.705
		0.068
Increases		
Shortfall in 2018/19 to 2020/21 budget	8.216	
Additional allocation to Unity House	0.500	8.716
Decreases		
Actual In year receipts	(0.067)	
Provisional Settlement - £0.070m pa	(0.140)	
Savings		(0.207)
Funding - (Available)/Shortfall		8.577

1.18 The final outturn funding deficit from 2017/18 was £0.068m.

In addition, schemes put forward for the years 2018/19 - 2020/21 showed a potential shortfall in funding of £8.216m. The detail behind this figure can be found in the report 'Development of 2018/19 - 2020/21 Capital Programme' which was presented to Council on 20th February 2018.

Additional allocations amount to £0.500m.

Actual in year receipts as at Month 6 amount to £0.067m.

The WG Provisional Settlement, issued on 9th October, increased the Council's capital allocation by £0.070m per annum. This therefore represents an increase of £0.140m for the period 2019/20 and 2020/21 above that taken into account when setting the budget in February.

Taken together this indicates a current funding shortfall of £8.577m over the 3 year period, prior to the realisation of additional capital receipts and/or other funding sources.

1.19 **Investment in County Towns**

At its meeting on 12th December 2017, the Council approved a Notice of Motion relating to the reporting of investment in county towns. The extent and format of the reporting was agreed at the Corporate Resources Overview and Scrutiny Committee on 14th June 2018.

1.20 Table 6 below shows a summary of the 2017/18 actual expenditure, the 2018/19 revised budget and budgets for future years as approved by Council at its meeting of 20th February, 2018. Further detail can be found in Appendix C, including details of the 2018/19 spend to Month 6.

Table 6

INVESTMENT IN COUNTY TOWNS			
	2017/18	2018/19	2019 -
	Actual	Revised	2021
	£m	Budget	Budget
		£m	£m
Buckley / Penyffordd	1.062	6.214	2.382
Connah's Quay / Shotton	8.133	13.897	0.492
Flint / Bagillt	3.180	2.245	0.241
Holywell / Caerwys / Mostyn	1.564	3.938	0
Mold / Treuddyn / Cilcain	6.201	1.671	0
Queensferry / Hawarden / Sealand	1.275	4.150	0
Saltney / Broughton / Hope	0.453	0.980	4.207
To Be Confirmed	0	3.229	7.942
Total	21.868	36.324	15.264

- 1.21 The inclusion of actuals for 2017/18 and approved schemes for future years allows a slightly fuller picture of investment plans. However, expenditure which has occurred in years' prior to 2017/18 has not been included, and the expenditure and budgets reported should be considered in that context.
- 1.22 There are two significant factors which increase allocations to particular areas, which are homes developed under the SHARP programme, and new or remodelled schools. The impact of these can be seen in the detail shown in Appendix C.
- 1.23 Some expenditure cannot yet be allocated to specific towns as schemes are not yet fully developed or are generic in nature and not easily identifiable to one of the seven areas. As such schemes are identified the expenditure will be allocated to the relevant area.
- 1.24 Information on the split between internal and external funding can be found in Appendix C.
- 1.25 In addition to the information contained in Appendix C, there is also considerable capital expenditure on the HRA Welsh Housing Quality Standard (WHQS), which was originally outside the scope of this analysis. A summary is provided in Table 7 below, albeit using a slightly different catchment area basis.

Table 7

WHQS Programme		
	2017/18 Actual £m	2018/19 Budget £m
Holywell	0.250	0.550
Flint	2.500	3.950
Deeside & Saltney	1.300	4.550
Buckley	2.500	2.150
Mold	1.500	1.550
Connah's Quay & Shotton	5.500	1.050
Total	13.550	13.800

2.00 RESOURCE IMPLICATIONS

2.01 As set out in the body of the report.

3.00 CONSULTATIONS REQUIRED / CARRIED OUT

3.01 No consultation is required as a direct result of this report.

4.00 RISK MANAGEMENT

4.01 At this stage in the financial year and given the size and complexity of schemes within the programme, it is considered that the level of spend against budget is appropriate and poses no risk or negative impact for the Council e.g. loss of external funding.

5.00 APPENDICES

5.01 Appendix A: Capital Programme - Changes during 2018/19.

5.02 Appendix B: Variances.

5.03 Appendix C: Investment in Towns.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Capital Programme monitoring papers 2018/19.</p> <p>Contact Officer: Andrew Elford Accountant</p> <p>Telephone: 01352 702291</p> <p>E-Mail: andrew.j.elford@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Budget Re-profiling: Capital schemes are very dynamic and a number of factors can influence their timing and funding. Budget re-profiling assures that the correct resources are available in the correct accounting period to finance the actual level of expenditure.</p> <p>Capital Expenditure: Expenditure on the acquisition of non-current assets or expenditure which extends the useful life of an existing asset</p> <p>Capital Programme: The Council's financial plan covering capital schemes and expenditure proposals for the current year and a number of future years. It also includes estimates of the capital resources available to finance the programme.</p> <p>Capital Receipts: Receipts (in excess of £10,000) realised from the disposal of assets.</p> <p>Carry Forward: Carry forward occurs when schemes due to be completed in a given financial year are delayed until a subsequent year. In this case the relevant funding is carried forward to meet the delayed, contractually committed expenditure.</p> <p>CERA: Capital Expenditure charged to Revenue Account. The Council is allowed to use its revenue resources to fund capital expenditure. However the opposite is not permissible.</p> <p>Council Fund (CF): The fund to which all the Council's revenue and capital expenditure is charged.</p> <p>Housing Revenue Account (HRA): The fund to which all the Council's revenue and capital expenditure relating to its housing stock is charged.</p> <p>MRA: Major Repairs Allowance. A general capital grant from WG for HRA purposes.</p> <p>Non-current Asset: A resource controlled (but not necessarily owned) by the Council, from which economic benefits or service potential are expected to flow to the Council for more than 12 months.</p> <p>Section 106: Monies are received from developers/contractors pursuant to Section 106 of the Town & Country Planning Act 1990. These sums are available for use once the relevant terms of the individual agreement have been met. The monies are most commonly used for educational</p>

enhancement, play areas, highways and affordable housing.

Target Hardening: Measures taken to prevent unauthorised access to Council sites.

Unhypothecated Supported Borrowing (USB), commonly referred to as Supported Borrowing - Each year Welsh Government provide Councils with a Supported Borrowing allocation. Councils borrow to fund capital expenditure equivalent to that annual allocation, Welsh Government then include funding to cover the revenue costs associated with the borrowing for future years within the Revenue Support Grant. The Council decides how this funding is spent.

Unsupported (Prudential) Borrowing: Borrowing administered under the Prudential Code, whereby Authorities can set their own policies on acceptable levels and types of borrowing. The Prudential Framework allows Authorities to take out loans in response to overall cash flow forecasts and other factors provided they can show that the borrowing is to meet planned capital expenditure in the current year or the next three years.

CAPITAL PROGRAMME - CHANGES DURING 2018/19

	Original Budget 2018/19	Carry Forward from 2017/18	Previously Reported			Changes (Current)	Revised Budget 2018/19
			Changes	Carry Forward to 2019/20	Savings		
	£m	£m	£m	£m	£m	£m	£m
Council Fund :							
People & Resources							
Headroom	0.250	0.110	0	0	0	0	0.360
Corporate Finance - H & S	0	0.123	0	0	0	0	0.123
	0.250	0.233	0.000	0.000	0.000	0.000	0.483
Governance							
Information Technology	0.408	0.068	0	0	0	0	0.476
	0.408	0.068	0.000	0.000	0.000	0.000	0.476
Education & Youth							
Education - General	0.500	0	0	0	0	(0.100)	0.400
Primary Schools	1.683	0.059	(0.274)	0	0	0.026	1.494
Schools Modernisation	13.967	0	0	0	0	0.004	13.971
Secondary Schools	0.600	0.071	0.274	0	0	0.204	1.149
Special Education	0.250	0.255	0	0	0	(0.004)	0.501
	17.000	0.385	0.000	0.000	0.000	0.130	17.515
Social Care							
Services to Older People	0	0	0.363	0	0	0	0.363
Learning Disability	1.955	1.735	0	0	0	0	3.690
Children's Services	0	0.433	(0.363)	0	0	0	0.070
	1.955	2.168	0.000	0.000	0.000	0.000	4.123
Planning, Environment & Economy							
Closed Landfill Sites	0	0.250	0	0	0	0	0.250
Engineering	0	0.414	0	0	0	0	0.414
Energy Services	0	0	0	0	0	0.100	0.100
Townscape Heritage Initiatives	0	0	0.076	0	0	0.050	0.126
Urban/Rural Regeneration	0	0	0	0	0	0	0
	0.000	0.664	0.076	0.000	0.000	0.150	0.890
Transport & Streetscene							
Waste - CCP Grant	0	1.000	0.403	0	0	0	1.403
Waste - Other	0.500	0	0	0	0	0	0.500
Highways	0.600	1.497	1.704	0	0	0	3.801
Local Transport Grant	0	0	6.110	0	0	0	6.110
Solar Farms	0	0.348	0	0	0	0	0.348
	1.100	2.845	8.217	0.000	0.000	0.000	12.162
Strategic Programmes							
Leisure Centres	0.330	0.254	1.100	0	0	0.284	1.968
Play Areas	0	0	0.283	0	0	0.200	0.483
Libraries	0	0.110	0	0	0	0	0.110
Theatr Clwyd	0.330	0.689	0	(0.074)	0	0.034	0.379
	0.660	0.453	1.383	(0.074)	0.000	0.518	2.940

CAPITAL PROGRAMME - CHANGES DURING 2018/19

	Original Budget 2018/19	Carry Forward from 2017/18	Previously Reported			Changes (Current)	Revised Budget 2018/19
			Changes	Carry Forward to 2019/20	Savings		
	£m	£m	£m	£m	£m	£m	£m
Housing & Assets							
Administrative Buildings	0.600	0.134	0	0	0	0.466	1.200
Community Asset Transfers	0	0.755	0	0	0	0	0.755
Affordable Housing	0	0	0	0	0	0	0
Private Sector Renewal/Improv't	1.800	0	0	0	0	0	1.800
	2.400	0.889	0.000	0.000	0.000	0.466	3.755
Housing Revenue Account :							
Buy Back / Strategic Acquisition	0	0	0.500	0	0	0	0.500
Disabled Adaptations	1.051	0	0.060	0	0	(0.060)	1.051
Energy Schemes	0.357	0	0	0	0	0	0.357
Major Works	1.855	0	0	0	0	0	1.855
Accelerated Programmes	0.714	0	0	0	0	0	0.714
WHQS Improvements	18.289	0	(0.060)	0	0	0.060	18.289
SHARP Programme	14.230	0	(1.756)	0	0	(7.295)	5.179
	36.496	0.000	(1.256)	0.000	0.000	(7.295)	27.945
Totals :							
Council Fund	23.773	7.705	9.676	(0.074)	0	1.264	42.344
Housing Revenue Account	36.496	0	(1.256)	0	0	(7.295)	27.945
Grand Total	60.269	7.705	8.420	(0.074)	0.000	(6.031)	70.289

PEOPLE & RESOURCES

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Headroom	0.360	0.000	0.360	0	0	0		Corporate provision - to be allocated as requested and approved	Any unspent allocation will be the subject of a carry forward request at outturn
Corporate Finance - Health & Safety	0.123	0.000	0.123	0	0	0		Corporate provision - to be allocated as requested and approved	Any unspent allocation will be the subject of a carry forward request at outturn
Total	0.483	0.000	0.483	0.000	0	0.000			

GOVERNANCE

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Information Technology	0.476	0.059	0.476	0	0	0			
Total	0.476	0.059	0.476	0.000	0	0.000			

