Pecyn Dogfen Gyhoeddus

Swyddog Cyswllt:
Nicola Gittins 01352 702345
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At: Cyng Aaron Shotton (Arweinydd)

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

Dydd Mercher, 17 Ionawr 2018

Annwyl Gynghorydd,

Fe'ch gwahoddir i fynychu cyfarfod Cabinet a fydd yn cael ei gynnal am 9.30 am Dydd Mawrth, 23ain Ionawr, 2018 yn Ystafell Bwyllgor Clwyd, Neuadd y Sir, Yr Wyddgrug CH7 6NA i ystyried yr eitemau canlynol

R H A G L E N

1 **YMDDIHEURIADAU**

I derbyn unrhyw ymddiheuriadau.

2 **DATGAN CYSYLLTIAD**

I derbyn unrhyw ddatganiad o gysylltiad a chynghori'r Aelodau yn un hynny.

3 **COFNODION** (Tudalennau 5 - 18)

Cadarnhau cofnodion y cyfarfodydd ar 12 Rhagfyr a 19 Rhagfyr 2017 fel cofnod cywir.

YSTYRIED YR ADRODDIADAU CANLYNOL

ADRODDIAD STRATEGOL

4 **RHAGLEN YSGOLION YR 21G LLYWODRAETH CYMRU, RHAGLEN ADDYSG BAND B A MODEL BUDDSODDI CYDFUDDIANNOL CYMRU (MIM)** (Tudalennau 19 - 30)

Adroddiad Prif Swyddog (Addysg ac Ieuenctid), Prif Swyddog (Newid Sefydliadol) - Aelod Cabinet dros Reolaeth Gorfforaethol ac Asedau, Aelod Cabinet dros Addysg

Pwrpas: Ceisio cymeradwyaeth y Cabinet i gymeradwyo model noddi MIM a chynnal y prosiectau o fewn y rhaglen.

5 **TREFNIADAETH YSGOLION – ADOLYGIAD ARDAL, BRYNFORDD A LICSWM** (Tudalennau 31 - 42)

Adroddiad Prif Swyddog (Addysg ac Ieuenctid) - Aelod Cabinet dros Addysg

Pwrpas: Darparu ffordd ymlaen ar gyfer trefniadaeth ysgolion cynradd ym Mrynffordd a Licswm.

ADRODDIAD GWEITHREDOL

6 **MONITRO CYLLIDEB REFENIW 2017/18 (MIS 8)** (Tudalennau 43 - 66)

Adroddiad Prif Weithredwr - Arweinydd y Cyngor Aelod o'r Cabinet dros Gyllid

Pwrpas: Darparu'r sefyllfa fonitro cyllideb refeniw ddiweddaraf ar gyfer 2017/18 ar gyfer Cronfa'r Cyngor a'r Cyfrif Refeniw Tai (yn seiliedig ar incwm a gwariant gwirioneddol fel yr oedd ar fis 8 a rhagamcan ymlaen i ddiwedd y flwyddyn).

7 **CRONFA GWADDOL CYMUNEDOL – ADRODDIAD BLYNYDDOL** (Tudalennau 67 - 98)

Adroddiad Prif Weithredwr, Rheolwr Cyllid Corfforaethol - Aelod Cabinet dros Reolaeth Gorfforaethol ac Asedau, Arweinydd y Cyngor Aelod o'r Cabinet dros Gyllid

Pwrpas: i) Derbyn adroddiad blynyddol y Gronfa Gwaddol Cymunedol, gan gynnwys adolygiad o ddyfarniadau grant Sir y Fflint.
ii) Cefnogi'r cynnig i gyfuno Cronfa Deddf Eglwys Cymru a chronfa Sefydliad Cymunedol Sir y Fflint a throsglwyddo gweinyddiaeth a rheolaeth y gronfa i'r Sefydliad Cymunedol yng Nghymru.
iii) Cymeradwyo CROSC i adolygu'r cynnig mewn manylder.

8 **DATRYSIAD TRAFNIDIAETH INTEGREDIG ARDAL GLANNAU DYFRDWY** (Tudalennau 99 - 104)

Adroddiad Prif Swyddog (Strydwedd a Chludiant) - Aelod Cabinet dros Strydlun a Chefn Gwlad

Pwrpas: Diweddaru'r Cabinet am gynnydd y datrysiad trafnidiaeth integredig ar gyfer ardal Glannau Dyfrdwy.

9 **AIL GAM Y BUDDSODDIAD CYFALAF MEWN GOLEUADAU STRYD A GOSOD LLUSERNAU LED** (Tudalennau 105 - 112)

Adroddiad Prif Swyddog (Strydwedd a Chludiant) - Aelod Cabinet dros Strydlun a Chefn Gwlad

Prwpas: Derbyn cymeradwyaeth y Cabinet i gyflwyno ail gynnig i Lywodraeth Cymru ar gyfer cyllid i osod unedau LED rhad-ar-ynni yn lle'r colofnau goleuadau stryd aneffeithiol.

10 **POLISI GORFODI CYNLLUNIO** (Tudalennau 113 - 128)

Adroddiad Prif Swyddog (Cynllunio a'r Amgylchedd) - Aelod Cabinet dros Gynllunio a Diogelu'r Cyhoedd

Pwrpas: Gofynnir i'r Cabinet gymeradwyo'r Polisi Gorfodi Cynllunio diwygiedig at ddibenion ymgynghori.

11 **MABWYSIADU NODYN CYNGOR DATBLYGWR A CHANLLAWIAU ATODOL YN YMWNEUD Â NEWT MITIGATION** (Tudalennau 129 - 152)

Adroddiad Prif Swyddog (Cynllunio a'r Amgylchedd) - Aelod Cabinet dros Gynllunio a Diogelu'r Cyhoedd

Pwrpas: Ceisio cymeradwyaeth i fabwysiadu'r canllawiau atodedig fel Canllawiau Cynllunio Atodol er mwyn ychwanegu pwysau i'r canllawiau pan gânt eu defnyddio at ddibenion Rheoli Datblygiad wrth bennu ceisiadau cynllunio.

12 **CANOLFAN CYMORTH CYNNAR** (Tudalennau 153 - 162)

Adroddiad Prif Swyddog (Gwasanaethau Cymdeithasol) - Aelod Cabinet dros Addysg, Aelod y Cabinet dros y Gwasanaethau Cymdeithasol

Pwrpas: I roi'r diweddaraf am gynnydd wrth gyflawni Canolfan Cymorth Cynnar, a cheisio cymeradwyaeth i lansio'r Ganolfan Cymorth Cynnar yn ffurfiol i'r cyhoedd ym mis Ebrill 2018.

13 **CYNIGION AR GYFER INTEGREIDDIO DATBLYGU'R CELFYDDYDAU A'R GWASANAETHAU CERDD GYDA THEATR CLWYD** (Tudalennau 163 - 166)

Adroddiad Prif Swyddog (Addysg ac Ieuenctid), Prif Swyddog (Newid Sefydliadol) - Aelod Cabinet dros Addysg

Pwrpas: Mae'r adroddiad hwn yn bwriadu newid rheolaeth llinell Gwasanaeth Datblygu'r Celfyddydau a Cherddoriaeth i adrodd yn uniongyrchol i strwythur Theatr Clwyd a sicrhau bod y gwasanaethau'n cael eu hintegreiddio'n llawn er mwyn manteisio i'r eithaf ar fudd-daliadau ac effeithlonrwydd.

14 **YMARFER PWERAU DIRPRWYEDIG** (Tudalennau 167 - 168)

Pwrpas: Darpau manylion y camau a gymerwyd o dan bwerau dirprwyedig.

DEDDF LLYWODRAETH LEOL (MYNEDIAD I WYNODAETH) 1985 - YSTYRIED GWAHARDD Y WASG A'R CYHOEDD

DEDDF LLYWODRAETH LEOL (MYNEDIAD I WYBODAETH) 1985 - YSTYRIED GWAHARDD Y WASG A'R CYHOEDD

Mae'r eitem a ganlyn yn cael ei hystyried yn eitem eithriedig yn rhinwedd Paragraff(au) 14 Rhan 4 Atodiad 12A o Ddeddf Llywodraeth Leol 1972 (fel y cafodd ei diwygio)

Budd y cyhoedd mewn atal y wybodaeth yn drech na'r buddiant wrth ddatgelu'r wybodaeth nes bod y trefniadau masnachol wedi eu cwblhau.

15 **RHAGLEN YSGOLION YR 21AIN GANRIF - PROSIECT PENYFFORDD – COMISIYNU CYTUNDEB** (Tudalennau 203 - 208)

Adroddiad Prif Swyddog (Addysg ac Ieuenctid), Prif Swyddog (Newid Sefydliadol) - Aelod Cabinet dros Reolaeth Gorfforaethol ac Asedau, Aelod Cabinet dros Addysg

Pwrpas: I geisio cymeradwyaeth i gytundebu ar gyfer y prosiect gwella Cyfalaf yn Ysgol Penyffordd.

Yn gywir

Robert Robins
Rheolwr Gwasanaethau Democrataidd

CABINET
12th DECEMBER 2017

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 12th December 2017.

PRESENT: Councillor Aaron Shotton (Chair)
Councillors: Bernie Attridge Chris Bithell, Derek Butler, Christine Jones, Ian Roberts and Carolyn Thomas.

APOLOGY:
Councillor Billy Mullin.

IN ATTENDANCE:
Chief Executive, Chief Officer (Governance), Corporate Finance Manager and Team Leader – Democratic Services.

100. DECLARATIONS OF INTEREST

None were declared.

101. FINANCIAL FORECAST AND STAGE TWO OF THE BUDGET 2018/19

The Chief Executive introduced the Financial Forecast and Stage Two of the Budget 2018/19 report which sought consideration of the feedback from Corporate Resources Overview and Scrutiny Committee, to which all Members had been invited to, on Stage Two of the budget and to make recommendations to County Council later that day.

The draft resolutions from that Overview and Scrutiny Committee meeting had been given to Cabinet Members and were:

1. *That having considered the Stage 2 budget options, the report and proposals be noted;*
2. *That the remaining stages of the budget process and timescales be noted;*
3. *That the letter to the Cabinet Secretaries for Finance and for Local Government and Public services and the Resilience Statements be circulated to all Members;*
4. *That the full detail of the assessments of the risks, impacts and consequences of all of the budget proposals be made available for review in January;*
5. *That the Environment and Education and Youth Overview and Scrutiny Committees be convened in January to review in detail the car parking charges and school budget proposals respectively, including the risks and consequences of the proposals, prior to any final decision being taken; and*
6. *That a report reviewing the process for the setting of the annual budget process be prepared for the Constitution & Democratic Services Committee at its meeting on 31st January 2018.*

He commented in particular on the arrangements for the special Environment and Education and Youth Overview and Scrutiny Committees that were scheduled for January to review car parking and school budget proposals which resulted from the comments at the Corporate Resources Overview and Scrutiny Committee. Due to timescales and that the budget was now reported in three stages, this was the best route for specific issues to be scrutinised as part of the process.

RESOLVED:

(a) That feedback from Corporate Resources Overview and Scrutiny Committee be received with a recommendation to Council on Stage 2 of the budget strategy;

(b) That the remaining stages of the budget process and the timescales be noted; and

(c) That the 6 draft recommendations from Corporate Resources Overview and Scrutiny Committee (listed below) be received and accepted. Cabinet noted and recommended Stage 2 of the budget to County Council with the proviso that the specific proposals on schools budgets and car parking charges would be reported to the respective Overview and Scrutiny Committees in January for full review, for them to report back before any final agreement on those two areas.

Corporate Resources Overview and Scrutiny Recommendations:

1. *That having considered the Stage 2 budget options, the report and proposals be noted;*
2. *That the remaining stages of the budget process and timescales be noted;*
3. *That the letter to the Cabinet Secretaries for Finance and for Local Government and Public services and the Resilience Statements be circulated to all Members;*
4. *That the full detail of the assessments of the risks, impacts and consequences of all of the budget proposals be made available for review in January;*
5. *That the Environment and Education and Youth Overview and Scrutiny Committees be convened in January to review in detail the car parking charges and school budget proposals respectively, including the risks and consequences of the proposals, prior to any final decision being taken; and*
6. *That a report reviewing the process for the setting of the annual budget process be prepared for the Constitution & Democratic Services Committee at its meeting on 31st January 2018.*

(2) That the remaining stages of the budget process and the timescales be noted; and

(b) That the remaining stages of the budget process and the timescales be noted.

102. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

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

(The meeting commenced at 9.00 a.m. and ended at 9.25 a.m.)

……..
Chair

Mae'r dudalen hon yn wag yn bwrpasol

CABINET
19th DECEMBER 2017

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 19th December 2017.

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 (Streetscene and Transportation), Chief Officer (Community and Enterprise), Corporate Finance Manager, Democratic Services Manager and Team Leader – Democratic Services.

OTHER MEMBERS IN ATTENDANCE:
Councillor Patrick Heesom.

103. DECLARATIONS OF INTEREST

None were declared.

104. MINUTES

The minutes of the meeting held on 21st November 2017 had been circulated with the agenda and approved as a correct record.

RESOLVED:

That the minutes be approved as a correct record.

Councillor Jones took the opportunity to express her gratitude to all of the staff in Streetscene, Housing and Social Services, and the emergency services that had attended the fire at the Gateway to Wales Hotel the previous day which was in her ward. Thankfully nobody was injured in the fire and everybody had now been placed in accommodation.

Councillor Attridge echoed the comments of Councillor Jones and said this was a good example of all services working together on a major incident. He asked the Chief Executive to pass on thanks to all of the staff involved. The Chief Executive thanked the Members for their comments and said he would pass on their messages.

Councillor Shotton advised that agenda item number 9, The Introduction of Garden Waste Charges in Flintshire, would be considered first.

105. THE INTRODUCTION OF GARDEN WASTE CHARGES IN FLINTSHIRE

Councillor Thomas introduced the Introduction of Garden Waste Charges in Flintshire report which set out how the proposal would be implemented and provided an estimate for the associated financial benefit to the Council from the proposal.

There was no statutory duty on the Council to collect garden waste and given the current period of austerity and the ongoing financial challenges being faced by the Council, it was now necessary to introduce a charge of £30 for the collection of garden waste which would be similar to that which had been introduced by a number of Councils in North Wales and an ever growing number of Councils across England and Wales. The charge for a second or third bin would also be £30.

Residents would be notified of the charge by letter and by stickers which would be placed on the garden waste bins in January 2018. Further communication would be sent out with the Council Tax information in March 2018 and residents would have until 1st April 2018 to register for the service. The service would be provided free of charge to all residents in March 2018. A Project Manager was in place to ensure the smooth introduction of the arrangements, which was at no extra cost to the Council.

Councillor Thomas referred to a comment from Councillor Peers at the Environment Overview and Scrutiny Committee on 20th November 2017 on the overspend in the service. She explained this related to unforeseen circumstances such as the increase in electricity charges. On a question as to whether the service could find further efficiencies instead of introducing this charge, she explained that the service had already had a budget reduction of 40% and no further efficiencies could be found.

The Chief Officer (Streetscene and Transportation) reiterated that this was a discretionary service which the Council was not required to provide. In 2011 Welsh Government (WG) issued its Waste Collections Blueprint which stated the preferred delivery method for waste collections in Wales, in order to deliver high and sustainable levels of recycling. Flintshire's existing waste and recycling collection service in the main aligned with the Blueprint. However, the Blueprint recommended that this service was to be offered on a chargeable basis.

He commented on the high standard and number of Household Recycling Centres (HRCs) in the County which would have sufficient capacity to receive garden waste for those residents who did not sign up for the service.

At the Environment Overview and Scrutiny Committee, concessions had been discussed. He explained that this would be complicated to introduce to ensure that it was a fair process; it would be challenging to implement and went against the Council's new Fees and Charges Policy. However, the first year of implementation would be to listen and learn.

The Democratic Services Manager introduced the draft minutes from the Environment Overview and Scrutiny Committee which outlined the comments from Members on this proposal. The resolution was "That the comments of the Committee on the arrangements for the introduction of the charging policy for the Garden Waste service, as part of Stage One of the budget proposals for 2018/19, be noted".

Councillor Attridge said an email had been received the previous evening from Councillor David Williams suggesting that the second bin could be charged at £15. In response, Councillor Thomas explained that if a second bin was offered at a reduced

rate, this would have an impact on the budget of £27,000 which would result in the charge of the first bin being increased to over £30. She added that the WG Blueprint encouraged composting. On a comment on fly tipping, there was no evidence from other Counties that had introduces this charge that fly tipping increased. The Chief Officer said a number of different options and charges had been considered but they affected the income target and full cost recovery could not be achieved if a second bin was at a reduced price.

Councillor Bithell commented that the service had been provided to residents for 15 years despite it not being a statutory requirement. It was not possible in the current financial climate to continue to provide that service free of charge.

Councillor Shotton said that Cabinet had resisted the implementation of this charge for a number of years but that could not continue. There was a duty on the Authority to collect general waste but not garden waste and with the reduction in the Single Environment Grant, it was either implement this charge or find £1m from elsewhere. He commented on the discussion on concessions at Environment Overview and Scrutiny Committee for vulnerable people and pensioners and said the only information the Council could access would be those residents entitled to Council Tax Reduction Scheme (CTRS); alternatively residents could be asked to provide information, both of which would be administratively costly with information changing on a regular basis. The Chief Officer explained that there was approximately 11,000 properties with residents in receipt of CTRS and if the cost was reduced to £20 for them, this would result in a six figure reduction in the target, or alternatively an increase in the £30 cost for all other residents. Following the listen and learn, this could be reviewed.

Councillor Shotton asked if Cabinet could be provided with the information on charges, possible concessions and take up rates, including those people in receipt of CTRS who had signed up for the service, after the first year. The Chief Executive said concessions would be looked at on three principles: (1) was it fair, reasonable and affordable; (2) what alternative service options were available; and (3) was it practicable to implement. He added that the administrative costs for maintaining data for a non-fixed group of claimants could be high which was why a review after one year was suggested. On the comment on efficiencies at the Environment Overview and Scrutiny Committee, he explained that the business plans for all portfolios had been reported to all Overview and Scrutiny Committees, adding that Streetscene delivered one of the highest rate at 40%. There was no further scope for major efficiencies in that service.

RESOLVED:

(a) That the charging policy for the Garden Waste Service and the arrangements detailed within the report for the smooth introduction of the charge which forms part of Stage One budget proposals for 2018/19 be approved; and

(b) That a full review of charges, possible concessions and take up rates is undertaken between September and December 2018.

103. FINANCIAL FORECAST AND BUDGET POSITION

The Chief Executive introduced the verbal item on the Financial Forecast and Budget Position. Stage One of the budget had been completed with Stage Two being discussed at County Council the previous week with the following outcomes:

- Council Tax range would be between 3% and 5%;
- That the recommendations from Cabinet be received, which were;

(a) That the Stage Two Budget options within the Scrutiny report and the recommendations of Cabinet detailed below be received;

(i) That feedback from Corporate Resources Overview and Scrutiny Committee be received with a recommendation to Council on Stage 2 of the budget strategy;

(ii) That the remaining stages of the budget process and the timescales be noted; and

(iii) Cabinet received and accepted in full the 6 draft recommendations from Corporate Resources Overview and Scrutiny Committee (listed below). Cabinet noted and recommended Stage 2 of the budget to County Council with the proviso that the specific proposals on schools budgets and car parking charges would be reported to the respective Overview and Scrutiny Committees in January for full review, for them to report back before any final agreement on those two areas.

Corporate Resources Overview and Scrutiny Recommendations:

1. *That having considered the Stage 2 budget options, the report and proposals be noted;*
2. *That the remaining stages of the budget process and timescales be noted;*
3. *That the letter to the Cabinet Secretaries for Finance and for Local Government and Public services and the Resilience Statements be circulated to all Members;*
4. *That the full detail of the assessments of the risks, impacts and consequences of all of the budget proposals be made available for review in January;*
5. *That the Environment and Education and Youth Overview and Scrutiny Committees be convened in January to review in detail the car parking charges and school budget proposals respectively, including the risks and consequences of the proposals, prior to any final decision being taken; and*
6. *That a report reviewing the process for the setting of the annual budget process be prepared for the Constitution & Democratic Services Committee at its meeting on 31st January 2018.*

(2) That the remaining stages of the budget process and the timescales be noted; and

(b) That the remaining stages of the budget process and the timescales be noted.

A discussion was due with Welsh Government (WG) officials on the position. He commented on a possible additional £20m for Local Authorities for 2018/19, with a possible £40m in 2019/20 which based on the formula would be £950,000 and £1.7m for 2018/19 and 2019/20 respectively for Flintshire. He also commented on the three specific requests of WG which were: (1) Domiciliary Care Fee Cap; (2) Intermediate Care Fund; and (3) Apprentice Tax Levy. Councillor Shotton said the lobbying was continuing on those three specific areas.

Councillor Attridge commented on the projected 1% for pay increases in the budget and asked what the position would be if that percentage was increased. Councillor Shotton explained that the Employers Offer, following national negotiations, was 2% and he was concerned that the Chancellor of the Exchequer had not said whether that would be fully funded. The Chief Executive said it could go beyond 2% with the concern being how that would be funded; the view of WG and the Welsh Local Government Association (WLGA) was that anything over a 1% rise should be funded at a UK level. Councillor Roberts said if it was above 1% the effect on schools would be intolerable.

RESOLVED:

That the verbal report be received.

104. NORTH WALES ECONOMIC GROWTH DEAL BID PROGRESS REPORT

Councillor Shotton introduced the North Wales Economic Growth Bid Progress Report.

In September 2016 Cabinet adopted the Growth Vision for the Economy of North Wales and supported the progress of the development of a competitive Growth Deal Bid due to be submitted to the UK and Welsh Governments (WG) by the end of November 2017. Details of the Bid were contained in the appendix.

The first meeting of the Shadow Joint Committee had met the previous week where Council Leaders were joined by representatives from the private sector, Higher Education (HE) and Further Education (FE). The Growth Deal Bid was complimentary to, and would support the following:

- UK and WG economic and social policy;
- UK Government policy to develop the competitiveness of economy of the Union post BREXIT negotiations;
- WG policy for regional governance and devolution;
- The UK Government Industrial Strategy;
- The UK Government and WG Sector Plans specifically for nuclear, energy, manufacturing (Automotive and Aerospace) and digital;
- The Wales Infrastructure Plan;
- Cross-border planning and connectivity; and
- The imminent WG Economic Strategy.

The Chief Executive added that the Shadow Joint Committee would be the focal point for negotiations with Councillor Shotton being the Chair of that Joint Committee, supported by the Leader of Gwynedd County Council as Vice Chair. Officer support was from himself and Iwan Trefor Jones, Director, Gwynedd Council. There was an objective to reach the first stage of the agreement, knows as 'Heads of Terms' by late spring 2018.

On potential Flintshire benefits to the Growth Deal, there were a number of proposals to support business growth which would be of benefit to existing Flintshire businesses and the Chief Executive commented on Warren Hall in Broughton and employment sites such as Deeside Industrial Park and Enterprise Zone.

Councillor Butler commented on the successful cross border working which had enabled speedy progress on the Growth Deal for North Wales and welcomed the WG policy for regional governance and devolution.

Councillor Shotton said transport was at the heart of the Bid to provide access to people for opportunities, commenting in particular on addressing worklessness and unemployment.

RESOLVED:

(a) That the Growth Deal Bid submitted to the UK and Welsh Governments be supported and the timescales for each of the next stages of bid development be noted; and

(b) That the priority schemes which could provide local benefit in Flintshire be noted and supported.

105. CUSTOMER INVOLVEMENT STRATEGY

Councillor Attridge introduced the Customer Involvement Strategy report which introduced a revised Strategy and action plan for Flintshire County Council's tenants and residents. The review had taken account of tenant's views, legislation and best practice.

It was important that methods by which tenants and residents were engaged with was cost effective and easy to access for all sections of the community. The Strategy and action plan would ensure that the customer involvement service gave the opportunity for all customers to influence and challenge service development and delivery in a way that best suited their needs and secured maximum outcomes from resource investment.

RESOLVED:

That the implementation of the revised Customer Involvement Strategy and Action plan 2018-2021be approved.

106. REVENUE BUDGET MONITORING 2017/18 (MONTH 7)

The Corporate Finance Manager introduced the Revenue Budget Monitoring 2017/18 (Month 7) report which provided the current revenue budget monitoring position for 2017/18 for the Council Fund and the Housing Revenue Account. The report presented the position, based on actual income and expenditure, and projected how the budget would stand at the close of the financial year if all things remained equal.

The projected year end position, without mitigation to reduce cost pressures and improve the yield on efficiency planning, was:

Council Fund:

- Net in year expenditure forecast to be £1.262m greater than budget; and
- Projected contingency reserve balance as at 31st March 2018 of £3.820m.

Housing Revenue Account:

- Net in year expenditure forecast to be £0.03m higher than budget; and
- Projected closing balance as at 31st March 2018 of £1.081m.

The report covered the latest in year forecast by portfolio; tracking of in year risks and emerging issues; inflation; and reserves and balances.

On schools balances, Councillor Roberts explained that there were a number of Secondard Schools that had deficits, with robust actions plans to reduce them, which were offset by the Primary Schools.

The Corporate Finance Manager explained two particular comments had been made at the recent Corporate Resources Overview and Scrutiny Committee: (1) that the three areas of underspend in Social Services be reported to the Social and Health Care Overview and Scrutiny Committee; and (2) whether specific balances on revenue could be dealt with in the same way as capital reserves. A report would be submitted to Corporate Resources Overview and Scrutiny Committee on the second request to explain the implications.

RESOLVED:

(a) That the overall report and the projected Council Fund contingency sum as at 31st March 2018 be noted; and

(b) That the projected final level of balances on the Housing Revenue Account (HRA) be noted.

107. TREASURY MANAGEMENT MID-YEAR REVIEW

The Corporate Finance Manager introduced the Treasury Management Mid-Year Review report which was to be recommended to Council.

Regulatory changes were coming into force in the near future with the main change being MiFID II (the second Markets in Financial Instruments Directive) which would come into force on 3rd January 2018. MiFID II required local authorities to be categorised by regulated financial services firms as retain clients by default who could "opt up" to be professional clients, providing that they met certain criteria.

The Council was classed as a professional client. To "opt up" and continue its status the Council must hold an investment balance of at least £10m with the person authorised to make investment decisions having at least one year's relevant experience. Officers had considered the differing impacts of remaining a professional client or changing to a retail client and it was recommended that the Council maintained its current MiFID status of professional in order to continue to manage the Council's daily treasury management activities as at present.

RESOLVED:

(a) That the Treasury Management Mid-Year Report 2017/18 be approved and recommended to Council; and

(b) That Council be recommended to approve the decision to "opt up" to professional client status by regulated financial services firms as a result of the second Markets in Financial Instruments Directive (MiFID II).

108. THE RELEASE OF CHINESE LANTERNS FROM COUNCIL LAND

Councillor Bithell introduced the Release of Chinese Lanterns from Council Land report.

There had been increasing concern from a wide range of stakeholders, such as the Marine Conservation Society, Royal National Lifeboat Institution (RNLI), National Farmers Union, Farmers Union of Wales, Royal Society for the Prevention of Cruelty to Animals (RSPCA) and various Fire and Rescue Services, about the possible impact of sky lanterns on livestock and the environment. Particular concerns included the risks to animal welfare through ingestion of debris, litter in the countryside, the sea and on the coastline, risks to aviation and impacts on coastal rescue services. Since sky lanterns contained a naked flame, there was an additional concern about the fire risk to buildings, property and crops from uncontrolled landing.

Endeavouring to prosecute a party under either of these Acts could prove challenging as there was a debate on at what point the littering actually took place and how it could be monitored and subsequently enforced. In addition, the resources required were likely to be considerable and, at a time of budgetary constraints, could be prohibitive.

RESOLVED:

That the Council introduce a voluntary ban on the release of sky lanterns from Council owned/controlled land; and that a communication exercise be undertaken to make consumers and charity organisations aware of the risks associated with sky lanterns and the fact they should not be released from Council owned/controlled land.

109. EXERCISE OF DELEGATED POWERS

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

Streetscene and Transportation

- **The Flintshire County Council Englefield Crescent, Wats Dyke Avenue and Ellesmere Road, Mynydd Isa (Prohibition and Restriction of Waiting and Loading and Parking Places) (Civil Enforcement and Consolidation) (Amendment No 10) Order 201.**
  To advise Members of the objections received following the advertisement of the proposed Prohibition and Restriction of Waiting and Loading and Parking Places Amendment No. 10 Order, which introduces No Waiting At Any Time and Limited Waiting and Limited Parking on Englefield Crescent, Wats Dyke Avenue and Ellesmere Road, Mynydd Isa.

- **Increase in Rate of Oayments for De-Mnimis Agreements – Commercial Bus Services**
  To advise Members of the proposals to increase the rate of the payments for De-Minimis Agreements on commercial bus services from September 2017.

- **Bereavement Services Fees Increase**
  Bereavement Services Fees were last increased in April 2015. It is proposed to increase all fees by 5% apart from those fees associated with Bricked Graves which it is proposed to increase by 10%. A recent Audit report has highlighted that moving forward we need to annually review these fees and apply any increase as required whilst ensuring value for money is still achieved in the very sensitive service.

Organisational Change

- **Sale of Halkyn Depot, Fulbrooke, Halkyn CH8 8BY**
  The former depot is to be sold to Gwynedd Council following the exercise of an Option to Purchase under their Lease Agreement.

- **Land Adjoining Plas Yn Dre Ucha, High Street, Trewlawnyd**
  The sale of this land to the adjoining owner will free up two additional parking spaces in the High Street public car park.

- **Former Llanfynydd C.P. School Playing Fields, Llanfynydd**
  This playing field is surplus to requirements following the closure of the Llanfynydd C.P. School.

RESOLVED:

That the actions taken under delegated powers be noted.

110. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

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

(The meeting commenced at 9.30 a.m. and ended at 10.50 a.m.)

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Chair

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Welsh Government's (WG) 21st Century Schools Programme and Education Programme Band B and Mutual Investment Model (MIM)
Cabinet Member	Cabinet Member for Education Cabinet Member for Corporate Management and Assets
Report Author	Chief Officer (Education and Youth) Chief Officer (Organisational Change)
Type of Report	Strategic

EXECUTIVE SUMMARY

The Welsh Government's (WG) 21st Century Programme Band A is due to complete at the end of March 2019. Planning for the next band of the WG programme investment programme has already started in earnest.

Welsh Ministers had previously confirmed that the Band B 21st Century Schools and Education Programme would be funded by both capital and revenue budgets.

£500 million of capital funding is available to 22 Local Authorities (LA's) and 14 Further Education (FE) Institutes for the 21st Century Schools and Education programme from 2019 to 2024.

In addition to the capital funding, there will also be a revenue budget funding model that will enable an additional investment with a maximum capital value of £500 million. This is called the Mutual Investment Model (MIM).

The Council's Strategic Outline Programme (SOP) was submitted to WG at the end of July 2017 in accordance with their timetable. This is essentially the Council's 'statement of intent' for the Band B investment programme. Welsh Ministers have recently announced the programme nationally and WG have written to confirm approval in principle of the Council's SOP and funding envelope for the programme subject to the onward business case submission.

In the Council's SOP, an interest was expressed in using MIM to help support an

ambitious Band B programme by maximising all sources of external funding. The report outlines the projects contained within the Council's SOP submission to WG. It explains the principles used and assumptions made to deliver a programme with as minimal an impact on future revenue budgets. Additionally the report provides further detail on MIM.

RECOMMENDATIONS	
1	That Cabinet notes the content of the report and considers any observations following the Education and Youth Overview and Scrutiny Committee meeting.

REPORT DETAILS

1.00	**BACKGROUND AND CONSIDERATIONS**
1.01	The intervention rates for the programme are confirmed by WG as follows: • Capital – 50% WG / 50% LA • MIM – 75% WG / 25% LA (through revenue budgets of both organisations).
1.02	The total Band B funding envelope request by the Council as outlined in the SOP submission to WG was £85,420,000.00, including an expression of interest that one project could be suitable for MIM. Attached at Appendix 1 is the SOP which includes a summary of the projects contained within the proposed programme. Cost estimates are not included for individual projects at this stage as they are based on high level assumptions and will be refined as the programme progresses through the WG business case model.
1.03	The SOP was submitted to capture a share of the resource made available through this national investment programme. WG approval in principle of the Council's SOP does not underpin formal commitment at this stage.
1.04	The proposed programme and its priorities have been robustly challenged at Education and Youth Programme Board, Capital Asset Programme Board and by the Chief Officer Team.
1.05	The affordability of the proposed Band B programme is based on the same intervention rates being available for Band B as Band A, (i.e. 50/50) and has been modelled at a high level based on the following principles: • The ability to strategically invest capital receipts to reduce the level of Prudential Borrowing required. • The transfer of potential revenue savings to fund the revenue costs associated with Prudential Borrowing.

	• Assumptions will also be made on potential uplift of National Non-Domestic Rates (NNDR) based on previous intelligence of NNDR on Band A projects.
1.06	The programme in its current form will inevitably evolve and will possibly require change as the programme and processes are carefully worked through. Additionally the programme makes assumptions on school organisation change and the potential for capital receipt generation but these may change dependant on Cabinet decisions locally. There are also a number of potential projects contained with the programme as there was limited funding headroom available through the Council's own capital programme.
1.07	Affordability of the proposed programme will be reviewed by a corporate team at key project and programme timelines or when circumstances influence potential changes. Operationally, the implementation of the programme will be overseen by the Education & Youth and Capital Asset Programme Boards.
1.08	WG requested that Band B programmes are prioritised and the priority order is shown in the summary contained in Appendix 1. However, a complex programme over a 5/6 year period does require a degree of flexibility and will need to be continually reviewed. The Council can request amendment to the SOP via WG if Cabinet determines there is a need to make changes to reflect local need/circumstances.
1.09	As set out in the Council's constitution, officers would require a mandate from Cabinet to proceed with area reviews and/or individual projects contained within the programme. These will be directed by the programme boards (referenced in para 1.07).
1.10	Should area and/or school consultation be required then in it will be completed in accordance with the School Organisation Code's legal framework. The responses from each formal consultation process will be presented to the County Council's Cabinet, along with the impact assessment, options appraisal and officer recommendations. Cabinet will then decide on how to progress and implement for an area/individual school.
1.11	In terms of MIM, whilst there is not a de Minimis figure for this model, advice from WG officials indicated that high value new builds would be the most appropriate to put forward for MIM funding. Although refurbishment and modernisation projects are also possible, they would be more complex contractually. This model is not considered suitable for projects with a series of complex issues.

