Pecyn Dogfen Gyhoeddus

Gareth Owens LL.B Barrister/Bargyfreithiwr
Chief Officer (Governance)
Prif Swyddog (Llywodraethu)

Swyddog Cyswllt:
Maureen Potter / 01352 702322
maureen.potter@flintshire.gov.uk

At: Cyng Rosetta Dolphin (Cadeirydd)

Y Cynghorwyr: Sean Bibby, David Evans, George Hardcastle, Patrick Heesom, Cindy Hinds, Andy Hughes, Dennis Hutchinson, Joe Johnson, Vicky Perfect, Paul Shotton and Owen Thomas

Dydd Mercher, 6 Hydref 2021

Annwyl Gynghorydd,

RHYBUDD O GYFARFOD ANGHYSBELL
PWYLLGOR TROSOLWG A CHRAFFU'R AMGYLCHEDD A'R ECONOMI
DYDD MAWRTH, 12FED HYDREF, 2021 10.00 AM

Yn gywir

Robert Robins
Rheolwr Gwasanaethau Democrataidd

Sylwch: Bydd hwn yn gyfarfod dros y we a bydd 'presenoldeb' wedi'i gyfyngu i Aelodau'r Pwyllgor a'r Aelodau hynny o'r Cyngor sydd wedi gofyn i Bennaeth y Gwasanaethau Democrataidd am wahoddiad. Y Cadeirydd fydd yn penderfynu a yw'r rhain yn cael siarad ai peidio.

Bydd y cyfarfod yn cael ei ffrydio'n fyw ar wefan y Cyngor. Bydd recordiad o'r cyfarfod ar gael yn fuan ar ôl y cyfarfod ar https://flintshire.publici.tv/core/portal/home

Os oes gennych unrhyw ymholiadau, cysylltwch ag aelod o'r Tîm Gwasanaethau Democrataidd ar 01352 702345.

R H A G L E N

1 YMDDIHEURIADAU

Pwrpas: I dderbyn unrhyw ymddiheuriadau.

2 DATGAN CYSYLLTIAD (GAN GYNNWYS DATGANIADAU CHWIPIO)

Pwrpas: I dderbyn unrhyw ddatganiad o gysylltiad a chynghori'r Aelodau yn unol a hynny.

3 COFNODION (Tudalennau 5 - 10)

Pwrpas: I gadarnhau, fel cofnod cywir gofnodion y cyfarfod ar 14 Medi 2021.

4 RHAGLEN GWAITH I'R DYFODOL A OLRHAIN GWEITHRED (Tudalennau 11 - 18)

Adroddiad Hwylusydd Trosolwg a Chraffu yr Amgylchedd a Gofal Cymdeithasol

I Ystyried y flaenraglen waith Pwyllgor Trosolwg a Chraffu'r Amgylchedd a'r Economi a rhoi gwybodaeth i'r Pwyllgor o'r cynnydd yn erbyn camau gweithredu o'r cyfarfod blaenorol.

5 CYLLIDEB 2022/23 - CAM 2 (Tudalennau 19 - 28)

Adroddiad Prif Weithredwr, Prif Swyddog (Cynllunio, Amgylchedd ac Economi), Prif Swyddog (Stryd a Chludiant), Rheolwr Cyllid Corfforaethol - Aelod Cabinet dros Gynllunio a Diogelu'r Cyhoedd, Aelod Cabinet dros Strydlun

Bod y Pwyllgor yn adolygu ac yn gwneud sylw am bwysau ariannol GwasanaethStryd a Chludliant a Cynllunio, Amgylchedd ac Economi a strategaeth gyffredinol y gyllideb ac yn rhoi cyngor am unrhyw feysydd o effeithlonrwydd costau yr hoffai weld yn cael eu harchwilio ymhellach.

6 CYFLWYNIAD LLAFAR A THAITH RITHWIR O BARC ADFER

7   ADOLYGIAD O'R STRATEGAETH CYFLEUSTERAU CYHOEDDUS

Adroddiad Prif Swyddog (Stryd a Chludiant) - Aelod Cabinet dros Strydlun

Rhoi diweddariad i'r gwasanaeth Craffu am gynnydd yn erbyn Cynllun Gweithredu'r Strategaeth Toiledau Lleol yn unol â'r gofynion statudol, a phennu'r dull ar gyfer cynnal adolygiad pellach yn 2022-23.