Variance = Budget v Projected Outturn

EDUCATION & YOUTH

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Education - General	0.400	0.013	0.215	(0.185)	(46)	0	School kitchen ventilation projects span the financial years with completion due early 2019/20 (£0.180m). Includes other retentions due (£0.005m).	Carry Forward - Request approval to move funding of £0.185m to 2019/20	
Primary Schools	1.494	0.283	0.738	(0.756)	(51)	0	Remodelling works at Ysgol Glan Aber, Bagilt are part of a larger project joint funded with WG, due to start on site July 2019 (£0.749m). Includes other retentions due (£0.007m).	Carry Forward - Request approval to move funding of £0.756m to 2019/20	
Schools Modernisation	13.971	7.224	13.971	0	0	0			
Secondary Schools	1.149	0.109	0.512	(0.637)	(55)	0	Works at Castell Alun HS. Project being delivered over 3 financial years, currently at pre-construction stage (£0.500m). Astroturf pitch works at Flint HS, now programmed for summer holidays 2019/20 (£0.130m). Includes other retentions due (£0.007m).	Carry Forward - Request approval to move funding of £0.637m to 2019/20	
Special Education	0.501	0.178	0.403	(0.098)	(20)	0	DDA works at St John the Baptist VA School, Pentrobin. Project now programmed for summer 2019 (£0.085m). Includes other retentions due (£0.013m).	Carry Forward - Request approval to move funding of £0.098m to 2019/20	
Total	17.515	7.807	15.839	(1.676)	(10)	0.000			

Variance = Budget v Projected Outturn

SOCIAL CARE

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Services to Older People	0.363	0.000	0.363	0	0	0			
Learning Disability	3.690	0.546	3.690	0	0	0			
Children's Services	0.070	0.000	0.070	0	0	0			
Total	4.123	0.546	4.123	0.000	0	0.000			

Variance = Budget v Projected Outturn

PLANNING, ENVIRONMENT & ECONOMY

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Closed Landfill Sites	0.250	0.000	0	(0.250)	(100)	(0.250)	Expenditure on remedial actions to be determined following extensive monitoring and in accordance with NRW regulations	Carry Forward - Request approval to move funding of £0.250m to 2019/20	
Engineering	0.414	0.047	0.091	(0.323)	(78)	0	Works continuing at Flour Mill Reservoir expected to be complete by Dec. The FCERM 5 year capital plan is in its final stages of completion & approval indicating a number of schemes to be considered within a longer but realistically more deliverable timetable	Carry Forward - Request approval to move funding of £0.320m to 2019/20	
Energy Services	0.100	0.135	0.135	0.035	35	0.052		Additional grant funding to be introduced as shemes progress	
Townscape Heritage Initiatives	0.126	0.128	0.128	0.002	2	0.015	As at Sept, 2018 all projects are approaching completion	A Grant Payment Request & Progress Report for the current year and a payment of £0.050m is due to be received to fund expenditure	
Urban / Rural Regeneration	0.000	0.003	0.003	0.003		0			
Total	0.890	0.313	0.357	(0.533)	(60)	(0.183)			

Variance = Budget v Projected Outturn

TRANSPORT & STREETSCENE

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Waste Services - Collaborative Change Programme (CCP)	1.403	0.990	1.403	0	0	0			
Waste Services - Other	0.500	0.003	0.500	0	0	0			Dependent on intended projects progressing in 2018/19 by both Denbighshire and Conwy Councils
Highways	3.801	0.755	3.801	0	0	0			
Local Transport Grant	6.110	0.855	6.110	0	0	0			
Solar Farms	0.348	0.002	0.348	0	0	0			
Total	12.162	2.604	12.162	0.000	0	0.000			

Variance = Budget v Projected Outturn

STRATEGIC PROGRAMMES

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Leisure Centres	1.968	1.622	1.968	0	0	0			Planned works to be carried out at Mold Leisure Centre and Jade Jones Pavilion to be funded through Prudential Borrowing
Play Areas	0.483	0.359	0.483	0	0	0			S106 and Match Funded schemes, money drawn down when scheme is completed
Libraries	0.110	0.002	0.110	0	0	0			
Clwyd Theatr Cymru	0.379	0.012	0.379	0	0	(0.074)			
Total	2.940	1.995	2.940	0.000	0	(0.074)			

Variance = Budget v Projected Outturn

HOUSING & ASSETS

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Administrative Buildings	1.200	0.357	1.200	0	0	0			
Community Asset Transfers	0.755	0.021	0.755	0	0	0		Expenditure is incurred as and when schemes are signed off	Any unspent allocation will be the subject of a carry forward request at outturn
Affordable Housing	0.000	0.210	0.000	0		0.210	Expenditure relates to the loan between Flintshire and NEWHomes for the provision of Affordable Housing	Budgets will be introduced as and when schemes are signed off	
Private Sector Renewal/Improvement	1.800	0.659	1.800	0	0	0			
Total	3.755	1.247	3.755	0.000	0	0.210			

Variance = Budget v Projected Outturn

HOUSING REVENUE ACCOUNT

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
Buy Back / Strategic Acquisition	0.500	0.415	0.500	0	0	0			
Disabled Adaptations	1.051	0.330	1.051	0	0	0			
Energy Services	0.357	0.190	0.357	0	0	0			
Major Works	1.855	1.073	1.855	0	0	0			
Accelerated Programmes	0.714	0.309	0.714	0	0	0			
WHQS Improvements	18.289	7.748	18.289	0	0	0			
SHARP	5.179	1.349	5.179	0	0	0			
Total	27.945	11.415	27.945	0.000	0	0.000			

Variance = Budget v Projected Outturn

SUMMARY

Capital Budget Monitoring 2018/19 - Month 6

Programme Area	Total Budget £m	Actual Exp. £m	Projected Outturn £m	Variance (Under)/ Over £m	Variance %age %	Variance Prev Qtr £m	Cause of Variance	Action Required	Comments
People & Resources	0.483	0	0.483	0.000	0	0			
Governance	0.476	0.059	0.476	0.000	0	0.000			
Education & Youth	17.515	7.807	15.839	(1.676)	(10)	0.000			
Social Care	4.123	0.546	4.123	0.000	0	0.000			
Planning, Environment & Economy	0.890	0.313	0.357	(0.533)	(60)	(0.183)			
Transport & Streetscene	12.162	2.604	12.162	0.000	0	0.000			
Strategic Programmes	2.940	1.995	2.940	0.000	0	(0.074)			
Housing & Assets	3.755	1.247	3.755	0.000	0	0.210			
Sub Total - Council Fund	42.344	14.570	40.135	(2.209)	(5)	(0.047)			
Housing Revenue Account	27.945	11.415	27.945	0.000	0	0.000			
Total	70.289	25.985	68.080	(2.209)	(3)	(0.047)			

Variance = Budget v Projected Outturn

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INVESTMENT IN COUNTY TOWNS - 2017 / 18 ACTUAL SPEND

APPENDIX C

TOWN FUNDING	17/18	BUCKLEY		CONNAH'S QUAY		FLINT		HOLYWELL		MOLD		QUEENSFERRY		SALTNEY		UNALLOCATED		TOTALS		
	ACTUAL £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Total £000
EXPENDITURE																				
HOUSING - HRA																				
SHARP	7,580	63		748	540	1,939		150		4,140								7,040	540	7,580
EDUCATION & YOUTH																				
21C Schools:-																				
CQ High School	4,764			3,345	1,419													3,345	1,419	4,764
Holywell High School	365							365										365	0	365
Penyffordd Amalgamation	407	407																407	0	407
School Extension & Remodelling:-																				
Ysgol Glan Aber																		0	0	0
Castell Alun																		0	0	0
SOCIAL CARE																				
LD Day Care Facility	310											310						310	0	310
TRANSPORT																				
Highways Asset Management Plan:-																				
Bridges	489				489													0	489	489
Street Lighting	3,127		422		356		325		688		546		438		352			0	3,127	3,127
Highway Maintenance	1,486	156		315		81		240		347		246		101				1,486	0	1,486
Transport Grant	2,443				921		460		121		856		85					0	2,443	2,443
DEVELOPMENT / REGENERATION																				
Townscape Heritage Initiative	273					130	143											130	143	273
LEISURE - AURA																				
Leisure Centres	562	14				102				312		134						562	0	562
Synthetic Sports Pitches	62											62						62	0	62
	21,868	640	422	4,408	3,725	2,252	928	755	809	4,799	1,402	752	523	101	352	0	0	13,707	8,161	21,868

AREA TOTAL

1,062

8,133

3,180

1,564

6,201

1,275

453

0

INVESTMENT IN COUNTY TOWNS - 2018 / 19 REVISED BUDGET

APPENDIX C (Cont)

TOWN FUNDING	REVISED BUDGET £000	BUCKLEY		CONNAH'S QUAY		FLINT		HOLYWELL		MOLD		QUEENSFERRY		SALTNEY		UNALLOCATED		TOTALS			
		Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Total £000	
EXPENDITURE																					
HOUSING - HRA																					
SHARP	5,179	185	330	1,661		69		2,270	446	218									4,403	776	5,179
EDUCATION & YOUTH																					
21C Schools:-																					
CQ High School	8,895			7,583	1,312														7,583	1,312	8,895
Holywell High School																			0	0	0
Penyffordd Amalgamation	5,076		5,076																0	5,076	5,076
School Extension & Remodelling:-																					
Ysgol Glan Aber	749					749													749	0	749
Castell Alun	600												600						600	0	600
SOCIAL CARE																					
LD Day Care Facility	3,690											3,690							3,690	0	3,690
TRANSPORT																					
Highways Asset Management Plan:-																					
Bridges	120			120															120	0	120
Street Lighting	1,479																1,479		0	1,479	1,479
Highway Maintenance	2,202	414		173		465		525		285		220		120				2,202	0	2,202	
Transport Grant	6,110		205		3,048				697				150		260		1,750	0	6,110	6,110	
DEVELOPMENT / REGENERATION																					
Townscape Heritage Initiative	126						126												0	126	126
LEISURE - AURA																					
Leisure Centres	1,960	4				706				1,168		82							1,960	0	1,960
Synthetic Sports Pitches	138					130						8							138	0	138
	36,324	603	5,611	9,537	4,360	2,119	126	2,795	1,143	1,671	0	4,000	150	720	260	0	3,229	21,445	14,879	36,324	

AREA TOTAL

6,214

13,897

2,245

3,938

1,671

4,150

980

3,229

INVESTMENT IN COUNTY TOWNS - 2018 / 19 ACTUAL TO DATE

APPENDIX C (Cont)

TOWN FUNDING	ACTUAL TO DATE £000	BUCKLEY		CONNAH'S QUAY		FLINT		HOLYWELL		MOLD		QUEENSFERRY		SALTNEY		UNALLOCATED		TOTALS			
		Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Total £000	
EXPENDITURE																					
HOUSING - HRA																					
SHARP	1,349	(63)		1,317		62		(150)		184									1,349	0	1,349
EDUCATION & YOUTH																					
21C Schools:-																					
CQ High School	5,800			4,488	1,312														4,488	1,312	5,800
Holywell High School																			0	0	0
Penyffordd Amalgamation	1,421		1,421																0	1,421	1,421
School Extension & Remodelling:-																					
Ysgol Glan Aber																			0	0	0
Castell Alun																			0	0	0
SOCIAL CARE																					
LD Day Care Facility	546											546							546	0	546
TRANSPORT																					
Highways Asset Management Plan:-																					
Bridges	7			7															7	0	7
Street Lighting	413																413		0	413	413
Highway Maintenance	335																335		0	335	335
Transport Grant	855				501													354	0	855	855
DEVELOPMENT / REGENERATION																					
Townscape Heritage Initiative	128						128												0	128	128
LEISURE - AURA																					
Leisure Centres	1,525	3				318				1,165		40							1,525	0	1,525
Synthetic Sports Pitches	96											96							96	0	96
	12,474	(61)	1,421	5,812	1,813	379	128	(150)	0	1,349	0	681	0	0	0	0	1,102		8,011	4,463	12,474

AREA TOTAL

1,360

7,625

507

(150)

1,349

681

0

1,102

INVESTMENT IN COUNTY TOWNS - 2019 - 2021 BUDGET

APPENDIX C (Cont)

TOWN FUNDING	FUTURE BUDGET £000	BUCKLEY		CONNAH'S QUAY		FLINT		HOLYWELL		MOLD		QUEENSFERRY		SALTNEY		UNALLOCATED		TOTALS				
		Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Internal £000	External £000	Total £000		
EXPENDITURE																						
HOUSING - HRA																						
SHARP	6,070																6,070			6,070	0	6,070
EDUCATION & YOUTH																						
21C Schools:-																						
CQ High School	492			492																492	0	492
Holywell High School																				0	0	0
Penyffordd Amalgamation																				0	0	0
School Extension & Remodelling:-																						
Ysgol Glan Aber	241					241														241	0	241
Castell Alun	4,207												4,207							4,207	0	4,207
SOCIAL CARE																						
Marleyfield Residential Home	2,382	2,382																		2,382	0	2,382
TRANSPORT																						
Highways Asset Management Plan:-																						
Bridges																				0	0	0
Street Lighting																				0	0	0
Highway Maintenance	1,200																1,200			1,200	0	1,200
Transport Grant																				0	0	0
DEVELOPMENT / REGENERATION																						
Townscape Heritage Initiative																				0	0	0
LEISURE - AURA																						
Leisure Centres																				0	0	0
Synthetic Sports Pitches	672																672			672	0	672
	15,264	2,382	0	492	0	241	0	0	0	0	0	0	0	4,207	0	7,942	0	0	15,264	0	15,264	

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AREA TOTAL

		2,382		492		241		0		0		0		4,207		7,942					
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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Council Tax Base for 2019/20
Cabinet Member	Cabinet Member for Corporate Management and Assets
Report Author	Chief Officer (Governance)
Type of Report	Operational

EXECUTIVE SUMMARY

Setting of the Council Tax Base is integral to the revenue budget and Council Tax setting process for 2019/20 and allows the Council, Police & Crime Commissioners Office for North Wales and Town/Community Councils to calculate next year's Council Tax precept.