1.12	A combined programme containing both MIM and capital projects supports a larger value programme based on access to more funding. However, revenue implications have to be balanced by affordability and other competing demands across the Council.
1.13	The proposed projects identified in the Councils SOP are included in Appendix 1. At strategic outline stage, the current project estimates are a mix of technical feasibility studies, cost per metre square estimates and other analysis based on costs of previous projects. Subject to appropriate approvals schemes need to be worked up in detail (detailed feasibility work and cost certainty) as the Council moves through the business case process, design development and the overall programme.
1.14	The traditional capital projects will be procured via the North Wales Construction Framework as with the Council's Band A programme. The MIM projects will be procured by WG in regional batches via a new procurement route.
1.15	Nationally, eleven Local Authorities and FE institutes have expressed an interest in MIM. Regionally, Flintshire, Conwy and Wrexham have expressed an interest and this region would form a "procurement batch."
1.16	Authorities not interested in pursuing schemes through MIM still have the option of traditional capital funding through the programme.
1.17	**<u>The Mutual Investment Model</u>** The Mutual Investment Model is Welsh Government's new form of Public Private Partnership or Private Finance Initiative (PFI). A private sector contractor is appointed via a new WG framework and the contractor finances, constructs and provides a 25 year life cycled building product. Responsibility for funding, constructing the building, and then repairing and maintaining the building for 25 years (once built) remains with the contractor, resulting in buildings funded by MIM being maintained at a consistently high level for 25 years. Currently, the Council do not have any life cycled buildings (with the exception of HRA properties). Buildings that are newly built have to be repaired and maintained within existing budgets and are prioritised on need across the whole school portfolio. A MIM project will result in a two tier education estate in terms of quality and intensity of the maintenance regime deployed.
1.18	On MIM projects the contractor will be required to provide community benefits as part of their bid proposals. There will be "core" benefits specified in the contract. These will be for the duration of the contract rather than the duration of the construction period which is usual in traditional capital projects.

1.19	For its part the LA pays an annual charge which is funded from revenue similar to a rental payment called the 'service payment'. Through this programme LA's will receive an intervention rate of 75% funding from WG with 25% funded by the LA for a period of 25 years, thereafter the building is handed over to the LA. The funding from WG will be received in the form of a specific grant.
1.20	Revenue payments will not start until the facilities have been built and available for use. The majority of the service payment will be fixed for the 25 years, with a small proportion being uplifted in line with Retail Price Index (RPI) to reflect the increased costs of the lifecycle and maintenance costs of the building over that period. WG are working on the assumption of 75% of the charge being fixed, though this will be confirmed during contract negotiation.
1.21	For accounting purposes the asset remains on the LA balance sheet matched with the total liability to pay the unitary charge over 25 years. Capital construction costs will therefore require accounting for within the capital programme funded by debt and will have impacts on future technical financial reports such as limits on debt set (MRP) etc. It is important to note that the cash payment of construction costs will not be incurred upfront by the LA, it will be the contractor that funds the capital build and carries the associated construction risk. The capital costs that the LAs will incur are the pre contract costs including; detailed design development, surveys, procurement costs etc. WG have also not included ICT and fixed furniture and equipment in the contract and therefore LAs will incur these capital costs. WG have indicated that the intervention rate for these capital costs will be 50% funded by WG / 50% funded by LAs. Design development costs for MIM will be similar to a traditional capital projects. However these costs come earlier in the process due to the way MIM is procured. It is anticipated that there will be some increased costs for MIM around legal/contract documentation, this is reflected by WG setting an intervention rate of 75%.
1.22	The annual revenue service charge is accounted for in its component parts which includes; repayment of debt (an annual charge for the capital construction costs incurred by the contractor), interest on debt, and a charge for the services (maintenance and lifecycle costs). In 2016/17 the Council changed its policy on accounting for Minimum Revenue Provision (a statutory charge to the revenue account for debt funded capital expenditure). The policy is to account for the capital expenditure over the life of the asset. It is considered appropriate to assign a useful life of 50 years for an asset such as a newly built school which will be fully maintained and life cycled over the first 25 years of its life. Therefore although the cash payment of the service charge will be made over 25 years, the debt repayment element to the revenue account

	will be accounted for over 50 years. Appendix 3 of this report attempts to compare the capital and revenue costs of a traditionally funded capital scheme with MIM.
1.23	Authorities with PFI arrangements have encountered problems in the following areas; refurbishment projects and contract details surrounding this, facilitates management and exorbitant cost when making changes to the building. WG have considered these issues and have sought to mitigate them in the MIM model by adopting the following principals: • Stripping out items from the contract such as internal decoration, carpets and loose furniture and equipment, moving to a model which focuses on infrastructure life cycling, the notion being that this would reduce the annual Service Payment to the LA/WG. • The MIM contract will map out when products which form the building will be replaced (life-cycled) • Schools will remain responsible for their other non-educational services e.g. cleaning; catering; grounds maintenance; updating and maintaining their furniture, fittings and equipment, decoration, carpets etc. • The school caretaker or building manager will remain an employee of the school as they are currently. • There will be a number of lots contained within the MIM contract designed to cap what a contractor could charge, when the Council wishes to make changes to the building. • Schools will be able to instigate non infrastructure improvements under £10k locally. A MIM school, like traditional capital builds would have to meet WG criteria namely, BREEAM Excellent, EPC A, and BIM Level 2.
1.24	The following are key strategic considerations when considering MIM: • **Affordability** – Of programme, to maximise opportunities all funding models should be used, the intervention rate of 75% for MIM has been modelled to make it attractive to Authorities. • **Sustainability** - Projects where we are sure that there will be sustained demand for places. Detailed work in this area is currently being worked through and will be presented at a later date. • **Acceptance of a different model** – That projects funded through this model are fully life cycled, this will be the only example of this type of model in the County. I.e. resulting in one area school will be fully life cycled (infrastructure for a period of 25yr, whereas the rest often school estimate would be prioritised for Repair and Maintenance based on agreed capital programme.) • **Procurement** – A different procurement model with an upfront financial risk when compared to the current process of Design &

	Build as employed by the Council in its current programme. WG have stated that Councils will not be worse off. Currently, design cost risk for capital is shared between WG and LA's so there is no change to this principal. The WG capital panel are currently considering four options for this, ranging from 50% to 100% intervention. • **Statutory Proposals** – These would need to be conducted earlier in the process to fit into the procurement method leading to a longer lead in from Cabinet through to statutory consultation, commissioning of contractor to design and construction. • **Resources and Skills** – As an untested new model, there may be potential issues in terms of how the Council could ensure that it can support a MIM process, this would involve contract monitoring over the term of the contract (25yrs). However, WG are mitigating these issues by appointing a multi discipline team to support Council's through the MIM process. Additionally, there is WG are considering whether national monitoring can be achieved alternatively there is potential scope to share services regionally to support this model namely Programme Manager and onward contract monitoring functions.
1.25	WG are appointing a specialist multi-disciplined team with experience of Public Private Partnership procurements to assist Councils. They hope that this will be commissioned by early 2018.
1.26	The multi-disciplined team would work with LA teams regionally to develop contracts, look at standardised building models, design development and outline planning bringing LA's into a position to contract. This process is likely to take 2 years with the earliest possible site start for a MIM funded model would be circa July 2020.
1.27	WG announced the future programme in a press release Friday 10th November 2017, link below: http://gov.wales/newsroom/educationandskills/2017/bumper-2-3bn-building-fund-for-schools-and-colleges/?lang=en
1.28	Councils were also required to cross reference in their SOP submission with the WG Reducing Infants Class Sizes and Raising Standards Grant. This was reported to Education and Youth Overview and Scrutiny in December 2017 and included two proposed projects at Ysgol Glan Aber, Bagillt and Westwood CP, Buckley. At the time of writing The Council are still awaiting confirmation of business case approval.

2.00	**RESOURCE IMPLICATIONS**
2.01	Capital and revenue implications will need regular review at key stages within the programme.

3.00	CONSULTATION REQUIRED/CARRIED OUT
3.01	The Programme reports to two operational boards, the Education and Youth Programme Board and Capital Asset Programme Board.
3.02	Some projects within the programme will require statutory proposals. These will be carried out subject to Cabinet mandate and based on WG's School Organisation Code Legal Framework. Determination on Statutory proposals are the responsibility of Cabinet.

4.00	RISK MANAGEMENT
4.01	Programme Boards are set up to oversee the implementation business plans and manage risks in close detail. High level risks will be reported to Programme Board, operational risks will be managed by the project team in accordance with agreed tolerances.

5.00	APPENDICES
5.01	Appendix 1 - list of school/areas contained within the proposed programme

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. **Contact Officer: Damian Hughes, Senior Manager, School Planning and Provision** **Telephone: 01352 704135** **E-mail: Damian.hughes@flintshire.gov.uk**

7.00	GLOSSARY OF TERMS
	MIM - The Mutual Investment Model is the Welsh Government's new form of Public Private Partnership or Private Finance Initiative (PFI). **NNDR** – National Non-Domestic Rates - a tax on the occupation of non-domestic property. **Capital funding** - Capital funding is usually linked to acquiring or improving a long-term asset such as equipment or buildings. **Revenue funding** - Is linked to items that will be used within a year.

	Examples include salaries, heating, lighting, services and small items of equipment. Routine repairs are revenue expenditures and can include significant repairs that do not extend the life of the asset or do not improve the asset (the repairs merely return the asset to its previous condition).

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	New Project Details										Schools associated with the scheme			
	New School Name	Project Description	School Number (If known)	Proposed Capacity	Education Level	Welsh Medium Type - see notes	PRU - No. of places	SEN - No. of places	Project Type	Assumed Local Authority Funding %	No.	School Name	Current Capacity	Current Pupils on Roll *
	EXAMPLE SCHOOL	Enter brief description of what the project is delivering.	6722103	545	Secondary	English with significant Welsh	25	15	New Build - Whole School	50%	1	Barry John High	120	145
											2	Gareth Edwards Primary	80	145
											3	John Lewis Primary	50	145
											4	Cardiff Arms Park Nursery	45	145
											5	Roath Park Primary	90	145
1	**Connah's Quay High School (Phase 3)**	Phase 3 (Final Phase) extension, remodel and refurbishment	4022	1200	Secondary	English medium	0	0	Extension / Refurbishment	50%	1	Connah's Quay High School	1200	961
											2			
											3			
											4			
											5			
2	**Queensferry Campus Project**	Remodel and refurbishment of existing primary school and relocate three strands of the Pupil Referral Unit (PRU) on to site	2061 1102	180	Primary	English medium	0	0	Extension / Refurb	50%	1	Queensferry Community Primary School	180	155
											2	Troi Rownd (Primary PRU)	N/A	12
											3	Bryn Tirion (Secondary PRU)	N/A	20
											4	The Learning Centre (Well-being PRU)	N/A	30
											5			
3	**Brynford and Lixwm Area School Review**	Amalgamation of two primary schools on to one site - Extension/Refurbishment for selected site to accommodate learners	New number required	150	Primary	English medium	0	0	Extension / Refurb	50%	1	Brynford Community Primary School	58	68
											2	Lixwm Community Primary School	71	50
											3			
											4			
											5			
4	**Saltney Area School Review**	New build secondary school on land opposite school existying secondary campus to replace secondary and amalgamate two primary schools	New number required	600 315	3 to 16	English medium	0	0	New Build - Whole School	25%	1	St David's High School	725	406
											2	Saltney Ferry Community Primary School	236	94
											3	Saltney Wood Memorial Community Primary	216	151
											4			
											5			
5a	**Buckley and Mynydd Isa Area School Review**	OPTION A Proposed amalgamation of one secondary school (Argoed) and one primary school to create a 3-16 school on the current secondary site. (1200) Remodelling of one secondary school (Elfed) 1000 place	New number required + 4011	1200 1000	Primary & Secondary	English medium	0	0	New Build - Whole School	50%	1	Argoed High School	580	557
											2	Elfed High School	1037	669
											3	Mynydd Isa Primary School (Infants Site)	513	504
											4	Mynydd Isa Primary School (Junior Site)		
											5			
5b	**Buckley and Mynydd Isa Area School Review**	OPTION B Proposed amalgamation of two secondary schools to create one secondary school on one of the current sites (Elfed) and new primary school to replace current split site arrangement to be situated on the other secondary site (Argoed)	New numbers required	1400 600	Primary + Secondary	English medium	0	0	Refurb		1	Argoed High School	580	557
											2	Elfed High School	1037	669
											3	Mynydd Isa Primary School (Infants Site)	513	504
											4	Mynydd Isa Primary School (Junior Site)		
											5			
5c	**Buckley and Mynydd Isa Area School Review**	OPTION C Refurbishment of existing buildings at two secondary schools and invest in Primary proivison (split sites)	4011 4042 2267	1000 600 600	Primary + Secondary	English medium	0	0	Refurb		1	Argoed High School	580	557
											2	Elfed High School	1037	669
											3	Mynydd Isa Primary School (Infants Site)	513	504
											4	Mynydd Isa Primary School (Junior Site)		
											5			
6	**Mold Welsh Medium Area Review**	Amalgamation of two Welsh Medium primary schoolson to one site - Extension/Refurbishment for selected site to accommodate learners	New number required	360	Primary	Welsh medium	0	0	Extension / Refurbishment	50%	1	Ysgol Terrig, Treuddyn	93	47
											2	Ysgol Glanrafon, Mold	287	298
											3			
											4			
											5			
7	**Flint Welsh Medium Review**	New build Welsh Medium primary school	New number required	300	Primary	Welsh medium	0	0	New Build - Whole School	50%	1	Ysgol Croes Atti, Flint & Shotton	207	190
											2			
											3			
											4			
											5			
8	**Drury Community Primary School**	Remodel/refurbishment of existing buildings	2089	Unknown pending feasibility	Primary	English medium	0	0	Refurb	50%	1	Drury Community Primary School	124	139
											2			
											3			
											4			
											5			
9	**Hawarden High School**	Refurbishment of existing buildings	4000	Unknown pending feasibility	Secondary	English medium	0	0	Refurb	50%	1	Hawarden High School	1145	1172
											2			
											3			
											4			
											5			
10	**Mold Alun High School**	Refurbishment of existing buildings	4006	Unknown pending feasibility	Secondary	English medium	0	0	Refurb	50%	1	Mold Alun High School	1768	1630
											2			
											3			
											4			
											5			
11	**Flint High School**	Refurbishment of existing buildings	4021	Unknown pending feasibility	Secondary	English medium	0	0	Refurb	50%	1	Flint High School	797	755
											2			
											3			
											4			
											5			

* Current Numbe

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CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	School Organisation
Cabinet Member	Cabinet Member for Education
Report Author	Chief Officer (Education and Youth)
Type of Report	Strategic

EXECUTIVE SUMMARY

A report was presented 26th September 2017 requesting that Cabinet underpinned its previous decision to provide a mandate for officers to formally consult on school organisation change via statutory proposals for Brynford and Lixwm CP Schools.

Cabinet determined that the recommendation be amended to:

That there should be a short pause to allow officers to work with the Governing bodies of Brynford and Lixwm CP Schools.

The report outlines the process made since Cabinet in September and provides further information and options for Cabinet to consider in order to provide a determination on the way forward for the area.

RECOMMENDATIONS	
1	That Cabinet considers the contents of this report and determines whether to proceed to statutory consultation on school organisational change. The proposal will be to amalgamate Brynford and Lixwm primary schools to create one area school.

REPORT DETAILS

1.00	**BACKGROUND**
1.01	Following an informal area review, in December 2016, Cabinet, having carefully reviewed the feedback received from the consultation, determined to commission consultation on statutory proposals for school organisation change for September 2017 based on Option B – Area school on two sites i.e. Ysgol Rhos Helyg, Rhosesmor remaining as it is and Brynford and Lixwm CP Schools amalgamated to form one school on a second site. However, if proposals for a federation between Brynford CP and Lixwm CP were submitted from both governing bodies prior to consultation on statutory proposals commencing in September 2017, this would be considered by Cabinet at that time.
1.02	In response to the National Strategy for Small and Rural Schools, officers met with the Chair of Governors of both schools.
1.03	At this meeting officers confirmed that they would be willing to support the governors through the federation process and also bid for funding to WG in 18/19 via this grant (should it continue to be available) if there is mutual agreement between the governing bodies to pursue a formal federation.
1.04	The Governors of Lixwm were in favour of federation. However, the initial view of the Governors of Brynford was that they were not in favour of a federation. In order to gauge the opinion of their parents and carers, the Governors of Brynford held two meetings, one at the end of the Summer term and one at the beginning of the Autumn term. Having considered the views of parents and carers, the Governors of Brynford confirmed in writing that they do not wish to pursue a Federal arrangement with Lixwm CP.
1.05	Although the Council has powers to consult on federation, it would not seek to pursue a federation where there is no mutual agreement.
1.06	**Update Since September Cabinet** The Cabinet Portfolio Member wished to meet the governors of both Lixwm and Brynford CP, and governors of other school/s approached to form a federation, to gain personal insight. Consequently, separate meetings have taken place with the Cabinet Portfolio Member, Senior Officers and representative governor groups at both Brynford and Lixwm CP.
1.07	The meeting at Lixwm CP took place on the 10th October 2017 and the Governors confirmed they had not been able to come to an agreement with the Governors of Brynford CP in respect of a proposed federation. However, they were continuing to seek out other opportunities for a possible federation.

1.08	The meeting at Brynford CP took place on the 16th October 2017 and the Governors explained their rationale for not wishing to pursue a federal arrangement and have sent in further correspondence reaffirming that position. See Appendix 1 – Letter from Brynford CP Governing Body.
1.09	Previously both schools had been working collaboratively. However, given the difference of opinion and the resulting tension, informal collaboration between the two schools has now discontinued. As a result a resurrection a proposed federation appears an unlikely prospect.
1.10	In seeking out new opportunities Lixwm Governors had approached the Governing body of Ysgol Y Foel, Cilcain and a meeting took place 6th November 2017.
1.11	The Cabinet Portfolio Member and Senior Officers met with the Chair and Vice Chair of Ysgol Y Foel, Cilcain dated 20th November 2017 to ascertain the views of the Ysgol Y Foel Governors on the request to consider a federation proposal with Lixwm CP.
1.12	The Chair of Governors at Ysgol Y Foel, has confirmed the Governors views to all parties as follows: 'The governors have reviewed the information you have provided and whilst we are keen to continue working closely with Ysgol Licswm and other schools in our small school family, we are not seeking a federation partner at this time. As you are aware Ysgol y Foel is currently implementing significant organisational changes and our focus is on completing this and ensuring our standards remain high during the transition period. I appreciate this position is not the desired outcome for Ysgol Licswm. We do wish to continue working with Ysgol Licswm to ensure we leverage efficiencies, best practice and drive great outcomes for all of our children.'
1.13	The Governors at Lixwm CP have been unable to establish a federal partner. They have however, provided the attached response requesting that Cabinet provide more time is given in order that they may pursue becoming a Church school with the Diocesan Authority as noted in Appendix 2. Cabinet should be aware that Lixwm CP governors have previously approached the Diocesan Authority.
1.14	Should Cabinet provide a mandate for officers to consult via statutory proposals for the area, an anticipated timeline for this process is provided in Appendix 3.
1.15	Cabinet will be aware from previous statutory proposals that there is opportunity at key milestones whereby proposals, can be stopped, paused and or reviewed should there be a change in circumstance.
1.16	The proposed Capital investment in a proposed area school, requires statutory proposals to be approved in order that capital investment can be considered by Welsh Government via their business case process. Essentially there are two clearly defined and separate processes which

	have to be worked through in sequence.
1.17	Should Cabinet determine to create an area school following formal consultation, the existing schools would cease and a new school would be legally formed by September 2019 which would require changes in governance and leadership. Relocation on one site is dependent on capital investment and would follow through the business case process for the next band of the WG 21st Century Schools Programme, which is planned from 2019-2024

2.00	**RESOURCE IMPLICATIONS**
2.01	There are no resource implications associated with this report.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	Meetings with Governor representatives of schools as noted in the body of the report.
3.02	School Organisational Change models required formal Consultation within the Legal Framework of the School Organisational Code.

4.00	**RISK MANAGEMENT**
4.01	Consultation and progress on School federal arrangements are reported to the Education and Youth Programme Board.

5.00	**APPENDICES**
5.01	Appendix 1 - Letter from Brynford C.P. Governing Body Appendix 2 – Letter from Lixwm C.P. Governing Body. Appendix 3 - Anticipated Statutory proposal timeline

6.00	**LIST OF ACCESSIBLE BACKGROUND DOCUMENTS**
6.01	Previous Cabinet papers: • 13th December 2016, • 26th September 2017 **Contact Officers:** Damian Hughes **Telephone:** 01352 704135 **E-mail:** damian.hughes@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	**School Organisation Code** – The new School Standards and Organisation (Wales) Act 2013 makes Local Authorities responsible (rather than the Welsh Ministers prior to October 2013) for the determination of most statutory school organisation proposals that receive objections. Such provisions apply to any proposals published on or after 1st October 2013 that consider the establishment, discontinuance or otherwise significantly alter schools. The Council does this in line with the Welsh Government's statutory School Organisation Code http://wales.gov.uk/docs/dcells/publications/130719-school-organisation-codes-en.pdf

Mae'r dudalen hon yn wag yn bwrpasol

Ysgol Gynradd Brynffordd
Brynffordd
Treffynnon
Sir y Fflint
CH8 8AD
01352 713184

Brynford CP School
Brynford
Holywell
Flintshire
CH8 8AD
01352 713184

'Every child, every chance, every day'
'Pob plentyn, pob cyfle, pob dydd'
Mrs Rachel Critchell B.A.HONS P.G.C.E
bfmail@hwbmail.net

Friday October 20th, 2017

Dear Damian

Governors were pleased to meet with you, Claire Homard and Ian Roberts on Monday 16th October to discuss federation progress, as well as providing an opportunity for us to explain our reasoning for an area school on one site thus bringing together Lixwm and Brynford schools.

In particular we thank you for being open with us and especially for explaining Lixwm's current thinking. Hopefully you, Claire and Ian found the meeting useful and you will no doubt have appreciated that collectively we have worked together to arrive at the previously communicated conclusion. As promised we will keep the meeting content confidential.

After you had left we had a further discussion and it will come as no surprise to you to learn that we remain committed to the concept of an area school recognising the difficulties this will bring for the community of Lixwm. Our reasons have not changed but for clarity they are detailed below.

1. Federation is likely to cause additional bureaucratic issues, will probably result in a shared headteacher and is, in our view, a step on the road to an eventual amalgamation on one site. Better to miss out the steps, "bite the bullet" now and move on.
2. Brynford School building has many drawbacks and we see a new school (either a new building or an extension to the existing building) as a means to
    a. address the inadequacies of the current structure and
    b. potentially incorporate an accessible community facility which is currently impractical given the current layout of the building.
3. Individual Year groups will have more children resulting in the potential for a class to be composed of only one year group.
4. More staff on the **one site** will allow for improved support for them and the opportunity to easily share ideas and strategies to everyone's benefit.

5. Bringing the two schools together now gives certainty and will continue to provide a rural school of a reasonable size that will hopefully have many years of existence.
6. We are committed to the concept of small rural schools. We do not believe that forming one new school will create something that moves us away from the concept of rural schooling.
7. Federation will not achieve the cost savings in the way that merging will.
8. We believe that the additional funding may be politically inspired because of the Welsh Government's lack of a majority and may well prove to be only in place for the short term. If the funding is eventually withdrawn the authority will still be faced with the same problem as now – insufficient funding. This means we are likely to have a re-run of the last couple of years. Better to take a positive forward looking position now which will give security, certainty and stability going forward.

Yours sincerely

Clive Bracewell
Chair Governors/Caderydd y Llywodraethwyr

Ysgol Licswm
Gledlom Lane
Lixwm
Holywell
CH8 8NF

County Hall,
Mold
Flintshire
CH7 6NB

23rd November 2017

Dear Damian,

As you are aware, we have met with Ysgol Y Foel and suggested that they consider becoming a federation partner with us. Despite our best efforts, they have declined this offer.

Another opportunity that we have been equally investigating is the option of becoming a VC Church School, with a view to engaging in federation discussions with other church schools. We met with Rosalind Williams on 23rd October to discuss this, during which she seemed very willing to investigate this option. This option offers our school the ethos and support parents and teachers would like for the students. We have approached Rosalind to progress further discussions. We have also approached Ysgol Nannerch and they have confirmed and expressed that they would welcome working with us, in our journey to become a VC Church School with the view to federation in the future.

Ysgol Licswm is requesting that Cabinet provides us with time to investigate/proceed with this option. In addition we would like to know if the Cabinet has considerations, not yet published, for the next stage of the review for other schools which may include Ysgol Y Foel of which they are not yet aware.

We would further like to add that we believe Ysgol Licswm was placed in a review with schools with little in common other than loose geographical proximity and that these communities do not naturally mix. In fact the community of Licswm tends to align itself more with the villages on the Mold side of the valley. We feel that continuing to move forward with the amalgamation option should now be discarded. As you are aware, there has already been considerable discord between the communities regarding this option and we feel that forcing these two schools together would not end well and would not be good for education in either community.

Licswm community has numerous affordable housing close to the school which in turn has attracted and will continue to attract young families and subsequently children who attend the school. Licswm is currently a thriving community and these families are the life blood of our rural community.

Yours sincerely

Ann Rowlands
Chair of Governors, Ysgol Liscwm

Mae'r dudalen hon yn wag yn bwrpasol

Anticipated Timeline for Amalgamation of Brynford and Lixwm CP School Review Statutory Proposals

DATES	SCHOOL TERMS	KEY MILESTONES
January 2018	Winter 2018	Cabinet approval obtained to commence consultation on chosen option
Feb/March 2018	Spring 2018	Consultation document published (Must be published on a school day – 42 days with 20 school days)
April 2018	Spring 2018	Consultation Ends
To be completed by June 2018	Summer 2018	Consultation Report must be published within 3 months
June 2018	Summer 2018	Cabinet – Seeking Approval to go to next phase (Statutory Proposals)
Sept 2018	Autumn 2018	Statutory Notice (28 days, with 15 school days) Must be issued on a school day
Oct 2018	Autumn 2018	End of Objection Period
Oct/Nov 2018	Winter 2018	Objection Report published within 28 days and with Cabinet with 35 days
Nov 2018	Winter 2018	Cabinet Decision
September 2019	Autumn 2019	Implementation of selected option

Mae'r dudalen hon yn wag yn bwrpasol

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Revenue Budget Monitoring 2017/18 (MONTH 8)
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 current revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account. This report presents the position, based on actual income and expenditure, as at Month 8 of the financial year. The report projects how the budget would stand at the close of the financial year if all things remained equal.

The projected year end position, without mitigation to reduce cost pressures and improve the yield on efficiency planning is:-

Council Fund

- Net in year expenditure forecast to be £0.846m greater than budget
- Projected contingency reserve balance as at 31 March 2018 of £4.236m

Housing Revenue Account

- Net in-year expenditure forecast to be £0.035m higher than budget

Projected closing balance as at 31 March 2018 of £1.081m

RECOMMENDATIONS	
1	To note the overall report and the projected Council Fund contingency sum as at 31st March 2018.
2	To note the projected final level of balances on the Housing Revenue

	Account (HRA).

REPORT DETAILS

1.00	EXPLAINING THE MONTH 8 POSITION
1.01	**Council Fund Overall Position** The operating deficit reported is £0.846m greater than the budget which is a decrease of £0.416m from the deficit reported last month.
1.02	**Council Fund Latest In-Year Forecast** The table below shows the projected position by portfolio.

TOTAL EXPENDITURE AND INCOME	Original Budget £m	Revised Budget £m	Projected Outturn £m	In-Year Over / (Under) spend £m
Social Services	61.471	62.454	63.227	0.773
Community & Enterprise	12.518	12.540	11.617	(0.923)
Streetscene & Transportation	27.467	27.580	29.684	2.104
Planning & Environment	5.043	4.932	5.253	0.320
Education & Youth	10.966	11.048	11.171	0.123
Schools	88.862	88.862	88.862	0.000
People & Resources	4.283	4.118	4.572	0.455
Governance	7.675	7.651	7.764	0.114
Organisational Change 1	5.801	5.768	5.843	0.075
Organisational Change 2	2.422	2.288	1.985	(0.303)
Chief Executive	3.008	2.926	2.796	(0.130)
Central & Corporate Finance	25.642	24.990	23.228	(1.763)
Total	**255.156**	**255.156**	**256.002**	**0.846**

1.03	The reasons for the projected variances are summarised within Appendix 1 with key significant portfolio variances explained in paragraphs 1.04 to 1.09 below. As has been the practice in recent years where a variance has been due to a conscious change to policy or practice, the resulting variance is managed corporately with the relevant portfolio not expected to meet any

	shortfall.
1.04	Streetscene & Transportation There is a projected overspend of £2.104m within this portfolio. The overspend partly comprises of the materialisation of some of the known significant risks identified when the 2017/18 budget was set by Council and other conscious changes to policy or practice which were detailed in the Month 4 report. The net position on the projected overspend excluding the conscious changes to policy and practice is a now an operating deficit of £0.767m. Work is ongoing to assess any potential impact on these in year variances on the Medium Term Financial Strategy (MTFS) forecast for 2018/19.
1.05	Social Services The projected outturn for Out of County placements in Children's Services is currently £1.365m over budget due to the number of high cost placements, this is an increase of £0.135m from the figure reported in month 7.
1.06	Education & Youth The projected outturn for the education element of Out of County placements is reporting an overspend of £0.245m. This is an increase of £0.121m from the amount reported in month 7. This increase is due to a number of new placements which have commenced within this period.
1.07	Planning & Environment There is a projected in-year Planning Fee Income shortfall of £0.255m due to the impact of the Welsh Government requirements for major developers to enter into pre consultation as detailed in the previous report.
1.08	Community & Enterprise There is a projected underspend on the Council Tax Reduction Scheme (CTRS) of £0.530m based on current demand which will be kept under review throughout the year together. There is also a favourable variance on the Council Tax Collection fund of £0.466m due to the conclusion of the Single Person Discount review work, this is a significant increase of £0.321m on the underspend reported in month 7.
1.09	Central & Corporate Finance There is a positive variance of £1.763m projected within this area which is mainly due to the finalisation of social care funding issues as previously reported. The underspend reported in month 7 has increased by £0.410m and is mostly due to a reduction in the in-year pension costs resulting from the auto

	enrolment of employees into the pension scheme. This became effective in October 2017 and an early analysis indicates that the actual numbers are less than originally estimated which results in a favourable variance of £0.442m for 2017/18. Further work is required to assess the impact on 2018/19. Other major variances within this area include a positive variance on the pension fund contributions due to a lower than anticipated pressure to fund the in-year increase due to the actuarial review of £0.295m offset by a shortfall in the income target of £0.412m and lower than anticipated levels of car parking income at County Hall of £0.080m.
1.10	<u>Significant Movements between Month 7 and Month 8 Budget</u> There has been no significant budget transfers between portfolios this month.
1.11	<u>Achievement of Planned In-Year Efficiencies</u> The Council set a challenging target for the level of efficiencies to be achieved in year as part of its approach to annual budget planning. These efficiencies are generated from the three year service portfolio business plans and from corporate financial planning. The 2017/18 budget contains £8.433m of specific efficiencies which are tracked and monitored. In recent years the level of efficiency achievement has averaged at around 85% though the council aspires to raise this to 95% in 2017/18 as reflected in the recent MTFS KPI's. The current assessment of the efficiencies to be achieved in 2017/18 shows that £7.940m (94%) of the efficiencies would be achieved which is 1% lower than the target. There is a further risk that any ongoing under-achievement of efficiencies will have a recurring and negative impact on the 2018/19 budget. Further details on the current status on efficiencies can be seen in Appendix 3 with the overall impact in relation to any impact for 2018/19 being reviewed as part of the ongoing work on the MTFS.
1.12	**Tracking of In Year Risks and Emerging Issues** At the time of setting the Budget for 2017/18 a number of significant risks were identified including the costs of procuring local public and school bus services and the potential reduction of the Single Environment Grant.
1.13	In addition to the known risks referred to above there are also a number of new risks emerging in-year which have been incorporated into the projected outturn and will also need carefully assessing for the potential impact on the 2018/19 budget.
1.14	These new issues are being monitored as part of the ongoing review of the Councils financial position and are shown in the table below with the current M8 variances included as part of the overall position: Council Tax Reduction Scheme (CTRS) – Reduction in demand (0.530)

	Council Tax Collection in year efficiency	(0.466)
	Social Care Additional Funding in 17/18 – Estimated amount	(0.595)
	Intermediate Care Fund (ICF) – Continuation of funding	(0.500)
	Pension Deficit Recovery – Due to opt out and surplus allocation from budget pressure for actuarial review	(0.295)
	Auto Enrolment – based on early information uptake is less than estimated	(0.433)
	Markets Income – Decline in levels of income	0.054
	Gas Engine Income – Further decrease to level of income over and above pressure included in 2017/18 budget (£0.150m)	0.200
	Planning Fee Income – In year shortfall due to pre consultation	0.255
	Shared Specialist Plant – Previous year efficiency not achieved	0.050
	Motor Insurance Premium Increase - In year increase not anticipated	0.100
	Street Lighting increase in 2017/18 of 16%	0.131
	County Hall Parking – Lower than anticipated efficiency on parking permits	0.080
	Procurement Supplier Charging – Previous year efficiency not achievable	0.116
	Environmental Health Officer temporary posts	0.120
	Central and Corporate Support Service pressure offset by efficiency on Audit Fees	0.127
	Single Environment Grant – reduction in grant allocation	0.111
	Transportation Costs – procuring local and school transport	0.675
	Out of County Placements – projected care package costs	1.365
	Income – shortfall on income target	0.412
	Total New Emerging Risks	**0.977**
1.15	**Winter Maintenance** There is a potential risk of overspend in the winter maintenance budget due	

	to the recent snow event which may result in the use of winter maintenance reserves. Average winter consists of 70 turnouts and 5 snow days. The service has currently had 54 turnouts to date with the potential for further adverse weather over the next few months. 2,024 tonnes of salt was spread during the snow period in December.
1.16	**Inflation** Included within the 2017/18 budget are provision for pay (£0.915m), targeted price inflation (£0.313m), food (£0.051m), fuel (£0.033m) and Energy (£0.061m).
1.17	Portfolios have received their allocations for pay and price and there is a remaining balance of £0.014m which is included within the overall outturn figure.
1.18	No allocations have been made so far for non-standard inflation (NSI) in 2017/18. Areas that may be subject to NSI increases will be monitored throughout the year and any emerging pressures will be considered in future reports though at present it is anticipated that the allocation will be spent in full.
1.19	**Reserves and Balances** <u>Un-earmarked Reserves</u> The 2016/17 outturn reported to Cabinet on 18 July 2017 showed un-earmarked reserves at 31 March 2016 (above the base level of £5.769m) of £5.133m.
1.20	Taking into account the current projected overspend at Month 8 and previously agreed allocations the balance on the Contingency Reserve at 31 March 2018 is projected to be £4.236m as detailed in appendix 4.
1.21	<u>Earmarked Reserves</u> Earmarked reserves are monitored in accordance of the reserves protocol and summary of earmarked as at 1 April 2017 and an estimate of projected balances as at the end of the financial year will be included in the month 9 report.
1.22	**Housing Revenue Account** The 2016/17 Outturn Report to Cabinet on 18 July 2017 showed an un-earmarked closing balance at the end of 2016/17 of £1.116m and a closing balance of earmarked reserves of £0.526m.
1.23	The 2017/18 budget for the HRA is £33.633m which includes a movement of £0.035m from reserves.
1.24	The Month 8 monitoring for the HRA is projecting in year expenditure to be £0.035m lower than budget and a closing un earmarked balance as at 31 March 2018 of £1.081m, which at 3.2% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.