8   ADOLYGU TRWYDDED 'O'

Adroddiad Prif Swyddog (Stryd a Chludiant) - Aelod Cabinet dros Strydlun

Rhoi sicrwydd fod y prosesau a'r trefniadau gweithio yn effeithiol a chadarn.

9   ADRODDIAD PERFFORMIAD BARGEN DWF GOGLEDD CYMRU

Adroddiad Prif Swyddog (Cynllunio, Amgylchedd ac Economi) - Aelod Cabinet Datblygu Economaidd

Rhoi'r wybodaeth ddiweddaraf i Aelodau am Chwarter 1 Bargen Dwf Gogledd Cymru

10   CARTREFI GWAG

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

Rhoi trosolwg o'r gwaith a wnaed gan y Gwasanaeth Cartrefi Gwag

Sylwch, efallai y bydd egwyl o 10 munud os yw'r cyfarfod yn para'n hirach na dwy awr.

Nodyn Gweithdrefnol ar redeg cyfarfodydd

Bydd y Cadeirydd yn agor y cyfarfodydd ac yn cyflwyno eu hunain.

Bydd nifer o Gynghorwyr yn mynychu cyfarfodydd. Bydd swyddogion hefyd yn mynychu cyfarfodydd i gyflwyno adroddiadau, gyda swyddogion Gwasanaethau Democrataidd yn trefnu a chynnal y cyfarfodydd.

Gofynnir i bawb sy'n mynychu i sicrhau bod eu ffonau symudol wedi diffodd a bod unrhyw sain gefndirol yn cael ei gadw mor dawel â phosib.

Dylai'r holl feicroffonau gael eu rhoi "ar miwt" yn ystod y cyfarfod a dim ond pan fyddwch yn cael eich gwahodd i siarad gan y Cadeirydd y dylid eu rhoi ymlaen. Pan fydd gwahoddedigion wedi gorffen siarad dylen nhw roi eu hunain yn ôl "ar miwt".

Er mwyn mynegi eu bod nhw eisiau siarad bydd Cynghorwyr yn defnyddio'r cyfleuster 'chat' neu yn defnyddio'r swyddogaeth 'raise hand' sy'n dangos eicon codi llaw electronig. Mae'r swyddogaeth 'chat' hefyd yn gallu cael ei ddefnyddio i ofyn cwestiynau, i wneud sylwadau perthnasol ac yn gyfle i'r swyddog gynghori neu ddiweddaru'r cynghorwyr.

Bydd y Cadeirydd yn galw ar y siaradwyr, gan gyfeirio at aelod etholedig fel 'Cynghorydd' a swyddogion yn ôl eu teitl swydd h.y. Prif Weithredwr neu enw. O bryd i'w gilydd mae'r swyddog sy'n cynghori'r Cadeirydd yn egluro pwyntiau gweithdrefnol neu'n awgrymu geiriad arall ar gyfer cynigion er mwyn cynorthwyo'r Pwyllgor.

Os, a phan y cynhelir pleidlais, mi fydd y Cadeirydd yn egluro mai dim ond y rheiny sy'n gwrthwynebu'r cynnig/cynigion, neu sy'n dymuno ymatal a fydd angen mynegi hynny drwy ddefnyddio'r swyddogaeth 'chat'. Bydd y swyddog sy'n cynghori'r Cadeirydd yn mynegi os bydd y cynigion yn cael eu derbyn.

Os oes angen pleidlais fwy ffurfiol, bydd hynny yn ôl galwad enwau – lle gofynnir i bob Cynghorydd yn ei dro (yn nhrefn yr wyddor) sut mae ef / hi yn dymuno pleidleisio.

Yng nghyfarfodydd Pwyllgorau Cynllunio a Chyngor Sir mae amseroedd siaradwyr yn gyfyngedig. Bydd cloch yn cael ei chanu i roi gwybod i'r siaradwyr bod ganddyn nhw funud ar ôl.