The Base for 2019/20 has been calculated at 64,317 band D equivalent properties, after taking into account the total number of properties that will be subject to Council Tax, less those which are exempt from Council Tax or where statutory household discounts apply.

Setting in the Tax Base at 64,317 also represents growth in the Tax Base of nearly 0.8% compared to the previous year, equivalent to an increase of 482 band D equivalent properties. This is mainly due to new build properties as well as good management of the Tax Base through regular discount and exemption reviews.

RECOMMENDATIONS

1	Approve the Tax Base of 64,317 band D equivalent properties (as shown in Appendix 1) for the financial year 2019/20.
2	Continue to set a 'nil' discount for properties falling within any of the Prescribed Classes (A, B or C) and for this to apply to the whole of the County area.
3	Continue to set a 50% Premium for long term empty property and second homes falling into the Council Tax Premium scheme.

REPORT DETAILS

1.00	EXPLAINING THE COUNCIL TAX BASE FOR 2019/20
1.01	The Council fulfils the role of 'billing authority' for the collection of Council Tax and each year is required to set the Council Tax Base for the following tax year.
1.02	The calculation of the Base is always set as at 31 st October in each year which then allows the Council, the Police & Crime Commissioner for North Wales and Town/Community Council's to calculate next year's Council Tax precepts based on the estimated number of chargeable properties which are expressed as an equivalent number of Band 'D' properties.
1.03	Local authorities in Wales, are now able to use discretionary powers to charge a Council Tax premium of up to 100% of the standard rate of Council Tax on long term empty homes (unoccupied and unfurnished) and second homes (second homes/holiday homes that are furnished and not someone's main residence).
1.04	The Council previously made a determination to introduce a 50% Premium from 2017/18 and the continuation of this scheme in 2019/20 forms part of the Council Tax Base for Tax setting purposes.
1.05	Once approved, the Tax Base calculations are also supplied to Welsh Government and are then used for the calculation and distribution of Revenue Support Grant in the annual provision and the final local authority revenue settlement.
1.06	The calculation of the Tax Base for 2019/20 is the measure of the taxable capacity for all areas in the County, including the additional taxable capacity for the Council Tax Premium, and is calculated in accordance with prescribed rules. The starting point for determining the Base is the Valuation List supplied by the Valuation Office Agency. The total number of properties in each band is then reduced by exemptions and discounts. Discounts include, for example, reductions for single-persons or students.
1.07	The latest Tax Base has been calculated using a projected collection level of 98.9% with a 1.1% provision for bad debts. This ensures the Council continues to set one of the very highest collection level in Wales and demonstrates the long term successes in collecting Council Tax. The projected collection level at 98.9% also recognises the estimated 0.1% increase in losses of collection as the Council will be unable to issue committal action from April 2019 as a result of changes recently announced by Welsh Government.
1.08	To determine the final level of the Base, the Council is also required to determine what discount, if any, is awarded to owners of second or holiday homes (otherwise known as Prescribed Discount Class A and B properties) or long term empty properties (Prescribed Discount Class C).
1.09	The Council Tax Base for 2019/20 has also been calculated in line with

	current policies of not awarding discounts to any Prescribed Class coupled with the fact that some properties are liable to pay the 50% Premium.
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2.00	RESOURCE IMPLICATIONS
2.01	Setting the Tax Base is part of an annual process of determining Council Tax charges for the next financial year as part of the Councils overall 2019/20 budget preparations.
2.02	The Tax Base is also used by the Police & Crime Commissioner and Town/Community Council's to set their Council Tax precepts for 2019/20, which will be included in the bills sent to every Council Tax payer in March 2019.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None.

4.00	RISK MANAGEMENT
4.01	The Council has a statutory duty to set a Council Tax Base and the proposed Tax Base is a complex calculation across 34 Town and Community areas requiring an accurate forecast for the next financial year of the number of chargeable properties after taking into account new builds, property exemptions and discount schemes, including those properties that are subject to the 50% Council Tax Premium scheme.
4.02	The key risks centre around financial prudence and accuracy of forecasts used to determine the Tax Base.
4.03	The Base is largely based on property data and discount levels at a fixed point in time (31 st October 2018) but includes a bad debt provision of 1.1% for non-collection, giving a forecasted eventual collection rate of 98.9%.
4.04	The Council Tax Base at 64,317 sets a Base at an accurate level to ensure, as far as possible, that a deficit does not occur in the Collection Fund.
4.05	Officers carefully track and monitor the Tax Base and Collection Fund performance on a monthly basis and the results feed into corporate budget monitoring and reporting processes.

5.00	APPENDICES
5.01	Appendix 1 shows the breakdown of the Tax Base for 2019/20 by Town and Community area.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<ul style="list-style-type: none"> • Local Government Finance Act 1992 – section 68 • Local Authorities (Calculation of C.Tax Base) (Wales) Regs 1995 • The Local Authorities (Calculation of Council Tax Base) (Wales) (Amendment) Regs 2016 • Council Tax (Prescribed Classes of Dwellings) (Wales) Regs 2004 • Housing (Wales) Act 2014 – section 139 <p>Contact Officer: David Barnes, Revenues Manager Telephone: 01352 703652 E-mail: david.barnes@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Revenue Support Grant: the annual amount of money the Council receives from Welsh Government to partly fund services, alongside revenue from Council Tax and other income the Council raises locally. Councils can decide how to use this grant across services although their freedom to allocate according to local choice can be limited by guidelines set by Government.</p> <p>Tax Base: is a measure of the Councils ‘taxable capacity’ taking into account the number of chargeable properties after exemptions and discounts.</p> <p>Chargeable Dwellings: are all properties deemed to fall liable to Council Tax which appear in the Valuation List.</p> <p>Prescribed Discount Classes: Special rules apply to certain dwellings where no-one is resident. In these cases, a Welsh billing authority may make a determination to apply a lower rate of discount or, to apply no discount at all. These classes are:</p> <p>Class A – property which is unoccupied and furnished but where occupation is prohibited by law for over 28 days each year Class B – property which is unoccupied and furnished and where occupation is not prohibited by law Class C – property which is unoccupied and substantially unfurnished beyond the normal exemption period.</p> <p>Council Tax Premium: an additional amount of Council Tax of up to 100% (a premium) can be charged by local authorities in Wales for property defined as either being second homes or long term empty property. For the purposes of charging a premium a long term empty home is defined as a property which is unoccupied and substantially unfurnished for a continuous period of at least 1 year. A second home is defined as a dwelling which is not a person’s sole or main residence and is substantially furnished. There are some exceptions from the Council Tax premium for a period of up to 12 months. For example, if the property is being actively marketed for rent or sale.</p>

APPENDIX 1 - COUNCIL TAX BASE FOR 2019-20

Community	2019-20 Properties at Band 'D'	2018-19 Properties at Band 'D'
Argoed	2,475.39	2,467.27
Bagillt	1,475.14	1,477.33
Broughton & Bretton	2,731.92	2,701.35
Brynford	475.09	477.97
Buckley	6,680.20	6,645.29
Caerwys	625.22	621.14
Cilcain	740.79	732.97
Connahs Quay	6,165.17	6,157.86
Flint	4,794.37	4,598.48
Gwernaffield & Pantymwyn	1,023.01	1,033.75
Gwernymynydd	566.79	563.23
Halkyn	1,360.81	1,356.10
Hawarden	6,340.43	6,320.80
Higher Kinnerton	852.75	843.04
Holywell	3,371.72	3,324.14
Hope	1,851.99	1,843.47
Leeswood	860.86	850.13
Llanasa	1,966.02	1,961.51
Llanfynydd	876.99	884.18
Mold	4,382.17	4,329.86
Mostyn	708.77	711.12
Nannerch	277.55	273.38
Nercwys	307.11	308.50
Northop	1,559.98	1,554.25
Northop Hall	813.79	820.63
Penyffordd	2,035.92	2,021.94
Queensferry	703.11	695.08
Saltney	1,888.89	1,871.46
Sealand	1,176.83	1,176.40
Shotton	2,205.92	2,201.95
Trelawnyd & Gwaenysgor	420.34	413.79
Treuddyn	755.24	758.80
Whitford	1,169.23	1,158.01
Ysceifiog	677.49	679.82
Total Band 'D' Equivalent Properties	64,317.00	63,835.00

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CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Review of Pedestrianisation Order – Holywell High Street
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

Holywell Town Centre benefits from a pedestrianised zone on the High Street, which provides a safe and unobstructed shopping experience for pedestrians. For many years there has been much debate locally about the impact the Traffic Order has had on trade within the town, with some businesses claiming the traffic restriction has a limiting effect on High Street businesses, as shoppers cannot stop and quickly visit or easily collect items of shopping.

In July 2017, the Council received a petition containing over 500 names supporting the removal of the Pedestrianisation Order and requesting the reopening of the High Street to allow traffic to have continual access along the road. It was also suggested that this would then provide the opportunity to provide some on-street, short stay free car parking on the High Street to facilitate short stay visits to the town.

Holywell Town Council formally requested a trial period, during which the traffic restriction on High Street would be removed to allow a measured and objective assessment of the long term benefit of removing the order to be undertaken.

The 6 month trial period commenced in May 2018 and will continue until after Christmas however, a 6 month review of the impact of the trial has been undertaken and concluded that there is both local benefit and support to removing the Order permanently. The Town Council have also now formally confirmed their support to remove the Pedestrianisation Order.

RECOMMENDATIONS

1.	That Cabinet supports the proposal to remove the Pedestrianisation Order from High St, Holywell and commit to a long term aim of reconstructing the highway layout to safely and permanently facilitate traffic movements, once external funding sources can be found for the scheme.
2.	That Cabinet requests officers to work with the Town Council to explore all options to provide the necessary funding to construct the permanent scheme.