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 in-year risks and emerging issues which are covered in the main section of the report from paragraph 1.12 to 1.15. Details of these risks were reported in full within the Month 4 report.

5.00	APPENDICES
5.01	Appendix 1: Council Fund – Movement in Variances from Month 7 Appendix 2: Council Fund – Budget Variances Appendix 3: Council Fund – Programme of Efficiencies Appendix 4: Council Fund – Movement on Un-earmarked Reserves Appendix 5: Housing Revenue Account Variances

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

7.00	GLOSSARY OF TERMS
7.01	**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. **Council Fund:** the fund to which all the Council's revenue expenditure is charged.

	Financial Year: the period of twelve months commencing on 1 April. **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. **Projected Outturn:** projection of the expenditure to the end of the financial year, made on the basis of actual expenditure incurred to date. **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. **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. **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. **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.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £0.025m
Social Services		
Older People		
Localities	0.078	Residential Care - decrease in service user contributions from property income £0.036m and increases in service users £0.042m
Resources & Regulated Services	0.052	Increased costs of in-house home care provision due to external domiciliary care providers cancelling contracts
Other Minor Variances	0.010	
Disability Services		
Resources & Regulated Services	(0.117)	Cost reductions on some service contracts and additional joint funding contributions from Betsi Cadwaladr University Health Board (BCUHB)
Disability Services	(0.030)	Updated projection based on latest information on service user placements
Other Minor Variances	0.007	
Mental Health Services		
Residential Placements	0.067	The increase is due to two new service user placements
Other Minor Variances	(0.015)	
Children's Services		
Family Support	0.031	Increase in staffing costs in order to meet service user demand
Out of County Placements	0.135	Net impact of new placements, ended placements and changes to placement end dates.
Other Minor Variances	0.024	
Development & Resources		
Other Minor Variances	(0.038)	
Total Social Services	**0.203**	
Community & Enterprise		
Customer And Housing Services	0.019	Minor variances.
Council Fund Housing	(0.038)	The variance is mostly for the Telecare contract, the new contract will now begin in April 2018.
Regeneration	0.051	Variance due to the unachieved framework income for Energy Efficiency projects within 2017/18.
Revenues & Benefits	(0.332)	Variance largely relates to the Single Person Discount review work which has been concluded £0.345m. Other minor variances £0.013m.
Housing Programmes	0.004	Minor variances.
Total Community & Enterprise	**(0.296)**	
Streetscene & Transportation		
Ancillary Services & Performance		
Other Minor Variances	0.027	Cummulative amount of minor variances each under £0.025m. The largest variance is on Waste Collection Services which is £0.023m
Highways Network		
Other Minor Variances	0.008	Minor variances.
Transportation & Logistics		
Other Minor Variances	0.008	Minor variances.
Total Streetscene & Transportation	**0.043**	

Planning & Environment		
Business		
Minor Variances	0.002	Minor variances.
Community		
Minor Variances	0.021	Minor variances.
Development		
Minor Variances	(0.005)	Minor variances.
Access		
Minor Variances	0.004	Minor variances.
Shared Services		
Minor Variances	0.000	
Strategy		
Minor Variances	0.002	Minor variances.
Management Strategy	**(0.003)**	Minor variances.
Total Planning & Environment	**0.020**	
Education & Youth		
Inclusion & Progression	0.121	Adverse movement in variance largely relates to Out of County placements. Several new placements have been agreed during the period. Includes other minor variances from within service area.
Integrated Youth Provision	(0.022)	Minor variances only.
School Improvement Systems	(0.017)	Minor variances only.
Total Education & Youth	**0.082**	
Schools	**0.000**	
People & Resources		
HR & OD	0.016	Minor variances
Corporate Finance	(0.020)	Minor variances
Total People & Resources	**(0.004)**	
Governance		
Legal Services	0.009	Minor variances
Democratic Services	(0.004)	Minor variances
Internal Audit	0.004	Minor variances
Procurement	0.000	No variance
ICT	0.004	Minor variances
Total Governance	**0.013**	
Organisational Change 1		
Public Libraries & Arts, Culture & Events	(0.007)	Minor variances
Museums	0.000	No variance
County Archives	0.003	Minor variances
Leisure	0.000	No variance
Community Assets	0.000	No variance
Total Organisational Change 1	**(0.004)**	
Organisational Change 2		
Industrial Units	(0.026)	£0.026m underspend resulting from a reduced repairs and maintenance spend.
Minor Variances	(0.037)	Cummulative amount of minor variances each under £0.025m. The largest variance is on Property Asset & Developmwent which is £0.016m
Total Organisational Change 2	**(0.063)**	
Chief Executive	**(0.001)**	Minor variances
Central and Corporate Finance	**(0.410)**	Auto enrolment of employees to the pension scheme became effective in October 2017. Early analysis indicates that the actual numbers are less than estimated which gives a favourable in year variance of £0.443m. Windfall income an underachievement of £0.040m. Minor variances £0.007m.
Grand Total	**(0.416)**	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - 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	15.990	15.584	(0.406)	(0.484)	Domiciliary Care reflects a projected underspend of £0.068m based on existing service users. Other underspends include a projected underspend of £0.104m on Intake/First Contact of which £0.071m is due to part year vacancy savings from within the Single Point of Access team. Locality Teams staffing reflects a projected underspend of £0.230m due to short term vacancy savings for a number of posts. Overall net minor variances £0.004m.	Continue to monitor and review.
Reablement Services	0.469	0.395	(0.074)	(0.085)	Reablement reflects a projected underspend of £0.074m which is due to additional Continuing Health Care (CHC) funding from BCUHB	Continue to monitor and review.
Community Equipment Contribution	0.478	0.378	(0.100)	(0.100)	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 been updated resulting in a reduced level of contribution from FCC going forward. In the longer term this saving has been earmarked for funding of some of the revenue costs for the new extra care facilities.	Continue to monitor and review.
Resources & Regulated Services	5.983	5.513	(0.470)	(0.521)	The main influences on the projected underspend of £0.470m are short term vacancy savings within extra care schemes £0.215m, due to recruitment and retention difficulties in the care sector. Additional residential client contributions amount to £0.264m, together with a further projected underspend of £0.016m on Residential Care due mainly to short term vacancy savings. Other minor variances amount to a net £0.025m.	Continue to monitor and review.
Minor Variances	0.234	0.232	(0.002)	(0.002)		
Disability Services						
Resources & Regulated Services	19.744	19.947	0.202	0.320	There are long standing and ongoing demand influenced pressures within the externally provided Supported Living services amounting to £0.145m.Work Opportunities and Day Services show a pressure of £0.088m, which is due to the delay in letting a new contract under an alternative delivery model (ADM). There is also a projected underspend of £0.076m on externally purchased care on Physical Disabilities and Sensory Impairment (PDSI), and a projected overspend of £0.045m on in house supported living.	Continue to monitor and review.
Disability Services	0.716	0.530	(0.186)	(0.157)	Increased CHC Funding for two service users under Transition to Adulthood from BCUHB. In addition, the contribution the Council is required to make for four high cost Transition service users to Welsh Government for residential college placements has reduced.	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Administrative Support	0.168	0.015	(0.153)	(0.152)	The projected underspend is due mainly to short term vacancy savings.	Continue to monitor and review.
Minor Variances	0.692	0.689	(0.003)	(0.010)		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Mental Health Services						
Residential Placements	1.140	1.505	0.365	0.298	Ongoing pressure due to the numbers of long term residential placements, despite maximisation of opportunities to secure joint funding contributions from BCUHB	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Professional Support	0.736	0.686	(0.050)	(0.049)	Aggregate saving due to a number of short term vacancy savings	Continue to monitor and review.
Minor Variances	1.789	1.748	(0.041)	(0.026)		
Children's Services						
Family Placement	2.464	2.652	0.188	0.185	There is a long standing and ongoing pressure due to sustained demand influences beyond the level of the allocated budget.	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Family Support	0.296	0.369	0.073	0.042	There are pay pressures due to a combination of new contractual arrangements having been implemented for sessional workers and a number of the staff working significant additional hours.	Continue to monitor and review.
Professional Support	4.808	5.018	0.209	0.193	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	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Out of County Placements	3.641	5.006	1.365	1.230	This pressure is a continuation of the experience in 2016/17, where there was a significant increase in the number of high cost placements which was partly influenced by interpretations of additional responsibilities under the Social Services and Well-being (Wales) Act 2014.	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Minor Variances	1.291	1.298	0.007	0.003		
Development & Resources						
Charging Policy income	(2.641)	(2.788)	(0.148)	(0.125)	The projected underspend is due to surplus income which is mainly caused by the full year impact of changes to disregard rules on financial assessments which came into effect from August 2016	Continue to monitor and review.
Safeguarding Unit	0.810	0.908	0.098	0.114	There are continued significant demand influenced pressures on this service particularly within Adults safeguarding due to a significant increase in the numbers of referrals and the ongoing impact of the Deprivation of Liberty Safeguarding (DoLS) assessments.	Following recent feedback from Corporate Resources Overview and Scrutiny committee, a full review will be undertaken of the reasons for this overspend and an action plan will be drawn up with a view to early remedial action.
Good Health	0.941	0.824	(0.116)	(0.124)	The projected underspend is due to a number of short term vacancy savings and from recouping an overpayment from a Voluntary Organisation.	Continue to monitor and review.
Minor Variances	2.704	2.718	0.014	0.021		
Total Social Services	**62.454**	**63.227**	**0.773**	**0.570**		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Community & Enterprise						
Customer And Housing Services	1.568	1.601	0.033	0.014	Minor variances only.	
Council Fund Housing	(0.372)	(0.433)	(0.061)	(0.023)	Variance relates to the Telecare contract changes, management decision not to run new and existing contracts paralell until April.	This will be closely monitored in 2018/19.
Regeneration	0.412	0.509	0.097	0.046	Variance relates to Markets income review £0.054m and unachieved framework income for Energy Efficiency projects within 2017/18 £0.050m. Includes other minor variances £0.007m.	Continue to closely monitor income levels.
Revenues & Benefits	10.792	9.791	(1.001)	(0.669)	Variance relates to the Council Tax Reduction Scheme £0.530m and conclusion of the Single Person Discount review work £0.466m. Includes other minor variances of £0.005m from across the service.	Continue to monitor closely as these areas are highly volatile and projections are likely to change throughout the year.
Housing Programmes	0.140	0.149	0.009	0.005	Minor variance only.	
Minor Variances				0.000		
Total Community & Enterprise	**12.540**	**11.617**	**(0.923)**	**(0.627)**		
Streetscene & Transportation						
Ancillary Services & Performance						
Waste Collection	7.118	7.558	0.440	0.417	Adverse variance of £0.200m relating to lower then anticipated energy production at the Landfill sites and reduced electricity sales from reducing levels of gas extraction. Environment and Sustainable Development (ESD) grant pressure £0.111m due to the reduction of the grant in 17/18 of 3.7%. Delay in the development of the new Rockcliffe HRC site resulting in additional running costs of two existing sites continuing to operate £0.050m. Increase in CPI apply to the waste treatment contract of 2.8% above the 1% built into the monitoring, 0.030m. £0.020m pressure from additional NNDR costs due to the reassessment of two Household Recycling sites. Minor variances £0.029m	Energy production income levels being monitored monthly and contracts being prepared for the service to be outsourced. Reported in Programme Board Efficiency Tracker Keep under review as part of MTFS Indicative reduction in ESD grant for 18/19 - £0.299m
Parking & Enforcement	(0.084)	0.024	0.109	0.108	Shortfall of income from Flint Car Parking £0.100m. Pressure due to the town centre re-development being ongoing and impacting on the rollout of changes across the town. Minor variances £0.009m.	Keep under review as part of MTFS Reported in Programme Board Efficiency Tracker
Other Minor Variances	0.798	0.796	(0.003)	(0.006)		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Highways Network						
Highways Network	7.466	7.810	0.344	0.335	Due to ongoing discussions on Community Asset Transfers (CATs), the maintenance liability being transferred for Cemeteries to Town/Community Councils totalling £0.050m has not yet been implemented. Street lighting energy prices above the 2% standard with an increase of 16% resulting in a pressure of £0.131m. Public conveniences at Holywell and Mold (New Street) were due to close in April this year, however they will not close until March 2018 resulting in a pressure of £0.063m. The balance is the a cumulative amount of minor variances. Potential risk of overspend in the winter maintenance budget due to the recent snow event which may result in the use of winter maintenance reserves. Average winter consists of 70 turnouts and 5 snow days. The service has currently had 54 turnouts to date with the potential for further adverse weather over the next few months. 2,024 tonnes of salt was spread during the snow period in December.	Keep under review as part of MTFS. Reported in Programme Board Efficiency Tracker. Continue to monitor street lighting energy prices.
Transportation & Logistics						
Logistics & Resource Services	4.518	4.706	0.188	0.182	Shared specialist plant with neighbouring Authorities has not materialised from 16/17 business planning proposal £0.050m. Increase in Fleet insurance premium for 17/18 £0.100m. Minor variances £0.038m.	Keep under review as part of MTFS
School Transport	4.734	4.919	0.185	0.185	Ongoing additional subsidy costs following re-procurement for covering various school transport routes £0.185m.	No additional funding from WG due to Statutory provision requirements. Ongoing consideration will be required in the MTFS taking account of the cost for future years. Hoping to reduce cost through the Transportation retendering exercise.
Transportation	1.598	2.439	0.841	0.841	Ongoing additional subsidy costs following re-procurement for covering various public transport routes and the delay in introducing the Bus Subsidy efficiency in 17/18 £0.840m	Keep under review as part of MTFS. Reported in Programme Board Efficiency Tracker
Other Minor Variances	1.432	1.431	(0.000)	(0.002)		
Total Streetscene & Transportation	**27.580**	**29.684**	**2.104**	**2.061**		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Planning & Environment						
Business						
Pollution Control	0.476	0.532	0.056	0.050	An increase in prosecutions for unlicensed and unsafe residential properties has resulted in two temporary Environmental Health Officers being recruted to deal with this increase in demand.	Invest to Save funding bid for 2018/19
Minor Variances	1.086	1.067	(0.019)	(0.015)		Continue to monitor committed expenditure and reduce/remove expenditure where possible
Community						
Pest Control	0.004	0.054	0.050	0.044	Despite the the fact that the service has seen an increase in referrals during 2016/17 and onwards into 2017/18, the income target is unlikely to be achieved, based on current projections.	
Minor Variances	0.898	0.852	(0.046)	(0.061)	Minor variances.	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Development						
Development Management	(0.384)	(0.129)	0.255	0.243	The projected Planning Fee Income shortfall is currently £0.255m as the economy has not continued to recover to the extent which the 3 year Business Plan forecast but the number of applications has increased. The annual income target for non-statutory Pre-Application Fees was met in Q1 and income has continued to increase only slowing down in recent weeks.	Continue to monitor Planning Fee levels and adjust projection accordingly
Minor Variances	0.158	0.106	(0.052)	(0.034)	Cumulative minor variances from a number of services.	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Access						
Greenfield Valley	0.326	0.288	(0.039)	(0.046)	Vacancy savings and reduced zero hours contracts	Service review within Countryside is currently being undertaken
Minor Variances	1.015	1.012	(0.003)	0.001	Minor variances.	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Shared Services						
Minor Variances	0.177	0.177	(0.000)	0.000	Minor variances.	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Strategy						
Minor Variances	0.833	0.819	(0.013)	(0.015)	Minor variances.	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Management Strategy	0.343	0.474	0.130	0.134	Balance of Business Planning Efficiencies for Staffing	Continue to monitor committed expenditure and reduce/remove expenditure where possible
Total Planning & Environment	**4.932**	**5.253**	**0.320**	**0.301**		
Education & Youth						
Inclusion & Progression	6.843	7.088	0.245	0.124	Variance largely relates to Out of County placements £0.262m. Several new placements have commenced during the period. Includes other minor variances from across the service. Minor variances £0.017m.	Continue close monitoring arrangements and updates following moderation meetings.
Integrated Youth Provision	1.345	1.298	(0.047)	(0.025)	Minor variances from across service area.	
School Improvement Systems	1.873	1.839	(0.034)	(0.017)	Minor variances from across service area.	
Business Change & Support	0.377	0.335	(0.042)	(0.042)	Minor variances. Includes savings following the review of software purchase.	
Minor Variances	0.611	0.611	(0.000)	0.000		
Total Education & Youth	**11.048**	**11.171**	**0.123**	**0.041**		
Schools	88.862	88.862	**0.000**	(0.000)		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
People & Resources						
HR & OD	2.029	2.219	0.190	0.174	The oversprnd is due to partial achievement of business planning efficiency and loss of income contribution from Wrexham Occupational Health Services	Service delivery options are being cobnsidered for the Occupational Health Service
Corporate Finance	2.089	2.354	0.265	0.285	This is due to the roll out of mamager self serve and the operating model review taking longer than planned	Continue to look for income maximisation and progress structural review
Total People & Resources	**4.118**	**4.572**	**0.455**	**0.459**		
Governance						
Legal Services	0.688	0.702	0.014	0.005	Minor variances	Continue to monitor and review
Democratic Services	1.924	1.929	0.005	0.009	Minor variances	Continue to monitor and review
Internal Audit	0.443	0.375	(0.069)	(0.072)	Due to in-year vacancies.	Continue to monitor and review
Procurement	0.168	0.296	0.128	0.128	Due to conscious decision to no longer pursue supplier income for registration onto the Councils payment portal.	Pressure to be considered as part of the MTFS
ICT	4.428	4.463	0.035	0.031	Minor variances	Continue to monitor and review
Total Governance	**7.651**	**7.764**	**0.114**	**0.100**		
Organisational Change 1						
Public Libraries & Arts, Culture & Events	1.583	1.589	0.006	0.013	Minor variances.	Continue to monitor and review.
Museums	0.067	0.067	(0.000)	(0.000)	Minor variances.	Continue to monitor and review.
County Archives	0.286	0.289	0.003		Minor variances.	Continue to monitor and review.
Leisure	3.807	3.874	0.067	0.067	Aura Leisure and Libraries Ltd was established on 1st September. This was delayed by 2 months due to a range of queries in 3 separate responses from the Financial Conduct Authority (FCA) in registering the company. These issues are now resolved.	Continue to monitor and review.
Community Assets	0.024	0.024	0.000	0.000	Minor variances.	Continue to monitor and review.
Total Organisational Change 1	**5.768**	**5.843**	**0.075**	**0.079**		
Organisational Change 2						
Administrative Buildings	1.241	1.130	(0.111)	(0.112)	£0.111m estimated efficiencies from the closure of phases 3 and 4 in County Hall. Other minor variances	
Agricultural Estates	(0.189)	(0.160)	0.028	0.037	Minor variances	
Property Holdings	0.015	(0.010)	(0.025)	(0.010)	Minor Variances	
Property Asset And Development	0.446	0.345	(0.101)	(0.085)	£0.066m in year salary savings. Other minor variances £0.035m	
Caretaking & Security	0.302	0.260	(0.042)	(0.035)	Minor Variances	
CPM & Design Services	0.691	0.474	(0.217)	(0.221)	£0.139m projected additionalfee income above target. £0.070m in year salary savings. Other minor variances £0.008m	
Industrial Units	(1.153)	(1.021)	0.132	0.158	£0.132m as a result of unachieved rental income, to be offset against office efficiencies.	
CCTV & Open Spaces	0.184	0.215	0.031	0.027	Minor Variances	
Minor Variances	0.752	0.752	(0.000)	(0.000)		
Total Organisational Change 2	**2.288**	**1.985**	**(0.303)**	**(0.241)**		
Chief Executive	**2.926**	**2.796**	**(0.130)**	**(0.129)**	Due to in-year vacancy savings and underspends on specialist budgets such as sustainable development, Your Community/Your Council and public relations.	Continue to monitor and review

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Central and Corporate Finance	**24.990**	**23.228**	**(1.763)**	**(1.352)**	An underachievement on the income target of £0.412m, though work is continuing to identify areas of opportunity. Support Services recharge, has resulted in a shortfall of £0.234m due to a reduction in overall operating costs. Car parking permit income shortfall of £0.080m. Reduced audit fees, underspend of £0.127m. Social Services, one off in year underspend of £1.608m held centrally to mitigate any in year overspends; £0.513m resulting from remaining pressure budgeted in 17/18 no longer required, £0.500m due to funding being secured from the Regional Intergrated Care Fund, a revenue grant allocation on a one off basis. An additional £0.595m of Welsh Government funding for Social Care has recently been confirmed. Projected Pension fund variance £0.295m due to surplus of budget required for increase in contributions in 2017/18. Apprentice Tax Levy underspend of £0.049m, increased data has enabled a more accurate projection. Auto enrolment of employees to the pension scheme became effective in October 2017. Early analysis indicates that the actual numbers are less than estimated which gives a favourable in year variance of £0.443m. Windfall income an underachievement of £0.040m. Minor variances £0.007m.	Work is continuing to identify areas of opportunity to generate income. Keep under review as part of MTFS considerations. Social Services - Keep under review as part of MTFS considerations to assess 18/19 impact. Pension Fund / Apprentice Tax Levy - Keep under review in year to consider potential for mitigation of 18/19 pressure. Auto enrolment - further analysis is required to assess the impact on 2018/19.
Grand Total	**255.156**	**256.002**	**0.846**	**1.262**		

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2017/18 Efficiencies Outturn - Under or Over Achieved

Portfolio	Original Efficiency 2017/18 £(m)	Revised Efficiency 2017/18 £(m)	(Under)/Over Achievement 2017/18 £(m)
People & Resources			
Finance - Implementation of Collaborative Planning Software to finance to improve and automate our processes thus enabling workforce efficiencies. Phased roll out of new finance model.	0.270	0.200	(0.070)
Review of Human Resources & Organisational Design operating model and job roles and various other efficiencies.	0.148	0.052	(0.096)
DBS recharges	0.058	0.025	(0.033)
Total People & Resources	**0.476**	**0.277**	**(0.199)**
Governance			
ICT - Reduction in management, staff and non pay costs.	0.350	0.310	(0.040)
Total Governance	**0.350**	**0.310**	**(0.040)**
Social Services			
Develop alternative approaches to in house day services and work opportunity schemes.	0.250	0.162	(0.088)
Total Social Services	**0.250**	**0.162**	**(0.088)**
Education & Youth			
Music Service to move to full cost recovery model.	0.035	0.012	(0.023)
Total Education & Youth	**0.035**	**0.012**	**(0.023)**
Organisational Change 1			
Alternative Delivery Models	0.415	0.335	(0.080)
Total Organisational Change 1	**0.435**	**0.355**	**(0.080)**
Community & Enterprise			
Council Tax Reduction Scheme.	0.200	0.730	0.530
Total Community & Enterprise	**0.200**	**0.730**	**0.530**
Streetscene & Transportation			
Develop energy production at landfill.	0.100	0.000	(0.100)
Review subsidised bus routes.	0.350	0.000	(0.350)
Total Streetscene & Transportation	**0.450**	**0.000**	**(0.450)**
Planning & Environment			
Staffing - management restructure.	0.125	0.062	(0.063)
Self financing for Public Protection Services.			
- Animal & Pest Control.	0.030	0.000	(0.030)
- Licencing Charging			
Increase in planning fees (15% WG increase) and applications	0.015	0.000	(0.015)
Increase in number of planning applications	0.035	0.000	(0.035)
Total Planning & Environment	**0.205**	**0.062**	**(0.143)**

	%	£
Total 2017/18 Budget Efficiencies	**100**	**8.433**
Total Projected 2017/18 Budget Efficiencies Underachieved	**6**	**0.493**
Total Projected 2017/18 Budget Efficiencies Achieved	**94**	**7.940**

Mae'r dudalen hon yn wag yn bwrpasol

Appendix 4

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2017	10.953	
Less - Base Level	(5.769)	
Total Reserves above base level available for delegation to Cabinet		5.184
Less – allocation from the Contingency Reserve to support initial set up costs and final technical support for the Community Asset Transfer (CAT) of Holywell Leisure Centre and Alternative Delivery Model (ADM) agreed in 2016/17		(0.050)
Less – allocation from the Contingency Reserve to provide financial support to meet in-year budget pressures in 2017/18 for regional economic structures and support for events		(0.052)
Less – projected outturn overspend		(0.846)
Total Contingency Reserve as at 31st March 2018		**4.236**

Mae'r dudalen hon yn wag yn bwrpasol

Budget Monitoring Report
Housing Revenue Account Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Housing Revenue Account						
Income	(32.269)	(32.264)	0.005	0.099	£0.079m reflects the decision to delay implementation of Service Charges to 1st April 2018 (from January 2018) to allow more time for full consultation. £0.034m relates to the loss of income on garages following refurbishments and demolition. £0.150m relates to a reduction in the contribution towards the provision for bad debts. This is a permanent reduction which is reflected in the budget for 2018/19. £0.010m relates to changes in the anticipated handover dates for new properties. The remaining £0.032m relates to minor variances.	Continue to monitor and review.
Capital Financing - Loan Charges	7.545	7.411	(0.134)	(0.134)	£0.118m relates to a reduction in the expected interest charge for HRA borrowing. This is because interest rates have remained low since the Brexit referendum. Borrowing costs have also been minimised through efficient treasury management. £0.016m relates to a reduction in the minimum revenue payment (MRP). This is calculated based on the total HRA borrowing at 31st March 2017 which was slightly lower than assumed in the budget.	Continue to monitor and review.
Estate Management	1.633	1.590	(0.043)	(0.019)	Minor Variance	Continue to monitor and review.
Landlord Service Costs	1.311	1.302	(0.009)	0.021	Minor variance	Continue to monitor and review.
Repairs & Maintenance	8.606	8.110	(0.496)	(0.284)	A saving of £0.496m is anticipated on Repairs and Maintainance. £0.177m relates to staffing costs. £0.327m relates to subcontractor spend. This expenditure is reflected in the capital budget. The remaining £0.008m relates to minor variances.	Continue to monitor and review.
Management & Support Services	2.273	2.205	(0.068)	(0.069)	£0.035m relates to vacancy savings. £0.010m relates to a reduction in the projected Apprentice Levy. £0.025m relates to software. The remaining £0.002m relates to minor variances.	Continue to monitor and review.
Capital Expenditure From Revenue (CERA)	10.890	11.484	0.594	0.385	The variance of £0.594m 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.	Continue to monitor and review.
HRA Projects	0.046	0.197	0.151	(0.000)	£0.146m relates to SHARP pre-development costs which were approved by Cabinet in March 2017. If these schemes are approved before 31st March 2018, then costs will be capitalised.	In March 2017 Cabinet approved progression of site investigation works on several possible sites for SHARP. If, for any reason, schemes are not approved by 31st March 2018, these costs will be charged to the HRA.
Contribution To / (From) Reserves	(0.035)	(0.035)	0.000	0.000	No variance	
Total Housing Revenue Account	**(0.000)**	**(0.000)**	**(0.000)**	**(0.000)**		

Mae'r dudalen hon yn wag yn bwrpasol

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Community Endowment Fund – Annual Report
Cabinet Member	Leader of the Council and Cabinet Member for Finance Cabinet Member for Corporate Management and Assets
Report Author	Chief Executive Corporate Finance Manager
Type of Report	Operational

EXECUTIVE SUMMARY

The Flintshire Community Endowment Fund (the Fund) was established in September 2013 following Cabinet approval to transfer approximately £200k of 16 educational trust funds which were moribund or ineffective to the Community Foundation in Wales.

The Fund has since been managed and invested in by the Community Foundation in Wales and local grants have been awarded by the grants panel. This report provides an update on the progress and performance of the Fund since it was last reported in May 2016.

A presentation on the work of the Fund was provided to the Corporate Resources Overview and Scrutiny committee at its December meeting.

The report considers the proposal received from the Community Foundation in Wales to manage, administer and invest the Clwyd Tri-partite Welsh Church Act Fund (Clwyd WCAF) which is currently administered by the Council on behalf of Flintshire, Denbighshire and Wrexham Councils. This proposal was supported unanimously by the members of the Corporate Resources Overview and Scrutiny Committee.

RECOMMENDATIONS	
1	Members continue to endorse the work of the Community Foundation in Wales and the award of local grants as part of the Flintshire Community Endowment Fund.
2	Members approve the transfer of the management and the administration of the Clwyd Tri-partite Welsh Church Act Fund for Flintshire, Denbighshire and Wrexham to the Community Foundation for Wales from 1st April 2018.
3	Members approve the transfer of the management and the administration of Flintshire grants awarded from the Welsh Church Act Fund to be combined with the process already in place for the Flintshire Community Endowment Fund.

REPORT DETAILS

1.00	EXPLAINING THE FLINTSHIRE COMMUNITY ENDOWMENT FUND
1.01	The Fund has been managed by the Community Foundation in Wales since 2013. A report on the Fund's progress and performance is provided regularly by a representative from the Community Foundation in Wales. The latest report is attached at Appendix 1.
1.02	The financial performance of the Fund continues to be strong with the value of the endowment having grown by 17% from £178,975 in 2013 to £209,652 as at 30th September 2017.
1.03	Grants totalling £34,082 have been awarded since 2013. A grant panel was held in March 2017 and grants were awarded to 4 groups and 17 individuals totalling £10,335. Further information about these awards was provided as part of the presentation to the Corporate Resources Overview and Scrutiny committee.
	Clwyd Tri-partite Welsh Church Act Fund (Clwyd WCAF)
1.04	The Welsh Church Act Fund is a charitable Trust Fund governed by the Welsh Church Act 1914. The Act separated and dis-established the Welsh part of the Church of England. The Welsh Church Act Trust was established from the proceeds and assets, which were distributed evenly amongst the former County Councils in Wales and further divided between the Unitary Authorities with their establishment in 1996. All authorities are required to draw up an appropriate scheme (of governance), under section 19 of the Act. Flintshire's scheme was approved by the Secretary of State for Wales in April 1999.
1.05	The objectives of the Clwyd WCAF are very broad; covering voluntary organisation support, arts, social and recreational activities, as well as support for church and chapel restorations. Grants of up to £500 are considered by churches and chapels; recreational and educational achievement, up to £200 per individual and up to £300 for voluntary

	organisations.
1.06	The Clwyd WCAF is administered by the Council on a lead authority basis for Flintshire, Denbighshire County Council and Wrexham County Borough Council. It is referred to as the tri-partite scheme. The trustee of the Clwyd WCAF is the Responsible Finance Officer for Flintshire County Council, currently the Corporate Finance Manager.
1.07	Responsibilities of the trustee include; the administration and management of the fund, investing funds, determining the distribution of net income generated to the 3 Councils, preparing annual accounts and submitting annual returns as necessary to the Charity Commission.
1.08	The Community Foundation in Wales has submitted a proposal to the Council to take over the management and administration of the Clwyd WCAF, though the Trusteeship would remain with the Council. Subject to Member approval a detailed agreement would be put in place for the Foundation to manage the fund on the Trustees behalf, which would cover roles, responsibilities and reporting requirements.
1.09	Both Denbighshire and Wrexham Councils have undertaken a similar exercise to that of Flintshire to transfer ineffective and moribund educational trust funds to the Community Foundation in Wales. The Foundation reports similar successes in terms of growing the endowment and grant making to that of Flintshire. The proposal has been shared with both Denbighshire and Wrexham Councils who have no objection to transferring the management and administration of the Clwyd WCAF to the Foundation.
1.10	The Foundation have been managing and administering the Welsh Church Act for Powys Council since 2009 with the endowment growing by 26% over the period 2009 to 2016.
1.11	The Foundation have approached the Charity Commission for an 'in principle' view on the proposal to transfer. Having reviewed the scheme's governing documents the commission confirmed that '*subject to the Trustee having no concerns on the Foundation's suitability to manage the Fund (Clwyd WCAF) the Trustee has the power to delegate the management of the Fund (Clwyd WCAF) to the Foundation'.*
	<u>Investment Strategy</u>
1.12	The objective of the current investment strategy, in place since 2003, in the short term is to generate annual income for grants, without jeopardising the longer term objectives of protecting the capital value against inflation, whilst keeping administration costs to a minimum. £20,000 a year has been allocated for grants which is shared between the 3 Councils on a population basis. Investments have been made by Blackrock Investment Managers on the Trustees behalf in equal amounts of equities (shares), fixed interest deposits, and money market funds.