Bydd y cyfarfod yn cael ei ffrydio'n fyw ar wefan y Cyngor. Bydd recordiad o'r cyfarfod ar gael yn fuan ar ôl y cyfarfod ar
https://flintshire.publici.tv/core/portal/home

ENVIRONMENT AND ECONOMY OVERVIEW & SCRUTINY COMMITTEE
14 SEPTEMBER 2021

Minutes of the remote attendance meeting of the Environment and Economy Overview & Scrutiny Committee of Flintshire County Council held on Tuesday, 14 September 2021

PRESENT: Councillor Rosetta Dolphin (Chair)
Councillors: Sean Bibby, David Evans, George Hardcastle, Patrick Heesom, Cindy Hinds, Dennis Hutchinson, Joe Johnson, Vicky Perfect, Paul Shotton, and Owen Thomas

APOLOGIES: Councillors Andy Hughes, Christine Jones. Chief Officer (Planning, Environment & Economy)

CONTRIBUTORS:
Councillor Chris Bithell (Cabinet Member for Planning & Public Protection), Councillor Glyn Banks (Cabinet Member for Streetscene), Chief Officer (Streetscene & Transportation), Development Manager (Planning), Highway Network Manager, Service Manager Streetscene Delivery, Waste Strategy Manager, and Project Lead – Planning Services

For minute number 23
Andrew Fraser (Chief Executive), and Jamie Edwards (Operations Manager), Agile Applications

IN ATTENDANCE: Overview & Scrutiny Facilitator and Democratic Services Officer

18. **DECLARATIONS OF INTEREST**

None.

19. **MINUTES**

The minutes of the meeting held on 6 July 2021 were submitted.

The minutes were approved, as moved and seconded by Councillors Owen Thomas and Joe Johnson.

RESOLVED:

That the minutes be approved as a correct record.

20. **FORWARD WORK PROGRAMME AND ACTION TRACKING**

The Facilitator presented the current Forward Work Programme.   She drew attention to the items scheduled for the next meeting of the Committee to be held

on 12 October, and advised there would be an additional item on the agenda to consider the Budget 2022/23 – Stage 2.

In response to a question by Councillor Joe Johnson on progress on the incinerators at Parc Adfer, the Chief Officer (Streetscene and Transportation) advised that a virtual tour of Parc Adfer was scheduled for the next meeting. The Chair reminded Members to contact the Facilitator if they had any suggestions for further items to include on the Forward Work Programme.

The Facilitator referred to the actions arising from previous meetings. The Chief Officer (Streetscene & Transportation) provided an update on progress on the actions arising from the meeting held on 8 June. She explained that the waste bin location criteria would be circulated to Members following the meeting.

Councillor Owen Thomas expressed concerns around discarded litter on streets, roads, and in the countryside. The Highway Network Manager advised Members to raise concerns relating to specific premises with their area co-ordinator who would bring the matter to the attention of the appropriate business manager. Councillor Glyn Banks advised that the Welsh Government (WG) would be introducing measures to ensure that businesses which created waste packaging would be held responsible for removal of discarded waste/litter near their premises. Officers advised that information would be circulated on the WG initiative as soon as received.

The recommendations were moved and seconded by Councillors Paul Shotton and Joe Johnson.

RESOLVED:

(a)   That the Forward Work Programme be approved;

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

(c)   That the Committee notes the progress made in completing the outstanding actions.

21.   **TARGET 70 – A REVIEW OF FLINTSHIRE COUNTY COUNCIL'S WASTE STRATEGY**

The Chief Officer (streetscene & Transportation) introduced Neil Cox, Streetscene Service Manager, to the meeting. She presented the report which provided feedback from the two all-member workshops/seminars which had been held to give an update on the current recycling performance, the impact of the COVID pandemic on services and changes that the Council could implement to achieve the national recycling target of 70%. She advised that the report provided feedback from the seminars and recommendations on future recycling and waste service provisions. The Chief Officer drew attention to page 26 of the report

which listed the recommendations which had been made by Members from the workshops/seminars. She reported on the key considerations as detailed in the report.

In response to the concerns raised by Councillor George Hardcastle regarding waste recycling and the information and support available for elderly and vulnerable people, the Chief Officer explained that work was being undertaken in conjunction with the Housing Service to raise awareness and further information was being developed and shared for people who did not have access to the internet.