3.	That Cabinet confirm the existing pilot arrangements are to be removed at the end of the trial period and that the Pedestrianisation Order is to be reinstated until the revised layout can be funded and constructed.
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REPORT DETAILS

1.00	BACKGROUND TO THE PROPOSALS
1.01	In 2015 Flintshire County Council adopted a countywide Car Parking Strategy which resulted in the introduction of minimal car parking charges in town centres where the number of available spaces exceeded 50. The Strategy was introduced to ensure the availability of parking and therefore maintain the vibrancy and vitality of the town centres.
1.02	A 'Pedestrian only' zone is in operation on Holywell High Street and has been established since 1992 to provide a safe and unobstructed shopping experience in the town centre.
1.03	The Council's Car Parking Strategy states that every opportunity to provide some free, on-street short stay parking options should be considered in every town however, the Pedestrianisation Order restricts these options and consequently there are limited short stay parking provisions in the town centre.
1.04	The Council received a petition, signed by over 500 residents and businesses in Holywell requesting that the Pedestrianisation Order should be removed, allowing traffic to freely access the town centre and facilitate the provision of some free, short stay, on-street parking in the town.
1.05	In July 2017, Cabinet considered the matter and asked Holywell Town Council (HTC) to express an opinion on the matter before any scheme could be progressed to the design stage, which would then allow funding opportunities to be explored. HTC formally requested a trial period, during which the Order would be removed, thus allowing a measured and objective assessment of the long term benefit of removing the Order to be undertaken.
1.06	The Town Council also suggested that on completion of the trial, they would hold a Community Poll of all residents within the four Holywell County Council Wards, with the outcome of the poll then representing the final position of the Town Council on the future of the Pedestrianisation Order however, they failed to achieve the necessary support for a Community Poll.
1.07	<p>Before the scheme progressed, there were two agreed methods of evaluating the success of the scheme.</p> <p>1. Road and pedestrian safety. The scheme proposals would be audited before commencement and again once the system was established. If any concerns were raised, the scheme could not progress and the existing arrangements would be reinstated. The impact on local traffic movements were closely monitored by Traffic Engineers during the period of the trial to allow a final objective view on the impact of the scheme to be reported at the end of the trial.</p>

	<p>Outcome – The assessment did not highlight any reason why the Pedestrianisation Order should not be removed.</p> <p>2. Impact on Town centre trade and vitality. The Town Council worked with local businesses to produce an objective evaluation process which allowed the impact of the new traffic arrangements to be assessed. The mechanism for the review process was agreed by staff from the Council’s Enterprise and Regeneration team before the pilot scheme commenced.</p> <p>Outcome – The evidence gathered from local businesses during the pilot supported the removal of the Pedestrianisation Order.</p>
1.08	On the basis of the above information, HTC have now formally notified the County Council of their support to remove the Pedestrianisation Order permanently.
1.09	There are currently no funds available to make the necessary permanent changes to the streetscape to accommodate the new traffic arrangements and the cost of the permanent work will be significant. (Estimated at £800k). This position has been made clear to the Town Council and local businesses who recognise that work to obtain grant funding for the scheme will be challenging. Following approval from Cabinet, staff from the Council’s Enterprise and Regeneration team will work with the Town Council and local businesses to identify potential funding sources for the final scheme.
1.10	Following completion of the pilot in January 2019, the temporary pilot scheme will be removed and the original Pedestrianisation Order will then be reinstated. It will not be possible to maintain the existing arrangements beyond the period of the pilot as the existing construction of the road is not suited to the long term effect of traffic.

2.00	RESOURCE IMPLICATIONS
2.01	Cost of the changes to temporary Traffic Regulation Orders (TRO’s) and the pilot arrangements on site have been found from internal budgets.
2.02	The costs of the final scheme will be the subject of funding bids to Welsh Government.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	With Cabinet Member.
3.02	With Elected Members in effected wards.
3.03	With local Town Council.
3.04	With residents and businesses.

4.00	RISK MANAGEMENT
4.01	It has been made clear to both businesses and residents that funding is not available for the final scheme and that the current arrangements will be reinstated at the end of the 6 months pilot period, whilst potential funding arrangements can be explored.
5.00	APPENDICES
5.01	None.
6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen Jones Telephone: 01352 704700 E-mail: Stephen.o.jones@flintshire.gov.uk
7.00	GLOSSARY OF TERMS
7.01	HTC – Holywell Town Council.



CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	Outdoor Children's Play Areas
Cabinet Member	Cabinet Member for Education
Report Author	Chief Executive
Type of Report	Operational

EXECUTIVE SUMMARY

The play areas match-funding scheme is now in its ninth year with over £1.5m having been invested jointly by Flintshire County Council and Town & Community Councils in over 100 play areas over the past eight years.

The Council's commitment to improving outdoor children's play areas is also reflected in its capital programme for 2017/18 to 2019/20 which includes approved allocations for each of the three financial years.

Aura Leisure & Libraries, which manages the inspection and maintenance of the Council's 162 play areas, is responsible for consulting with local communities on the design, layout and mix of facilities for match-funding and capital improvement works.

Aura is making two recommendations to Council, based upon the Council's match-funding revenue budget and capital allocations to meet all expressions of interest received from Town & Community Councils and to sustain the existing network of play areas by improving sites considered to be in the poorest condition (RED rated).

RECOMMENDATIONS

1	That all 23 expressions of interest received for the 2018/19 match-funding programme be supported and that the oversubscription of cost of £0.063m is met from the remaining £0.140m year 2 capital allocation.
2	That the remaining £0.077m of the year 2 capital programme, together with the remaining circa £0.040m of Year 3 (£0.200m minus circa £0.080m-£0.100m for Bailey Hill and £0.060m for the replacement of two 3G pitches at Deeside Leisure Centre) is utilised to improve the play area sites identified in Appendix 2.

REPORT DETAILS

1.00	CAPITAL PROGRAMME FOR OUTDOOR PLAY AREAS								
1.01	For each year of the match-funding scheme, Aura (formerly Flintshire County Council Leisure Services) has written to all Town & Community Councils inviting them to participate in the programme - thereby offering equity of opportunity to enhance local fixed play provision. Aura sent out letters to all Town & Community requesting expressions of interest by 31 August 2018.								
1.02	<p>Aura advised Town & Community Councils of the importance of the Council targeting its future investment towards those play area sites of greatest need – based on the criteria of play deprivation and strategic locations. The 2018/19 match-funding scheme is based on the following principles:</p> <ul style="list-style-type: none"> • The Council's match-funding is aligned to the findings of Aura's Play Design service's condition survey report; • The Play Design service has identified those play areas which are in scope (RED and AMBER sites) and out of scope (GREEN sites); • A maximum contribution of £0.010m per scheme; • To assist Town & Community Councils, Aura's Play Design service identified appropriate play areas within the local ward as sites for consideration. 								
1.03	Aura has received 23 expressions of interest from Town & Community Councils totalling £0.168m in value. Appendix 1 includes all expressions of interest together with the sums proposed.								
1.04	The Council has allocated £0.105m from its 2018/19 revenue budget for the match-funding programme. If all Town & Community Council expressions of interest are to be met then the 2018/19 programme will be oversubscribed by £0.063m.								
1.05	Within the Council's three-year capital programme for 2017/18 to 2019/20, play areas are to receive <i>'An annual allocation of £0.200m to fund the most urgent requirements to replace play equipment that has reached the end of its useful life at play areas, as well as upgrades to play areas'</i> (Cabinet Report, 20 February 2018).								
1.06	<p>For 2017/18, £0.100m of the £0.200m capital allocation was invested in four RED rated play areas:</p> <table style="margin-left: 40px; border: none;"> <tr> <td>• Bron Y Wern, Bagillt</td> <td style="text-align: right;">£0.025m</td> </tr> <tr> <td>• Dock Road, Connah's Quay</td> <td style="text-align: right;">£0.025m</td> </tr> <tr> <td>• Ffynnongroyw</td> <td style="text-align: right;">£0.025m</td> </tr> <tr> <td>• Min Awel, Flint</td> <td style="text-align: right;">£0.025m</td> </tr> </table> <p>The remaining £0.100m of the Year 1 capital allocation contributed to artificial turf pitch replacement at the Alun High School, Mold and Hawarden</p>	• Bron Y Wern, Bagillt	£0.025m	• Dock Road, Connah's Quay	£0.025m	• Ffynnongroyw	£0.025m	• Min Awel, Flint	£0.025m
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	High School and replacement of 3G pitches 1 and 2 at Deeside Leisure Centre.
1.07	During 2018/19 the four remaining 3G pitches at Deeside Leisure Centre were replaced with the £0.120m works being met via £0.060m from the Year 2 capital allocation and £0.060m from Year 3. This leaves £0.140m to invest in play areas during 2018/19.
1.08	The Flintshire County Council Cabinet Report of 14 March 2017 said that ‘A priority for Years 2 and 3 would be the play area at Bailey Hill which is a RED rated play area and is being considered as part of a wider Heritage Lottery Fund development scheme, although this scheme is not eligible to fund the play area’.
1.09	Following confirmation of the successful Heritage Lottery Fund bid the improvements to the play area at Bailey Hill (estimated costs circa £0.080m-£0.100m) will commence in 2019/20 and, therefore, be funded via the Year 3 capital allocation.
1.10	The Flintshire County Council Cabinet Report of 14 March 2017 identified 15 RED rated play area sites as remaining priorities for Years 2 and 3 of the capital programme.
1.11	Following recent investment, Aura no longer considers six of the fifteen play areas to be RED rated and have lowered their rating to either Medium or Low AMBER. However, a further four play area sites have been placed into the RED category due to their condition and the need for play items to be replaced (see Appendix 2).

2.00	RESOURCE IMPLICATIONS
2.01	All play area upgrade schemes and improvement works will be managed by Aura’s Play Design service.
2.02	The Council has allocated £0.105m from its 2018/19 revenue budget for the match-funding scheme.
2.03	The Council’s three-year capital programme for 2017/18 to 2019/20 includes approved allocations for play areas (see Appendix 3).

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Aura sent out letters to all Town & Community Councils inviting them to submit an expression of interest thereby offering equity of opportunity to all to participate in the programme.
3.02	Upon confirmation that an expression of interest in the match-funding scheme has been successful, Aura’s Play Design service will consult with Town & Community Council representatives to ensure the subsequent play area upgrade works meet their needs and aspirations in terms in content,

	design and layout.
3.03	Aura will adopt the same approach for play areas due to be upgraded and improved via the Council's capital programme.

4.00	RISK MANAGEMENT
4.01	Given the number of improvement schemes to be progressed, subject to Cabinet approval, it is unlikely that all of them will be completed in 2018/19. Some will be completed during Quarter 1, 2019/20.

5.00	APPENDICES																																																																											
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5.02

Appendix 2

The 15 play area sites identified as RED rated in the Cabinet Report of 14 March 2017 (six have since moved to AMBER following investment):

No.	PLAY AREA	RAG
1	Salisbury Street, Shotton	Low AMBER
2	Primrose Street, Connah's Quay	RED
3	Leadbrook Drive, Flint	RED
4	High Street, Caergwrle	RED
5	Maes y Dre, Mold	RED
6	Pen Lon, Bagillt	Medium AMBER
7	Holway, Holywell	Low AMBER
8	Broad oak Recreation Ground, Connah's Quay	RED
9	Tan y Felin, Greenfield	RED
10	Maes yr Oden, Holywell	RED
11	Phoenix Street, Sandycroft	Low AMBER
12	Prince of Wales, Buckley	Low AMBER
13	Coed Mor, Penyffordd (near Holywell)	RED
14	Ffordd Pentre, Mold	Medium AMBER
15	Bryn Mawr, Holywell	RED

The four additional play areas that have since slipped into the RED category:

No.	PLAY AREA	RAG
1	York Road, Connah's Quay	RED
2	Groesffordd, Greenfield	RED
3	Pen-y-Maes, Holywell	RED
4	Parkfields, Mold	RED

APPROVED ALLOCATIONS 2017/18 - 2019/20				
	2017/18 £m	2018/19 £m	2019/20 £m	Total £m
Statutory / Regulatory Section				
DD Act - Individual pupils	0.250	0.250	0.250	0.750
Private sector renewals & improvements	1.496	1.496	1.496	4.488
School building works	0.100	0.100	0.100	0.300
Corporate property works	0.300	0.300	0.300	0.900
IT - Firewalls, protection from cyber attacks	0.070	0.000	0.000	0.070
Special inspections - Flintshire bridge	0.510	0.000	0.000	0.510
Total Statutory / Regulatory	2.726	2.146	2.146	7.018
Retained Assets Section				
School building works	1.000	1.000	1.000	3.000
Corporate property works	0.300	0.300	0.300	0.900
Highways asset management plan	0.600	0.600	0.600	1.800
Streetlighting Replacement*	2.779	0.000	0.000	2.779
IT - Network replacement	0.300	0.000	0.000	0.300
IT - Server replacement	0.200	0.000	0.000	0.200
IT - Replacement of equip. to 'back up' data	0.050	0.000	0.000	0.050
TC - Telephony / Box office upgrade	0.100	0.000	0.000	0.100
Playareas and synthetic sports pitches	0.487	0.200	0.200	0.887
Headroom	0.250	0.250	0.250	0.750
Total Retained Assets Section	6.066	2.350	2.350	10.766
Investment Section				
Community asset transfers	0.250	0.250	0.000	0.500
School extension and remodelling				
Castell Alun High School - Hope	0.000	0.600	4.000	4.600
Glan Aber Primary - Bagillt	0.073	0.683	0.241	0.997
Property works at leisure centres / libraries**	2.418	0.000	0.000	2.418
LD Day services facility	2.045	1.955	0.000	4.000
Extension and remodelling of Arosfa	0.100	0.000	0.000	0.100
Household recycling centres	1.000	0.000	0.000	1.000
Total Investment Section	5.886	3.488	4.241	13.615
Total Capital Programme	14.678	7.984	8.737	31.399
* Added to the programme in Month 4 and Month 6 monitoring reports				
** £1.964m added to the programme in Month 4 monitoring reports				

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS AND CONTACT DETAILS
6.01	<p>Cabinet reports 20 February 2018 and 14 March 2017</p> <p>Contact Officer: Paul Jones, Business Improvement & Performance Manager, Aura Leisure & Libraries Limited</p> <p>Telephone: 01352 702474</p> <p>E-mail: paul.jones@aura.wales</p>

7.00	GLOSSARY OF TERMS
7.01	None to explain.

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CABINET

Date of Meeting	Tuesday 20 November 2018
Report Subject	Review of Highway and Car Park Safety Inspections, Intervention Criteria and Response Times Policy
Cabinet Member	Cabinet Member for Streetscene and Countryside for Streetscene & Transportation
Report Author	Chief Officer (Streetscene & Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

Flintshire County Council as 'Highway Authority' has a statutory duty to maintain all adopted highways, including highway structures within the County (Trunk Roads not included). It also maintains a number of publically accessible car parks at strategic locations around the County.