1.13	During the past six financial years the performance of the fund has been mixed due to the negative impact of investing in a low interest rate environment, and needing to maintain the amounts awarded in grants. The opening balance of the fund at 1st April 2011 was £577,867 with a closing balance of £569,554 on 31st March 2017, a slight reduction of £8,313 or 1.44%. Grants awarded total £149,000, at £20,000 per year with an additional £29,000 being made available in 2013/14 due to a high return on investments. The annual return on investments generated averages circa 2% over the six year period. Fees charged by the Council to cover administration costs were £3,400 per annum an average of 0.6% of the opening balance.
1.14	The Foundation's Investment Strategy is attached at Appendix 2 which is overseen by its Finance, Risk and Investment Committee. The strategy is: '*To offer a 'Fund Holder' grant-making capability that increases with inflation whilst maintaining the real value of both its capital and income for charitable purposes, over an economic cycle, through a diversified portfolio with a moderate risk profile.'* This is very similar to the objectives of the current investment strategy.
1.15	During the 5 year period 1st April 2011 to 31st March 2016 the Foundation has achieved average annual returns of 6.5% however, the Foundation point out that past performance is no guarantee of future returns. The fee for managing the endowment is 1.25%. For illustrative purposes only an opening balance of £510,000 transferred to the Foundation therefore could potentially have given investment income of £33,150, of which £20,000 would be used to pay grants and £6,789 in fees, leaving a closing balance of £516,361 on the Clwyd WCAF, a £6,361 increase or 1.25%.
1.16	The Foundation are seeking a nominal fee of 0.5% of the value of the total assets at the time of transfer, to cover the direct costs involved in agreeing and effecting the transfer of responsibilities pertaining to the management and administration of the Scheme.
	<u>Flintshire Welsh Church Act Scheme – Grant Awarding Process</u>
1.17	The Welsh Church Act Fund awards are currently agreed jointly between representatives from the Council and Flintshire Local Voluntary Council. The awards are then authorised through the Delegated Powers process. It is proposed that future Welsh Church Act Fund awards are integrated with those of the Flintshire Community Endowment Fund. This will streamline the process and maintain the involvement with the Flintshire Local Voluntary Sector. An annual report will be provided on the grants awarded as part of the Community Endowment report.

2.00	RESOURCE IMPLICATIONS
2.01	The transfer of the management and administration of the Clwyd WACF to the Foundation will result in a loss of income to the Council of £3,400 per annum, however this will free up officer time involved in managing and administering the Clwyd WCAF.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	A report along with a presentation from representatives of the Community Foundation in Wales was made to Corporate Resources Overview and Scrutiny Committee on December 14th.
3.02	The proposal has been shared with both Denbighshire and Wrexham Councils who have no objection to transferring the management and administration of the Clwyd WCAF to the Foundation.

4.00	RISK MANAGEMENT
4.01	Financial risks to the Fund and the Clwyd WCAF include; reduced rates of interest being earnt on the investment portfolio and potential losses from a fall in the value of instruments where investments are held, both linked with general market conditions. Also a lack of further growth of the Fund by donors and philanthropists. Risk is managed by the Community Foundation in Wales according to its investment strategy and scrutinised quarterly by the Foundation's Finance, Risk and Investment Committee.

5.00	APPENDICES
5.01	Appendix 1 - Flintshire Community Endowment Fund – Impact report October 2017
5.02	Appendix 2 - Community Foundation in Wales – Investment Strategy

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	**Contact Officers:** Karen Armstrong – Corporate Business and Communications Executive Officer Liz Thomas – Technical Finance Manager **Telephone:** 01352 702740 01352 702289 **E-mail:** karen.armstrong@flintshire.gov.uk liz.thomas@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	**Community Foundation in Wales:** The Community Foundation in Wales is a unique charity which promotes and manages philanthropy. Their role is to strengthen communities in ales by awarding grants to projects that make a sustainable impacts on local needs, and to help their clients make the most of their charitable giving. **Endowment Fund:** A financial asset, typically held by a non-profit organisation, which contains the capital investments and related earnings leveraged by the non-profit organisation to fund the overall mission or objective. **Equities (Shares):** Units of ownership interest in a corporation or financial asset that provide for an equal distribution in any profits, if any are declared, in the form of dividends. **Fixed Term Deposit:** Deposits of cash with terms attached relating to maturity and rate of return at a fixed rate of interest. **Money Market Fund:** Pooled funds which invest in a range of short term assets providing high credit quality and high liquidity **Welsh Church Act Fund:** The Welsh Church Act 1914 is an Act of Parliament under which the Welsh part of the Church of England was separated and dis-established. The Welsh Church Act Trust was established from the proceeds and assets, which were distributed evenly amongst the former County Councils in Wales and further divided between the Unitary Authorities with their establishment in 1996.

COMMUNITY FOUNDATION IN WALES
SEFYDLIAD CYMUNEDOL YNG NGHYMRU

FLINTSHIRE COMMUNITY ENDOWMENT FUND

IMPACT REPORT OCTOBER 2017

www.cfiw.org.uk

Charity Number 1074655/Company Number 03670680

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Picture on Front Cover – Live Music Now – Dan Walsh residency within Ysgol Pen Coch.

INTRODUCTION

The Community Foundation in Wales is pleased to report grant-making that has continued to increase year on year, distributing over £2.6 million last year to over 540 groups and individuals, supporting over 5,000 volunteers and 62,000 beneficiaries. Our endowment portfolio currently stands at over £13m, a long-term, sustainable source of funding for communities across Wales.

Within our portfolio the Flintshire Community Endowment Fund is a long-term source of funding to support education in Flintshire, helping us to fulfil our vision for a Wales with a thriving voluntary and community sector where local people have the financial resources to deliver projects addressing local needs. We see the Flintshire Community Endowment Fund as a catalyst for developing local philanthropy – an inspiration to a new generation of philanthropists in Flintshire. The Hawarden Relief in Need Fund, which supports groups and individuals in and immediately around Hawarden, was transferred to us shortly after establishing the Flintshire Community Endowment Fund and helps to ensure that some of the most vulnerable people in Flintshire have access to funding to support them when in financial crisis.

I hope you will once again enjoy reading and digesting the details of the awards made from the Flintshire Community Endowment Fund in 2016 and 2017. We are delighted to work with you to support community groups and individuals, focussing on educational attainment, especially with those seen as the most vulnerable in communities.

As always we continue to add value to your Fund by ensuring organisations that receive awards are appropriately constituted, compliant and managing their money efficiently and effectively. We monitor award recipients to discuss their work in the first instance through a written report, and by following up compliance with Charity Commission requirements where appropriate. On occasion we will follow this up with a phonecall to further discuss their work and sometimes a visit.

Please do advise us if you have any suggestions or changes you would like to make regarding the content or format. We're always pleased to receive feedback and are continually looking for ways to improve our reports.

With best wishes from the team at the Community Foundation in Wales.

Andrea Powell
Grants & Programmes Manager
October 2017

COMMUNITY FOUNDATION IN WALES NEWS

UPDATE

In Philanthropy Week 2016 the Community Foundation in Wales was delighted to honour three very different philanthropists, all of whom we have worked closely with in recent months and years. People who give their time, treasure and talent to help communities throughout Wales.

We gave an award to Ali and May Mosawi, who from humble beginnings have now set up their own family Foundation to distributue funding to organisations both in the UK and beyond working to further their passions and beliefs. They are also committed to supporting our work within the Community Foundation in Wales. You can read more about their story in our Annual Review (pages 18 & 19)

We also awarded Kelly Davies. As a former Premier League football player herself, Kelly understood that sports clubs have a unique position of trust and connection in their local communities. At the same time thousands of clubs fail due to a lack of proper management. Kelly founded Vi-Ability in 2010 to engage unemployed local youth in re-energising run-down clubs and turning them into thriving and sustainable community hubs whilst equipping youth with valuable employability skills. Starting a pilot in her hometown club of Colwyn Bay, Kelly engaged 20 NEETs age 16-18, taking on school drop-outs as well as ex-offenders. The success was unheard of with 20 out of 20 completing the course and 18 of them going into full-time jobs. Kelly gave up her football career after playing in the highest women's league and being at the top of her career as a full welsh international. A year after piloting, Vi-Ability was awarded the Wales Social Enterprise of the Year. Soon after, Kelly was awarded the Big Society Award by the UK Prime Minister, and decided to dedicate her full-time attention to bring Vi-Ability's model to its full potential across the UK.

Our third award was to Chris Rogers, a volunteer who gives up her time - a considerable number of hours each week - to support the community of Bro Aberffraw on Anglesey. We met Chris through our work on the Spirit of 2012 funded Fourteen project. She epitomises volunteering in Wales and accepted the award on behalf of ALL volunteers. Chris was keen to point out that she gets as much out of volunteering herself as the community gets out of her, and if it wasn't for the Fourteen project she would never of had so much fun!

In February 2016, Mari-Wyn Elias-Jones joined the Community Foundation in Wales as our Development Manager. Following the successful partnership with Carmarthenshire business Melin Tregwynt., Mari-Wyn built a relationship with Welsh jewellery designer and maker Emma-Kate Francis. Emma-Kate used

our daffodil logo as her inspiration to create a range of jewelley, with 30% of the sale proceeds being donated to the Fund for Wales. The new design was launched in November 2016, just in time for the Christmas market.

We are also delighted to announce the appointment of Richard Williams as the new Chief Executive of the Community Foundation in Wales.

Richard joined us in September 2017 from the charity Action on Hearing Loss, where he was Director for Wales. Prior to working in the third sector, Richard was a newspaper editor heading up the South Wales Echo and Wrexham Evening Leader, having also held senior positions on the Daily Post and Wales on Sunday. He is a board member of the Wales Council for Voluntary Action and Hafan Cymru, and national third sector representative on the Powys Regional Partnership Board.

Reflecting on his appointment, Richard said: "I am delighted to be joining the Community Foundation in Wales team and look forward to working to ensure we make an even bigger positive impact on communities across Wales."

We are delighted that Alun Evans was appointed as the new Chairman of Community Foundation in Wales. Alun is Business Development Director at Quilter Cheviot Investment Management and is also a trustee of UK Community Foundations, Walthamstow Hall School, and St David's Academy School.

New Programmes

We followed through on our work with the **Pears Foundation** through 2016 to run an interfaith community cohesion programme. The fund culminated in a very successful event in September 2016 where each of the groups funded through the programme attended a learning and sharing event where they updated the invited audience made up of Foundation Trustees, other groups working in the area, key stakeholders including Welsh Government and other funders, on the work that has been undertaken with this funding. Feedback was incredibly positive with the groups telling us how valuable it was to meet with and hear from others working in a similar field of work.

We also established a completely new fund working with the **South Wales Police and Crime Commissioner's** office, the Fund has a focus on victims of crime. Organisations that submitted applications were invited to pitch their ideas to an audience that included specially selected panel members that included victims of crime. Ten organisations received funding and will be closely monitored to inform the future work of the South Wales Police and Crime Commissioner.

We are continuing our partnership with a handful of UK Trusts and Foundations to deliver the '**New Beginnings Fund**'. The fund will this year focus on unaccompanied minors in response to the recognised gap in provision for this very vulnerable group of refugees and

asylum seekers moving to Britain. Funding is available to increase the capacity of small to medium sized charities and community organisations to meet the support needs of children and young people from families seeking asylum.

Grant making

Over recent months, we have noticed that an increased number of cheques sent though the post have not been received by groups. As of April 2017, all of our payments are made by BACS transfer. This will mean a slight change in our processes and our communication with groups but will ultimately be a safer, quicker and more streamlined method of payment.

FUND HISTORY & OVERVIEW

HISTORY

The Flintshire Community Endowment Fund was established in September 2013 following the decision by Flintshire County Council to transfer the assets obtained following the closure of a range of historic trust funds to a new 'umbrella' Fund at the Community Foundation in Wales. The Fund was officially launched in November 2013 at Airbus in Broughton. The value of the endowment on transfer was £178,998.

OVERVIEW

Flintshire Community Endowment Fund grants are awarded at an annual grants panel. The Fund has its own grants panel which is made up of six members, each with good knowledge and experience of the needs within Flintshire. The members are nominated by the Council and serve for a minimum period of three years. The current members are:

- Karen Armstrong, Flintshire Council Officer
- Trevor Jones, Flintshire Council Officer
- Aaron Shotton, Leader, Flintshire County Council
- June Brady, Flintshire County Voluntary Council
- Christine Sheibani, local businesswoman and philanthropist

The Panel is chaired by a senior staff member of the Community Foundation in Wales. Panel recommendations are presented to the Foundation's board of trustees which reviews and ratifies grant decisions. The input and knowledge of panel members has been invaluable and ensured that all grant decisions are made locally, informed by knowledge of local needs and priorities.

All grants are awarded subject to strict terms & conditions and are monitored after six months to ensure compliance with the terms of the grant and to measure the impact of the grants on individuals and communities.

FINANCIAL PERFORMANCE

INVESTMENT PORTFOLIO

The value of the Flintshire Community Endowment Fund on transfer in Autumn 2013 was £178,998. This was following the top-slicing of £20,000 of unspent historically accrued income in order to provide immediate grant-making over years one and two. As at 30 September 2017 the endowment is valued at £209,652.

In accordance with our investment strategy, which manages risk through a diversified portfolio split between three investment managers, the endowment was invested with Rathbones, M&G Investments, and latterly, CCLA.

The Performance of the investment managers is monitored on a regular basis by the Foundation's Finance Manager and scrutinised quarterly by the Finance, Risk & Investment Committee. A full review of our Investment Managers is carried out every three years. The last review was carried out in January 2016 and we were pleased to report that all of our investment managers performed above their agreed benchmark over a three year period.

Last year we reported on a rather difficult investment environment. The first quarter of 2016 saw the UK economy enter a bear market, and investors were preoccupied with fears about the pace of China's economic slowdown and the threat of deflation. A year later, and almost 10 years since the start of the global financial crisis, a synchronised global economic upturn is at last under way, which includes the US, Europe, Asia and most large developing countries. Interest rates, though rising, are still low; deflation fears have receded; and company profits are high in the US and recovering in the rest of the world. As might be expected we have seen improved performance throughout 2016 and into 2017. This saw the value of the endowment rising by over 14% on the 2016 valuation, with a further 2% unrealised gain through the first two quarters of 2017/18. It takes the total return (gross) over the first four years of managing the trust to 35%.

Because of strong returns over the last 12 months we have now generated a real term capital buffer of £12k, or 7% of the original value. In line with our total return approach to investment, and in response to the strong demand for funding in Flintshire during 2016/17, we decided to supplement the income from the endowment by realising some of the capital gain, enabling us to meet needs whilst still growing the capital above inflation.

Looking back to September 2013, when the Fund was transferred, we have now made grants totaling £34,082, which is almost one fifth of the original value of the endowment. Over the same period, we have successfully grown the endowment by 18% (7% above inflation) which leaves it in a strong position to meet future needs in Flintshire.

FUND STATEMENT

As at 30 September 2017

	Income & Expenditure	Capital	Total
Income			
Initial capital endowed	-	£178,975	**£178,975**
Top-sliced income for grant-making	£20,000	-	**£20,000**
Investment income	£31,154	-	**£31,154**
Interest	£379	-	**£379**
Total income	£51,533	£178,975	**£230,508**
Expenditure			
Grants (4 years)	£34,082	-	**£34,082**
Annual management fee (4 years)	£14,001	-	**£14,001**
Total expenditure	£48,083		**£48,083**
Gains/(losses) on investments	-	£30,677	**£30,677**
	£3,450	£209,652	**£213,102**

ADDITIONAL SERVICES FOR LOCAL AUTHORITIES

In addition to our trust transfer service, which has been adopted and endorsed by 7 Local Authorities in Wales, we also offer professional fund management and optional grant making service to trustees of charitable trusts where the trustee is bound by law to remain the custodian of the trust.

In October 2009 Powys County Council embraced our fund management services for its Welsh Church Acts Fund. At the time of transfer the capital value of the assets totalled £1,643,763.

As at 31st March 2017 the capital value of the Fund had increased to £2,368,522, an unrealised capital gain of £724,759 or 44%. The Fund has also achieved gross income, net of fees, and available for grant making, of £345,176, a return of 21%

The overall performance of the Fund during the period October 2009 to 31st March 2017, net of professional fees, demonstrates a healthy return of 65%

Following the Foundations presentation to members of the Corporate Resources Overview and Scrutiny Committee (CROSC) in May 2016 members in attendance supported further investigation of the potential transfer of the management and administration of the Flintshire Tri-Partite Welsh Church Acts Fund to the Foundation. In the interim period the Foundation has submitted a formal proposal for consideration by the Trustee of the Fund and its tri-partite members namely Denbighshire and Wrexham Councils. The outcome of their considerations and recommendations are contained in a report to be presented to members at the time of the CROSC Meeting to be held on 14th December 2017.

SUMMARY OF GRANTS AWARDED

	Round	Grant Applicant Name	Project Description	Amount applied for	Amount Awarded	Notes
GROUPS						
1	2016	Cylch Meithrin Terrig	To purchase new storage units and new play equipment/ toys.	£750.00	£500.00	£250 for toys £250 for storage
2	2016	Flintshire Optec Japanese Youth Exchange Trust	To provide an annual cultural and educational exchange between three towns in Miyagi Prefecture in Japan and Flintshire involving six students.	£750.00	£750.00	Specify that this grant is to be spent on airfares
3	2016	Gwyl Cadi Ha	Towards Welsh folk-dancing training for staff and pupils of Flintshire primary schools. Creating a CD of dance accompaniment to practise for it.	£750.00	£750.00	Conditional upon naming the schools who will participate in the project
4	2016	Live Music Now Wales	For a three day residency in Ysgol Pen Coch, to involve music making workshops delivered by musician Dan Walsh, tailored to the children's needs.	£750.00	£750.00	Conditional upon the school knowing about the project

5	2016	Techniquest Glyndwr (trading name of North Wales Science)	Towards the costs of hands-on science clubs to support the educational development, teamwork and communication skills of young people and their families through fun, science themed activities.	£750.00	£750.00	
INDIVIDUALS						
6	2016	Anita Winterbottom	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£695.00	£500.00	
7	2016	Bethan Goodwin	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
8	2016	Catrin Mai Edwards	Contribution towards a trip to Patagonia, selected by Urdd Gobaith Cymru, to form cultural links with the Welsh colony there.	£1,000.00	£750.00	
9	2016	Charlotte Elin Davies	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
10	2016	Daisy Elizabeth Miller	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
11	2016	Emily Rose Miller	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	

12	2016	Jonathan Phillips	To help with travel expenses and fees for the National Youth Orchestra of Great Britain and Liverpool Philharmonic Youth Orchestra.	£750.00	£750.00	
13	2016	Maddison Spencer	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
14	2016	Olivia Millington	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
15	2016	Olivia Preece	Towards the costs of volunteering abroad with Volunteer Eco Students Abroad (VESA).	£750.00	£750.00	
15	2016	Sasha Hayes	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
16	2016	Shikiera Davies	Contribution towards the cost of competing at the Dance World Cup in June 2016.	£750.00	£500.00	
GROUPS						
1	2017	2480 (Holywell) Squadron Training Corps	To replace 10 education tables. As part of larger project looking at many aspects of our provision.	£750.00	£750.00	
2	2017	DangerPoint	Pupils from 5 schools in Flintshire will visit DangerPoint to receive interactive safety education	£700.00	£700.00	

3	2017	Quay Watermen's Association	To establish a Junior Quay Watermen's Group, to interest local youngsters in river-based activities and give them skills and an understanding of the maritime heritage of their town	£750.00	£750.00	Clarify the need for audio equipment in what appears to be a photographic based arts project.
4	2017	Stop it Now! Wales (Lucy Faithfull Foundation)	To meet audiences of parents and carers to deliver 2 hour education sessions on how they can keep their children safe and prevent child sexual abuse and exploitation.	£750.00	£750.00	Condition - that the work addresses gaps within existing provision. Identify groups and schools that the project will work in.
INDIVIDUALS						
5	2017	Catrin Mai Edwards	Training and performing with the National Youth Choir	£300.00	£300.00	
6	2017	Charlotte Parsonage	Attending a mental health volunteering event in Bali	£750.00	£0.00	Charlotte declined the offer as she is unable to attend her course this year due to family illness.
7	2017	Ella Brown	Travel to Germany to represent Wales in the National Dance World Cup	£500.00	£500.00	
8	2017	Erin Ramsey	Travel to Germany to represent Wales in the National Dance World Cup	£1,283.00	£500.00	
9	2017	Esme Kennedy	Travel to Germany to represent Wales in the National Dance World Cup	£1,823.00	£500.00	

10	2017	Freya Harrison	Representing Girlguiding Cymru at an International Jamboree in Sonderborg and Copenhagen	£400.00	£400.00	
11	2017	Harry Smallman	Travel to Germany to represent Wales in the National Dance World Cup	£750.00	£500.00	
12	2017	Melissa Jenkins	Travel to Germany to represent Wales in the National Dance World Cup	£500.00	£500.00	
13	2017	Nel Meirion	Travel to Germany to represent Wales in the National Dance World Cup	£750.00	£500.00	
14	2017	Rhiannon Goodwin	Travel to Germany to represent Wales in the National Dance World Cup	£668.20	£500.00	
15	2017	Robyn Morgan	Travel to Germany to represent Wales in the National Dance World Cup	£1,283.00	£500.00	
16	2017	Rowan Crosby	Specialist lessons to help a para-rider (disabled dressage writer) represent Team GB at the 2024 Paralympics	£750.00	£500.00	
17	2017	Georgia Ellis	To undertake a Doctorate in Physiotherapy in Connecticut USA	£500.00	£500.00	
18	2017	Katie Dawson	Travel to Germany to represent Wales in the National Dance World Cup	£500.00	£395.00	
19	2017	Mia Dawson	Travel to Germany to represent Wales in the National Dance World Cup	£500.00	£395.00	

20	2017	Amber Dawson	Travel to Germany to represent Wales in the National Dance World Cup	£500.00	£395.00	
21	2017	Hannah Carrington	Towards the cost of an Accounting Qualification	£500.00	£500.00	Initial application through Kim Inspire. Volunteer was encouraged to apply as an individual

ANALYSIS

As the Flintshire Community Endowment Fund has become more established, it is becoming more well known within the county. The following table shows the increase in grants awarded since the beginning of this Fund.

Year awarded	Number of Grants	Total Value
2013/14	7	£4,830
2014/15	9	£6,655
2015/16	20	£12,262
2016/17	20	£10,335

The Fund has now spent down the accrued underspend which will mean that funding available is likely to be less next year - without the underspend to fall back on the sum available with be reliant on the income accrued in the previous 12 months.

The Fund is now beginning to receive repeat applications from groups and individuals year on year, often for the same or similar project. In the last round particularly the panel took the decision to give preference to organisations and individuals that have not received a grant from the Flintshire Community Endowment Fund previously. Emphasis is being placed on funding individuals who show a degree of talent and are representing Flintshire on at least regional level and/or who can satisfactorily demonstate financial and/or social need. The number of applications may well continue to increase, so it will become more important to have a clear rationale for rejection, the criteria has been updated to clearly state these preferences as a means of managing expectation.

LEVERAGE FOR FLINTSHIRE

During the last 12 months we have awarded a further £97,610 in grants to organisations and individuals in Flintshire from 6 different funds. The Community Endowment Fund in the neighbouring county of Wrexham has funded work with Kim Inspire, Menter Iaith Maelor and Dangerpoint, with the Community Endowment fund in neighbouring Denbighshire also funding work with North Wales Superkids and Dangerpoint.

DASU had received a further 3 years of funding via the Henry Smith Charity for work to support victims of Domestic Abuse. NEWCIS has also received a grant of 3 years funding to work with carers across North East Wales including Flintshire.
Grants have also been awarded to Flintshire groups from Santander Community Solutions fund and from Comic Relief Community Cash. The Hawarden and District Relief in Need Fund is becoming more widely known about. We continue to make crisis grant to vulnerable individuals in the area.

CASE STUDIES

Flintshire Optec Japanese Youth Trust works to promote, maintain, improve and advance education by arranging and funding exchange visits for the young people of Flintshire to Japan. The exchanges help to promote an understanding and appreciation of Japanese culture, education and commerce, as well as providing opportunity to learn and practice the Japanese language and encourage better international relations and friendship. The exchange has been in operation for over 30 years, and the Trust hopes to continue to offer the opportunity to other Flintshire students for as many years as possible. A grant of £750 from the Flintshire Community Endowment Fund contributed to airfares, thus supporting the Trust to extend the lifetime of the exchange.

A post exchange meeting was held in September where the students and families had an opportunity to give feedback, which was constructive and positive. The students and families felt that it was a unique and life-enriching experience, and hope to maintain the friendships they have made and return to Japan one day. Some of the students have undertaken to learn the Japanese language and apply to university to study Japanese. The parents felt that the money they had spent was affordable and had not cost more than they expected and the whole experience was extremely rewarding.

Councillor Peter Curtis, Chairman of Flintshire County Council, said:
"The links that have been forged by this exchange are unique in offering the opportunity for both countries to come together to exchange ideas and learn about each other's way of life and culture. The youth exchange has proved to be a major success for developing an understanding and tolerance, particularly in our young generation, which can only be of benefit to future international relations."

Techniquest Glyndwr provides support for the advancement of education and learning, particularly amongst children, of science and technology, and develops the public understanding of science and technology through the delivery of educational programmes, science festivals and other such activities. The group maintains a science discovery centre in Wrexham and visits schools across North Wales and North West England with hands-on workshops and shows linked to STEM (science, technology, engineering and maths).

The group was awarded a grant of £750 from the Flintshire Community Endowment Fund to set up two new five-week science clubs in Ysgol Maesglas and Ysgol Bryn Gwalia, both economically and socially deprived areas of Flintshire. The clubs have helped to engage pupils and their families in the local communities around the schools with STEM activities.

The science clubs were well attended by children aged 7-11 and their families, including younger siblings, parents and grandparents. The children were highly engaged by the activities on offer, and relished the opportunity to try out new experiences such as going inside an inflatable planetarium to stargaze.

The schools where the clubs were based could not fund a science club on their own and were grateful for a project to take place promoting family learning, especially using the expertise of an outside organisation. A teacher from one of the schools involved commented the most valuable parts were *"working collaboratively with each other and parents. The children were able to use skills in a way they found very enjoyable and interesting. Science through creative skills!"*

Jonathan Phillips is a musician, he was born in Wrexham, but brought up in Flintshire. His greatest musical achievement so far has been to secure a place with the National Youth Orchestra of Great Britain for 2016. Jonathan is proud to say that he comes from Flintshire in the orchestra's publicity material. Although he has performed in some very prestigious regional and national groups, Jonathan has continued to perform with school and county groups as well. By staying involved with local music he is able to act as a mentor and a role model for other young musicians in Flintshire.

Jonathan was awarded a grant of £750 from the Flintshire Community Endowment Fund to help with travel expenses and fees for the National Youth Orchestra of Great Britain and Liverpool Philharmonic Youth Orchestra. The funding has supported Jonathan to achieve a high standard in his orchestral percussion playing, and has given him the opportunity to be conducted by some of Britain's greatest musicians and play with internationally renowned soloists.

As part of the National Youth Orchestra's 'Inspire' programme, Jonathan attended a three day course to work alongside younger and less experienced musicians, helping them move forward and attain confidence and motivation in their playing. The experience Jonathan gained also helped him to achieve a place at the Royal Academy of Music in September 2017.

A review of one of Jonathan's performances commented:

"National Youth Orchestra gigs are tricky things to write about. What should we focus on? Marvel at teenagers doing a miraculous job? I prefer not. The measure of a good National Youth Orchestra gig is whether or not you can forget the players are the age they are. I did. This was a remarkable gig."

Talented teen beats a path to the top of the music tree

A MEMBER of Wrexham Symphony Orchestra has gained a place in the National Youth Orchestra of Great Britain.

The national 160-strong orchestra is acknowledged as one of the best in the world for teenagers and percussionist Jonathan Phillips, 16, from Sychdyn, near Mold, is the only member from North Wales.

When Jonathan was only six his parents, Chris and Sally, arranged for him to have drum lessons in Northop and piano lessons in Gwernaffield, and while at Sychdyn village school he played drums in a three-piece band at a school concert. He also joined Northop training band.

After moving to Mold Alun School Jonathan began playing for the County Wind Band and successfully auditioned for the Four Counties and North Wales Youth Orchestras.

Jonathan was taken under the wing of Dave Hassell, a leading drum teacher in Manchester, who taught him jazz and Latin percussion, and at the age of 13 was accepted for the junior school at the Royal Northern College of Music .

Every Saturday during term time young musicians from across the North West of England and North Wales spend the day learning about music theory and performance, and playing in a range of ensembles.

Over the years Jonathan has extended his range to include the full range of orchestral percussion such as timpani, xylophone and marimba, and has worked his way through the grade system. He recently sat the Grade 8 percussion exam.

Now in the sixth form Jonathan, who is studying music, German, history and politics, still finds time to play with a number of local bands and orchestras. He is percussionist with Northop Silver Band, has also played with the world-famous Fodens Band and also plays with the Liverpool Philharmonic Youth Orchestra as well as Wrexham Symphony Orchestra.

In 2015 he represented Flintshire in two Welsh national ensembles, the National Youth Wind Orchestra of Wales and the National Youth Brass Band of Wales, and continues to enjoy playing drums in a jazz quartet with fellow students from the Northern College of Music.

He auditioned with 600 others for a place in the National Youth Orchestra of Great Britain, which plays at some of the country's greatest venues and with international conductors and soloists.

He is also proud to continue to perform with school and county groups.

"By staying involved with local music I am able to act as mentor and, perhaps, a role model for other young musicians in the county," he said. "Throughout my musical career I have been supported by the school and Flintshire music service."

Asked what he would like to change in the world of classical music, he said: "The misconception that hand-held percussion instruments such as the triangle, tambourine and cymbals are 'toys' and easy to play. In fact they are completely the opposite."

Sarah Alexander, chief executive and artistic director of the National Youth Orchestra, said that being a member required a very high level of commitment on the part of the teenagers.

"As well as attaining the highest levels of brilliance in orchestral performance, NYO challenges our teenage musicians to engage in all kinds of other musical and extra-musical activity," she said.

NYO challenges our teenage musicians

Jonathan Phillips.

Tudalen 93

Dance World Cup

Funding from the Flintshire Community Endowment Fund has enabled 17 young people to have the opportunity to travel to Germany to compete and represent Wales at the prestigious Dance World Cup in 2016. Bethan, Charlotte, Daisy, Emily, Maddison, Olivia, Sasha, Shikiera, Robyn, Rhiannon, Olivia, Nel, Ella, Esme, Erin, Harry & Melissa were awarded £500 each to travel oversees in June 2016 to compete in the dance competition.

"The chance to perform overseas and to compete against dancers from different countries has given me the confidence to dance on stage to a wider audience" Charlotte.

"I was lucky enough to meet people from all around the world and learn about the different aspects of their dance and culture. I have experienced how to act in a professional environment, therefore giving me valuable knowledge and skills that I will use in the future" Shikiera.

"I would like to thank you for your support, without which, competing at this level and in this competition would have not been possible. It is good to see young people receiving support for what they love to do most, and which helps them to excel/develop their knowledge of dance and the world's peoples" Father of a beneficiary.

COMMUNITY FOUNDATION
IN WALES
**SEFYDLIAD CYMUNEDOL
YNG NGHYMRU**

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Appendix 2

COMMUNITY FOUNDATION IN WALES
SEFYDLIAD CYMUNEDOL YNG NGHYMRU

Investment Strategy

INTRODUCTION

1. **Purpose**. The purpose of this investment strategy is to institute proper guidelines for the ongoing management of the investments held by CFiW and to clarify the role, responsibilities and functions of the Finance, Risk & Investment Committee (FRIC). The relevant governance aspects are:

a. **Investment Powers**. The Trustee Act 2000 gives Trustees a general power of investment to place funds in any kind of investment as though they were the absolute owner of those funds. However, whilst this act does not apply to a charitable company, the CFiW governing documents give Trustees such a power.

b. **Duty of Care**. Trustees have the following duties of care for investments:

- Exercise such care and skill as is reasonable in the circumstances (general duty of care).
- Consider the suitability of any investment for their charity – both the type and a particular investment of that type.
- Consider the need for diversification - to reduce the risk of losses resulting from concentrating on a particular investment or type of investment.
- Review the investments of the charity at appropriate periods.
- Obtain and consider advice from someone experienced in investment matters, unless there are good reasons for not doing so.

2. **Management and Administration**. The Board of Trustees has sole authority to approve and amend this investment strategy – which sets out how they will discharge this duty of care, including definition of powers delegated to the FRIC. The FRIC is responsible for implementing this strategy and supervising the management of the portfolio.

3. **Strategy Review Interval**. This strategy document should normally be reviewed every three years.