Councillor Dave Evans spoke in support of the electronic tag system for brown bin collection (RFID radio frequency identification). He queried the data provided on the success rate of the pilot scheme. The Chief Officer responded to the points raised and confirmed that the pilot scheme had been successful and commented on the benefits achieved. She explained that it was intended to roll out the programme across the County, potentially on a phased approach, in the future.

Councillor Paul Shotton asked if information could be provided on the number of residents receiving assisted collections, and on the vehicle permit system. The Chief Officer agreed to circulate information on the number of assisted collections to the Committee following the meeting. Members were informed that literature for assisted collections could also be provided. The Chief Officer advised that an update on the vehicle permit system could be provided to a future meeting of the Committee.

The Chair asked if a check was undertaken to ensure that the assisted collection scheme was still required by individuals. The Chief Officer agreed that a review would be undertaken to ensure that eligibility/requirement for the service was updated.

Councillor Sean Bibby commented on the need to raise public awareness on recycling in terms of clarity around what could and could not be recycled. He cited examples of collections which were not taken by the streetscene crews because they contained non-recyclable items. Councillor Bibby also commented on the side waste containers and bags and said litter problems were sometimes caused by split and open bags/containers. He welcomed the return of side-waste enforcement. The Chief Officer acknowledged the points made and said a review could be undertaken in the future.

Councillor Bibby raised a number of further questions concerning the availability of information on waste recycling in different languages, if there was a charge for the AHP collection service, and the issue of vehicles obstructing streets and preventing access by services (including emergency service vehicles). The Chief Officer responded in detail to the matters raised by Councillor Bibby and confirmed that the AHP collection service was free of charge.

In response to a question from the Chair around non collection of waste recycling the Chief Officer explained that the Streetscene service crew had stickers which could be put on the bag/container to explain why it was not collected.

Councillor Dennis Hutchinson referred to two complaints he had received from residents in his Ward concerning non-collection of the assisted service for the brown bin garden waste, and renewal of a blue badge.   The Chief Officer agreed to discuss the issue of the non-collection of the garden waste with Councillor Hutchinson following the meeting.

The recommendations were moved by Councillor Paul Shotton and seconded by Councillor Owen Thomas.

RESOLVED:

(a)   That the Committee welcomes the feedback from the member seminars and supports the work undertaken to date to increase recycling rates; and

(b)   That the recommendations on future recycling and waste service provisions be approved.

22.   **WINTER MAINTENANCE POLICY REVIEW 2021-2023**

The Chief Officer (Streetscene and Transportation) introduced a report to seek comment on the review of the Council's Winter Maintenance Policy. She provided background information and advised that the report outlined the current Policy (as appended), the legislative requirements of providing such a service, and the actions taken by the Streetscene and Transportation portfolio to support the winter maintenance service operations. In addition, the report outlined the County's response to other adverse weather events such as flooding and high winds.

The Highway Network Manager presented the key considerations as detailed in the report.

In response to a query from the Chair the Highway Network Manager explained the need to 'top-up' the reserve fund by £150k to prevent the Service from reaching an overspend position on the planned budget and reserve balance.

Councillors Owen Thomas, Dennis Hutchinson and George Hardcastle expressed concerns around the problem of blocked gulleys. The Chief Officer acknowledged the points made and explained that a review was being undertaken around the frequency and timeliness of maintenance of gulleys and further information would be included in a report to the Committee at a meeting on 9 November.   Officers explained that the Streetscene Standards were to be reviewed next year and the frequency of gulley emptying was part of the standards. In response to the further concerns expressed by Members, Officers explained that the gulley emptying service was operational throughout the year and a number of projects were ongoing and additional resources applied to improve service following the impact of a storm last January. .

The recommendation was moved by Councillor Joe Johnson and seconded by Councillor George Hardcastle

RESOLVED:

(a) That the outcome of the review of the Winter Maintenance Policy 2021-2023 (Appendix 1) and procedures for delivering the winter maintenance service operations, along with the County's response to other adverse weather events, be approved

(b) That the need to maintain the budget at present levels, 'top up' the reserve by £150k and carry forward an MTFS revenue pressure for 2023/24 onwards be supported.

23. **PLANNING AND ENFORCEMENT**

The Development Manager (Planning Services) introduced a report to provide an update on the performance of the planning enforcement service with particular focus on response times and communication standards, site visits, use of planning consultancy, backlogs, achievements, and mitigation actions. She reported on the key considerations as detailed in the report.