In the event of a breach of that statutory duty, the Council may be liable for claims from highway users for personal injury or loss arising from incidents or accidents which have occurred on the adopted highway network.

In order to ensure the Council's highway network and car park infrastructure remains fit for purpose and in a safe condition and to provide a defence for the Council against claims made for compensation by users of the network, a robust safety inspection policy is required.

The Highway and Car Park Inspection Policy defines safety inspection intervals on all of the classifications of carriageway, footway, cycleway and the car-parks maintained by the Council and also defines defect identification criteria, and sets out the timescales for completing any required remedial work.

The original Highway Inspection Policy was approved in 2013 by Cabinet and in line with national guidelines, it has been regularly reviewed since that date. It was presented again following its latest review in June 2016, and is now brought to Cabinet following the implementation of the new Code of Practice in October 2018.

RECOMMENDATIONS

1	That Cabinet approves the revised Highway and Car Park Inspection Policy (Appendix 1) outlining the Council's approach to all safety inspections, defect identification criteria and response times.
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REPORT DETAILS

1.00	EXPLAINING THE REVIEW OF HIGHWAY AND CAR PARK SAFETY INSPECTIONS, INTERVENTION CRITERIA AND RESPONSE TIMES POLICY
1.01	<p>Flintshire County Council as the 'Highway Authority' has a statutory duty to maintain all adopted highways (except Trunk Roads) within the County. By virtue of section 58 of the Highways Act 1980 (England and Wales), a Highway Authority can successfully defend claims for personal injury or loss if it can prove that</p> <ul style="list-style-type: none">• it had in place adequate policies and procedures to maintain the highway, and• the policies and procedures were being adhered to, and• there was no prior knowledge of a particular defect before the incident date.
1.02	<p>Safety inspections are an important means of keeping the highway safe for the travelling public. They are also vitally important in court cases for providing evidence that Flintshire County Council takes a responsible attitude to its duties as a Highway Authority. If a member of the public has an accident which can be attributed to the condition of a section of highway, then the Highway Authority is liable to pay damages unless it can prove that it has taken reasonable care to keep the highway safe. The number of claims must be controlled as these have an impact on the highway maintenance budgets.</p>
1.03	<p>There are national guidelines which set the standard for highway safety inspections on the County roads of Flintshire. In most cases following the advice given will be adequate, but staff engaged on safety inspections will be expected to apply their knowledge and experience to a proportionate assessment of the risks as they see it but if in any doubt they should seek advice from their line-manager. All details of inspections, defects and intended repairs must be recorded, together with details of when subsequent repairs are carried out. In addition, sections with no defects must be positively recorded as such during inspections.</p>
1.04	<p>On 28th October 2016, the UK Road Liaison Group (UKRLG) published the new Code of Practice "Well Managed Highway Infrastructure" (the code) to replace the suite of UKRLG Codes on highways, structures and lighting. Local Highway Authorities have had two years from the date of publication to implement the guidance and recommendations of the new Code of Practice, before the previous Codes are fully withdrawn. The deadline for transferring to a risk-based approach is by the end of October 2018.</p>
1.05	<p>This Code is not statutory but provides Highway Authorities with guidance on highways management. Adoption of the recommendations within the Code is a matter for each Highway Authority, based on their own legal interpretation, risks, needs and priorities. The most significant change in the 2016 Code however is that it advocates a risk based approach to highway management. This passes the task of undertaking risk assessment into the hands of each Authority, and removes previous advice and guidance on points of intervention.</p>

1.06	The proposed Council policy for highway safety Inspections, intervention criteria and response times is included as Appendix 1 of this report. This policy describes the criteria used for, and our approach to safety inspections on Carriageways, Footways, Cycleway, Car Parks and Highway Structures.
1.07	Streetscene Area Co-Ordinators based in Streetscene & Transportation's Alltami Depot carry out the safety inspections, and each Area Co-Ordinator has received training to enable them to carry out the task. The training takes the form of 'shadowing' experienced Area Co-Ordinators and instruction by experienced highway maintenance engineers or managers. Before Area Co-Ordinators commence inspection duties a formal appraisal takes place to ensure they hold a good understanding of both the policy and of highway maintenance good practice.
1.08	All carriageway safety inspections are undertaken from a slow moving vehicle, double manned (with the Area Co-Ordinator as a passenger), and at predetermined intervals which are stated in the policy and that reflect the characteristics of the particular highway and its use. During the inspection, defects will be noted and the necessary repairs arranged within a period of time defined in the policy (response time). The policy also describes the criteria an Area Co-Ordinator will consider when identifying a defect that requires remedial action.
1.09	Inspections of Footways and Car Parks will be carried out by Streetscene Area Co-Ordinators by walking the areas concerned.
1.10	The cycleway inspections will be dependent on the classification of the route, with the integral cycleway being inspected during the driven carriageway inspections. The dedicated cycleway network will be inspected by a walked inspection.
1.11	The Non-Principal Structure inspections are also undertaken by the Area Co-Ordinators, who have attended a recognised training course, providing them with the necessary knowledge to carry out the inspections.
1.12	The six yearly specialist Principal Inspections of structures are scheduled into a multiple tender which is then offered to the commercial market and specialists in this area of work, to ensure the service is carried out in the most cost effective way for the Council.
1.13	Delivery of a safe and well maintained highway network relies on good evidence and sound engineering judgement. The intention of the Code is that Authorities will develop their own levels of service and the Code therefore provides guidance for Authorities to consider when developing their approach in accordance with local needs, priorities and affordability.
1.14	This review has also led to the response times being reviewed and amended, in line with the risk based approach, to reflect of the overall condition of the carriageway network (which are currently the top ranking in Wales). It also takes into account the current and anticipated demand against the available resources and priorities for Flintshire County Council. This approach is a change from the previous policy i.e.

	<p>'Defect Above Intervention Level – will be repaired within 3 working days'</p> <p>Has changed to</p> <p>'Defects that will have a Significant Impact will be repaired in '5 working days'.</p> <p>All other response times remain the same.</p>
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2.00	RESOURCE IMPLICATIONS
2.01	The new revised policy has no detrimental impact on operations or costs.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	With Cabinet Member
3.02	Colleagues and Neighbouring Authorities, including County Surveyors Society Wales (CSSW)
3.03	FCC Incumbent Insurers - Zurich Municipal (ZM)
3.04	FCC Appointment Legal Representatives
3.05	<p>With Scrutiny Committee – November 2018 –</p> <p>The following comments/recommendations were raised:</p> <ul style="list-style-type: none"> i. That a section on Street Furniture Inspection be included in the report – this is now covered in Item 8 of the Policy (Appendix 1). ii. That the 'Defect Identification Criteria' for Cycleway be aligned to that of Footways (less than 25mm), rather than Carriageways (less than 40mm). <p>It is recognised that this would be an increase in standards, and this is in opposition to the general intention of this review of the policy.</p> <p>However, the consequences of this recommendation could be limited to reflect the distinction already in the policy of 'Integrated' and 'Dedicated' cycleway, with only Dedicated Cycleway receiving the higher Defect Identification Criteria of 25mm or less on the short length of approximately 18kms of cycleway that the Authority is responsible for.</p> <p>The above changes have now been incorporated into the final Policy (Appendix 1).</p>

4.00	RISK MANAGEMENT
4.01	The highways maintenance service has undertaken various risk assessments on the procedures involving highway inspection which are outlined within the policy.
4.02	The defects identified during the Highway Safety Inspection should be repaired within the specified timelines. Failure to comply with this will result in the Council being liable to claims from road users.

5.00	APPENDICES
5.01	Appendix 1 – Council Policy on Highway Safety Inspections, intervention levels and response times

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>UKRLG Code of Practice – “Well Managed Highway Infrastructure” http://www.ukroadsliaisongroup.org/en/codes/</p> <p>Highway Act 1980</p> <p>Contact Officer: Stephen O Jones – Chief Officer (Streetscene & Transportation)</p> <p>Telephone: 01352 704700</p> <p>E-mail: stephen.o.jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>(1) HAMP: Highway Asset Management Plan</p> <p>(2) Well Managed Highway Infrastructure: An industry developed approach that sets out guidance and advice for the management and maintenance of highway infrastructure and assets</p> <p>(3) Non Principal Structural Inspection – visual inspection of every structure to assess condition and maintenance requirement</p> <p>(4) Principal Inspection – Specialist inspect of every highway structure carried out every 6 years</p>

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Flintshire County Council – Streetscene & Transportation

Policy for Highway & Car Park Safety Inspections, Intervention Criteria and Response Times

Revised October 2018

- 1. Background**
- 2. Need for a Policy**
- 3. Carriageway inspections**
- 4. Footway inspections**
- 5. Cycleway inspections**
- 6. Car Park Inspections**
- 7. Structures Inspections**
- 8. Defect Identification Criteria**
- 9. Response times**
- 10. Training of Inspectors**
- 11. Background documents**

1. Background

- 1.1 Flintshire County Council as Highway Authority is responsible for the maintenance of all adopted highways (except Trunk Roads, which are the responsibility of the North & Mid Wales Trunk Road Agency (NMWTRA)) within the County. Flintshire County Council, as the Highway Authority, has a statutory duty under section 41 of the Highways Act 1980 (England and Wales) to maintain the highways, but may be responsible for any claims which result from injury or loss to members of the public who may use them.

2. Need for a Policy

- 2.1 Flintshire County Council receive numerous claims from highway users following trips, falls or personnel loss/damage to property on the public highway. This reviewed policy will ensure the highway network is in a fit for purpose and safe condition also providing the Council with a defence against any claims it may receive.
- 2.2 By virtue of section 58 of the Highways Act 1980 (England and Wales), if an Authority can prove it had in place adequate policies and procedures to maintain the highway, and that the policies and procedures were being followed and providing there was no prior knowledge of 'the defect' before the incident date, a claim for damages against the Authority as a result of a trip, fall or personnel loss can be repudiated.
- 2.3 Safety inspections involve visiting each section of the highway infrastructure at an agreed interval. During the visit any defects that are present are noted and the required maintenance repair work arranged. Safety inspections are carried out on carriageway (roads), footway and cycleway. In addition safety inspections will take place on each publically accessible car park operated by the Council.
- 2.4 Highway inspections are carried out by the Area Coordinators based in Streetscene & Transportation's Alltami Depot.
- 2.5 The process for management of the Highway Asset, including inspection regimes is set out in the Well Managed Highways Infrastructure Code of Practice, published by UK Road Liaison Group in October 2016. The Code of Practice is not a statutory document but compliance with its recommendations is required by October 2018. The code of practice advises that a risk based approach is taken to asset management, and this means that the network hierarchy, inspection interval, defect identification and repair times are categorised and measured subject to the risks they present.

3. Carriageway Inspections

3.1 In accordance with the national Code of practice for Highway Maintenance, each carriageway in the County has been classified into one of the following groups:

Category	Classification	Detail	Length
2	Class A - Strategic Route	Routes for fast moving, long distance traffic with few frontages or pedestrian traffic	152km
3a	Class B - Main distributor	Routes between strategic routes and linking urban centres.	76 km
3b	Class C - Secondary distributor	Routes carrying mainly local traffic with large numbers of frontages and junctions	262 km
4a	Unclassified - Link Roads	Routes linking main/secondary distributors and local access roads, many frontages and junctions	666km
4b	Unclassified - Local access road	Routes serving properties only with limited access traffic.	