4. **Investment Requirements**. CFiW's requirements fall into two categories:

a. **Short-term**:

- Hold adequate funds to meet core liquidity and grant-making needs, and comply with reserves policy.
- Prudent custodianship of immediate income funds.

b. **Long-term**. Affordable long-term funding from endowment income/capital growth for payment of future grants and management fees.

5. **Short-term Aim**. The FRIC is to meet CFiW's needs through use of suitable bank accounts and term deposits that offer an appropriate balance of high return and operational convenience.

6. **Property**. CFiW holds a property inherited in 2009 that is tied to the Montgomery Intermediate Technical Education Fund. This property is the Old College, Newtown: a former school used by Powys County Council for offices under a lease till 2035 with pre-determined rent. This asset is classified as an investment property for balance sheet purposes, but cannot be regarded as part of the CFIW

diversified portfolio for performance measurement purposes. The FRIC has delegated responsibility for the discharge of freeholder and lease duties - seeking specialist advice as appropriate.

7. The remainder of this strategy document addresses CFiW's long-term financial investment requirement.

AIMS & OBJECTIVES FOR ENDOWMENT INVESTMENTS

8. **Aims**. The investment aims for the endowed funds (a mixture of permanent and expendable endowment) entrusted to CFiW's stewardship are as follows:

- To maintain the real value of the portfolio through an economic cycle.
- To maintain the real value of CFiW's endowment grant making and management fee generation from investment income on an annual basis.
- To have a moderate approach to risk. 'Moderate' means that medium volatility of asset value is expected.

9. **Expenditure of Capital**.

- Some expenses, such as property valuation fees, must be paid from capital.
- Any other depletion of capital that is not covered by an explicit client agreement is a Board-level decision. Such depletion would normally be the distribution of any capital gain above the portfolio's real value. Depletion of permanent endowment capital also requires Charity Commission permission.

10. **Objectives**. The aims are to be achieved through the following objectives:

a. **Diversification**. Hold a balanced portfolio across the following asset classes: UK/Overseas Equities, UK/Overseas Government Bonds and Corporate Bonds, Commodities, Alternatives, Commercial Property, and Cash. The portfolio shall be split between 2 or 3 investment managers with no one manager having less than one third of the portfolio's value. However, following due diligence trustees reserve the right to accept donor advised investments, with decisions made on a case-by-case basis by the FRIC and recommended to the Board for approval. Individual investment managers may have differing target asset allocations, such that the aggregate asset allocation of the composite CFiW portfolio lies within the parameters determined by FRIC.

b. **Risk**. Achieve a moderate risk profile through adequate asset, sector and stock diversification.

c. **Investment Pool for CFIW Endowed Funds**. To ensure that all endowed funds receive the pro-rata benefit of multiple manager diversification, CFiW is to operate an investment pool that gives each endowment fund a percentage share of the combined manager portfolios that is adjusted every time capital is added or withdrawn. Investment income is to be apportioned quarterly to each fund according to weighted average share; an income dilution levy is to be applied on capital addition to protect the income due to prior holdings. This does not apply to donor advised investments which remain separate to the investment pool.

d. **Delegation**. Delegate the management of the investment pool element of the portfolio to at least 2 and no more than 3 investment managers. Any delegation for directly-held securities as part of a segregated portfolio can be to only one manager; a segregated portfolio is expected to demonstrate superior benefits to a pooled fund. The delegation to all other managers must be for suitable pooled funds.

e. **Ethical Considerations**. The primary responsibility of the investment portfolio is to provide income and capital resources to support CFiW's current and future aims. However, following a review by the Finance, Risk and Investment Committee in December 2014 it was agreed that the investment portfolio should have no direct exposure to companies which have significant holdings in tobacco, arms, gambling and pornography investments.

f. **Investment Manager Appointments**. The appointment of Investment Managers is a Board-level decision on the recommendation of the FRIC. Whilst the continued tenure of the incumbent investment managers should be reviewed normally every 3 years along with this strategy, the appointments can be ended at any time.

g. **Advice**. CFiW's investment requirements are standard for an endowed grantmaking charity and therefore, assuming adequate FRIC familiarity with investing, there is no requirement for contracted professional investment advice. However, pro-bono advice from a suitably-experienced charity investment professional would be desirable. Furthermore, the investment manager of a segregated portfolio can provide strategy and asset allocation advice. Otherwise, or when the impartiality of any adviser may be in question, the Board must rely on the FRIC's interpretation of specialist press comment and the contrast of investment managers' reports and performance.

11. **Control of Segregated Portfolio**.

a. **CFiW Strategy**. The Investment Manager is to receive a copy of the appropriate aims and objectives.

b. **Management Agreement**. The contract with the Investment Manager, the fee structure and performance measurement index shall be reviewed at least every 3 years by the FRIC. The agreement is to contain an agreed absolute annual income target (reviewed annually) and agreed benchmarks for composite total return and yield, both of which the investment manager is expected to outperform by agreed annualised percentages over a rolling three year period.

c. **Asset Allocation**. The manager will have discretion to deliver, in accordance with the risk objective, an asset allocation within the ranges determined by the FRIC for authorised asset classes and to select stocks to achieve a diversified holding within each asset class. In the event of actual or foreseen major shifts in world financial markets, the investment manager may approach the FRIC for permission to vary the above percentages.

d. **Performance Reporting**. The Investment Manager will report to the FRIC every quarter. The report will consist of:

- A description of each investment including its percentage of the total portfolio, quantity, original cost, current market value, unrealised gain or loss, percentage yield and analysis of the current asset allocation by investment category.
- Comparison of portfolio performance with the benchmark performance measurement index.
- Comment on market outlook and likely future asset allocation.

e. **Ad Hoc Valuations**. To enable CFiW to track the value of individual funds within the common portfolio, the Investment Manager must provide a portfolio valuation on the date of every capital transaction (withdrawal from/addition to the portfolio) as requested by CFiW.

12. **Control of Pooled Funds**. For the purposes of this strategy, the term 'Pooled Funds' comprises both Common Investment Funds specific to Registered Charities, and regular retail funds and unit trusts. FRIC is responsible for:

- Scrutiny of the quarterly report from each fund for ongoing compatibility of the fund's investment objective and asset allocation, both with this strategy and evolving FRIC views.
- Engagement with the investment managers as appropriate on significant issues.
- Obtaining fund valuations on the date of every capital transaction (withdrawal from/addition to the portfolio).
- Adjusting the asset allocation between pooled funds as appropriate.

13. **FRIC Monitoring and Reporting to Board**. FRIC is to report to the Board quarterly on:

- For each investment manager and the aggregated CFiW portfolio: market valuation, yield, total return, asset allocation and performance against total return and yield benchmarks.
- Market conditions affecting performance and market outlook.

Approved by CFiW Board on 21 September 2012. Item 10e amended by Finance, Risk and Investment Committee September 2014. Items 10a, 10c and 10e amended by Finance, Risk and Investment Committee March 2016.

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Integrated Transport Solution for the Deeside Area
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

Cabinet approved the Deeside Plan in 2016 which included details of an integrated transport solution for the area. The transport arrangements now form a key element of the North East Wales Metro, which is being promoted by Welsh Government (WG) and this report is intended to update Cabinet on the progress of the integrated transport solution for the Deeside area.

Deeside Industrial Park (DIP) is one of the largest industrial estates in Wales with approximately 400 businesses employing in the region of 9,000 people and the Park has become one of the key economic driving forces within the region. The immediate area has been the subject of a number of recent studies, all of which concluded that one of the main factors limiting further growth is the poor transport links into and around the Park.

In order to provide a long term sustainable transport solution, it must successfully integrate all modes of transport and cater for the demands of each whilst maintaining and promoting at its heart, a sustainable, affordable and environmentally friendly Public Transport Service.

RECOMMENDATIONS	
1	That Cabinet supports the work on the Deeside Integrated Transport solution and its links to the wider NE Wales Metro plans by Welsh Government.

REPORT DETAILS

1.00	BACKGROUND
1.01	Cabinet approved the Deeside Plan in 2016, which included details of an integrated transport solution for the area. The transport arrangements now form a key element of the North East Wales Metro project, which is being promoted by Welsh Government.
1.02	**The Main Drivers for Change** • We have reached a ''critical point in time'' in terms of national infrastructure decisions e.g. WG's announcement that the Red route is their preferred option for the A494/A55, National Rail Franchise outcome and the emerging Regional Bus Strategy etc. • Worsening traffic congestion in DIP and along the Deeside corridor. • Staff recruitment and retention issues for businesses within DIP with one of the reasons being quoted as the lack of an effective transport system into the Park. • Opportunities arising from the development of the Northern Gateway scheme. • On-highway parking issues within DIP, creating both safety and access/egress problems for businesses. • Anti-social behaviour from truck parking on both DIP and along the North Wales, A55 Corridor.
1.02	**A Fully Integrated Transportation Solution** The solution must successfully integrate all modes of transport and cater for the demands of each whilst maintaining and promoting at its heart, a sustainable, affordable and environmentally friendly Public Transport Service. **(Appendix 1)** The Solution includes the following key interventions which will improve transport within DIP and importantly will link the DIP to the rest of Flintshire, enabling residents to easily travel to and from work on the Park.
1.03	**Cycleway and Active Travel – Key Interventions** • A complete network of dedicated cycle-ways - on all main roads within DIP. • Seamless links to the proposed Deeside Parkway Railway Station and Garden City Bus Hub. • Secure cycle parking at all Hubs and within businesses on DIP. • Clear links to the National Cycleway network
1.04	**Highway Improvements – Key Interventions** • Construction of FCC's preferred route for the A494/A55 – The 'Red Route'. • Construction of the Rail/Road/Bus Hub including the 'Park/Rail and Ride' facility - providing DIP access from the proposed Deeside Parkway station adjacent to the existing A548. • Potential Truck Stop and Service Station at the same location on the

	A548. • Introduce Traffic Regulation Orders within DIP to restrict on-street parking– improving road safety whilst maintaining access to businesses.
1.05	**Bus Network – Key Interventions** • Significantly improved bus journey times along the Deeside corridor through the introduction of bus prioritisation measures and the provision of a dedicated Bus Lane from Queensferry to Shotton Bridge. • The provision of a dedicated Bus/Train Hub at Shotton Station • The provision of a Bus/Shuttle Bus interchange Hub at Garden City. • The provision of a regular, scheduled Shuttle Bus Service operating where possible on dedicated 'Bus Only' routes into the Park – utilising Electrically Powered Buses, charged from sustainable energy sources and potentially funded by Flintshire County Council. • Fully Integrated Ticketing arrangement across all bus operators and a legally supported Bus Quality Alliance on the Strategic North Wales Bus route through to Chester.
1.06	**Rail Improvements – Key Interventions** • Rail improvements at Shotton Station – Linking the High Level and Low Level stations • Road improvements at Shotton Station – provision of Shuttle Bus/Train Hub • The provision of a new railway station 'Deeside Parkway' on the Borderlands, Wrexham/Bidston line. • Main East – West Coast line stop at Shotton, providing an improved business link from DIP into the North West of England and London. • Improved parking infrastructure along Borderlands line, particularly Penyffordd Station – providing the option for a 'Park and Train' link into DIP. • Significantly improved frequency and quality of service on Wrexham - Bidston Line • Tram Trains, Light Rail or Battery powered train option, provided by the extension of the Merseyrail services currently operating from Bidston
1.06	The overall proposals provide a platform which can be widened in scope to provide a transport solution for other local key areas of employment, particularly Broughton and the nearby Airbus site, thus providing seamless access for people wishing to work in the area whilst living in other Counties in North/Mid Wales and North West England.
1.07	The proposals for DIP will result in the promotional benefits of a ''Green Park'' as the Unique Selling Point (USP) for the Park. In addition the links to Penyffordd and other stations along the Wrexham to Bidston line will link large rural areas of Flintshire to the main employment centres on Deeside.
1.08	WG funds have been awarded through the Local Transport Fund (LTF) for the following schemes **Access to employment** – Bus stop infrastructure throughout Park and dedicated cycle-ways in Zone 3 **Developments for passenger Growth – Deeside corridor.** Legal cost of

	Bus framework, Highway infrastructure improvements etc.
1.09	A senior officer from the Streetscene and Transportation Portfolio has been nominated as Project Manager for the scheme and has been appointed to oversee delivery of the individual projects within it. A Project Team, including Officers from WG, meet on a regular basis to monitor progress.

2.00	**RESOURCE IMPLICATIONS**
2.01	Flintshire funding for the DIP bus shuttle service has been the subject of a capital bid.
2.02	Project Manager salary costs from WG funding and service budgets

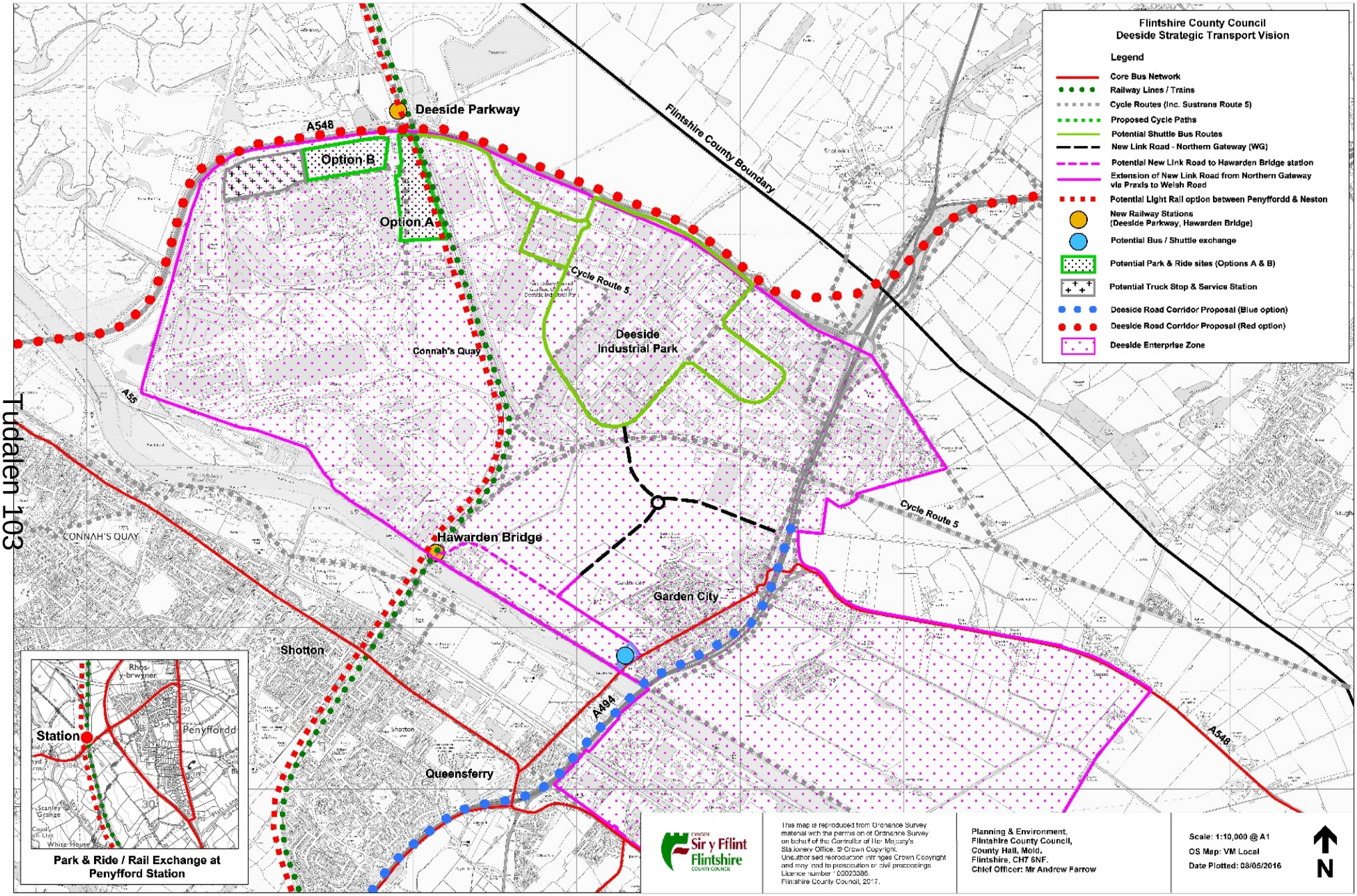
3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	Consultation has taken place with: • Deeside Business Forum • DIP businesses • Local Members • Cabinet Member • Local T&CC • Welsh Government

4.00	**RISK MANAGEMENT**
4.01	The Project Plan has reviewed and logged the risks associate with the project.

5.00	**APPENDICES**
5.01	Appendix 1 – Plan of the Deeside Integrated Transport Solution

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

7.00	**GLOSSARY OF TERMS**
7.01	None.


Flintshire County Council
Deeside Strategic Transport Vision
Legend
Core Bus Network
Railway Lines / Trains
Cycle Routes (Inc. Sustrans Route 5)
Proposed Cycle Paths
Potential Shuttle Bus Routes
New Link Road - Northern Gateway (WG)
Potential New Link Road to Hawarden Bridge station
Extension of New Link Road from Northern Gateway via Praxis to Welsh Road
Potential Light Rail option between Penyffordd & Neston
New Railway Stations (Deeside Parkway, Hawarden Bridge)
Potential Bus / Shuttle exchange
Potential Park & Ride sites (Options A & B)
Potential Truck Stop & Service Station
Deeside Road Corridor Proposal (Blue option)
Deeside Road Corridor Proposal (Red option)
Deeside Enterprise Zone
Deeside Parkway
A548
Option B
Option A
Flintshire County Boundary
Cycle Route 5
Deeside Industrial Park
Connah's Quay
A55
CONNAH'S QUAY
Hawarden Bridge
Garden City
Shotton
A494
Queensferry
Station
Penyffordd
Park & Ride / Rail Exchange at Penyfford Station
Sir y Fflint
Flintshire
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Planning & Environment,
Flintshire County Council,
County Hall, Mold,
Flintshire, CH7 6NF.
Chief Officer: Mr Andrew Farrow
Scale: 1:10,000 @ A1
OS Map: VM Local
Date Plotted: 08/05/2016
N

Mae'r dudalen hon yn wag yn bwrpasol

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Second Phase Capital Investment in the Street Lighting infrastructure and upgrade to LED lanterns
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

The Council owns and maintains approximately 20,500 street lights and 3,250 illuminated signs across the County.

Since a review of the Council's Street Lighting Policy in 2015, a number of steps have been taken to help reduce both the energy costs and carbon footprint of the Authority's lighting stock, through a wide range of measures, including the introduction of dimming and part night lighting arrangements in some areas of the County.

With many of the remaining lanterns on the highway network coming towards the end of their design life, the Council applied for Welsh Government (WG) Green Growth - Invest to Save funding ('the Wales Funding Programme') to replace the existing units with more energy efficient Light Emitting Diode (LED) lanterns. As a result approximately £3.1m was received from the fund and approximately 12,000 of the Council's lighting units will have been replaced by the end of the current financial year (2017-18).

Following the success of the initial programme WG has indicated that further funding may be available to now complete the project. This will result in all of the Council street lighting infrastructure operating entirely on energy efficient LED lanterns. The second phase bid will be approximately £1.6m and this will allow the remaining 6,500 lights, which were not included in the initial project, to be changed.

The project will contribute towards the Council's Improvement Priority for the Environment by reducing our carbon emissions and it will also contribute towards meeting the principles contained within the Wellbeing of Future Generations (Wales) Act.

RECOMMENDATIONS	
1	That Cabinet approves the Phase 2 Wales Funding Programme submission for Capital Funding to replace the remaining Street Lighting lanterns with new and more energy efficient LED lighting units.
2	That, subject to funding being awarded by Welsh Government, that a contract for the replacement LED lighting units be let under the All Wales Highways Lighting Framework to procure the lanterns.

REPORT DETAILS

1.00	EXPLAINING THE BACKGROUND TO THE PROPOSALS
1.01	In 2015, the annual consumption of electricity for the Council's street lighting inventory was approximately 8 million kilowatt hours (kwh), at a cost of approximately £864k per annum, based on a unit cost of 10.53p/kwh. This gave an average annual cost per lamp of £36.38 or approximately 8 pence per illuminated asset per night. With a high probability of on-going increases in electricity tariffs, this cost was likely to rise and place an additional burden on the Authority's street lighting budget in future years.
1.02	Industry estimates suggest that energy tariffs could increase by as much as 3-5% per annum over the next ten years however this increase could be potentially much higher, with the increase in 2017 alone being 16%. These increasing costs will have an adverse effect on the Council's ability to maintain the existing lighting network at the current operating level and in this eventuality, difficult decisions on the future of the street lighting service will once again be faced, unless further actions to reduce the total energy costs are taken now.
1.03	A number of energy saving options have already been introduced in the County to offset previous increases in the energy costs associated with the street lighting service. These include: • Switching the street lighting off where lights were no longer necessary or over provided for. • Part night lighting between the hours of 24:00 and 05:00 on main non-residential routes and in the County's Industrial Estates. • Dimming all of the County's lighting units between the hours of 22:00 and 06:00 in all areas of the County. • Changing approximately 12,000 lanterns to LED lighting following a successful funding bid to WG.
1.04	Despite the significant amount of energy efficiency work carried out over the past five years on the network, there remains a significant proportion of the inventory made up of either conventional sodium units (SON / SOX), identified by their yellow coloured light output or ''Cosmo'' lanterns which provide a creamy white coloured light output. These lanterns are still relatively energy inefficient compared to the most modern lanterns and

	whilst many are still within their design life they will eventually require full replacement.
1.05	The preferred option going forward would be to replace all of the remaining lanterns with modern and energy efficient LED lanterns. The design and reliability of LED lanterns has improved greatly over the last decade, with the latest technology producing a clearer white light, providing higher lumen output from a much lower wattage, thereby using less energy, and producing lower carbon emissions than the current lanterns. The cost of these lanterns has also fallen significantly in recent years as demand for new and more energy efficient solutions has grown.
1.06	The new and more energy efficient LED lanterns can provide energy savings of up to 73% (depending on light output) when compared to the existing units however, despite the reducing purchase costs, a large initial capital investment is still required to procure the new units.
1.07	The Wales Funding Programme supports projects which contribute to the WG's Energy Efficiency Strategy and WG is collaborating with Salix Finance Ltd to support Green Growth projects. This funding source is administered by Salix who have been supporting the Council by undertaking technical assessments of the proposed projects and consequently the Council was successful in its bid for £3.1m funding from this funding source in 2016/17
1.08	The funding is provided in the form of a loan which is provided for energy efficiency projects, with the repayments being made from the savings gained from reduced energy usage. Once the loan is repaid, the Authority will continue to benefit from the energy savings delivered and a lowered carbon footprint for its street lighting service.
1.09	Only those projects where the resultant energy savings achieved over the lifetime of the project, go directly back to the public sector and the public sector gains a direct financial benefit are eligible and in order to comply with the funding criteria, a project must both pay for itself from the resulting energy savings within a maximum 8 year period (unless the applicant can evidence a special case for investment above this payback criteria) and cost no more than £200 to save a tonne of carbon over the expected lifetime of the project.
1.10	The overall cost of the FCC replacement project is greatly reduced by utilising the Council's own street lighting team to carry out some of the replacement work over a two year period, during the current two yearly inspection visit to each lighting column. With this approach to installation of the new units, an estimated payback period of approximately 8 years can be achieved and **Appendix 1** details the financial case for the project and the costs savings identified from the investment to replace a further 6,500 lanterns over the next two year period. It should be noted that the payback period takes no account of likely savings associated with reduced maintenance, inflationary increases in electricity prices and carbon reduction commitment (CRC) although these savings are shown in the attached financial model.
1.11	Approximately 400 tonnes of CO2 will be saved annually as a result of the second phase of the project and this will result in an annual reduction in

	CRC costs of around £10k (based on costs of £16 per tonne). Whilst the CRC scheme will end after 2018/19, the business energy tax (i.e. CRC) will be transferred to the climate change levy (CCL) and this means that reducing energy consumption is essential to reducing future CCL costs.
1.12	If the recommendation to proceed with this project is approved, a formal application to Salix will be completed and it is expected that if the bid is successful, the funding will be received before March 2018.
1.13	The new lanterns will be fitted with LED lamps (bulbs) which have an approximate expected design life of up to 20 years, compared to typical SON / SOX lantern's lamp life expectancy of 2 to 5 years. This produces an additional benefit of the new lighting regime from the reduction in the number of faults on the network, which in turn reduces ongoing maintenance costs.
1.14	Modern lanterns are manufactured in accordance with the Waste Electrical and Electronic Equipment Regulations (WEEE) and comply with all relevant environmental regulations. They can be recycled at the end of their useful life, further helping the Authority reduce its carbon footprint and meet its environmental recycling targets. The street lighting lanterns replaced under the proposed project will also be recycled in accordance with the WEEE Regulations.
1.15	Subject to funding being granted, the service will undertake a compliant tender to procure the lighting units under the All Wales Highway Lighting Framework. The installation work will be undertaken by the Council's own Street Lighting team over a two year period whilst they undertake the planned bi-annual inspections of each lighting unit in the County supplemented by sub-contractors to ensure the targets for installation are met.
1.16	Any interim energy savings which are accrued by the early installation of the new lanterns (i.e. before the initial repayment date) will be reinvested into the service to complete the replacement of remaining life-expired concrete columns. Following completion of this project, all of the 2,000 plus original concrete columns will have been replaced within the past 4 years, from various WG and Council capital funding streams. This has removed a significant risk from the service as many of the columns were in risk of collapse and the upgrade has greatly improved the value and resilience of the overall street lighting stock.
1.17	Further discussions will take place with local Town and Community Councils regarding the potential for them to also bid for funding from the Salix funding stream to update their own lighting network.

2.00	**RESOURCE IMPLICATIONS**
2.01	The Financial Case for the project are detailed in **Appendix 1**. A request will be made to Salix to suspend the repayments on the loan for a period of two years to allow time for the installation work to be completed and for associated energy savings to be realised. Repayments will commence in year 3, with equal repayments being made in each of the subsequent 8

	years.
2.02	The installation work will be carried out by the Council's own Street Lighting teams supplemented by sub-contractors as required.
2.03	The total potential 20 year financial benefit of the project will be between £1.6m and £2.9m - depending on future energy cost levels.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	With Cabinet Member.

4.00	**RISK MANAGEMENT**
4.01	A desk top Equality Impact Assessment has been carried which concluded that the proposals do not negatively affect any of the protected groups and that there are no equality issues from the proposals.

5.00	**APPENDICES**
5.01	Appendix 1 – Financial Case and loan repayment schedule.

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

7.00	**GLOSSARY OF TERMS**
7.01	**LED** - (Light Emitting Diode) **SON** - (High pressure sodium) **SOX** - (Low pressure sodium) **WEEE** - Waste Electrical and Electronic Equipment Regulations **Salix Finance Ltd** – Independent, publicly funded organisation committed to providing the public sector with interest free capital finance for energy saving projects **CRC** - Carbon Reduction Commitment **CCL** - Climate Change Levy

Mae'r dudalen hon yn wag yn bwrpasol

Executive Summary -
Flintshire County Council Street Lighting Energy Saving and Lantern Replacement Scheme

Total Lanterns to Change	6,509
Total Estimated Cost of Lanterns	£1,496,005
Total Estimated Savings 11 Years @ 8% Energy Increase (2018)	£1,777,758
Total Estimated kwhr savings per year	880,326

Repayment Terms Over a 10 Year Period		
Increase in energy charges - Based on £12.13 per kwhr Starting Rate		Repayments
Year 1	£106,801	0
Year 2	£115,345	0
Year 3	£124,573	0
Year 4	£134,539	187,001
Year 5	£145,302	187,001
Year 6	£156,926	187,001
Year 7	£169,480	187,001
Year 8	£183,038	187,001
Year 9	£197,682	187,001
Year 10	£213,496	187,001
Year 11	£230,576	187,001

Total saving £ **£1,777,758**

Amount Required to Repay **£1,496,005**

Benefit £ **-£281,753**

Mae'r dudalen hon yn wag yn bwrpasol

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Planning Enforcement Policy
Cabinet Member	Cabinet Member for Planning and Public Protection
Report Author	Chief Officer (Planning and Environment)
Type of Report	Operational

EXECUTIVE SUMMARY

The report requires Cabinet to approve a revised Planning Enforcement Policy for consultation. The revised policy has been reported to Environment Overview and Scrutiny Committee in September 2017 who recommended three minor changes which have been incorporated in the body of the policy.

RECOMMENDATIONS	
1	Approve the revised Planning Enforcement Policy for consultation.

REPORT DETAILS

1.00	REVISED PLANNING ENFORCEMENT POLICY
1.01	A report was presented to the April 2016 meeting of the Planning Strategy Group (PSG) advising of the intention to review the Council's Planning Enforcement Policy. The reasons behind this related to recent changes in legislation; the proposed restructuring of the Development Management service and changes in the way that the performance of the planning enforcement service is reported and benchmarked. This was followed by a report to the Environment Overview and Scrutiny Committee in May 2016 and in both cases the resolution supported the preparation of the revised policy. A further report was taken to PSG in September 2016.
1.02	In September 2016 a new Development Management Service Manager was appointed and after a review of the current practices and, informed by the outcome of an audit of the service in July 2016, further changes to the Enforcement Policy are recommended. These changes are intended, alongside a restructure of the service, to improve communication between enforcement officers, the public and Elected Members and to increase the speed and clarity of decision making in relation to enforcement investigations. The Service Manager is aware of a high number of complaints in relation to the enforcement function, some unfounded, however there are clearly ongoing concerns from Elected Members and the public which need to be addressed.
1.03	The strategy for change is as follows; • The implementation of the restructure the development management and enforcement teams to enable effective casework management and the inclusion of enforcement as part of the wider planning function; • Adoption and implementation of the revised enforcement policy to clearly set out the approach of officers, reflecting the needs of the public, Elected Members and the requirements of Welsh Government performance indicators; . • Carry out accompanying IT and administrative changes to support the revised policy, provide the public and Elected Members with the information which they need and respond to Welsh Government performance indicators; • Complete process mapping and carry-out lean processing to understand how and where further changes could be made; Use the above information to inform the selection of updated software to support the publication of simple information and more effective case management.
1.04	The current "Policy for the Operation of the Planning Enforcement Service" was approved in December 2005 and mostly continues to be relevant and applicable reflecting the principles behind effective planning enforcement in general. However, it needs to be updated to take account of lessons learnt from complaints received and the outcome of the recent audit report.

1.05	Previously, there has been an attempt to ensure that the revised policy was less formal and more user friendly. The initially proposed document remained 14 pages long and it is considered that this is still overly complex. For the policy to become more accessible, it should be reduced in volume where possible without damaging its content. Reference to performance indicators has been removed as these frequently change and will quickly become outdated discrediting the remainder of the policy. Planning Strategy Group regularly receive reports on performance in which the enforcement indicators would be examined. Reference to the structure of the service has also been removed as this is not relevant in a policy document. When the revised policy was reported to Environment Overview and Scrutiny in September 2017 they asked for three small additions. Firstly to clarify that complaints made in writing included emails. Secondly, that Local Member should be informed of the reasons why a complaint moves to formal action or is close and thirdly that efforts will be made to signpost complainants to other support where relevant. These changes have been incorporated into the revised policy which is attached in appendix 1.

2.00	**RESOURCE IMPLICATIONS**
2.01	No increased resource implications.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	Draft policy reported to Environment Overview and Scrutiny in September 2017 and Cabinet are asked to approve that the revised Policy now undergoes a period of consultation.

4.00	**RISK MANAGEMENT**
4.01	Key Risks and Mitigation Measures. Anti-poverty None relevant Environment The July 2017 Audit Final Report highlighted the key risks as set out below; Key controls are absent or rarely applied Evidence of (or the potential for) significant financial / other losses Key management information does not exist System / process objectives are not being met, or are being met at a significant and unnecessary cost or use of resources. Conclusion: a lack of adequate or effective controls. The revised Enforcement Policy sets out a clear process of how complaints will be investigated and prioritised. This will introduce key

	controls and processes which have been missing and on occasion have led to harm to the environment through unauthorised unplanned development. Equalities issues None relevant

5.00	APPENDICES
5.01	A copy of the revised Planning Enforcement Policy

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	**Contact Officer:** Mandy Lewis – Development Manager **Telephone: 01352 703248** **E-mail:** mandy.lewis@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	**Casework management:** Planning and enforcement case officers meet with team leaders or other senior officers to review all live cases. These meeting may take place on a weekly or bi-weekly basis. **Process mapping:** A procedure in which the current processes which are undertaken within a function are recorded in writing. **Lean processing:** A procedure which reviews any process mapping and seeks to eradicate any unnecessary stages of a process. **Development Management:** Formerly known as development or planning control. The part of the planning service which deals with determining planning and other applications. **Enforcement:** Part of the planning service which investigates unauthorised development. **Compliance:** A part of the planning and enforcement process which deals with development which is not in accordance with planning permission. **Planning Officers Society Wales:** A society of planners who ensure that planning makes a major contribution to achieving sustainable development. Welsh Government often rely upon POSW for their view on planning matters. **Annual Performance Review:** A report proposed as part of the positive planning Welsh Government consultation in December 2013. The APR is an annual report discussing how an organisation performs against a series

	of criteria. The principle was to highlight and share good practice. **Welsh Government Performance Indicators:** The APR above is measured against criteria which is set out and defined in the Welsh Government Performance Framework. There are often referred to as the indicators.

Mae'r dudalen hon yn wag yn bwrpasol

Appendix 1

FLINTSHIRE COUNTY COUNCIL

PLANNING ENFORCEMENT POLICY

2017

(Working Draft – 12.12.17)

1.0 INTRODUCTION

1.1 The planning system to work effectively in the best interests of all, there is a need for an effective planning enforcement system, supported through the range of legislation and associated powers.