The Development Manager introduced Andrew Fraser (Chief Executive) and Jamie Edwards (Operations Manager) Agile Applications, and Lynne Fensome, Project Lead – Planning Services. She explained that Andrew and Jamie would introduce and demonstrate the new software system procured by the Planning, Environment & Economy Service to provide a better infrastructure to deliver a range of services within the portfolio.

The Chair expressed concerns around the lack of response from Planning officers to the enquiries from Members on planning and enforcement matters and commented on the 10 day response deadline which she felt was too long. She acknowledged that some delays were due to wait times for a response from Legal Services which was beyond the control of Planning Services. The Development Manager explained that the 10 day response timescale was a corporate deadline across all services in the Council. She advised that the new software procured by the Planning, Environment & Economy Service would maximise the information available on planning applications directly to Members and the general public and therefore reduce the need for a direct response from officers to most enquiries and requests for additional information.

In response to the comments and concerns expressed by Members the Development Manager drew attention to the performance statistics provided in the report on the number of enforcement cases investigated, including those where positive enforcement action had been taken within each year and quarter 1 2021/22. She also advised that the issue of backlogs was addressed within the report and it had been agreed that a business case be prepared for an additional full-time permanent Planning Enforcement officer to be employed The Development Manager explained that she was not able to comment on the specific cases raised by Members but would respond directly following the meeting

Councillor Chris Bithell commented on the impact of Covid-19 on the Planning Service in terms of increased enquiries and applications concerning home improvements. He also said there was raised public awareness of building development in local areas due to people having been restricted to their local area and working from home.   Councillor Bithell referred to the statistics provided in the, report and reiterated that the total number of cases investigated and the number of cases investigated in 84 days or less, had risen significantly since 2018/19. He commented on the challenges of the pandemic and referred to the measures taken within the Planning service to maintain continuity of service delivery and performance. He welcomed the introduction of the new software system (Agile Applications) which was much needed and would improve access to planning and enforcement information for Members, the general public, and applicants.   He advised that a workshop would be arranged to inform Members how to access and use the system.

Andrew Fraser and Jamie Edwards gave a joint presentation on Agile Applications which covered the following :

- Company/product overview
- Project x 160 plus major tasks
- Citizen portals
    - Enforcements
    - Planning

The Chair suggested that a report be provided to the Committee in 6 months' time to give an update on progress of the new software. Following a suggestion from the Chair it was agreed that Officers would design a training programme on the new system to include staff, clients, and Members.

The recommendations were moved and seconded by Councillors Paul Shotton and Joe Johnson.

RESOLVED:

(a)   That the actions taken be supported;

(b)   That a progress report be provided to the Committee in March 2022; and

(c)   That Officers design a training programme on the new system to include staff, clients, and Members.

24.   **MEMBERS OF THE PRESS IN ATTENDANCE**

There were no members of the press in attendance.

(The meeting started at 10.00 am and ended at 12.27 am)

....
Chair

CYNGOR
**Sir y Fflint
Flintshire**
COUNTY COUNCIL

ENVIRONMENT & ECONOMY OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday 12 October 2021
Report Subject	Forward Work Programme and Action Tracking
Report Author	Environment & Economy Overview & Scrutiny Facilitator
Type of Report	Operational

EXECUTIVE SUMMARY

Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work programme of the Committee of which they are Members. By reviewing and prioritising the Forward Work Programme Members are able to ensure it is Member-led and includes the right issues. A copy of the Forward Work Programme is attached at Appendix 1 for Members' consideration which has been updated following the last meeting.

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

The report also shows actions arising from previous meetings of the Environment & Economy Overview & Scrutiny Committee and the progress made in completing them. Any outstanding actions will be continued to be reported to the Committee as shown in Appendix 2.

RECOMMENDATION	
1	That the Committee considers the draft Forward Work Programme and approve/amend as necessary.
2	That the Facilitator, in consultation with the Chair of the Committee be authorised to vary the Forward Work Programme between meetings, as the need arises.
3	That the Committee notes the progress made in completing the outstanding actions.