3.2 The following table shows the intervals that inspections that will be undertaken in respect of each road classification. The interval is based on a risk assessment of each classification as defined in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category		FCC Inspection Interval
Strategic Route – Class A	2		1 month
Main Distributor – Class B	3(a)		1 month
Secondary Distributor – Class C	3(b)		1 month
Link Road – U/C	4(a)		3 months
Local Access – U/C	4(b)	Urban	6 months
		Rural	6 months

3.3 The carriageway inspections will be carried out by the Streetscene Area Coordinators from a vehicle, driven as slowly as road conditions will allow. The Coordinator will be a passenger in the vehicle, which will be driven by a second member of the Streetscene & Transportation workforce.

4. Footway Inspections

- 4.1 In accordance with the guidelines within the National Code of practice for Highway Maintenance every footway within the County has been classified into one of the following groups:

Category	Definition	Detail	Length
Cat 1a	Prestige	Very busy main town centre shopping areas	Unknown
Cat 1b	Primary	Busy urban shopping and business areas	Unknown
Cat 2	Secondary	Medium usage routes local shopping centres	Unknown
Cat 3	Link footways	Linking local access footways, busy rural footways	Unknown
Cat 4	Local access footways	Low usage estate road footways	Unknown

- 4.2 The following table shows the intervals that inspections that will be undertaken in respect of each footway classification. The interval is based on a risk assessment of each classification as described in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category	FCC Inspection Interval
Prestige Area	1(a)	Weekly
Primary Walking Route	1 (b)	1 month
Secondary Walking Route	2	3 months
Link Footway	3	6 months
Local Access Footway	4	6 months

- 4.3 The inspections will be carried out by Streetscene Area Coordinators by walking the footway.

5. Cycleway Inspections

5.1 In accordance with the guidelines within the National Code of Practice for Highway Maintenance every Cycleway within the County has been classified into one of the following groups:

Category	Definition	Detail	Length
Cat A	Integral	Cycle lane forming part of the carriageway	Unknown
Cat B	Dedicated	A highway route for cyclist not contiguous with the public footway or carriageway	Unknown

5.2 The following table shows the interval that inspections that will be undertaken in respect of each cycleway classification. The interval is based on a risk assessment of each classification as described in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category	FCC Inspection Interval
Integral	A	As adjacent carriageway
Dedicated	B	6 months

5.3 The integral cycleway inspections will be driven as part of the carriageway inspection and the dedicated cycleway will be walked.

6. Car Park Inspections

6.1 The car parks within the County has been classified into one of the following groups:

Category	Definition	Detail
Cat A	Chargeable	Car parks with parking charges
Cat B	Non-chargeable	Car parks without parking charges

6.2 The following table shows the intervals that inspections that will be undertaken in respect of each car park classification. The interval is based on a risk assessment of each classification

Category	Definition	Inspection Interval
Cat A	Chargeable	6 monthly
Cat B	Non-chargeable	Annually

6.3 The car parks will inspected on foot by the Area Coordinators

7. Structures and Retaining Walls

7.1 The Highway structures within the County has been classified into one of the following groups:

Category	Definition
Cat A	Highway Structures
Cat B	Highway retaining walls

7.2 All structures will receive a non-principle inspection every 2 years and a principle inspection every 6 years.

7.3 Any defects identified during the inspections will be passed to the Councils structures manager for advice and direction

8. Street Furniture

- 8.1 The inspection of Street Furniture includes seats, pedestrian and vehicular barriers, bins, fences etc. (that are not covered elsewhere in this document) that are damaged or missing, and will be inspected in line with the adjacent carriageway or footway (whichever is more frequent).
- 8.2 Any defects identified during the inspections will be recorded, and passed to the relevant team for action.
- 8.3 The need for repair and timescales in which to undertake the repair shall be based on a measure of risk. Items that are considered to represent a potential to cause serious injury or accident will require immediate response to Make Safe, Restrict Access or result in Temporary Repair. Timescales for Permanent Repair of items of Street Furniture may be impacted by availability of stock and supplier lead-times.

9. Defect Identification Criteria

- 9.1 Any defects will be identified by the Streetscene Area Coordinator during the inspection. The defect will fall into one of the following categories:

Carriageways / Integral Cycleways / Car Parks:

- RED** - A situation with potential to cause serious injury or accident.
- AMBER** - A Defect that will have a significant impact on Network User with considerations towards the vulnerability of users, severity or size of defect, and location of defect in relation to impact on Network Users. This is likely to be a defect that has a depth of more than 40mm (above or below the mean level of the carriageway)
- GREEN** - A Defect that is unlikely to have a detrimental effect on Network Users, and is likely to be less than a depth of 40mm (above or below the mean level of the carriageway)

Footways / Dedicated Cycleways:

- RED** - A situation with potential to cause serious injury or accident.
- AMBER** - A Defect that will have a significant impact on Network User with considerations towards the vulnerability of users, severity or size of defect, and location of defect in relation to impact on Network Users. This is likely to be a defect that has a depth of more than 25mm (above or below the mean level of the carriageway)
- GREEN** - A Defect that is unlikely to have a detrimental effect on Network Users, and is likely to be less than a depth of 25mm (above or below the mean level of the carriageway)

10. Response Times

10.1 The time to make safe or guard the defect will be as follows:

RED	Immediate Response - Make Safe, Restricted Access or Temporary Repair
AMBER	Repair within 5 working days
GREEN	Re-inspect at next inspection interval to monitor deterioration

11. Training of Streetscene Area Coordinators

11.1 Each Streetscene Area Coordinator will receive appropriate training to enable them to carry out the inspections. The training will take the form of 'shadowing' existing experienced Coordinators, and instruction by Streetscene Operational Managers. Before Streetscene Area Coordinators carry out their duties, a formal appraisal of their knowledge both of this policy and Highway Maintenance good practice shall be assessed by the Operational Managers..

12. Background Documents

Highways Act 1980

The new UKRLG Code of Practice "Well Managed Highway Infrastructure" – published 28 October 2016.

Policy Drafted September 2018



CABINET

Date of Meeting	Tuesday, 20 th November 2018
Report Subject	North Wales Supported Living and Outreach Support Procurement
Cabinet Member	Cabinet Member for Social Services.
Report Author	Chief Officer (Social Services)
Type of Report	Operational

EXECUTIVE SUMMARY

The six North Wales Authorities and Betsi Cadwaladr University Health Board (BCUHB) are working in collaboration on the second phase of the Regional Domiciliary Care Tender. Phase 1 focused on producing a list of domiciliary care Agencies which is now complete with a framework-like agreement in place for commissioning of these services from the local market. It has been agreed regionally that Phase 2 should focus on the procurement of supported living services due to delays in recommissioning these services following the recent legal challenge from Mencap regarding sleep-in pay. This report details progress made to date and requests approval to tender on behalf of the region for a Supported Living and Outreach Agreement. At this stage the process only involves developing a list of pre-qualified providers that will subsequently allow each of the 6 North Wales Authorities to undertake efficient mini tender exercises for individual packages of care and/or supported living houses. The estimated values within this report are what may be commissioned in future, across the region, through competitive tenders using the agreement. Each partner will manage their own mini tender process following the establishment of this overarching agreement.

RECOMMENDATIONS

1	That Cabinet approve the proposal for Flintshire to tender for the Regional Supported Living and Outreach Agreement.
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REPORT DETAILS

1.00	BACKGROUND
1.01	During 2017/18 Denbighshire County Council led a commissioning process to establish a Regional Agreement (similar to a framework) for purchasing domiciliary care services for adults from Care Inspectorate Wales (CIW) registered providers. This has now been completed and the Agreement have been operational since 1 st April 2018.
1.02	This arrangement replaced an existing North Wales Contract which needed to be retendered in accordance with procurement regulations and changes in social care legislation (including Social Services and Wellbeing (Wales) Act 2014). The project was managed for the Regional Commissioning Board by the Regional Collaboration Team which is hosted by Denbighshire County Council. Flintshire Officers had full involvement in the design, tendering and evaluation process of phase 1 as did partners across the 6 Local Authorities and BCUHB.
1.03	The Regional Agreement is used by the six Local Authority partners and Betsi Cadwallader University Health Board (BCUHB) in North Wales. Each partner is responsible for their own purchasing arrangements and there are standardised terms and conditions to call off against the Agreement. These arrangements only apply to organisation regulated by CIW. Flintshire now purchase all independent domiciliary care services through this agreement wherever possible.
1.04	It has been agreed regionally that Phase 2 of this work should focus on the procurement of supported living services. This will allow Flintshire County Council and partners to use the agreement and have the ability to conduct mini tenders for supported living packages of care. There is no financial commitment at this stage in the process it is purely to establish a list of suitable providers who have undertaken a pre-qualifying process to demonstrate they are able to meet the specification. The tender process will follow the light touch regime and will develop a framework-like agreement.
1.05	To procure supported living package of care on an individual basis can be time consuming and a lengthy process. Through establishing this agreement partners will have flexibility to either Direct Award or conduct Mini Tenders for supported living services. This will be a more efficient and responsive process whereby providers will have already undertaken key checks and due diligence to demonstrate they are able to meet the needs and quality standards required.
1.06	A service specification has been developed and will encompass additional requirements over and above the domiciliary care requirements in phase 1 and will meet the following individual's needs:

	<ul style="list-style-type: none"> • People with learning disabilities with/without additional health needs • People with mental health needs • People presenting behaviours that may be challenging including dementia • People with physical disabilities with/without additional health needs • People with autistic spectrum conditions
1.07	Providers will be asked to submit an indicative hourly rate. This will not be evaluated and will be for information purposes only. This will give us the option to use the agreement to directly award contracts if an emergency situation should arise, however it is anticipated that the majority of packages will be commissioned through a Mini Tender process.
1.08	The majority of providers working in the supported living sector submitted successful tenders during phase 1 of this work stream however phase 2 will focus on meeting supported living specifications and hence these organisations will be required to complete a set of supplementary questions relating to these specifications. Those providers who did not apply during phase 1 will be required to complete both sets of questions (phase 1 and the supplementary questions from phase 2). There is an opportunity to open up phase 1 at this time for any domiciliary providers who did not apply in the first phase to do so during phase 2 – they will only be required to answer the questions from phase 1.
1.09	<p>High level estimated costings for this work stream are as follows:</p> <ul style="list-style-type: none"> • £165 million (over a period of five years) for the North Wales region • Flintshire County Council estimated spend £9.3 million per year <p>For clarity however there is no financial commitment at this stage in the process it is purely to establish a list of suitable providers who have undertaken a pre-qualifying process to demonstrate they are able to meet the specification.</p> <p>The only eventual financial commitment for Flintshire County Council will be the commissioning of supported living services for Flintshire residents as is currently undertaken, but that in the future will be undertaken using the Regional Agreement referred to above.</p>
1.10	Flintshire County Council are leading on this work stream will full support and contribution from all partners. The tendering will be undertaken on an 'open basis' and the process will re-open over time to allow new providers to apply.

2.00	RESOURCE IMPLICATIONS
2.01	Officer time to manage the procurement process with support from officers across the region.
2.02	Provider information events are supported financially by the Regional Commissioning Team.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Providers have been kept up to date with progress of this work stream through various communication streams including a notice on Sell to Wales and a “Meet the Buyer” event which was held on 5 th November 2018 at the Optic Centre in St Asaph.
3.02	Supporting People have been consulted and are involved in this work stream. However services commissioned through Supporting People would be with non-regulated providers, the Supported Living Agreement will be for regulated services only.

4.00	RISK MANAGEMENT
4.01	The project aims to provide greater sustainability of service provision and clear contractual arrangements for Providers.
4.02	All partners have agreed to underwrite this exercise and to contribute towards the Councils costs should the Council face any legal challenge resulting from the tendering exercise (this confirmation is secured via a Regional Commissioning Board Agreement and an Integration Agreement already in place). This risk is not deemed likely as it is a second phase of the process and no challenge was received during the first phase.

5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Jane M Davies Telephone: 03152 702503 E-mail: Jane.m.davies@flintshire.gov.uk

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EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Streetscene and Transportation

- **Deeside Transport Improvements Zone 3**

Delegated powers are required to extend a current contract for the construction of cycle ways and bus stops infrastructure on Zone 3 of the Deeside Industrial Estate. The overall cost of contract will be extended by 31%.