1.2 This Policy therefore sets out what planning enforcement does and does not do, how reported breaches are dealt with, the criteria used for assessing priorities and how both reactive and proactive action may be taken. This Policy also sets out how we aim to deal with our customers, in particular how elected Members and the general public will be kept up to date in relation to the cases being investigated and how the performance of the service will be measured and reported

2.0 PRINCIPLES OF ENFORCEMENT ACTION

2.1 Underlying the policy are the key principles of:

- **Proportionality** Appropriateness of any action in relation to the risks and the harm involved
- **Consistency** Applying a similar approach in similar circumstances to achieve similar ends.
- **Transparency** Making it clear to those regulated and others what is expected of them and what they should expect from the Council.
- **Focus** Applying the right priority and seeing the action through to the desired result.

3.0 WHAT PLANNING ENFORCEMENT DOES/DOES NOT DO

3.1 Whilst there is a considerable range of enforcement powers available to the Council, formal enforcement action will normally be used as a last resort. Whilst the enforcement of planning law is a statutory function of the Council, the decision on a case by case basis over whether or not to pursue action is discretionary. Applying the judgement and taking the decision over the appropriate action is referred to as ‘expediency’. The decisive issue for the Council must be whether the breach of control unacceptably harms the environment, people’s amenity and quality of life, public safety, or some other public interest of acknowledged importance to a material extent. This extent is judged by the expertise of the Council officer’s.

3.2 It is not appropriate to take formal enforcement action against a trivial or technical breach of control that causes no harm to the wider amenity, particularly where planning permission would be likely to be granted should the development be the subject of a planning application.

3.3 Understandably people may have genuine concerns and anxiety about activities that they believe affect them but planning enforcement action can

only be considered against matters that are breaches of planning control. Many issues that are of concern to residents are matters outside of planning control and where these can be addressed under other Council services they will be directed there. On some occasions addressing an unauthorised development can involve a number of the Council's services, in which case we will ensure that the Planning Officers will work together with other officers of the Council and potentially with officers of other agencies in order to bring the matter to a conclusion.

3.4 The following gives an indication of what is and what may not be within the remit of planning enforcement (where not, the main alternative service or agency is given in brackets). Planning officers **will** therefore investigate, in appropriate circumstances, all alleged breaches of planning control of the following nature:

- Development (Building works, uses of land, engineering operations) which is being carried out without planning permission.
- Development where approval has been granted but it is not being carried out in accordance with the terms and conditions of the permission.
- Advertisements which are being displayed without the necessary consent
- Unauthorised works to Listed Buildings or development within Conservation Areas.
- Damage to trees which are subject to a Preservation Order or lie within Conservation Areas.
- Unauthorised mineral extraction and/or disposal of waste.

3.5 Planning Officers **will not** investigate the following matters unless it is as part of a joint investigation involving other services or agencies (identified in brackets):

- Works or display of advertisements on the highway, including footways and highway verges (The Council's Streetscene service).
- Noise disturbance, pollution and hygiene problems (The Council's Pollution Control team and/ or Natural Resources Wales (NRW))
- Dangerous buildings (Building Control).
- Disputes concerning ownership of land, including ownership of boundary fences etc. (These are civil matters which have to be addressed by the parties concerned).
- Issues concerning housing owned by the Council (The Council's Community & Regeneration service).
- Public buildings and land owned by the Council (The Council's Community & Regeneration service).
- Anti-social behaviour (the Police and the Council's Community Safety team).

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4.0 INSTANCES WHERE ENFORCEMENT ACTION CANNOT BE TAKEN

4.1 Certain developments and advertisements benefit from a general permission which is granted through legislation and providing that they meet the limitations in terms of scale, distances to boundaries, etc. the Council has no control over them and cannot take any action.

4.2 There is also an immunity from enforcement action where a use of land or buildings has been established for a period of 10 years (4 years for a self-contained dwelling) or building works have been completed more than 4 years ago. Also, if a condition attached to a planning permission has not been complied with for a period of 4 years it is potentially immune from any enforcement action

4.3 Finally, enforcement would not be considered where the works involved are considered to be of a minor or insignificant nature (*'de minimis*' in legal terms), or would be considered as “Non Material Amendments” to a planning permission.

5.0 THE COUNCIL’S APPROACH TO PLANNING ENFORCEMENT

5.1 The Council recognises the importance of establishing effective control over unauthorised development and will not condone wilful breaches of planning control. It must however be recognised that planning enforcement is discretionary and in most cases it is not illegal to carry out works without the relevant consent (the exceptions being Listed Buildings and Advertisements). The unauthorised works only become illegal after the Council has issued an enforcement notice and those in breach fail to comply with its requirements.

5.2 In considering whether it is expedient to take enforcement action, the Council will in the first instance take into account its relevant planning policies and all other material planning considerations including relevant appeal decisions and case law. Consideration will also be given to the reasonable time and resources available to carry out the enforcement function and whether any expected outcome would be proportionate to the level of resource required to achieve it. It should be recognised that the objective of planning enforcement is compliance not punishment and as such the Council will encourage its officers to work with those in breach to negotiate favourable outcomes without having to issue a formal notice.

5.3 As a last resort, in cases of serious breaches where those involved are not pro-actively working with officers or fail to meet agreed deadlines, formal enforcement action will be taken, relevant notices will be issued and if an individual or organisation does not comply with the requirements of any such notices they become at risk of prosecution by the Council.

6.0 WHAT THE COMPLAINANT CAN EXPECT FROM THE COUNCIL

6.1 A planning enforcement investigation will be initiated once we receive a complaint, which should be made to us in writing or by email (a standard form can be found on the Council's website). However, the complaint can only be investigated if we have the relevant information, including the identity and

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address of the complainant, the address at which the alleged breach of planning control has taken place, a description of the unauthorised development/use and the harm that is considered to be caused by it.
The Council cannot normally fully investigate anonymous complaints as it means we cannot verify particular aspects of the complaint at a later stage. Furthermore, many anonymous complaints result to be vexatious and waste resource that should have been dedicated to genuine complaints.

6.2 All complaints received will be treated in the strictest confidence. However, as cases progress to formal action, complainants may be asked to provide evidence to assist the investigation's legal proceedings. Should complaints be received which fall outside the Planning remit, we will endeavour to re-direct the complaint or to advise accordingly. In investigating breaches of planning control we will:

- All written complaints, which include emails, will be allocated to an officer and acknowledged in writing to the complainant within 5 working days of receipt, giving the name of the case officer and the unique reference number which should be used in all correspondence.
- All complainants' details will be confidential. A complainant will be advised if any evidence from them which may need to be disclosed before any appeal or court proceedings. A complainant's refusal to provide such information will likely mean that any such case cannot continue.
- Although complainants details will remain confidential as the Council expands it digital services it is likely that a register of enforcement complaints will appear on the Council's website.
- We will carry out site visits and investigations in relation to each case on a priority basis (as set out below). It may be that multiple visits are required to a site and so complainants must be assured that the case officer will update the complainant when the appropriate time allows within the investigation. Complainants will be made aware of this when appropriate during the investigation.
- If we request the submission of a retrospective application, where there is a likelihood of permission being granted, we will notify the complainant on receipt of the application, giving them the opportunity of making representations at that stage. It should be noted that an individual may be given up to 2 months to appoint an architect or agent and to submit an application.
- Where we intend to take appropriate enforcement action (see powers available below) we will endeavour to advise the complainant and any Local Member who has registered their interest in the case of the intended action at the appropriate time.
- Where a formal notice (see types of notice below) has been served we will publish relevant information on our website, including the date when it takes effect, the steps required to comply with it and the timescales involved.
- Where there is an appeal against an Enforcement Notice we will notify the complainant of relevant dates for the submission of information to the Planning Inspectorate.
- We will notify all complainants when the enforcement investigations have been completed and/or the case file has been closed (giving the reasons if this is the action).

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- In addition to these cases, where a retrospective planning application has been refused and/or an appeal to the Inspectorate has been dismissed, we will instigate enforcement action in respect of the unauthorised development and notify any persons who objected to the planning application or who made representations to the appeal process, as if they were complainants.
- For investigations which shows that there is no breach of planning control we will write to the complainant and local member, if they have registered an interest and advise that their no further action can be taken. If the officer is aware of other organisations or services which can help the complainant they advise accordingly.
- If an investigation shows that there is a breach of planning control but it is not expedient to take enforcement action we will write to the complainant and local member, if they have registered an interest and advise why it is not expedient for the Council to take enforcement action. Officer will also try and signpost the complainant to any other services or organisations who may be able to assist.

7.0 WHAT THOSE IN BREACH OF PLANNING CONTROL MAY EXPECT FROM THE COUNCIL

7.1 All investigations into any alleged breach of control will be conducted in a methodical and robust way in order to achieve an outcome which best aligns with adopted planning policy. Depending on the nature of the reported alleged breach, the investigation could be relatively straightforward or complex involving extensive research or monitoring over a length of time, potentially followed by a long legal process before the matter is resolved.

7.2 Officers will carry out site visits, as necessary, to establish whether a breach of planning control has occurred and to ascertain the nature of any remedial action that may be appropriate. In undertaking such site visits officers will identify themselves as well as the reason for the visit. In this regard officers are authorised by the Council to undertake site inspections for enforcement purposes and will carry and show identification.

7.3 Where the owner/occupier of the land refuses entry, the officers will withdraw and arrange to visit at the next earliest opportunity which is suitable to both parties. Only where it is believed that a serious breach causing

significant harm to the environment or to the amenities/safety of any parties will officers' exercise their right of entry onto land at the first visit.

7.4 Officers may take with them such other persons necessary to assist them in their investigation and will, where appropriate, take measurements and photographs to help clarify the nature of the development or works concerned.

8.0 HOW COMPLAINANTS AND THOSE BEING INVESTIGATED SHOULD COMMUNICATE WITH THE COUNCIL

8.1 The service receives many planning applications, appeals and enforcement complaints each week. Each officer is likely to have 40 to 80 "live" cases at any one time. In order to ensure that the enforcement service is as effective and efficient as possible, complainants are asked to adhere to the following:

- If people wish to speak the officer investigating their complaint in person at the council offices they will be required to book an appointment. Officers within the planning service work in an "agile" manner, which means that they will work away from the office up to 2 days a week and will also undertake site visits. As a result, the officer's presence at County Hall every day of the week cannot be guaranteed. People are asked to treat officers with respect and listen to the advice which is being provided. The outcome which is required is to ensure that development complies with planning policy. This might not always accord with the expectations of complainants. If no action can be taken this will be explained in full by the case officer in correspondence marking the closure of the complainant.

9.0 TIMESCALES FOR TAKING ACTION

9.1 As discussed above, in order to provide an effective enforcement service the resources available need to be used to the optimum level, which involves identifying those breaches of planning control which cause most harm and prioritising these to seek to ensure a quick response.

Priority	Type of Breach	Action
1	• Unauthorised works to a Listed Building. • Breaches within a Conservation Area which may have an unacceptable effect on its character and appearance. • Ongoing or unauthorised works to protected trees. • Breach of a condition which would fall into any of the above categories.	Site visit within 1 working days of receipt of written complaints
2	• Breaches relating to major development that adversely affect the living conditions of neighbouring occupiers. • Unauthorised gypsy/traveller sites (or similar development) on private land. • Non-compliance with pre-commencement conditions.	Site visit within 5 working days of receipt of written complaint

	• Unauthorised advertisements which are detrimental to highway safety	
3	• Breaches relating to minor or other development that adversely affect the living conditions of neighbouring occupiers. • Breaches of a major, minor or other scale which would be likely to receive planning permission if an application was to be submitted. • Non-compliance with conditions (other than above) imposed on planning permissions • Unauthorised advertisements which are detrimental to visual amenity	Site visit within 15 working days of receipt of written complaint
4	• Long standing breaches of either a major, minor or other scale of development with a low level impact and limited effect on the living conditions of any neighbour occupiers • Complaints which are not unlikely to form a breach of planning control	Site visit within 25 working days of receipt of written complaint

9.2 When a complaint is being registered it will be given a priority rating in-line with the table above. The rating may change as the investigation continues.

9.3 An officer will investigate complaints in chronological order within their priority category.

10.0 WHAT ENFORCEMENT POWERS ARE AVAILABLE?

10.1 As discussed earlier in this policy document, officers will seek to work with those in breach to voluntarily resolve contraventions whenever this is possible and appropriate thereby avoiding formal action having to be taken. When this is not possible or appropriate the expediency of taking formal enforcement action will be assessed by officers. If it is considered expedient to take enforcement action there are a number of notices which may be served dependant on the breach. Almost always a Planning Contravention Notice will be served in order to establish basic details about the breach, such as the nature of it and who has an interest in the land. Below are a list of varying times of notices which may be served in response to particular breach.

Planning Contravention Notice (PCN):
A PCN is served, usually in the early stages following a complaint and where it has been established that there is a potential breach of planning control, in order to obtain information about nature of the development and those who have an interest in the land concerned

Notice under S. 330 (of the Town and Country Planning Act 1990):
This is an alternative way of establishing Information as to interests in land, etc.

Enforcement Warning Notice (EWN):
Where an unauthorised development could potentially be made acceptable through the imposition of conditions if a planning application was to be submitted in respect of an unauthorised development a EWN can be served.

Section 215 Notices:
Where the condition of land or a building is adversely affecting the amenity of a neighbourhood the Council may issue a Notice under Section 215 of the Town and Country Planning Act 1990, requiring the owner or occupier to remedy the condition of the land or building. Failure to comply with the Notice is a criminal offence. The council also has powers, where a Notice has not been complied with, to enter the land and carry out the work itself and recover the cost from the owner.

Breach of Condition Notice (BCN):
These can be used as an alternative to an Enforcement Notice where conditions applied to a planning permission are not being complied with. There is no right of appeal against this notice.

Enforcement Notice (EN):
This is the usual method of remedying unauthorised development and there is a right of appeal against the notice. The use of the Enforcement Notice is an effective tool and such notices will be served fairly early on in cases that cause significant harm or where the transgressor has made clear they are unwilling to remedy the breach. The transgressor has the right to appeal against the notice to the Planning Inspectorate.

Hedgerow Removal Notice (HRN):
Certain hedges are protected under planning regulations and where a protected hedge has been destroyed (completely or in part), as well as seek to prosecute the perpetrator the Council can serve a HRN to require the hedge to be replanted

High Hedge Remedial Notice:
This is a provision of the Anti-Social Behaviour Act and regards a high hedge which is believed to be affecting the amenities of a residential property. Where such a complaint is made (and the complainant has paid the appropriate fee) the Council can serve a remedial notice which requires the hedge to be cut down to a specified height.

Stop Notice:
This can be used in conjunction with an enforcement notice where the breach of planning control is causing serious harm and should only be used in extreme cases. In such cases where Stop Notices are issued the council may be liable to pay compensation if it is later decided that the Stop Notice was not appropriate.

Temporary Stop Notice:
These are similar to Stop Notices (above) but take effect immediately from the moment they are displayed on a site, and last for up to 28 days. A Temporary Stop Notice would be issued only where it is appropriate that the use or activity should cease immediately because of its effect on (for example) amenity, the environment, public safety etc. It may be issued even where planning permission has been granted for development, in a case where the developer is not complying with conditions attached to the permission.

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Injunction:
This involves seeking an order from the court preventing an activity or operation from taking place. Failure to comply with the requirements of an injunction amounts to a criminal offence.

Prosecution (Adverts and Listed Buildings): A number of advertisements benefit from a deemed consent which is granted by planning regulations and which in some cases impose limits on size , positioning, etc. of signs. Where the set criteria is not met and express consent is required but has not been obtained, the display of the advert becomes an offence and is liable to prosecution. In a similar fashion the carrying out of unauthorised works to a Listed Building, where there is no prospect of a negotiated resolution, the approach open to the Council is to prosecute the offender.

Default Powers (Direct Action):
The council may enter the land and take the necessary action to secure compliance when enforcement notices are in effect. This is only used in extreme cases and when resources allow. The council will seek to recover all cost associated with carrying out works in default.

APPEALS:
There is a right of appeal against most statutory Notices issued by the council (exceptions are Breach of Condition Notices, Stop Notices). Appeals are in most cases made to the Planning Inspectorate or in some cases to the Magistrates' Court. When a notice is issued the recipient will also be given the necessary information on how to exercise their right of appeal. Whilst an appeal is ongoing the Council cannot take any action and must wait until the appeal is determined.

10.0 CONTACTS AND FURTHER INFORMATION

10.1 The relevant planning policies and guidance can be found on our website. These are the fundamental principles by which is will be considered whether it is expedient to take enforcement action.

10.2 You may email any enquiries to enforcement@flintshire.gov.uk.

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CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Adoption of a Developer Advice Note and Supplementary Guidance Relating to Newt Mitigation.
Cabinet Member	Cabinet Member for Planning and Public Protection
Report Author	Chief Officer (Planning & Environment)
Type of Report	Operational

EXECUTIVE SUMMARY

To seek final approval to formally adopt two Planning Guidance notes. The Developer Guidance Note on Speculative Development has previously been adopted, but without full public consultation. It has now been subject to public consultation and can now be formally adopted as an Advice Note. The Newt Mitigation note is a new note, which has been produced to accompany the existing Supplementary Planning Guidance Note no 8 Nature Conservation to add greater detailed advice on mitigation measure associated with Great Crested Newts. This note can now be adopted as formal Supplementary Planning Guidance.

RECOMMENDATIONS	
1	Members are requested to approve the adoption of the Speculative Development Advice Note and the Newt Mitigation Supplementary Planning Guidance Note so that they can be given weight as material planning considerations when considering relevant planning applications.

REPORT DETAILS

1.00	ADOPTION OF SUPPLEMENTARY PLANNING GUIDANCE
1.01	This report seeks final approval for two Planning Guidance Notes so that greater weight can be attached to them as material planning considerations on land use planning decisions, once they are formally adopted. There are two guidance notes that require Cabinet approval: • Supplementary Guidance Note No. 8A Newt Mitigation • Developer Advice Note
1.02	**Supplementary Planning Guidance Note (SPGN) No 8A Newt Mitigation** This is an additional note to complement the existing SPG No 8 Nature Conservation, and gives more extensive advice and guidance specifically on Great Crested Newt mitigation requirements for developments. One key issue that has emerged from negotiations on planning applications, is that more clarity on what types of newt mitigation requirements will be sought, is needed. The implications on the development can then be fully assessed. This additional guidance note sets out when mitigation is required, what form that should take and outlines the likely costs associated with those requirements. The Note and the results of the public consultation were considered by Planning Strategy Group (PSG) on 21st September 2017.
1.03	**Developer Advice Note** This gives advice to speculative developers on planning applications because at present the Council is unable to demonstrate a 5 year housing land supply as required by Welsh Government in Technical Advice Note 1 (TAN1.) This has resulted in a number of planning applications and enquiries for speculative development on sites outside settlement boundaries as defined in the adopted UDP. The Council drafted and made available on the website an updated Developer Guidance Note which was approved by Cabinet on 13 December 2016 and now this has been consulted on. The purpose of the Note is to give guidance to potential applicants on providing comprehensive evidence to demonstrate that the proposed development is sustainable, viable and deliverable. This is to ensure that it will make a genuine and early contribution to housing land supply and will lead to construction on the ground. This consultation exercise was carried out in order to attach extra weight to the Guidance Note as a material consideration in determining planning applications. Planning Strategy Group considered the Note and suggested amendments as a result of the consultation exercise. A key change was to amend the title from 'Guidance' Note to Advice Note to ensure that it is differentiated from the formal Supplementary Planning Guidance Notes.
1.04	Members have previously considered a series of draft Supplementary Planning Guidance Notes which have been firstly presented to Planning Strategy Group (PSG) and subsequently adopted by Cabinet. The intention is to adopt the guidance, in order to support the relevant policies in the adopted Unitary Development Plan (UDP). Although the UDP is time expired it is still the adopted development Plan for the county until it is superseded by an adopted Local Development Plan. Therefore, updated

	and adopted guidance will be useful to help clarify certain policies in the UDP, for use for Development Management purposes.

2.00	**RESOURCE IMPLICATIONS**
2.01	The main resources implications at this stage are staff resources to prepare the notes, carry out the consultation and publish the adopted documents.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	At previous PSG meetings, Members considered and discussed the above guidance notes. Various comments were made by Members and changes were made to the notes, where appropriate. Following that process, a public consultation exercise was undertaken, whereby developers, agents, consultants, internal council departments, adjoining authorities, town and community councils, statutory consultees and local interest groups were notified by letter or email, that the guidance notes were available on the County Council website. The consultation period was Friday July 7th 2017 for a period of 6 weeks until Friday August 18th 2017. All comments received were considered and any proposed changes were reported to Planning Strategy Group on 21st September 2017. Planning Strategy Group considered the comments received, the officer's response and a recommendation as to whether any changes to the LPGs is considered necessary and appropriate. In relation to the Developer Guidance Note a number of comments were received from developers, Dwr Cymru/Welsh Water, planning consultants and Campaign for Rural Wales (CPRW) In relation to the Great Crested Newt Guidance note, comments were received from a planning consultant, a resident, an adjoining authority and four landscape or wildlife groups. Each comment has been considered in the light of the relevant UDP policy, the purpose and content of the SPG and other considerations such as National Policy (Planning Policy Wales).

4.00	**RISK MANAGEMENT**
4.01	It is important to produce advice and guidance alongside the UDP particularly at this time when the UDP is time expired and the Local Development Plan (LDP) is yet to be adopted.

5.00	**APPENDICES**
5.01	Appendix 1 - Supplementary Guidance Note No. 8A Newt Mitigation – tracked change version showing final amendments.

5.02	Appendix 2 - Developer Advice Note – tracked change version showing final amendments.

6.00	**LIST OF ACCESSIBLE BACKGROUND DOCUMENTS**
6.01	**Contact Officer: Andy Roberts (Service Manager Strategy)** **Telephone: 01352 703211** **E-mail: andy.roberts@flintshire.gov.uk**

7.00	**GLOSSARY OF TERMS**
7.01	**Supplementary Planning Guidance** – Guidance that supports and expands on the interpretation and implementation of development plan policies. **Speculative Development** – Applications submitted by developers that are not allocated in the development plan, that arise from a lack of a five year land supply. **Developer Advice Note** – Advice provided to developers relating to the information required to support an application for speculative development to demonstrate that a proposal is deliverable and sustainable. **Newt Mitigation** – Measures to ensure that development that is likely to impact on this protected species can still go ahead.

Appendix 1

LOCAL PLANNING GUIDANCE 8a
GREAT CRESTED NEWT MITIGATION REQUIREMENTS

1. Introduction

This is one of a series of local planning guidance notes, amplifying local development plan policies and reflecting national guidance in relation to developments affecting Great Crested Newt (GCN) *Triturus cristatus* populations. This guidance note is intended to provide advice and guidance to developers, land owners, members and other council officers when making decisions on planning issues involving, or in close proximity to GCN populations.

The Great Crested Newt (GCN) is found in lowland habitats across northern Europe. This species of newt is widely distributed throughout most of England, but is rare in Cornwall, Devon and parts of Wales and Scotland. GCN are widespread within Flintshire County and Wrexham County Borough and certain sites (Table 1 and Appendix I), have been designated Sites of Special Scientific Interest (SSSI) and Special Areas of Conservation (SAC) for their important GCN populations.

Table 1 Statutory Designations primarily designated for GCN
Refer to Appendix I for site boundaries

County	SSSI	SAC
Flintshire	Buckley Clay Pits & Commons	Deeside & Buckley Newt Site
	Connahs Quay Ponds & Woodlands	
	Maes y Grug	
	Halkyn Common And Holywell Grasslands	Halkyn Mountain
	Herward Smithy	

2. Legislation and Policy

The Great Crested Newt (GCN) is fully protected under Schedule 5 of the Wildlife and Countryside Act 1981 (as amended) and Schedule 2 of The Conservation of Habitats and Species Regulations 2010 making it a European Protected Species (EPS). Details of the legislation can be found at:

Wildlife and Countryside Act:
http://www.opsi.gov.uk/RevisedStatutes/Acts/ukpga/1981/cukpga_19810069_en_1

The Countryside and Rights of Way Act:
http://www.opsi.gov.uk/acts/acts2000/ukpga_20000037_en_7#pt3-pb8-l1g81

The Conservation of Habitats and Species Regulations 2010:

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http://www.opsi.gov.uk/si/si2010/uksi_20100490_en_1

Where EPS might be affected, local authorities must have regard to the Habitats and Species Regulations. This requires the planning system to effectively prevent harm to GCN including preventing the incidental capture, killing or injury, disturbance and the damage and destruction of their breeding and resting sites.

In accordance with the legislation, derogation or EPS licences can be issued by Natural Resources Wales (NRW) for developments that satisfy the following three tests:

a) There are no feasible alternative solutions to the development that are less damaging.
b) There are imperative reasons of overriding public interest (IROPI) for the development to proceed.
c) The proposal will not be detrimental to the maintenance of the population of the species concerned at a favourable conservation status (FCS) in their natural range.

A local authority may only grant permission for a development if it considers that the derogation tests are satisfied such as it is likely that the applicant will be issued with an EPS license by NRW. In addition, where harm is likely to be caused wholly or partly by activities as a consequence of the development (e.g. incidental to otherwise lawful activities), then those activities also need to be considered when deciding whether the derogation tests are satisfied.

NRW have recently published an overarching framework for the conservation of great crested newts in Flintshire[1] with the objective of attaining FCS for the species at the County level. Favourable conservation status for a species is defined by the British Standard[2] as when:
a) Population dynamics data on the species concerned indicate that it is maintaining itself on a long-term basis as a viable component of its natural habitats;
b) The natural range of the species is not being reduced for the foreseeable future; and
c) There is, and will probably continue to be, a sufficiently large habitat to maintain its populations on a long-term basis.

The species is also listed under the provisions of Section 7 of the Environment Act Wales 2016. In addition Section 6 of this Act places a duty on all Public Authorities "*to seek to maintain and enhance biodiversity so far as it is consistent with the proper exercise of those functions, in so doing Public Authorities must also seek to promote the resilience of ecosystems.*"

National Planning Policy Guidance:
Chapter 5: Conserving and Improving Natural Heritage and the Coast, Planning Policy Wales (PPW Edition 9, November 2016) and Technical Advice Note (TAN) 5: Nature Conservation and Planning (September 2009) provide the national planning framework for the consideration of protected species, including GCN's in the planning process. Paragraph 5.5.11 and 5.5.12 of PPW (protected species) are of particular relevance,

[1] Spatial Action Plan for Great Crested Newts in Flintshire (2017) Liam Russell, Thomas Starnes & John Wilkinson Amphibian & Reptile Conservation NRW Evidence Report No 78
[2] Biodiversity Code of Practice for planning and development BS42020 (2013) British Standard Institute

as is section 6 (development affecting protected and priority habitats and species) of TAN5.

Local Planning Policy

Flintshire UDP Policies WB1- WB4 provides the local planning policy context for decision making *plus* further guidance is also provided by the Local Planning Guidance Note 8 Nature Conservation and Development which was updated and adopted on January 17th 2017

UDP Policies also provide guidance regarding imposing planning conditions and seeking planning benefits through planning agreements negotiated with developers under Section 106 of the Town and Country Planning Act, 1990, which includes enhancing and improving the environment and ecology. The adopted UDP provides this guidance through its policy on Conditions, Development Contributions and Planning Obligations, Policy IMP1 Planning conditions and Planning obligations.

3. The Need for Mitigation or Compensation

New development often has a requirement to provide mitigation or compensation areas to offset any loss of GCN habitat arising from the development, this normally takes the form of off site habitat creation or enhancement but on site mitigation may also be suitable depending on the location, type and size of the development proposed (see section 4).

If developments affect a known breeding or resting site then an appropriate new habitat will have to be created prior to the destruction of the original aquatic or terrestrial habitat under an EPS license. If not a known site but GCN are subsequently found, then works must stop and an EPS licence obtained.

The majority of developments do not affect known sites but rather habitats of varying quality adjacent to, or in proximity to known sites. The likelihood of a terrestrial site being used by GCN is based on habitat quality and its proximity to a breeding pond. The principle issue in determining when mitigation or compensation is required is whether the Favourable Conservation Status (see definition in section 2) of the GCN population can be maintained. The scale of works required will be dependant on whether the land has “High” or “Low” potential for GCN to be present (see Great Crested Newt Conservation Handbook[3]).

Where there are ponds in proximity to a development but no records known locally or via Cofnod (North Wales Biological Record Centre), then appropriate surveys of these sites would be expected to determine the potential of the site. GCN liklihood mapping can also be used to assess the need for surveys. These maps are available from Cofnod or Amphibian and Reptile Conservation (ARC).

Where the development is in proximity to a designated Newt Site SAC (Table 1 and Appendix I) then there is an additional requirement to assess the direct, and indirect .effects to ensure that there is no likely significant effect upon the sites integrity either alone or in combination with other projects/development.

3 Great Crested Newt Conservation Handbook (2001), Tom Langton, Catherine Beckett and Jim Foster

4. Development Types and Mitigation or Compensation Provision

This section provides guidance on the types of mitigation / compensation required as a result of certain types of development. It is split into two sections. Section a) refers to GCN populations outside of designated sites and section b) relates to development in or adjacent to the designated sites where GCN's are a designated Feature.

a) Development affecting GCN populations outside designated areas:

The likelihood of a site being a known GCN resting site is based on habitat quality and its proximity to a breeding pond. Loss of potential terrestrial habitat due to development may or may not affect the overall favourable conservation status of the species. This can be assessed by using a modeling tool which is available from ARC. The model can predict the effect that removing portions of habitat or creating barriers will have on meta-populations of GCN.

Table 2- Categories of development and the typical type and amount of mitigation / compensation required as a result of that development.

Development type	**Major Development**	**Minor Development**	
	Full, Outline, Approved Matters/etc Mineral & Waste, Transport applications etc	**Up to 10 dwellings**	**Extension/ Conservatory/ Garage**
A1 Directly affects known GCN breeding/ resting site	Like for like principle; Need to provide replacement habitat capable of its purpose e.g. breeding pond prior to destruction of existing. So that the favourable conservation status of the population is maintained.		
B1 Adjacent to and up to 250m from known GCN breeding ponds. *Refer to local knowledge, Cofnod and "likelihood maps" see Appendix III*	Mitigate for loss of habitat type on a like for like basis – Refer to the management costs table within Appendix II.		Undertake Reasonable Avoidance Measures (RAMs) to prevent harm to GCN (see example in appendix 4). This depends on suitability of habitats present, if poor e.g. hardstanding / amenity grassland then a note to applicant might suffice.
C1 250-500m from known GCN breeding pond *Refer to local knowledge, Cofnod and "likelihood maps" see Appendix III*	Mitigation relevant to loss of habitat type on a like for like basis – Refer to the management costs table within Appendix II.		Note to applicant will generally suffice.
D1 Over 500m from known GCN breeding pond	Mitigation generally not required unless key connecting habitats are affected.		N/A

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b) <u>Development in or adjacent to SAC's with GCN's as the Designated Feature Refer to Table 1 and Appendix I</u>

Regulation 61 of the Conservation of Habitats and Species Regulations 2010 (as amended) requires that any application likely to significantly affect a European Site is subject to an Appropriate Assessment (AA) of the implications of the proposal on the site's conservation objectives as detailed in the Core Management Plan for the site[4] The planning authority must ascertain that the plan or project <u>does not</u> have a likely significant effect, either alone or in combination with other plans or projects by first conducting a Test of Likely Significance (ToLS).

Habitat creation, enhancement and future management may be required to prevent any significant effect. Table 3, provides typical standard habitat creation and future management requirements to provide mitigation on different types of development. Reference is also made to Appendix II: Management Costs, which outlines typical costs for providing such mitigation solutions.

The intensification of residential development within the Buckley and Connahs Quay areas, including the cumulative effect from small scale residential development is placing additional pressures on the favourable conservation status of the SAC. There are no specific studies which demonstrate that recreational pressure has an adverse impact on amphibian populations, but casual observations indicate a potential link, and in the absence of evidence local authorities are required to be precautionary in their response. Halkyn Mountain SAC is the exception due to the limited residential development currently in this locality.