REPORT DETAILS

1.00	**EXPLAINING THE FORWARD WORK PROGRAMME AND ACTION TRACKING**
1.01	Items feed into a Committee's Forward Work Programme from a number of sources. Members can suggest topics for review by Overview & Scrutiny Committees, members of the public can suggest topics, items can be referred by the Cabinet for consultation purposes, or by County Council or Chief Officers. Other possible items are identified from the Cabinet Work Programme and the Improvement Plan.
1.02	In identifying topics for future consideration, it is useful for a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows: 1. Will the review contribute to the Council's priorities and/or objectives? 2. Is it an area of major change or risk? 3. Are there issues of concern in performance? 4. Is there new Government guidance of legislation? 5. Is it prompted by the work carried out by Regulators/Internal Audit? 6. Is the issue of public or Member concern?
1.03	In previous meetings, requests for information, reports or actions have been made. These have been summarised as action points. Following a meeting of the Corporate Resources Overview & Scrutiny Committee in July 2018, it was recognised that there was a need to formalise such reporting back to Overview & Scrutiny Committees, as 'Matters Arising' was not an item which can feature on an agenda.
1.04	It was suggested that the 'Action tracking' approach be trialled for the Corporate Resources Overview & Scrutiny Committee. Following a successful trial, it was agreed to extend the approach to all Overview & Scrutiny Committees.
1.05	The Action Tracking details including an update on progress is attached at Appendix 2.

2.00	**RESOURCE IMPLICATIONS**
2.01	None as a result of this report.

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	In some cases, action owners have been contacted to provide an update on their actions.

4.00	RISK MANAGEMENT
4.01	None as a result of this report.

5.00	APPENDICES
5.01	Appendix 1 – Draft Forward Work Programme Appendix 2 – Action Tracking for the Environment & Economy OSC.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Minutes of previous meetings of the Committee as identified in Appendix 2. **Contact Officer:** Margaret Parry-Jones Overview & Scrutiny Facilitator **Telephone:** 01352 702427 **E-mail:** Margaret.parry-jones@flintshire.gov.uk

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

Mae'r dudalen hon yn wag yn bwrpasol

Environment & Economy Overview & Scrutiny Forward Work Programme 2021/22

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
9 Nov 2021 10.00 am	Integrated Network Maps	To receive the outcome of the formal consultation on the Council's Integrated Network maps	Pre-decision scrutiny	Chief Officer – Streetscene and Transportation	
	Impact of the pandemic on prioritising highway schemes, gulley emptying, grass cutting, and flooding.	Request from Recovery Committee	Assurance	Chief Officer- Planning, Environment & Economy	
	Entrepreneurial grant support from Welsh Government and how the Local Authority could be involved	Request from Recovery Committee	Assurance	Niall Waller	
7 Dec 2021 10.00 am	Mid-year Performance Indicators for Recovery, Portfolio and Public Accountability Measures	To enable members to fulfil their scrutiny role in relation to performance monitoring. Members are required to review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan.	Performance monitoring/ Assurance	Chief Officers	

Tudalen 15

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ENVIRONMENT & ECONOMY OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME
APPENDIX 1

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
	Update on Van Permits	As requested at the Committee on 14 September 2021	Assurance	Chief Officer – Streetscene & Transportation	
11 Jan 2022 10.00 am					
8 Feb 2022 10.00 am					
8 Mar 2022 10.00 am	Update on implementation on the AGILE new planning software	Report requested at Committee on 14 September 2021	Assurance	Mandy Lewis/Lynne Fensome	
7 Jun 2022 10.00 am	Year-end Performance Indicators for Recovery, Portfolio and Public Accountability Measures	To enable members to fulfil their scrutiny role in relation to performance monitoring. Members are required to review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan.	Performance monitoring/ Assurance	Chief Officers	
5 Jul 2022 10.00 am					

Items to be added:

