

## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

<b>Date of Meeting</b>	Tuesday 17 <sup>th</sup> April 2018
<b>Report Subject</b>	Greenfield Valley Museum Heritage Park Visit and Presentation
<b>Cabinet Member</b>	Cabinet Member for Streetscene and Countryside
<b>Report Author</b>	Andrew Farrow Chief Officer (Planning & Environment)
<b>Type of Report</b>	Operational

### EXECUTIVE SUMMARY

In 2016/17 the operations and governance of Greenfield Valley Heritage Park was subject to a programmed Flintshire Internal Audit.

Members will receive a presentation by Officers and the Members of the Trust to update them on the work carried out to deliver the audit recommendations and the current position.

### RECOMMENDATIONS

1	Members note the update and verbal presentation.
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### REPORT DETAILS

<b>1.00</b>	<b>EXPLAINING THE PRESENTATION</b>
1.01	The audit of Greenfield Valley Museum and Heritage Park was included in the annual Internal Audit Plan for 2016/17.
1.02	Greenfield Valley is managed by the Greenfield Valley Trust Ltd, a registered Charity and a Limited Company. The Trust was established in 1986 to manage the Greenfield Valley on behalf of Flintshire County Council. The Trust manage the site under a Management Agreement

	(currently under renegotiation) with the Council. Under this agreement the Trust receive a management fee (currently £38.5k per annum), budget to meet other agreed costs, and the services of Council employees assigned to the Trust, together with the costs of support of these Council employees.
1.03	The Trust in turn is responsible for the upkeep of all buildings, utility services, “borders” and insurance, and is required to adhere to all the Council’s policies around the management of employees.
1.04	In April 2015 the Trust engaged Sam Hunt Consulting to carry out a review of the long term governance arrangements at Greenfield Valley. The Review made recommendations for the Trust and the Council to strengthen governance of the site.
1.05	The audit was undertaken to examine the governance, funding and operating arrangements in place within Greenfield Valley and assess whether efficient and effective systems are in place to manage Greenfield Valley.
1.06	<p>Areas highlighted which required improvement were as follows:</p> <ul style="list-style-type: none"> <li>• Strategic decision to be made around the short and medium term management arrangements at Greenfield Valley;</li> <li>• Clarification required around the task and reporting structures, responsibility and lines of accountability within Greenfield Valley;</li> <li>• Consideration of a review of the competency of the management at the Valley;</li> <li>• Decision to be made around Trust compliance with the Councils Contract Procedure Rules;</li> <li>• Implementation of full electronic banking;</li> <li>• Development of effective financial controls (including segregation of duties) to ensure transparency, accountability and good financial stewardship.</li> </ul>
1.07	The presentation will detail the work carried out to date and the current position in relation to the above improvement requirements.

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	None, the improvements are being delivered within Service budget.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	None

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	The Internal Audit Report identifies a five high and three medium priority actions to be implemented.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix A – Internal Audit Report

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<b>Contact Officer: Tom Woodall, Access &amp; Natural Environment Manager</b> <b>Telephone: 01352 703902</b> <b>E-mail: tom.woodall@flintshire.gov.uk</b>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<b>Greenfield Valley Heritage Trust</b> - The Valley Trust is a registered company and charitable organisation, established to manage the Greenfield Valley on behalf of Flintshire County Council. This arrangement is via a funded management agreement.