Housing and Assets

- **Sale of Deeside Farm, Flint Road, Saltney Ferry by Informal Tender**

Sale of vacant former agricultural holding, Deeside Farm, Saltney Ferry by Informal Tender.

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

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**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND GOVERNANCE & SCRUTINY
1 November 2018 TO 30 April 2019**

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
November					
Education and Youth Overview & Scrutiny Committee	1/11/18	Education and Youth	Provisional Learner Outcomes To update on provision outcome achieved by learners in Flintshire for 2018 across all phases of Education.	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	1/11/18	Education and Youth	Budget 2019/20 Stage 2 Proposals To consider the stage 2 budget proposals for the Education & Youth Portfolio for 2019/20	Operational	Cabinet Member for Education, Leader of the Council and Cabinet Member for Finance
Education and Youth Overview & Scrutiny Committee	1/11/18	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Organisational Change Overview & Scrutiny Committee	2/11/18	Strategic Programmes	Budget 2019/20 Stage 2 Proposals To consider the stage 2 budget proposals for the Organisational Change Portfolio for 2019/20	Operational	Leader of the Council and Cabinet Member for Finance, Cabinet Member for Planning and Public Protection, Cabinet Member for Streetscene and Countryside
P S C Community and Enterprise Overview & Scrutiny Committee	7/11/18	Housing and Assets	Welfare Reform Update – Universal Credit Roll Out To provide an update on the impact of Welfare Reform on Flintshire residents.	Operational	Cabinet Member for Corporate Management and Assets
Community and Enterprise Overview & Scrutiny Committee	7/11/18	Housing and Assets	Housing Rent Income To provide scrutiny with an operational update on rent collection, current arrear levels and the strategies now being adopted to mitigate financial risks to the HRA as welfare reforms and Universal Credit are rolled out by the UK Government.	Operational	Cabinet Member for Corporate Management and Assets, Deputy Leader of the Council and Cabinet Member for Housing

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	7/11/18	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.	Operational	
Corporate Resources Overview & Scrutiny Committee	15/11/18	Finance	National Budgets Update; Implications and Updated Local Forecast To receive a presentation from the Chief Executive and Corporate Finance Manager on the national budget position and the implications.	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/11/18	Finance	Budget 2019/20 – Stage 1 Proposals – Corporate Finance To consider the Stage 1 budget proposals for 2019/20 for recommendation to Cabinet and Council.	Strategic	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	15/11/18	Finance	Budget 2019/20 – Stage 2 Proposals – All Portfolios To consider the outcomes of the Stage 2 budget proposals recommended by the five Overview & Scrutiny Committees for recommendation to Cabinet and Council.	Strategic	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/11/18	Finance	Budget 2019/20 – Stage 2 Proposals – Corporate Services To consider the Stage 2 budget proposals for 2019/20 for Corporate Services for recommendation to Cabinet and Council.	Strategic	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/11/18	Chief Executive's	Council Plan 2018/19 - mid-year monitoring report To consider a mid-year summary of Council Plan performance prior to receiving a more detailed report at the next meeting.	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	15/11/18	People and Resources	People Strategy 2016-2019 Update To receive an update on the progress of the People Strategy.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	15/11/18	People and Resources	Workforce Information Report Quarter 1 2018/19 To consider the Workforce Information Report for Quarter 1 of 2018/19.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	15/11/18	Overview and Scrutiny	Action Tracking To inform the Committee of progress against actions from previous meetings.	Operational	
Corporate Resources Overview & Scrutiny Committee	15/11/18	Finance	Revenue Budget Monitoring 2018/19 Month 6 and Capital Programme Monitoring Month 6 The purpose of these reports is to provide Members with the Revenue Budget Monitoring 2017/18 (Month 6) and Capital Programme Monitoring 2018/19 (Month 6).	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	15/11/18	Chief Executive's	Flintshire Community Endowment Fund - Annual Report To support the work of the Community Foundation in the presentation of their Annual Report.	Operational	Leader of the Council and Cabinet Member for Finance, Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	15/11/18	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.	Operational	
Social & Health Care Overview & Scrutiny Committee	15/11/18	Overview and Scrutiny	Council Plan 2018/19 – Mid Year Monitoring To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	15/11/18	Social Services	Progression Model – Learning Disabilities To receive a report on the Learning Disabilities Progression model.	Strategic	Cabinet Member for Social Services

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Social & Health Care Overview & Scrutiny Committee	15/11/18	Social Services	Safeguarding – Adults & Children To provide Members with statistical information in relation to Safeguarding & Adults & Children	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	15/11/18	Social Services	Bright Spots To consider the survey findings of looked after children	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	15/11/18	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee	Operational	Not Applicable
Cabinet	20/11/18	Chief Executive's	Updated Position on Government Budgets and their Implications To provide an update following receipt of the Welsh Provisional Local Government Settlement and the Chancellors UK Budget announcement.	Strategic	Leader of the Council and Cabinet Member for Finance

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COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20/11/18	Education and Youth	<p>21st Century Schools Programme Band B - Proposed Portfolio Pupil Referral Unit (PPRU)/Queensferry CP Project</p> <p>To proceed with Full Business Case to WG for capital investment in the Portfolio Pupil Referral Service and Queensferry CP. This will deliver a more efficient PPRU model and enhance outcomes for vulnerable learners. The project will also address suitability issues at the primary school.</p>	Operational	Cabinet Member for Education
Cabinet	20/11/18	Governance	<p>Digital Customer Overview</p> <p>To provide an update on progress with, and assure Members, of the design principles underpinning the creation of a single Contact Centre as part of delivering the Digital Customer theme of the Digital Strategy.</p>	Strategic	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20/11/18	Streetscene and Transportation	School Transport – Transport Anomalies To seek approval to remove all school transport anomalies in July 2020.	Strategic	Cabinet Member for Streetscene and Countryside
Cabinet	20/11/18	Chief Executive's	Outdoor Children's Play Areas To present the recommendations of AURA for the annual match-funding scheme and the 2019/20 capital allocations.	Operational	Cabinet Member for Education
Cabinet	20/11/18	Chief Executive's	Budget 2019/20 Stage 1 and 2 Proposals To consider the stage 1 and 2 budget proposals for 2019/20.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	20/11/18	Chief Executive's	Mid-Year Council Plan 2018/19 Monitoring Report To agree the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19.	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20/11/18	Social Services	<p>North Wales Supported Living and Outreach Support Procurement</p> <p>The six North Wales Authorities and Betsi Cadwaladr University Health Board (BCUHB) are working in collaboration on the second phase of the Regional Domiciliary Care Tender. It has been agreed regionally that Phase 2 should focus on the procurement of supported living services due to delays in recommissioning these services following the recent legal challenge from Mencap. The report details progress made to date and requests approval to tender on behalf of the region for a Supported Living and Outreach Agreement.</p>	Operational	Cabinet Member for Social Services

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20/11/18	Streetscene and Transportation	Review of Pedestrianisation Order – Holywell High Street To seek approval to investigate funding options to reconfigure the High Street in Holywell without a Pedestrianisation Order.	Operational	Cabinet Member for Streetscene and Countryside
Cabinet	20/11/18	Streetscene and Transportation	School Transport - Sibling Entitlement To seek approval not to adopt sibling rules for school transport provision.	Strategic	Cabinet Member for Streetscene and Countryside
Cabinet	20/11/18	Chief Executive's	Revenue Budget Monitoring 2018/19 (month 6) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 6, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	20/11/18	Governance	Council Tax Base for 2019/20 To seek approval of the Tax Base of Band D equivalent properties for the financial year 2019/20.	Operational	Cabinet Member for Corporate Management and Assets
Cabinet	20/11/18	Streetscene and Transportation	Review of Highway and Car Park Safety Inspections and Intervention Levels and Response to Policy To review the above Policy in line with the revised national guidelines.	Operational	Cabinet Member for Streetscene and Countryside
Cabinet	20/11/18	Chief Executive's	Capital Programme 2018/19 (Month 6) To provide the Month 6 (end of September) capital programme information for 2018/19.	Operational	Leader of the Council and Cabinet Member for Finance
Flintshire County Council	20/11/18	Governance	Independent Remuneration Panel for Wales (IRPW) Draft Annual Report for 2019/20 To enable the Council to consider and comment on the Independent Remuneration Panel for Wales (IRPW) Draft Annual Report for 2019/20.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Flintshire County Council	20/11/18	Chief Executive's	Budget 2019/20 Stage 1 and 2 Proposals To advise of the latest position on the 2019/20 budget and to approve the Stage 1 and Stage 2 budget proposals		
Flintshire County Council	20/11/18	Governance	Reappointment of a Standards Committee Independent Member To consider appointing a Standards Committee Independent Member for a second term.		
Audit Committee	21/11/18	Chief Executive's	Annual Improvement Report of the Auditor General for Wales To receive the Annual Improvement Report from the Auditor General for Wales and note the Council's response.	Strategic	Cabinet Member for Corporate Management and Assets
Audit Committee	21/11/18	Housing and Assets	Asset Disposal and Capital Receipts Generated 2017/18 To inform Members of the 2017/18 Assets Disposals.	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	21/11/18	Governance	<p>Audit Committee Self-Assessment To inform Members of the results of the Audit Committee self-assessment which will feed into the preparation of the Annual Governance Statement 2017/18. It will also form the basis for the provision of any further training required by the committee.</p>	Operational	
Audit Committee	21/11/18	Chief Executive's	<p>Use of Consultants To consider compliance with processes and procedures around consultancy spend, and the accuracy of coding of consultancy spend on the general ledger.</p>	Operational	Cabinet Member for Corporate Management and Assets
Audit Committee	21/11/18	Finance	<p>Clwyd Pension Fund Governance To provide assurance on the governance arrangements of the Clwyd Pension Fund and the value for money of fund manager fees.</p>	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	21/11/18	Chief Executive's	Treasury Management Mid-Year Review 2018/19 & Quarter 2 update To present the draft mid-year Treasury Management report 2018/19 for review, with an update on the Council's Treasury Management activity during the period 1st July to 31st September 2018.	Strategic	Leader of the Council and Cabinet Member for Finance
Audit Committee	21/11/18	Governance	General Data Protection Regulations (GDPR) Compliance To report the findings of the Internal Audit Review of the General Data Protection Regulations Compliance.	Operational	Cabinet Member for Corporate Management and Assets
Audit Committee	21/11/18	Governance	Audit Committee Terms of Reference and Charter To seek Members' agreement to changes to the Audit Committee Terms of Reference and Charter, Article Seven of the Council's Constitution.	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	21/11/18	Governance	Internal Audit Progress Report To present to the Committee an update on the progress of the Internal Audit Department.	Operational	
Audit Committee	21/11/18	Governance	Action Tracking To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.	Operational	
Audit Committee	21/11/18	Governance	Forward Work Programme To consider the Forward Work Programme of the Internal Audit Department.	Operational	
Environment Overview & Scrutiny Committee	27/11/18	Overview and Scrutiny	Council Plan 2018 / 19 -Mid Year Monitoring To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19	Operational	Cabinet Member for Planning and Public Protection, Cabinet Member for Streetscene and Countryside

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	27/11/18	Planning, Environment and Economy	<p>Draft Rights of Way Improvement Plan 2018-2028 (RoWIP) To consult with committee members on the new Rights of Way Improvement Plan 2018-2028 as part of the 3 month statutory consultation.</p>	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	27/11/18	Streetscene and Transportation	<p>Public Convenience Strategy To inform Scrutiny of the upcoming consultation period on the Council's Public Convenience Strategy.</p>	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	27/11/18	Streetscene and Transportation	<p>School Transport – Concessionary Fares To seek a recommendation from Scrutiny for the rate to be charged for school transport concessionary seats.</p>	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	27/11/18	Streetscene and Transportation	<p>Environmental Enforcement To review the options for the future delivery of the Environmental Enforcement service.</p>	Operational	Cabinet Member for Streetscene and Countryside

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	27/11/18	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable
December					

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	11/12/18	Planning, Environment and Economy	<p>Planning guidance for Houses of Multiple Occupancy</p> <p>To provide interim planning advice to prospective developers of HMOs in relation to the standards, conditions and requirements that should be taken into account in submitting applications. This guidance will need to be published for public and stakeholder consultation in order to have subsequent weight as a material planning consideration. A specific policy relating to HMO development will be published as part of the emerging Local Development Plan but this will not have weight until the plan is adopted, hence the Interim Planning Advice Note.</p>	Operational	Cabinet Member for Planning and Public Protection