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[4] Deeside and Buckley Newt Sites Special Area of Conservation Core Management Plan (2008) CCW

Table 3 - Development affecting designated sites with GCN as the main feature
Refer to Table 1 and Appendix I

Development type	**Major Development**	**Minor Development**	
	Full, Outline, Approved Matters/etc Mineral & Waste, Transport applications etc	**Up to 10 dwellings**	**Extension/ Conservatory/ Garage**
A2 Directly affects known SAC with GCN as key feature	Like for like principle; Need to provide replacement habitat capable of its purpose e.g. breeding pond and terrestrial habitats prior to destruction of existing, so that the "favourable conservation status" of the population is maintained. Also need to demonstrate through a "ToLS or AA that the development will not significantly affect the Conservation Features of the SAC directly or indirectly. As well as replacement habitat, this will involve measures to avoid indirect effects such as increased recreational pressures through the provision of informal recreational areas. This is referred to as the "thirds principle": 1/3 development, 1/3 mitigation, 1/3 informal recreation.		
B2 Adjacent to, and up to 250m of GCN SACs	Mitigate for loss of habitat type on a like for like basis – *Refer to management costs within appendix II.* Also need to demonstrate through a ToLS or AA that the development will not significantly affect the Conservation Features of the SAC directly or indirectly. As well as replacement habitat, this will involve measures to avoid indirect effects such as increased recreational pressures through the provision of informal recreational areas.		Only need to undertake a ToLS dependant on suitability of site to be lost. Undertake Reasonable avoidance measures (RAMs) to prevent harm to GCN (see appendix 4). This depends on suitability of site if poor e.g. hardstanding / amenity grassland then a note to applicant might suffice.
C2 250m – extent of SAC Buffer (**Appendix I)** Refer to local knowledge, Cofnod and "likelihood maps" (see **Appendix III)**	Mitigate for loss of habitat type on a like for like/50% basis – *Refer to Appendix II of management costs.* Also need to demonstrate through a ToLS or AA that the development will not significantly affect the Conservation Features of the SAC directly or indirectly.		Unless the habitat lost represents key connecting habitat or important habitat type, test of significance is not required. Note to applicant will generally suffice.
D2 Outside Newt Site Buffer (see **Appendix I)**	Mitigation generally not required unless key connecting habitats are affected. Indirect effects of large developments still need to be assessed through a ToLS	N/A	N/A

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5. Provision of Mitigation/Compensation Habitats:

a) Alternatives to onsite GCN mitigation

The local authority will assess proposals using a sequential methodology as described in BS 42020. The preferred options, in order of preference are:

- Onsite provision;
- A combination of onsite and offsite provision;
- Offsite provision but this must be close to the site; and
- A financial contribution towards strategic GCN mitigation/compensation in lieu of direct provision.

b) Mitigation related to development size

Developments of up to 10 dwellings are not normally required to provide mitigation land unless readily available as it would be inappropriate in relation to size constraints and the subsequent management of areas of limited value. Such developments will instead be expected to make a financial contribution to enhance existing GCN populations. For development of more than 10 dwellings, like for like mitigation will be expected.

c) Indirect Impacts

Indirect impacts include the following:

- Loss, deterioration, reduced access or changes to foraging areas
- Increased risks of predation including illegal introduction of fish
- Habitat loss, damage or deterioration through increase or changes to recreational pressures
- Increased risk to disturbance particularly during the breeding season
- Increased risk of incidental capture/killing

It is expected that there will be additional requirements for developments adjacent to or in close proximity to SACs to provide informal recreational areas to avoid increased impacts on the designated site. Where this cannot be incorporated into the development proposals, a financial contribution for enhancements within the SAC buffer to offset indirect impacts may be considered.

d) Future Management

In order to satisfy the 'three tests' necessary for a derogation licence and maintain favourable conservation status in the long term, areas of mitigation/compensation must be secured in perpetuity. It is important to ensure that financial and legal provision is made for the future management of the mitigation/compensation areas. Local Planning Authority's preferred option is for the area to be handed over to a Wildlife Trust or similar organisation with freehold ownership or a long term lease and sufficient resources. The resources may be provided up front or annually through a management company. Material attributes of an appropriate organisation include specialist expertise and mitigation land longevity so that assets are retained for conservation purposes in perpetuity. Other options are listed in Table 4.

e) Planning obligations and commuted payments

Payments necessary as mitigation and/or for long term management can be made as a one off or through an annual service charge on householders. Developers will be required to enter into a Section 106 agreement and contributions will normally be paid

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to the Council on commencement of development. Alternatives will involve payment to a recognised Independent/Wildlife Trusts to oversee and manage the mitigation long term (details within Appendix V).

Table 4 – Options to ensure long-term management

Option No	Type	Positive	Negative
1	Transfer land and resources* to 3rd Sector (NWWT, NEWW, ARC)	Local and/or national specialist expertise; Estate management skills; Assets retained for conservation purposes in perpetuity.	Possible resource issue if adequate provision isn't provided**;**
2	Transfer land and resources* to LA e.g. Countryside Service	Local expertise Estate management skills	Possible resource issue if adequate provision isn't provided; Risk of questioned regulation; Perceived dual funding (council tax and service charge);
3	Transfer land to Commercial land manager with resources collected annually.	Estate management skills	May lack specialist skills; Risk of inappropriate management; No local accountability; Possible resource issue if adequate provision isn't provided; Uncertainty in respect of a corporate merger or take-over with regards to longevity of assets for conservation.
4	Land retained by landowner With resources	Estate management skills	May lack specialist skills; Risk of inappropriate management; No local accountability;
5	Transfer resources (and land) to Independent Trust	Development of strategic conservation action.	Establishment of Independent Trustees, Need to engage with third sector organisations and/or contractors in management.

** Financial resources either provided as one off payments or annually through collection of service charge.*

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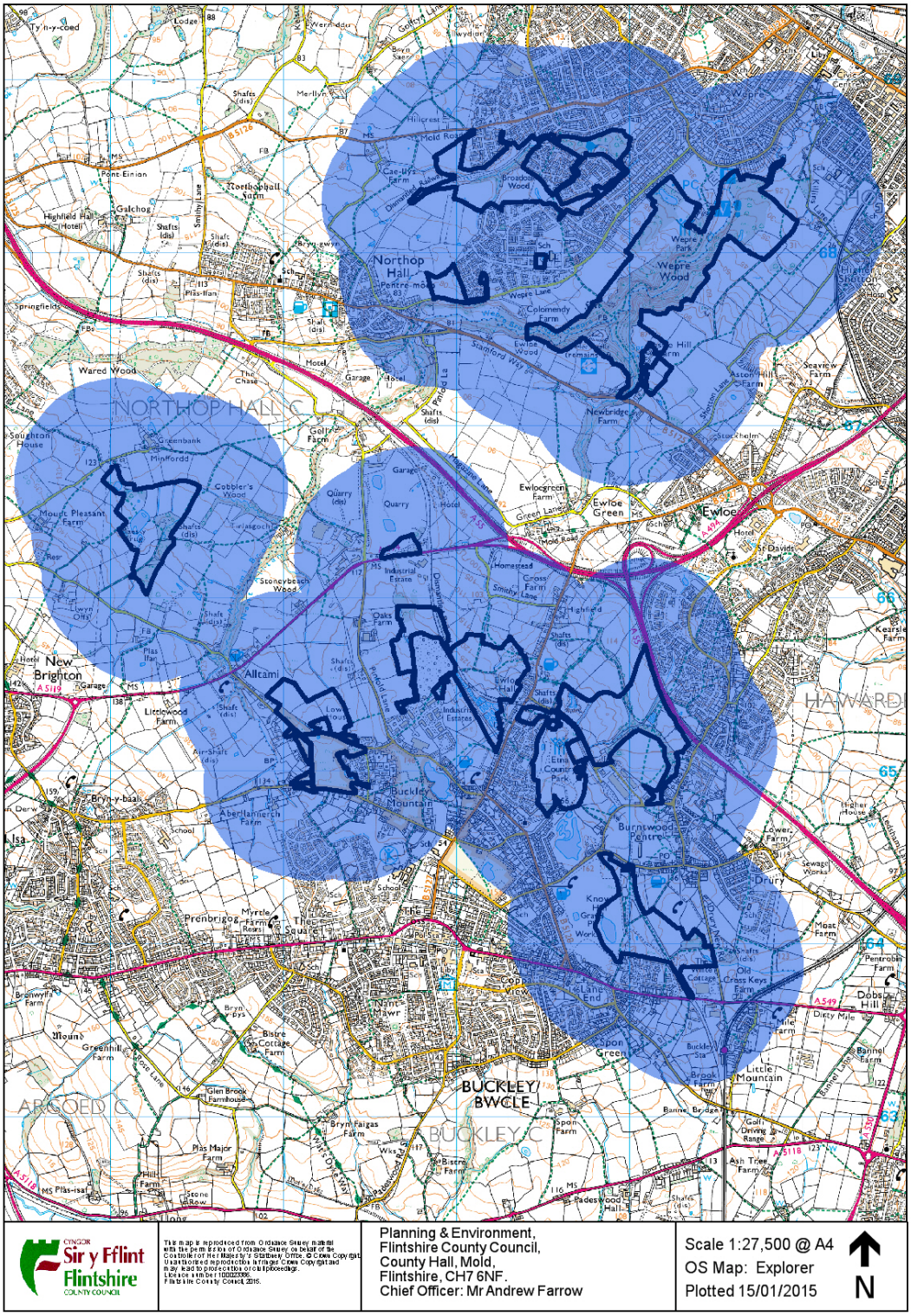
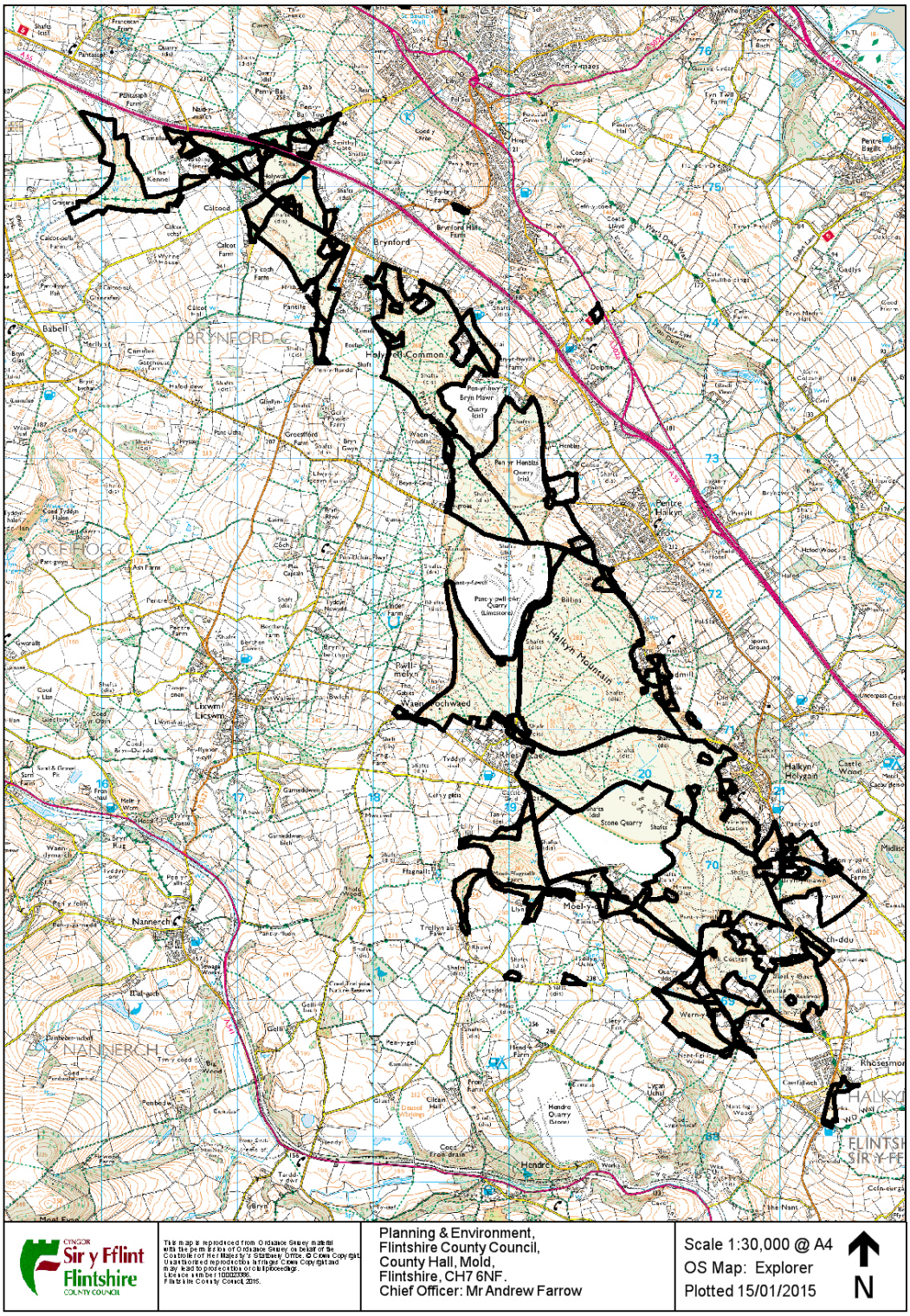
Appendix I Relevant SAC boundaries

Map 1 Deeside & Buckley Newt Site SAC (black line) and 500m buffer (blue) – *in addition wildlife corridors linking the compartments and buffer should also be considered as key habitats*.



Map 2 showing Halkyn Mountain SAC (black line)



Appendix II Management Costs

(Excluding preparation of licences, reasonable avoidance measures, compliance audit etc.). These costs are derived from the costs agreed at the Hafod Land Tribunal 2006 and up to date management costs incurred by Flintshire Countryside Service as of 2017.

Component	One off cost	Recurring cost	Time (yrs)	Cost £/ha	
1.Land Acquisition	✓		1	£3750/ha	**£ 3750 poor quality farmland £7500 high quality farmland**
2. Habitat Creation*					
2.1. Ponds 10x10m minimum size	✓		1	*2500 (with liner)*	(£1250 with liner) (2 per ha)
2.2. Planting	✓		1	£1.50 per plant (=£300/ha) +£100/day	includes stake and maintenance (max 25% per ha = 200 plants) 200 planted per day
2.3. Grassland/ meadow planting	✓		1	£1000/ha* £250/day	Wildflower seeds (not always appropriate) Tractor seeding/scarifying etc
2.4 Hibernaculum (50m^2)	✓		1	£100	1 per pond Reduced costs if materials available.
2.5 New Fencing	✓		1	£7/m	400m/ha (£2800)
3. Management					
3.1 Pond management		✓	*25	£100/yr/pond	£45/yr/pond 5 year cycle management of pond and pond edge (5m) eg scrub control.
3.2 Planted trees/shrubs		✓	*25	*£600/yr/ha*	NRW maintenance costs is £1000/ha for years 2 and 3 only.
3.3 Grassland – mowing once per annum		✓	*25	£480/yr	Flintshire Countryside Service Etna cut and bail 1ha =£400/yr
3.4 Fence maintenance		✓	*25	£1.30/m/yr or £112/yr	400m/ha – fencing replaced on 12-15 year cycle.
4 Monitoring & Surveillance		✓	*25	*£200/site/*	2 visits per year
5. Wardening		✓	*25	£150/day	4 days/month includes overheads/vehicle/maintenance
6. Contingency		✓	*25	£2500/pond Cost as 2.1	Lump sum based on repeat pond construction and fish removal.

The costs within this table may be subject to change dependant on inflation and the fluctuation of actual costs for *25 years or the life of the development.

Cost summary

Example for one hectare of high quality mitigation land

For the creation of a hectare of high quality fenced mitigation land containing 2 ponds and hibernacula and a mix of shrub and grassland creation the initial creation cost is **£16295**.

For continued management and monitoring of the site the annual cost will be **£2500** thereafter or based on 30 homes per ha £83.33 per property.

These costs are a basis for negotiation as situations vary widely, but for this situation are broken down as follows;

Land acquisition		£7500
Habitat Creation	Ponds	£5000
	Planting	£170
	Grassland/meadow planting	£625
	Hibernaculum	£200
	Fencing	£2800
		£16295.00
Management	Pond Management	£200
	Planted trees/shrubs	£240
	Grassland	£240
	Fencing	£520
Monitoring and Surveillance		£400
Wardening		£900
		£2500.00

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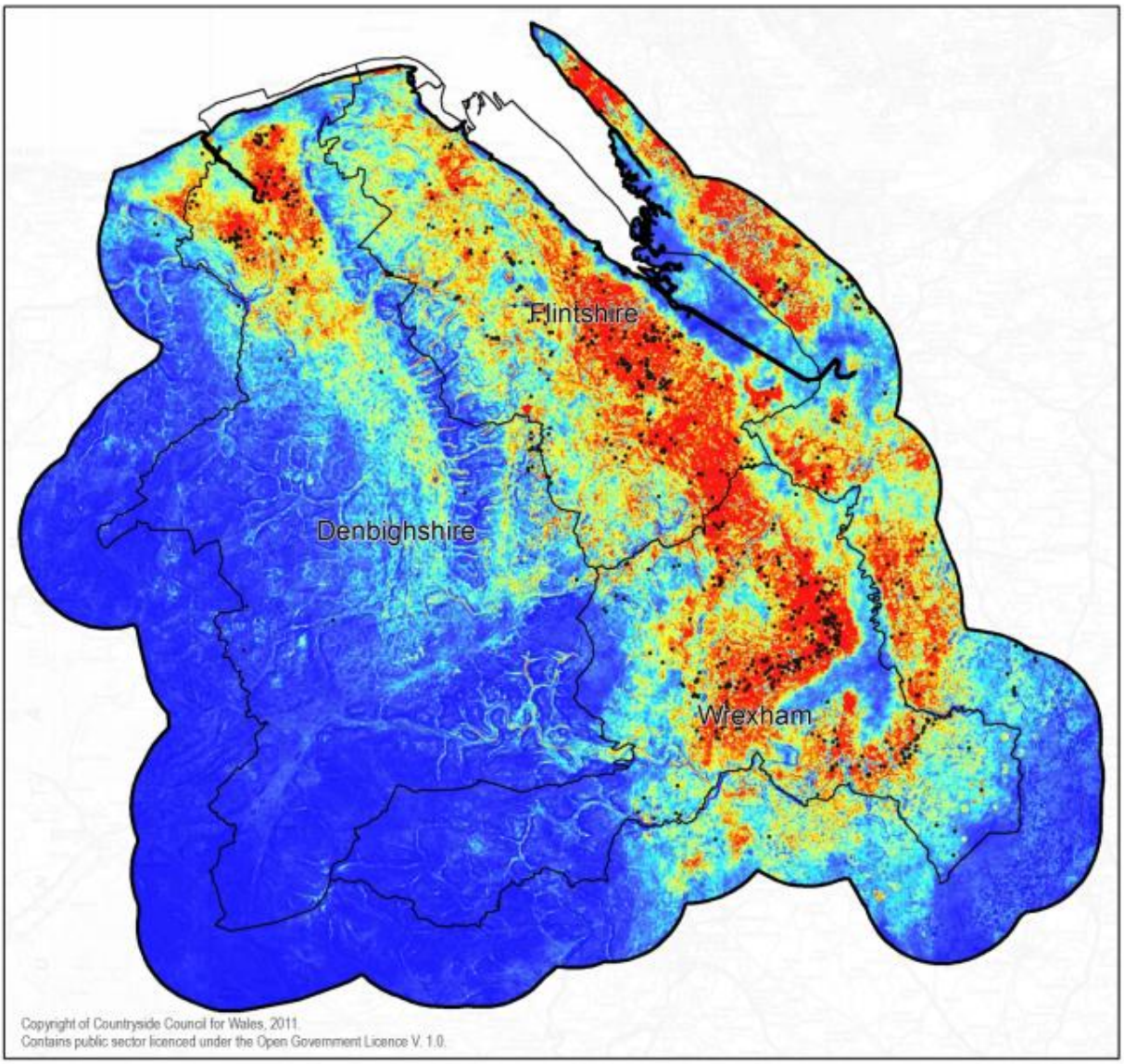
Appendix III GCN Likelihood Mapping North East Wales

Map showing Great Crested Newt likely presence, provided by Amphibian & Reptile Conservation (ARC)



Legend

MaxEnt model

0 5 10 15 20

Kilometres

N

Key:

Red :	**High likelihood**
Yellow/turquoise:	**Medium/Low likelihood**
Blue:	**Unlikely/no likelihood**

Appendix IV Reasonable Avoidance Measures Example

- As part of the site induction process, all staff working on site will be made aware of the potential presence of Great Crested Newts on site and their status as a UK and European Protected Species.

- Areas of tall rough grassland and scrub will be strimmed to a height of 150mm. All arising will be removed and these areas will then be left undisturbed for at least 48 hours.

- During the works, materials such as stacks of bricks, wood, tiles etc. must not be stored directly on the ground around the building as there will be a risk of GCN seeking shelter within the stacks; the materials should be stored on wooden pallets or on trailers (or elevated by similar means) so that GCNs will not crawl into them.

- All trenches, or holes should not be left open overnight. They should either be backfilled or covered and the edges sealed to prevent amphibians getting trapped overnight. They should be checked in the morning prior to work restarting.

- If a great crested newt is identified during any of the above operations, development may need to be suspended until a development licence is obtained.

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Appendix V Appropriate Trusts

Amphibian and Reptile Conservation (ARC) www.arc-trust.org
The Amphibian and Reptile Conservation Trust (ARC) was established in June 2009 created around the core of the Herpetological Conservation Trust (HCT), in response to the wider needs of herpetofauna conservation, providing the UK focus for all aspects of reptile and amphibian conservation. ARC has a broad remit but retains the traditional focus on nature reserve management and rare species action plans.

Building Wildlife (BW) www.buildingwildlife.org.uk
BW defines its charitable remit fairly broadly; allowing it scope to support wildlife conservation and promote good practice in connection with development and other human activities/ land uses. BW is able to receive mitigation or compensation payments from developers and re-distribute funds via project applications which are assessed by a panel.

North East Wales Wildlife (NEWW) www.newwildlife.org.uk …
NEWW is a registered charity that owns and manages a suite of nature reserves across North East Wales, most of which are great crested newt mitigation sites that are managed specifically for GCN, including long-term population monitoring. NEWW has long-standing experience of working with developers, land managers and estate management companies to deliver GCN mitigation schemes.

North Wales Wildlife Trust (NWWT) www.northwaleswildlifetrust.org.uk …
The Wildlife Trusts have a vision of an environment rich in wildlife, for everyone. Specific projects include Living Landscapes, secure Living Seas to inspire people to value and take action for wildlife and the natural world. NWWT manage over thirty nature reserves across North Wales. The reserves cover a wide range of habitats and species, and range in size from many hectares to less than one, and in status from a National Nature Reserve to very small areas supporting a single species of interest.

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Appendix 2

Flintshire County Council
PLANNING STRATEGY
DEVELOPER ~~GUIDANCE~~ ADVICE NOTE
December 2016

SUBJECT: Speculative Housing Development Proposals

Context

This guidance note provides guidance on the Council's requirements for supporting evidence and justification to be submitted, in the event that developers are considering the submission of speculative planning applications for housing development, on the basis of the Council's present housing land supply position. This does not mean that applications are necessarily invited. The guidance note applies to both large sites (of 10 or more units) and small sites (9 or less units). The requirements for supporting information will be necessary for small sites but the amount of information sought will be proportional to the scale and issues associated with the proposed development'

Status of this Note

This note has originally been considered and endorsed by the Council's Planning Strategy Group as well as approved by the Cabinet at its meeting on 16th June 2015. It has subsequently been updated and considered as above, approved in amended form by the Cabinet at its meeting on 13th December 2016. It therefore takes immediate effect and applies to any speculative applications currently with the Council as well as future ones yet to be submitted.

Speculative Housing Development Proposals

According to the method of calculating housing land supply prescribed by the Welsh Government in Technical Advice Note 1 Joint Housing Land Availability Studies (TAN1), Flintshire does not currently have a five year supply of housing land. The last formal JHLAS was completed for 2014 but since that date, with the expiry of the UDP, and without an adopted LDP in place, according to TAN1 the Council cannot carry out and publish a formal study until such time as the LDP is adopted. This means that in the interim, the Council will be unable to demonstrate whether or not it has a five year land supply, and effectively will be considered not to have five year supply. In accordance with paragraph 9.2.3 of PPW *"Local planning authorities must* ***ensure that sufficient land is genuinely available or will become available to provide a 5-year supply of land for housing*** *judged against*

the general objectives and the scale and location of development provided for in the development plan".

TAN1 sets out how an authority must act when it does not have a 5 year land supply: ***"The housing land supply figure should also be treated as a material consideration in determining planning applications for housing. Where the current study shows a land supply below the 5-year requirement or where the local planning authority has been unable to undertake a study (see 8.2 below), the need to increase supply should be given considerable weight when dealing with planning applications provided that the development would otherwise comply with development plan and national planning policies".*** (Paragraph 6.2).

For the purposes of both paragraphs 9.2.3 of PPW and 6.2 of TAN1, reference to "the development plan" means the adopted Flintshire Unitary Development Plan.

In the event that a developer is considering submitting a planning application for housing development, justified on the basis of a shortfall in housing land supply, the Council will expect to see comprehensive evidence to justify such an application, in relation to:

1. **The need for the development proposed**
   This should be set out in the context of the area local to the site, as well as Flintshire as a whole. Regard should be had to the nature and function of the settlement within which the proposal is made, its role as part of the UDP spatial strategy, and how the identification of the site fits in with the requirement for a search sequence as referenced in paragraph 9.2.8 of PPW. This is to ensure that developers are following the same principles in terms of identifying sustainable sites as the Local Planning Authority are required to do, in the preparation of the LDP which is currently underway. This is also to ensure that any spatial strategy under development by the Council is not compromised by unjustified speculative applications for housing development.

2. **Full Application**
   The Council would prefer the submission of a full application to allow the Council to properly assess the proposal in terms of the need to be met, the housing to be provided, and the deliverability of the scheme. Outline applications are not considered appropriate or acceptable to consider proposals for speculative development on the basis of a lack of housing land supply, unless they provide sufficient information to enable the Council to be satisfied that the proposal represents a sustainable and deliverable form of development. Outline applications will be expected to be accompanied by sufficiently robust information to ensure that they are sustainable viable and deliverable'.

3. **Sustainability Appraisal**
   A Sustainability Appraisal (SA) or some other appropriate means of assessing sustainability is required to demonstrate why and how the site

Comment [AW1]: Is this the right title for this section?

represents a sustainable form of development in relation to its local context and to both the local and national policy framework, the principles and objectives of which are set out in paragraphs 4.3.1 and 4.4.3 respectively of PPW. This process will be aided by the SA information associated with the emerging LDP which is available on the website. The sustainability appraisal can either be a standalone document or incorporated into a Planning Statement or Design and Access Statement.

4. Viability Assessment

A viability assessment is required in cases where the developer is not intending or able to meet necessary and reasonable planning obligations. In such cases it is necessary to demonstrate why the site cannot be developed on the basis of accommodating all of the Council's policy requirements (e.g. POS, affordable housing, education, highways etc.), as well as providing all other necessary infrastructure required. This is to assist in assessing the sustainability and deliverability of the proposal. Any financial viability information will be treated as confidential and will not be made publicly available as part of the consideration of the application.

5. Housing Delivery Statement

The Council requires the submission of this essential evidence by the developer in order to demonstrate how the development can deliver housing to help to reduce the presently unidentified shortfall in housing supply, within 5 years from the date of planning consent. This should clearly identify a timeline for the development including the expected start date, the annual completion rate, as well as the expected completion date for the whole development. This should also clearly identify wherever possible, which developer(s) will be building the homes, as well as a statement that the land owner (where relevant) is committed to the sale of the land on the basis of the scheme proposed, and will complete this agreement on the grant of planning permission thereby making the land immediately available for development. This requirement is also to ensure compliance with advice in paragraph 9.2.3 of PPW: *"This means that sites must be free, or readily freed, from planning, physical and ownership constraints, and economically feasible for development, so as to create and support sustainable communities where people want to live".*

Advisory Notes

- Where a developer seeks to comply with these essential requirements will assist the Council in being able to adequately assess the sustainability, viability and deliverability of the proposed development.
- Speculative developments that do not otherwise comply with development plan policy must clearly demonstrate their full sustainable development credentials.
- It is necessary to ensure that outline applications are accompanied by suitable or appropriate information to make such exceptions cases.
- This is also relevant in terms of the LDP candidate sites that are now publicly available, as well as any existing land or sites allocated within settlement boundaries, as any speculative sites that come forward must be capable of demonstrating why they are better/more sustainable than other

option sites including those yet to be considered by the Council as part of progressing the LDP.

- Whilst all sites are considered on their merits, speculative development sites must also clearly show that they do not compromise the ability of the Council to develop a sustainable strategy for the LDP.
- Any full planning consent will be time limited to commencement within two years of a permission being issued. In the case of outline planning consents a condition will be attached seeking submission of reserved matters within one year of the consent. This should not pose a problem for developers as their applications are submitted on the basis of being sustainable, otherwise compliant with policy, deliverable, as well as being submitted to meet an urgent need for housing.
- Any applications for renewal of such consents will need to be fully justified as the basis on which they were originally permitted i.e. as an exception based on an urgent need, should result in commencement first time around. Such application for renewal will be given careful consideration and will not automatically be renewed.
- Commencement should result in the timely completion of homes and not simply the minimum steps to protect a planning permission.

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Early Help Hub
Cabinet Member	Cabinet Member for Social Services Cabinet Member for Education
Report Author	Chief Officer (Social Services)
Type of Report	Operational

EXECUTIVE SUMMARY

The Flintshire Public Service Board (PSB) have commissioned the establishment of a multiagency Early Help Hub in Flintshire (herein the EH Hub).

The EH Hub has been designed to enable the delivery of more timely and appropriate early intervention and support for families with greater needs.

The EH Hub does not replace the high quality early intervention support that already takes place across Flintshire.

Support from the EH Hub is targeted to families with 2 or more ACE's (Adverse Childhood Experiences – see section 1.11).

The development of the EH Hub is closely aligned to the strategic design of Families First. Families First funded projects will support the operational delivery of the Hub.

Over the summer the Hub undertook a 'soft launch' to test proposed procedures and joint working arrangements. During this time referrals from partner agencies, that did not meet thresholds for children's social services, were referred to the EH Hub. A review of the soft launch has taken place which has identified positive outcomes as well as areas of process that can be refined and strengthened. The findings of the review will inform the final operating model for the EH Hub.

The EH Hub now accepts direct referrals from partner agencies and professionals. It is proposed that the EH Hub is formally launched to provide public access in April 2018.

RECOMMENDATIONS	
1	Cabinet are asked endorse that EH Hub is formally launched to accept direct referrals from the public in April 2018.
2	Cabinet endorse a formal evaluation of the EH Hub within 12 months of operation. The evaluation will provide an analysis of the resources offered by agencies, how effective there are, and the outcomes that are being delivered.

REPORT DETAILS

1.00	BACKGROUND
1.01	The EH Hub aims to address key legislative and regulatory requirements and the PSB ambition for better quality, cost effective services that secure good outcomes for all in Flintshire.
1.02	Primarily, the EH Hub aims to address requirements of the Social Services and Well-Being (Wales) Act 2014 to ensure families have access to relevant information, advice and support as much as possible within their communities to build wellbeing and resilience.
1.03	The EH Hub will also support the Council's ongoing response to four of the twelve recommendations of the Care and Social Services Inspectorate Wales (CSSIW) Inspection of Children's Services (2015). Specifically: Recommendation 1: The Council should progress its commitment to develop an early intervention framework that will deliver integrated services and provide early support for children, young people and families. Recommendation 2: The Council should establish effective systems to ensure that thresholds for assessments are consistent across the service and understood by staff and partners. Recommendation 3: Multi-agency arrangements should be established to review repeat referrals and quality assure decision making. Recommendation 5: Children's services approach to risk assessment and risk management to be more effectively shared and understood by partner agencies.
1.04	A proposed model for the EH Hub was developed collaboratively with multiagency partners. The model brings significant service transformation across partner agencies to enable the delivery of more timely and appropriate early intervention and support. The proposed model was agreed by Flintshire PSB in June 2016 alongside an outline implementation plan. An executive sub-committee chaired by North Wales

	Police was established to oversee implementation of the project and reporting to the PSB. A working group of relevant multiagency senior managers has overseen the development, and implementation, of the operational elements of the service.
1.05	**Adverse Childhood Experiences (ACE's)**
1.06	A key feature of the EH Hub is that service is targeted to support to families where there are 2 or more ACE's. In essence ACE's are traumatic experiences that occur before the age of 18 and are remembered throughout adulthood. These experiences range from suffering verbal, mental, sexual and physical abuse, to being raised in a household where domestic violence, alcohol abuse, parental separation, parental incarceration, mental ill health or drug abuse is present.
1.07	**About the Early Help Hub**
1.08	The key aim of the EH Hub is to provide the greatest level of knowledge and analysis of all known intelligence and information across the multiagency partnership to ensure all children, young people and families have access to advice and information about relevant early support to build coping skills and address any problems before these become entrenched. For families that are at greater risk of escalating problems, access to appropriate multidisciplinary interventions as a matter of priority.
1.09	**Objectives**
1.10	The key objectives for the EH Hub are: • An improved 'journey' for the child and family with greater emphasis on targeted early intervention and better informed services provided at the right time in line with statutory requirements set out in the Social Services and Well-Being Act (Wales) 2014. • Greater ability to identify potential vulnerability, enabling more preventative action to be taken, dealing with problems before these become entrenched. • Closer partnership working, clearer accountability and less duplication of effort. • A reduction in the number of inappropriate referrals and re-referrals to Children's Services particularly. • Where better information sharing within the EH Hub identifies potential safeguarding concerns, these are actioned in line with relevant procedures.
1.11	What the Early Help Hub does • Manage referrals received • In addition to the referrals received, multiagency colleagues will research information held on professional databases/through engaging colleagues in respective agencies to enable the EH Hub to make informed decisions about the appropriate response to family needs • Provide a secure and confidential environment for multiagency professionals to share appropriate information • Identifies repeat referrals which taken in isolation may not appear concerning • Prioritises referrals and responses • Where better information sharing within the EH Hub identifies

	safeguarding concerns, these concerns activate 'first response' social work services to provide immediate protection for a child • Activate Team Around the Family or other targeted intervention services to provide support to the child, young person or family e.g. priority for extra support provided by Parenting, Flying Start health visitor, a Families First commissioned service (e.g. Action for Children for families with support requirements relevant to mental health and/or domestic abuse) etc. • Activate information and advice provision by appropriate agencies e.g. Family Information Service
1.12	**Who is involved**
1.13	A team of people who continue to be employed by their individual agencies with a central office in Flint. The EH Hub management is provided through Social Services. Key partners are: Social Services including Team Around the Family (TAF) and Early Years; Youth and Education including youth justice, youth services, Families First, North Wales Police; Flintshire Connects including links to Housing; BCUHB and Flintshire Local Voluntary Council.
1.14	**How does it work?**
1.15	Every case that has been assessed by the EH Hub is given a RAG rating (Red/Amber/Green) that signifies the levels of concern: <u>Red</u>: cases that indicate concerns about child protection will be referred as per local safeguarding procedures to Children's Services, SPOA etc. <u>Amber</u>: child in need case or a child or family needing early intervention in order to build coping skills and secure positive wellbeing and referred on for services within one working day. <u>Green</u>: child or family needing some form of information and advice in order to build coping skills and secure positive wellbeing and referred on for services within three working days.
1.16	All cases are dealt with under EH Hub procedures which includes team members receiving a notification securely via PARIS outlining the RAG rating, details about the child/ young person/ family and the reasons for referral/presenting issues.
1.17	Team members will research and pass any relevant information their agency holds about the family to the EH Hub manager for analysis. Team members supply information which they consider to be relevant and proportionate to the enquiry. If any agency deems the information they hold on a particular enquiry to be highly confidential/ sensitive or not to be shared with other agencies, they take responsibility to inform the EH Hub manager.
1.18	Our ambition is to reach a position where will not be any 'no further actions' when referrals are made to social services. The response might be: • Information & advice largely provided by the Family Information Service. • A single agency information, advice & assistance response from a statutory or third sector service. This might include Police, health visitors, youth justice, Families First services, third sector organisations etc. A co-located information officer with links to the third sector based

	in the Hub will help with this. • A multiple agency response coordinated by a lead worker from Team Around the Family or some specifically commissioned Families First services who work alongside the family to develop a family plan & coordinate interventions from multiple services
1.19	**Establishing the infrastructure**
1.20	Detailed work has been undertaken to develop:
1.21	A single referral form to social services. A single referral form has been developed to request support from the EH Hub, for social services 'care and support' and for child protection concerns. The use of a single referral form will save agencies having to use different forms for different situations and concerns.
1.22	Process pathways and interfaces with child protection The EH Hub does not replace existing child protection procedures. Detailed work has been undertaken to ensure that interfaces with child protection procedures are clear and continue to take precedent. Within the soft launch of the EH Hub, the intelligence gathering within the EH process has evidenced the ability to support early identification of families that require a CP response. This aligns with the aims set for the EH model. The EH process and IT systems in place allow for prompt transfer in order to ensure a statutory response is completed to cases whereby CP concerns have been identified.
1.13	Information Sharing Protocol (ISP) An ISP has been developed for information sharing under existing legislative frameworks. The ISP has been approved by a North Wales Regional Group which quality assures ISP's across agencies. The ISP is between Flintshire County Council, North Wales Police, BCHUB and Flintshire Local Voluntary Council.
1.14	Quality and Performance Framework A framework has been developed to assess the performance of the Hub in terms of volume of work undertaken, quality of provision and the outcomes delivered.
1.15	**Implementation Progress**
1.16	A soft launch of the EH Hub took place between mid-July through to the end of September 2017. Referrals received by the EH during this stage in implementation were cases that had been stepped down by Children's Services following being screened as not requiring a statutory response. Within this period a total of 306 cases were considered, and actioned, by the EH Hub of which 107 involved EHH members having a professional meeting. Having these cases been screened by Children's Services, all these cases, would have previously resulted in No Further Action (NFA) resulting in no service or support being promoted.
	During September and November 9 workforce briefings were held for partner agencies to explain the EH model, the process by which referrals are responded to by the EH Hub and how families will be supported. There were 308 attendees in total at the workforce briefings with significant interest and enthusiasm evident across the multidisciplinary workforce.