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	11/12/18	Streetscene and Transportation	North East Wales Metro Update To update Scrutiny on the progress of the North East Wales Metro Project, including the latest bids to Welsh Government for funding.	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	11/12/18	Streetscene and Transportation	Charging Points for Electronic Cars To consider the draft strategy	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	11/12/18	Streetscene and Transportation	Car Parking Charges Update To receive an update following the review of car parking charges	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	11/12/18	Streetscene and Transportation	Garden Waste Services To review and receive an update following the introduction of charges for Garden Waste collection services.	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	11/12/18	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	13/12/18	Overview and Scrutiny	Action Tracking To inform the Committee of progress against actions from previous meetings.	Operational	
Corporate Resources Overview & Scrutiny Committee	13/12/18	Finance	2018/19 Revenue Budget Monitoring Reports (Month 7) This regular monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 7 and projects forward to year-end	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	13/12/18	Chief Executive's	Diversity and Equality Policy To approve the Council's updated Diversity and Equality Policy.	Strategic	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	13/12/18	Chief Executive's	Public Services Board and the Wellbeing Plan – mid year review To note and support the work of the Public Services Board and the progress made within the Wellbeing Plan.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	13/12/18	People and Resources	Workforce Information Report Quarter 2 To consider the Workforce Information Report for Quarter 2 of 2018/19.	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	13/12/18	Governance	<p>Welsh Government Proposals to Remove the Sanction of Imprisonment for the Non-payment of Council Tax</p> <p>To provide the Committee with an update on the outcome of a Welsh Government consultation paper. This will result in new Regulations being introduced from April 2019 which will remove the right of Local Authorities to undertake imprisonment hearings in the Magistrates Court as part of the recovery of unpaid debts against those who wilfully refuse or culpably neglect to pay Council Tax.</p>	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	13/12/18	Chief Executive's	<p>Welsh Language Strategy</p> <p>To note and support the final draft of the Welsh Language Strategy incorporating feedback from consultation.</p>	Strategic	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	13/12/18	Overview and Scrutiny	<p>Forward Work Programme</p> <p>To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee</p>	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Social & Health Care Overview & Scrutiny Committee	13/12/18	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee	Operational	Not Applicable
Organisational Change Overview & Scrutiny Committee	17/12/18	Overview and Scrutiny	Council Plan 2018/19 - Mid Year Monitoring To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19	Operational	Cabinet Member for Education, Cabinet Member for Corporate Management and Assets
Organisational Change Overview & Scrutiny Committee	17/12/18	Governance	Digital Customer Overview To update on progress and to provide assurance to members of the design principles underpinning the creation of a single contact centre as part of delivering the digital customer theme of the digital strategy	Strategic	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Organisational Change Overview & Scrutiny Committee	17/12/18	Overview and Scrutiny	Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee	Operational	Not Applicable
Cabinet	18/12/18	Chief Executive's	Diversity and Equality Policy To seek approval of the Council's updated Diversity and Equality Policy.	Strategic	Cabinet Member for Corporate Management and Assets
Cabinet	18/12/18	Housing and Assets	Continued Provision of the Councils CCTV Service To approve the joint work proposal with Wrexham County Borough Council for the merging of the County Councils CCTV monitoring service with that of Wrexham.	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18/12/18	Governance	<p>Welsh Government Proposals to Remove the Sanction of Imprisonment for the Non-payment of Council Tax</p> <p>To provide Cabinet with an update on the outcome of a Welsh Government consultation paper. This will result in new Regulations being introduced from April 2019 which will remove the right of Local Authorities to undertake imprisonment hearings in the Magistrates Court as part of the recovery of unpaid debts against those who wilfully refuse or culpably neglect to pay Council Tax.</p>	Operational	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18/12/18	Housing and Assets	<p>Welsh Government Innovative Housing Programme</p> <p>To advise Cabinet of the in-principle award of £1.1M grant from the Welsh Government's Innovative Housing Programme (IHP) to the Council to develop 12 apartments on land at St Andrew's Church, Garden City, Queensferry</p>	Strategic	Deputy Leader of the Council and Cabinet Member for Housing
Cabinet	18/12/18	Housing and Assets	<p>Implementation of the Rental Exchange scheme</p> <p>To consider the introduction of the Rental Exchange service and authorise officers to implement the scheme and engage with council tenants on its introduction and their right to opt out</p>	Operational	Deputy Leader of the Council and Cabinet Member for Housing

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	18/12/18	Planning, Environment and Economy	<p>Planning Enforcement Policy To seek the approval of Cabinet to publish the revised Policy, which has been required to reflect legislative changes and new working practice</p>	Operational	Cabinet Member for Planning and Public Protection
Cabinet	18/12/18	Chief Executive's	<p>Revenue Budget Monitoring 2018/19 (month 7) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 7, and projects forward to year-end.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Community and Enterprise Overview & Scrutiny Committee	19/12/18	Overview and Scrutiny	<p>Council Plan 2018/19 – Mid Year Monitoring To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19</p>	Operational	Cabinet Member for Economic Development, Deputy Leader of the Council and Cabinet Member for Housing

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	19/12/18	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee	Operational	Not Applicable
Education and Youth Overview & Scrutiny Committee	20/12/18	Overview and Scrutiny	Council Plan 2018/19 – Mid Year Monitoring To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2018/19	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	20/12/18	Education and Youth	School Admissions To provide Members with a policy overview and update on numbers	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	20/12/18	Education and Youth	School Modernisation To update Members on the progress made with School Modernisation	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	20/12/18	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	15/01/19	Streetscene and Transportation	Six Month Review of Car Parking Charges Uplift To receive an update following the review of car parking charges.	Strategic	Cabinet Member for Streetscene and Countryside
January					
Environment Overview & Scrutiny Committee	15/01/19	Streetscene and Transportation	School Transport – Hazardous Routes To inform Scrutiny of the criteria for defining a school hazardous route and define the hazardous routes to school within the County	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	15/01/19	Streetscene and Transportation	Fleet Contract – Update To provide Scrutiny with an update on the progress of the countywide Fleet Contract two years after implementation.	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	15/01/19	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	17/01/19	Overview and Scrutiny	Action Tracking Olrhain Gweithred	Operational	Not Applicable
Corporate Resources Overview & Scrutiny Committee	17/01/19	Finance	REVENUE BUDGET MONITORING 2018/19 (MONTH 8) This regular monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 8 and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	17/01/19	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	22/01/19	Chief Executive's	Revenue Budget Monitoring 2018/19 (month 8) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 8, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance
Community and Enterprise Overview & Scrutiny Committee	23/01/19	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee	Operational	Not Applicable
Organisational Change Overview & Scrutiny Committee	28/01/19	Overview and Scrutiny	Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Flintshire County Council	29/01/19	Planning, Environment and Economy	Gambling Policy Renewal To inform Members of the mandatory requirements to review the Gambling Policy and seek approval of the reviewed document		
Audit Committee	30/01/19	Governance	Internal Audit Progress Report To present to the Committee an update on the progress of the Internal Audit Department.	Operational	Cabinet Member for Corporate Management and Assets
Audit Committee	30/01/19	Governance	Action Tracking To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.	Operational	Cabinet Member for Corporate Management and Assets
Audit Committee	30/01/19	Governance	Forward Work Programme To consider the Forward Work Programme of the Internal Audit Department.	Operational	Cabinet Member for Corporate Management and Assets
Social & Health Care Overview & Scrutiny Committee	31/01/19	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Education and Youth Overview & Scrutiny Committee	31/01/19	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable
February					
Corporate Resources Overview & Scrutiny Committee	14/02/19	Overview and Scrutiny	Action Tracking To inform the Committee of progress against actions from previous meetings.	Operational	Not Applicable
Corporate Resources Overview & Scrutiny Committee	14/02/19	Finance	REVENUE BUDGET MONITORING 2018/19 (MONTH 9) This regular monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 9 and projects forward to year-end	Operational	Deputy Leader of the Council and Cabinet Member for Housing

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	14/02/19	People and Resources	Workforce Information Report Quarter 3 To consider the Workforce Information Report for Quarter 3 of 2018/19.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	14/02/19	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	Not Applicable
Cabinet	19/02/19	Chief Executive's	Prudential Indicators 2019/20 to 2020/21 To present proposals for setting a range of Prudential Indicators in accordance with the Prudential Code for Capital Finance in Local Authorities (the Prudential Code).	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19/02/19	Chief Executive's	<p>Minimum Revenue Provision - 2019/20 Policy To present proposals for the setting of a prudent Minimum Revenue Provision (MRP) for the repayment of debt in 2019/20, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations').</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	19/02/19	Chief Executive's	<p>Capital Programme 2018/19 (Month 9) To provide the Month 9 (end of December) capital programme information for 2018/19.</p>	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19/02/19	Chief Executive's	<p>Revenue Budget Monitoring 2018/19 (month 9) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 9, and projects forward to year-end.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Page 223 Flintshire County Council	19/02/19	Chief Executive's	<p>Minimum Revenue Provision - 2019/20 Policy To present to Council the recommendations of the Cabinet in relation to the setting of a prudent Minimum Revenue Provision (MRP) for the repayment of debt.</p>		
Flintshire County Council	19/02/19	Chief Executive's	<p>Prudential Indicators 2019/20 to 2020/21 To present to Council the recommendations of the Cabinet in relation to the setting of a range of Prudential Indicators.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	26/02/19	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable
March					
Community and Enterprise Overview & Scrutiny Committee	13/03/19	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee	Operational	Not Applicable
Corporate Resources Overview & Scrutiny Committee	14/03/19	Overview and Scrutiny	Action Tracking To inform the Committee of progress against actions from previous meetings.	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	14/03/19	Finance	<p>REVENUE BUDGET MONITORING 2018/19 (MONTH 10)</p> <p>This regular monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 10 and projects forward to year-end</p>	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	14/03/19	Overview and Scrutiny	<p>Forward Work Programme (Corporate Resources)</p> <p>To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee</p>	Operational	Not Applicable
Organisational Change Overview & Scrutiny Committee	18/03/19	Overview and Scrutiny	<p>Forward Work Programme (Organisational Change)</p> <p>To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee</p>	Operational	Not Applicable

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19/03/19	Chief Executive's	<p>Revenue Budget Monitoring 2018/19 (month 10) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 10, and projects forward to year-end.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Education and Youth Overview & Scrutiny Committee	21/03/19	Overview and Scrutiny	<p>Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee</p>	Operational	Not Applicable
Audit Committee	27/03/19	Governance	<p>Internal Audit Strategic Plan 2019/2022 To present the proposed Internal Audit Plan for the three year period 2019/20 to 2021/22 for Members' consideration.</p>	All Report Types	Cabinet Member for Corporate Management and Assets

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Social & Health Care Overview & Scrutiny Committee	28/03/19	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee	Operational	Not Applicable
Social & Health Care Overview & Scrutiny Committee	28/03/19	Social Services	Learning Disability Day Care and Work Opportunities Alternative Delivery Model To receive a progress report on the first year of operation as an alternative delivery model.	Strategic	Cabinet Member for Social Services
April					
Environment Overview & Scrutiny Committee	9/04/19	Streetscene and Transportation	Public Convenience Strategy To seek a recommendation to Cabinet to approve the Council's Public Convenience Strategy following the consultation period.	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	9/04/19	Planning, Environment and Economy	Greenfield Valley Heritage park To receive a 12 month progress report	Operational	Cabinet Member for Streetscene and Countryside

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	9/04/19	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable
Corporate Resources Overview & Scrutiny Committee	11/04/19	Overview and Scrutiny	Action Tracking To inform the Committee of progress against actions from previous meetings.	Operational	Not Applicable
Corporate Resources Overview & Scrutiny Committee	11/04/19	Finance	REVENUE BUDGET MONITORING 2018/19 (MONTH 11) This regular monthly report provides the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 11 and projects forward to year-end	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	11/04/19	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	Not Applicable
Cabinet	16/04/19	Chief Executive's	Revenue Budget Monitoring 2018/19 (month 11) To provide the latest revenue budget monitoring position for 2018/19 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 11, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance

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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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