	In addition Officers also attended the Heads Federation meeting for secondary schools to provide a briefing on the EH Hub to raise awareness and understanding.
	Since November 2017, the EH Hub has been accepting direct referrals from professionals. The updated single referral form that incorporates the EH Hub has been successfully launched with partner agencies with guidance additionally being provided, to ensure referral quality. Awareness sessions provided to the partner workforce has added professional confidence to utilise the EH Hub.
	Within the EH awareness sessions provided to external agencies, it has been outlined to the multi-agency workforce that the EH Hub process does not negate the child protection procedures already established and known by the partners. 14 cases which, because of intelligence gathering, stepping up to Children's Services for a safeguarding response**.** This is an excellent outcome for goals of improving child safety and wholly consistent with EH Hub aims and objectives
	A high level review of the soft launch has been undertaken. The review has identified recommendations to strengthen EH Hub processes, as well partnership agreements needed to ensure the long term sustainability of the EH Hub. The review, and its associated recommendations, will be addressed through the appropriate multi agency governance arrangements for the EH Hub.
1.40	**Next Steps**
1.41	It is planned that from April 2018 the EH Hub is extended to accept referrals direct from the public. This timescale aligns with new arrangements under Families First which will bring a greater range of co-ordinated services that can be deployed through the EH Hub.
1.41	**Formal Evaluation**
1.42	A detailed evaluation framework has been developed to assess the effectiveness of the EH Hub. North Wales Police have secured national funding to take forward work relating to ACE's. This funding will enable an objective evaluation of the EH Hub to inform the strategic future of the EH Hub locally as well as sharing learning across Wales. It is anticipated that the evaluation will be undertaken in 2019.

2.00	**RESOURCE IMPLICATIONS**
2.01	The development of the EH Hub has been supported by invest to save funding from Flintshire County Council. Funding has enabled effective project management and additional strategic capacity to support the development of the EH Hub model and its implementation.
2.02	The EH Hub has been designed to bring together existing resources across agencies. This approach is aimed to be sustainable, and to secure better value through aggregation of resources and effective targeting and deployment of support to families in most need. Management oversight

	and support for the EH Hub has been secured within existing arrangements. The high level review of the EH Hub has identified the need for further partnership discussion relating to the long term financial sustainability of the EH Hub. These discussions will take place through agreed governance structures.
2.03	To ensure that there is effective and timely support that can be deployed by the EH Hub work has been undertaken to align projects funded through Families First to the EH Hub. Families First commissioning arrangements are being remodelled to support the strategic intention, and operational delivery of the EH Hub. The Integrated Youth Service has been key in working with Welsh Government, partner agencies and local service providers to secure this position.
2.04	The full cost of operating the EH Hub and the associated cost benefit analysis will form part of the EH Hub evaluation. A base line 'deep dive' into 29 families involved with statutory and voluntary and community sector services in Flintshire identified a minimum average cost of £107,500 per family to support their needs. Using limited and narrow cost data from the Troubled Families cost database and national Unit Cost reports for health, social care and criminal justice, the aggregate suggests at least £3.18million of costs borne by Flintshire County Council, North Wales Police, BCUHB and Flintshire schools from these 29 families. This excludes costs associated with assistance through Supporting People, welfare benefits, hospital admissions, court proceedings and criminal investigations, additional support for children and families through schools, social housing providers, youth services, mental health services and the voluntary and community sector. An outcomes framework has been designed as part of the EH Hub which will provide qualitative data on the benefits realised and associated impact for families.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	The EH Hub has been developed in close consultation with partner agencies. Agencies have been involved in the design and development of the EH Hub through an operational project group and a strategic overview group.

4.00	**RISK MANAGEMENT**
4.01	A full risk register is kept live for the EH Hub to ensure that risks are mitigated and effectively managed.

5.00	**APPENDICES**
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Information about ACE's: www.wales.nhs.uk/sitesplus/888/page/88524 **Contact Officer:** Craig Macleod **Telephone:** 01352 701313 **E-mail:** craig.macleod@flintshire.gov.uk **Contact Officer:** Ann Roberts **Telephone:** 01352 704112 **E-mail:** ann.roberts@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	**Public Services Board:** Established under the Well-being of Future Generations (Wales) Act 2015 the purpose of Public Services Boards (PSBs) is to improve the economic, social, environmental and cultural well-being in its area by strengthening joint working across all public services in Wales. The Flintshire PSB is made up of senior leaders from a number of public and voluntary organisations. Together these organisations are responsible for developing and managing the Well-being Plan for Flintshire. **Adverse Childhood Experiences:** ACE's are traumatic experiences that occur before the age of 18 and are remembered throughout adulthood. These experiences range from suffering verbal, mental, sexual and physical abuse, to being raised in a household where domestic violence, alcohol abuse, parental separation or drug abuse is present. **Care and Social Services Inspectorate Wales (CSSIW):** CSSIW has the powers to review Local Authority social services at a local and national level, to inform the public whether services are up to standard, to promote improvement of services and to help safeguard the interests of vulnerable people who use services and their carers. In May 2015 CSSIW undertook an inspection of Children's Services in Flintshire. CSSIW made 12 recommendations for continued service development and improvement. **Families First Programme:** The national programme providing a vehicle for delivering on the child poverty strategy (WG 2010). (£1.67 million approx) **Social Services and Well-Being (Wales) Act 2014:** The Social Services and Well-being (Wales) Act came into force on 6 April 2016. The Act provides the legal framework for improving the well-being of people who need care and support, and carers who need support, and for transforming social services in Wales. **Public Health Wales:** Public Health Wales is the national public health agency in Wales and exists to protect and improve health and wellbeing

	and reduce health inequalities for people in Wales **Team Around the Family:** The Team around the Family offer advice, help and support to families with support needs. TAF bring together the support from people and/or organisations to help families. The support offered is aimed at building a family's resilience and coping mechanisms. **Family Information Service:** Family Information Service Flintshire provides families (and those working with families) with a wide range of information about activities and support available to them. This includes free and impartial expert advice, information and guidance on local childcare and early education places. **Information Sharing Protocol:** An information sharing protocol provides a framework for the secure and confidential obtaining, holding, recording, storing and sharing of information between participating partner agencies or organisations. It is an agreed set of principles about sharing personal or confidential information and it enables each organisation signed up to the protocol to understand the legal powers and circumstances in which it should share information and what its responsibilities are. **Flintshire Local Voluntary Council:** FLVC is the umbrella and support organisation for over 1200 voluntary and community groups based in Flintshire.

Mae'r dudalen hon yn wag yn bwrpasol

CABINET

Date of Meeting	Tuesday, 23rd January 2018
Report Subject	Proposals for Integration of the Arts Development and Music Services with Theatr Clwyd.
Cabinet Member	Cabinet Member for Education
Report Author	Chief Officer (Organisational Change) Chief Officer (Education and Youth)
Type of Report	Operational

EXECUTIVE SUMMARY

The 2018/19 stage 2 budget proposals include £0.075m to be used from Theatre tax relief funding to reduce the current Music Service subsidy from £0.035m to zero and to subsidise the Arts Development service by £0.040m. This approach protects current service provision in each of the services.

As part of this work consideration has been given to how best practical arrangements will work. This includes changing the line management of these services to report directly into the Theatre and ensuring the services are fully integrated to maximise benefits and efficiencies. This report recommends this approach which will include full consultation with staff and final sign off under delegated authority.

RECOMMENDATIONS	
1	To agree to the integration of the Arts Development (Arts Culture and Events) and Music Service with Theatr Clwyd as outlined in this report, and provide delegated authority for the Chief Officers Organisational Change and Chief Officer Education and Youth in consultation with the relevant Cabinet Member to implement these changes.

REPORT DETAILS

1.00	BACKGROUND INFORMATION
1.01	Over the last 12 months work has being taking place to increase the connection between the work of Theatr Clwyd, Arts Development (ACE) and the Music Service. This includes moving the location of the ACE team to Theatr Clwyd, Music Service rehearsals and events taking place at Theatr Clwyd, and joint approaches to project work. This approach has made better links between the services and at a time of financial pressure provides opportunities for increased resilience through potential integration of these services.
1.02	For the first time this year Theatr Clwyd has made a Theatr tax relief claim, based on recent changes to legislation in this area. Use of a proportion of this funding to subsidise the ACE and Music Services enables both a budget saving to be made and the service provision in these areas to be protected.
1.03	With the increased connection between the services and the integration of budgets to protect the services, it now makes sense to integrate the senior management of the three services. This will enable the three services to promote themselves as a centre or hub for arts and cultural activity and excellence, and increase the connectivity between planning and development of their work.
1.04	The next stage of work is to start consultation with all three services (Music Services, Arts Development and Theatr Clwyd) to develop the proposals further. This will include handling implications for pay and grading, and where appropriate job design, and this report seeks delegated authority to progress and complete this work.

4.00	RESOURCE IMPLICATIONS
4.01	Work has been taking place over a number of years to ensure these services are as efficient as possible while maintaining a quality provision. This change will enable the beneficial effect of Theatr tax relief to maintain service provision while enabling a budget saving to be made of £0.075m.
4.02	Work is taking with place with the Human Resources team to develop the plans for integrating staff from the Music Service and Arts Development teams with the Theatre. The next stage of work includes consultation with all three services and will cover handling implications for pay and grading and where appropriate job design, and this report seeks delegated authority to progress this work. Currently the management and operation of the Theatr is overseen by the Theatr Clwyd Board (part of the Council structure) and sits within the Organisational Change portfolio of services, as does the arts development team. The Music Service is currently managed within the Education and Youth portfolio. These changes will mean all services are integrated within the Organisational Change portfolio.

5.00	CONSULTATIONS REQUIRED / CARRIED OUT
5.01	Staff in each of the three services have been involved in increasing the connectivity between the three services and have been briefed about the proposed changes in this report. Formal consultation with each of the three teams will take place about the detailed proposals. The Arts Council of Wales, given their strategic and funding role, have been engaged in early discussions about integration of the three services and in principle are supportive subject to the detail of the final proposals.

6.00	RISK MANAGEMENT
6.01	Key risks and mitigation include: • Theatr tax relief annual amounts reducing – only a proportion of tax relief funding has been used to fund this approach so even if the amount reduces it will be enough to still fund these proposals; • Different cultures in each of the services could make joint work difficult – work has already taken place to increase connectivity between the services and full consultation and engagement will take place with staff and trade unions as these proposals are developed further.

7.00	APPENDICES
7.01	None.

8.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
8.01	**Contact Officers:** Ian Bancroft / Claire Homard **Telephone:** 01352 704511 / 01352 704190 **E-mail:** ian.bancroft@flintshire.gov.uk / claire.homard@flintshire.gov.uk

9.00	GLOSSARY OF TERMS
9.01	**Arts Council of Wales** – the funding and development organisation for the arts in Wales.

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EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Chief Executive

- **Welsh Church Act Fund 2017/18 – Round 5**
  In Round 5, 9 applications were considered at the panel meeting on 29/11/17 and eight applications were approved to the value of £2,229.99. With Round 5 completed the remaining budget stands at £1,168.22 for allocation.

Community and Enterprise

- **Corporate Debt Write Off**
  Financial Procedure Rules (section 9.6) – Income and Expenditure stipulate that any individual debt between the values of £5,000 and £25,000 shall be reported to the Corporate Finance Manager for consideration to write off, in conjunction with the Cabinet Member for Finance. The write off request relate to one debt totalling £5,390.31 for Care Home Fees. The customer did not have any equity in estate as they did not own the home they lived in prior to moving to the care home. Although the debt is valid as Care Home Fees were covered by the authority it is irrecoverable after the customer passed away.

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

Mae'r dudalen hon yn wag yn bwrpasol

FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND GOVERNANCE & SCRUTINY
1 January 2018 TO 30 June 2018

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
January					
Community and Enterprise Overview & Scrutiny Committee	15/01/18	Community and Enterprise	**Housing Revenue Account (HRA) 2018-19** To consider the proposals for the Housing Revenue Account (HRA) for 2018-19.	Operational	Deputy Leader of the Council and Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	15/01/18	Community and Enterprise	**SARTH Audit Report** To share the outcomes of an audit report on the management of the housing register and allocation of council property.	Operational	Deputy Leader of the Council and Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	15/01/18	Overview and Scrutiny	**Forward Work Programme** To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.	Operational	

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	16/01/18	Planning and Environment	**Urban Tree and Woodland Plan** To advise of the objectives and actions set out in the Urban Tree and Woodland Plan.	Operational	Cabinet Member for Corporate Management and Assets, Cabinet Member for Planning and Public Protection
Environment Overview & Scrutiny Committee	16/01/18	Streetscene and Transportation	**Review of Car Parking Charges in Council Owned Car Parks** To seek Environment Overview and Scrutiny Committee recommendation on the proposed car parking charges in all Council owned car parks.	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	16/01/18	Streetscene and Transportation	**Review of Grass Cutting Policy** To inform Scrutiny of the new revised Grass Cutting Policy	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	16/01/18	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	18/01/18	People and Resources	**Annual Review of Appraisals** To provide the committee with the results of the Annual Review of Appraisals.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	18/01/18	Finance	**Revenue Budget Monitoring 2017/18 (Month 8)** The purpose of this report is to provide Members with the Revenue Budget Monitoring 2017/18 (Month 8).	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	18/01/18	Overview and Scrutiny	**Forward Work Programme** To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	
Education and Youth Overview & Scrutiny Committee	18/01/18	Education and Youth	**School Balances** To provide the Committee with details of the closing balances held by Flintshire schools at the end of the financial year.	Operational	Cabinet Member for Education

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	18/01/18	Education and Youth	**Welsh Government's (WG) 21st Century Schools Programme and Education Programme Band B and Mutual Investment Model (MIM)** The report outlines the projects contained within the Council's SOP submission to WG for the proposed Band B programme and provides further information on Mutual Investment Model	Operational	Cabinet Member for Education, Cabinet Member for Corporate Management and Assets
Education and Youth Overview & Scrutiny Committee	18/01/18	Finance	**2018/19 Council Fund Budget – Stage Two Proposals for the School Funding Formula Level** To consider Stage Two Proposals for the School Funding Formula Level as part of the 2018/19 Council Fund Budget setting process	Strategic	Cabinet Member for Education, Leader of the Council and Cabinet Member for Finance
Education and Youth Overview & Scrutiny Committee	18/01/18	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)*
Cabinet	23/01/18	Planning and Environment	**Planning Enforcement Policy** To approve the revised Planning Enforcement Policy for Consultation.	Operational	Cabinet Member for Planning and Public Protection
Cabinet	23/01/18	Education and Youth	**School Organisation - Area Review, Brynford and Lixwm** To provide a way forward for primary school organisation in Brynford and Lixwm	Strategic	Cabinet Member for Education

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Cabinet	23/01/18	Chief Executive's	**Community Endowment Fund - Annual Report** i) Receive the annual report from the Community Endowment Fund including a review of Flintshire's grant awards ii) Support the proposal to merge the Welsh Church Act Fund within Flintshire's Community Foundation fund and transfer the administration and management of the fund to the Community Foundation in Wales iii) Endorse Corporate Resources Overview and Scrutiny Committee to review the proposal in detail	Operational	Cabinet Member for Corporate Management and Assets, 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	23/01/18	Education and Youth	**Welsh Government's (WG) 21st Century Schools Programme and Education Programme Band B and Mutual Investment Model (MIM)** To seek approval of the Mutual Investment Model (MIM) funding model and to underpin the projects contained within the programme.	Strategic	Cabinet Member for Corporate Management and Assets, Cabinet Member for Education
Cabinet	23/01/18	Education and Youth	**21st Century Schools Programme - Penyffordd Project - Contract Commissioning** To seek approval to contract for the Capital improvement project at Penyffordd School.	Operational	Cabinet Member for Corporate Management and Assets, Cabinet Member for Education
Cabinet	23/01/18	Social Services	**Early Help Hub** To advise on progress in delivering an Early Help Hub, and to seek approval to formally launch the Early Help Hub to the public in April 2018.	Operational	Cabinet Member for Education, 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	23/01/18	Planning and Environment	**Adoption of a Developer Advice Note and Supplementary Guidance relating to Newt Mitigation** To adopt the attached guidance as Supplementary Planning Guidance in order to add weight to the guidance when used for Development Management purposes in determining planning applications.	Operational	Cabinet Member for Planning and Public Protection
Cabinet	23/01/18	Streetscene and Transportation	**Integrated Transport Solution for the Deeside Area** To update Cabinet on the progress of the integrated transport solution for the Deeside area.	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)*
Cabinet	23/01/18	Organisational Change	**Proposals for Integration of the Arts Development and Music Services with Theatr Clwyd** To consider changes to the line management of Arts Development and Music Service to report directly into the Theatr Clwyd structure and ensure the services are fully integrated to maximise benefits and efficiencies.	Operational	Cabinet Member for Education
Cabinet	23/01/18	Streetscene and Transportation	**Second Phase Capital Investment in the Street Lighting Infrastructure and Update to LED Lanterns** To seek Cabinet approval to submit a second bid to Welsh Government for funds to replace the remaining inefficient streetlighting columns with modern LED low energy units.	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)*
Audit Committee	24/01/18	People and Resources	**Treasury Management 2018/19 Strategy and Quarter 3 Update 2017/18** 1.01 To present to Members the draft Treasury Management Strategy 2018/19 for comments and recommendation for approval to Cabinet. 1.02 To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices to the end of December 2017.	Strategic	Leader of the Council and Cabinet Member for Finance
Audit Committee	24/01/18	Governance	**Internal Audit Progress Report** To present to the Committee an update on the progress of the Internal Audit Department.	Operational	
Audit Committee	24/01/18	Chief Executive's	**Code of Corporate Governance** To endorse the review of the code of Corporate Governance.	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)*
Audit Committee	24/01/18	Chief Executive's	**Changes to statutory deadlines for the publication of Local Authority Statement of Accounts** Welsh Government are intending to change the statutory deadlines for Local Authorities to publish their Statement of Accounts. The report summarises the Council's planned approach to respond to the changes which would introduce earlier deadlines for 2017/18 and 2020/21 financial years.	Strategic	Leader of the Council and Cabinet Member for Finance
Audit Committee	24/01/18	Chief Executive's	**Wales Audit Office (WAO) – Annual Audit Letter 2016/17** The letter summarises the key messages arising from the Auditor General for Wales' statutory responsibilities under the Public Audit (Wales) Act 2004, and reporting responsibilities under the Code of Audit Practice for the financial year 2016/17.	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)*
Audit Committee	24/01/18	Governance	**Forward Work Programme** To consider the Forward Work Programme of the Internal Audit Department	Operational	
Audit Committee	24/01/18	Governance	**Action Tracking** To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.	Operational	
Audit Committee	24/01/18	Chief Executive's	**Mid Year Risk Report** To endorse the Council's actions taken to mitigate the significant risks at the mid year point.	Operational	Leader of the Council and Cabinet Member for Finance
Audit Committee	24/01/18	Governance	**Contract Management** To update the Committee on an audit review of contract management.	All Report Types	Cabinet Member for Corporate Management and Assets
Social & Health Care Overview & Scrutiny Committee	25/01/18	Social Services	**Transition** To provide Members with information in relation to Transition Services	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	25/01/18	Social Services	**Social Services Revenue Budget 2017/18** To provide Members the opportunity to review and scrutinise key variances in revenue expenditure	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)*
Social & Health Care Overview & Scrutiny Committee	25/01/18	Social Services	**North Wales Population Assessment Regional Plan** To review and approve the draft North Wales Population Assessment Regional Plan	Strategic	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	25/01/18	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	29/01/18	Overview and Scrutiny	**Forward Work Programme (Organisational Change)** To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee	Operational	Not Applicable
Flintshire County Council	30/01/18	Chief Executive's	**Council Fund Budget 2018/19 – Stage 2** To formally approve the Stage 2 budget proposals and update on the 2018/19 Budget Forecast following receipt of the Welsh Local Government Final Settlement.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Flintshire County Council	30/01/18	Finance	**Treasury Management Mid-Year Review 2017/18** To present the draft Treasury Management Mid-Year Review for 2017/18.		
February					
Education and Youth Overview & Scrutiny Committee	1/02/18	Education and Youth	**School Improvement** To provide an update on learner outcomes in 2017	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	1/02/18	Education and Youth	**Healthy Schools and Pre-School Programme** To provide an update on the service and how schools are meeting Welsh Government targets	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	1/02/18	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)*
Corporate Resources Overview & Scrutiny Committee	15/02/18	Finance	**Revenue Budget Monitoring 2017/18 (Month 9)** The purpose of this report is to provide Members with the Revenue Budget Monitoring 2017/18 (Month 9).	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/02/18	Chief Executive's	**Strategic Equality Plan Annual Report 2016/17** To review the Annual report for the Council's Strategic Equality Plan, noting progress made and areas for further improvement.	Strategic	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/02/18	Finance	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	Operational	Cabinet Member for Corporate Management and Assets, Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/02/18	Governance	**Digital Strategy** To approve the Digital Strategy Action Plan.	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	15/02/18	Overview and Scrutiny	**Forward Work Programme (Corporate Resources)** Rhaglen Gwaith i'r Dyfodol	Operational	Not Applicable
Cabinet	20/02/18	Finance	**Revenue Budget Monitoring 2017/18 (MONTH 9)** To provide the latest revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account (based on actual income and expenditure as at Month 9 projected forward to year end).	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	20/02/18	Chief Executive's	**Capital Programme 2017/18 (Month 9)** To provide Members with the Month 9 (end of December) capital programme information for 2017/18.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	20/02/18	Community and Enterprise	**Communities First** To update on the closure of the Communities First programme and succession arrangement	Operational	Cabinet Member for Economic Development

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Cabinet	20/02/18	Chief Executive's	**Prudential Indicators 2018/19 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
Cabinet	20/02/18	Finance	**Treasury Management Strategy 2018/19** To present to Members the draft Treasury Management Strategy 2018/19 for recommendation to Council.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	20/02/18	Governance	**Digital Strategy** To approve the Digital Strategy action plan.	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	20/02/18	Chief Executive's	**Minimum Revenue Provision - 2018/19 Policy** To present proposals for the setting of a prudent Minimum Revenue Provision (MRP) for the repayment of debt in 2018/19, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations').	Operational	Leader of the Council and Cabinet Member for Finance
Flintshire County Council	20/02/18	Chief Executive's	**Prudential Indicators 2018/19 to 2020/21** To present to Council the recommendations of the Cabinet in relation to the setting of a range of Prudential Indicators.		
Flintshire County Council	20/02/18	Chief Executive's	**Minimum Revenue Provision - 2018/19 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.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Flintshire County Council	20/02/18	Chief Executive's	**Treasury Management Strategy 2018/19** To present to Members the draft Treasury Management Strategy 2018/19.		
March					
Flintshire County Council	1/03/18	Chief Executive's	**Financial Procedure Rules** To provide Constitution Committee with updated Financial Procedure Rules for recommendation to County Council.		
Environment Overview & Scrutiny Committee	13/03/18	Streetscene and Transportation	**North East Wales Bus Strategy** To seek a recommendation to Cabinet to approve the North East Wales Bus Strategy	Strategic	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	13/03/18	Streetscene and Transportation	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	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	13/03/18	Streetscene and Transportation	**Review of Highway and Car Park Safety Inspection and Intervention Level and Response to Policy** To review the above policy in line with the revised national guidelines	Operational	Cabinet Member for Streetscene and Countryside
Environment Overview & Scrutiny Committee	13/03/18	Planning and Environment	**Greenfield Valley Museum Heritage Park visit and presentation** To receive an update on the developments at Greenfield Valley Heritage	Operational	Cabinet Member for Economic Development
Environment Overview & Scrutiny Committee	13/03/18	Overview and Scrutiny	**Forward Work Programme (Environment)** To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee	Operational	Not Applicable
Community and Enterprise Overview & Scrutiny Committee	14/03/18	Community and Enterprise	**SARTH** To consider proposed changes to the allocation policy for social housing	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)*
Community and Enterprise Overview & Scrutiny Committee	14/03/18	Community and Enterprise	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	Operational	Cabinet Member for Economic Development, Deputy Leader of the Council and Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	14/03/18	Community and Enterprise	**New Homes Board** To receive an update on the work of the New Homes Board	Operational	Deputy Leader of the Council and Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	14/03/18	Community and Enterprise	**Supporting People Commissioning Plan** To consider the proposed Commissioning Plan for 2018/19	Operational	Deputy Leader of the Council and Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	14/03/18	Overview and Scrutiny	**Forward Work Programme (Community & Enterprise)** To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee	Operational	Not Applicable

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	15/03/18	Finance	**Revenue Budget Monitoring 2017/18 (Month 10)** The purpose of this report is to provide Members with the Revenue Budget Monitoring 2017/18 (Month 10).	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	15/03/18	People and Resources	**Workforce Information Report – Quarter 3** To consider the Workforce Information Report for Quarter 3 of 2017/18.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	15/03/18	Overview and Scrutiny	**Forward Work Programme (Corporate Resources)** To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	Not Applicable
Organisational Change Overview & Scrutiny Committee	19/03/18	Organisational Change	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	Operational	Cabinet Member for Corporate Management and Assets, Cabinet Member for Education

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	19/03/18	Overview and Scrutiny	**Forward Work Programme (Organisational Change)** To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable
Cabinet	20/03/18	Chief Executive's	**Revenue Budget Monitoring 2017/18 (Month 10)** To provide the latest revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account (based on actual income and expenditure as at Month 10 projected forward to year end).	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	20/03/18	Community and Enterprise	**Markets Review** To update on the markets review process and to recommend options for the future of the markets in Flintshire	Operational	Cabinet Member for Economic Development

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Cabinet	20/03/18	Community and Enterprise	**North Wales Regeneration Strategy and the Targeted Regeneration Investment programme** To approve the draft North Wales Regeneration Strategy and the proposed North Wales collaborative approach to the Targeted Regeneration Investment programme	Strategic	Cabinet Member for Economic Development
Cabinet	20/03/18	Community and Enterprise	**Council Tax and Business Rate Statutory Policies 2018-19** To approve and endorse policies for the administration of Council Tax and Business Rates, these being: - Council Tax Discounts on second and long term empty homes - Council Tax Discretionary Rate Relief - Business Rates Discretionary Rate Relief - Business Rates 'top-up' Discretionary Rate Reliefs to small businesses	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)*
Audit Committee	21/03/18	People and Resources	**Q4 Treasury Management Update 2017/18** To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices to the end of February 2018.	Operational	Leader of the Council and Cabinet Member for Finance
Audit Committee	21/03/18	Chief Executive's	**Certification of grants and returns 2016/17** To inform Members of the grant claim certification by Wales Audit Office for the year ended 31st March 2017.	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)*
Audit Committee	21/03/18	Chief Executive's	**Wales Audit Office (WAO) Audit Plan 2018** The Wales Audit Office, being the Council's external auditor, has prepared an audit plan for 2018 for the Council and the Clwyd Pension Fund which sets out their proposed audit work for the year along with timescales, costs and the audit teams responsible for carrying out the work.	Strategic	Leader of the Council and Cabinet Member for Finance
Social & Health Care Overview & Scrutiny Committee	29/03/18	Social Services	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	29/03/18	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
April					

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	12/04/18	Education and Youth	**Self-evaluation on education services** To update Members on overall service performance	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	12/04/18	Education and Youth	**Quarter 3 Council Plan 2017/18 Monitoring Report** To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	12/04/18	Education and Youth	**Youth Council** To provide an update on progress	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	12/04/18	Education and Youth	**Forward Work Programme (Education & Youth)** To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable
Environment Overview & Scrutiny Committee	17/04/18	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	19/04/18	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	24/04/18	Finance	**Revenue Budget Monitoring 2017/18 (MONTH 11)** To provide the latest revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account (based on actual income and expenditure as at Month 11 projected forward to year end).	Operational	Leader of the Council and Cabinet Member for Finance
May					
Social & Health Care Overview & Scrutiny Committee	10/05/18	Social Services	**Comments, Compliments & Complaints** To consider the Annual Report on the Social Services Complaints and Compliments Procedure	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)*
Social & Health Care Overview & Scrutiny Committee	10/05/18	Social Services	**Flintshire Local Voluntary Council** Annual review of the social care activity undertaken by the third sector in Flintshire	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	10/05/18	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	14/05/18	Overview and Scrutiny	**Forward Work Programme (Organisational Change)** To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee	Operational	Not Applicable
Community and Enterprise Overview & Scrutiny Committee	16/05/18	Overview and Scrutiny	**Forward Work Programme (Community & Enterprise)** To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee	Operational	Not Applicable

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	17/05/18	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	22/05/18	Finance	**Revenue Budget Monitoring 2017/18 (MONTH 12)** This regular monthly report provides the latest revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 12, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance
Education and Youth Overview & Scrutiny Committee	24/05/18	Education and Youth	**Additional Learning Needs Bill Legislation** To provide an update on implementation plans arising from the Additional Learning Needs Bill Legislation	Operational	Cabinet Member for Education
June					

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	14/06/18	People and Resources	**Workforce Information Report – Quarter 4** To consider the Workforce Information Report for Quarter 4 of 2017/18.	Operational	Cabinet Member for Corporate Management and Assets
Corporate Resources Overview & Scrutiny Committee	14/06/18	Overview and Scrutiny	**Forward Work Programme (Corporate Resources)** To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee	Operational	Not Applicable
Social & Health Care Overview & Scrutiny Committee	14/06/18	Overview and Scrutiny	**Betsi Cadwaladr University Health Board** To maintain regular meetings and promote partnership working.	Operational	Not Applicable
Social & Health Care Overview & Scrutiny Committee	14/06/18	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

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) *(Cabinet only)*	PORTFOLIO *(Cabinet only)*
Cabinet	19/06/18	Finance	**Revenue Budget Monitoring 2017/18 (OUTTURN)** This regular monthly report provides the latest revenue budget monitoring position for 2017/18 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 12, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	19/06/18	Chief Executive's	**Capital Programme 2017/18 (Outturn)** To provide Members with the outturn capital programme information for 2017/18.	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	19/06/18	Chief Executive's	**Prudential Indicators - Actual 2017/18** To provide Members with 2017/18 (actual) Prudential Indicator figures as required under 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)*
Organisational Change Overview & Scrutiny Committee	25/06/18	Overview and Scrutiny	**Forward Work Programme (Organisational Change)** To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee	Operational	Not Applicable
Community and Enterprise Overview & Scrutiny Committee	27/06/18	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	28/06/18	Education and Youth	**Regional School Effectiveness and Improvement Service (GwE)** To receive an update on progress with the development of the regional school effectiveness and improvement service, and update on how the new model is being received and embedded.	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	28/06/18	Education and Youth	**School Modernisation** To update Members on the progress made with School Modernisation	Operational	Cabinet Member for Education

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	28/06/18	Overview and Scrutiny	**Forward Work Programme (Education & Youth)** To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee	Operational	Not Applicable

Eitem ar gyfer y Rhaglen 15

Yn rhinwedd paragraff(au) 14 of Part 4 of Schedule 12A
o Ddeddf Llywodraeth Leol 1972.

Dogfen Gyfyngedig - Ni ddylid ei chyhoeddi

Mae'r dudalen hon yn wag yn bwrpasol