Integrated Transport Plan & Climate Change updates as appropriate

Action tracking from Environment & Economy OSC October 21

Item/Date	Discussion	Action	By whom	Status
Litter & Fly tipping 8/06/21	Chief Executive it would be useful to circulate the waste bin location criteria to Members and Town & Community Council Clerks	Circulate to Members and Town & Community Council Clerks	Ruth Cartwright	Completed
Litter & Fly tipping 08/06/21	Following discussions the Committee resolved that officers explore whether the Council could be granted powers for enforcement of litter caused by alcohol consumption in public places	That officers explore the suggestion	Katie Wilby Ruth Cartwright	Ongoing
Performance Report 08/06/21	The Chief Officer agreed to share results of the network review by Transport for Wales	Results to be shared when available.	Ruth Cartwright	Ongoing
Town Centre Markets 06/07/21	That consideration be given to starting a market at Flint & Buckley	Interim response provided. Outcome to be shared with the Committee when available	Niall Waller	Ongoing
Minutes 14/09/21	Litter from food outlets	Update on Welsh Government initiative to be circulated when available	Gabby Povey	Ongoing – Awaiting on current position from WG
Target 70 14/09/21	Request for the number of residents receiving assisted collections Update on van permits to be provided at future meeting	Information to be provided to the Committee A report to be provided to update	Gabby Povey Gabby Povey/ Facilitator	Completed Completed on FWP

	The Chair suggested a Review of Assisted collections. The Chief Officer concurred and suggested an annual review would be appropriate.	A review to be undertaken to ensure eligibility is current	Katie Wilby Gabby Povey	Noted
	Cllr Sean Bibby requested a review of containers and bags in the future.	Chief Officer agreed that a review could be undertaken in the future.	Katie Wilby	This will be picked up by the Streetscene & Transportation Health & Safety Committee on 2 December 2021.
	Literature for Assisted collections requested.	Members to contact Gabby Povey if they require literature for distribution in their wards.	Gabby Povey/ Members	Completed. Also details on website to apply
Planning & Enforcement 14/09/21	Report in 6 months on progress of new Agile software.	Progress report March 2022	Mandy Lewis/ Lynne Fensome	On FWP
	Request that training programme for Agile should include Members.	Officers to design a training programme to include staff, clients and Members.	Mandy Lewis/ Lynne Fensome	Noted

ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	12th October 2021
Report Subject	Budget 2022/23 – Stage 2
Cabinet Member	Cabinet Member for Finance, Procurement and Social Value Cabinet Member for Planning and Public Protection Cabinet Member for Economic Development and Countryside Cabinet Member for Streetscene and Transportation
Report Author	Corporate Finance Manager, Chief Executive
Type of Report	Strategic

EXECUTIVE SUMMARY

As in past years, the budget for 2022/23 will be built up in stages.

The first stage was concluded in July where we established a robust baseline of cost pressures. The review by Overview and Scrutiny Committees throughout September and October will form Stage 2, with Stage 3 being the identification of the funding solutions to ensure a legal and balanced budget.

In July, Cabinet and Corporate Resources Overview and Scrutiny Committee received the updated position on the budget for 2022/23, which showed that we have a minimum additional revenue budget requirement of an estimated £16.750m. The cost pressures identified were referred to the respective Overview and Scrutiny Committees with a request that they all undergo a rigorous review.

The details of the cost pressures for Planning, Environment and Economy and for Streetscene and Transportation, which fall within the remit of this Committee - are included within this report. The Committee is invited to review these cost pressures and risks, and to advise on any areas of cost efficiency it believes should be explored further and the reasoning behind the request.

A slide presentation will be made at the meeting.

RECOMMENDATIONS

1	That the Committee reviews and comments on the Planning, Environment and Economy cost pressures.

2	That the Committee reviews and comments on the Streetscene and Transportation cost pressures.
3	That the Committee advises on any areas of cost efficiency it believes should be explored further.

REPORT DETAILS

1.00	**EXPLAINING THE BUDGET POSITION 2022/23**
1.01	The first stage for budget setting was concluded in July where we established a robust baseline of cost pressures. The review by Overview and Scrutiny Committees throughout September and October will form stage 2 with Stage 3 being the identification of the funding solutions to reach a legal and balanced budget.
1.02	In July, Cabinet and Corporate Resources Overview and Scrutiny Committee received the updated position on the budget for 2022/23 which showed that we have a minimum additional revenue budget requirement of an estimated £16.750m. The cost pressures identified were referred to the respective Overview and Scrutiny Committees with a request that they all undergo a rigorous review.
1.03	The purpose of this report is to set out in detail the cost pressures for Planning, Environment and Economy and for Streetscene and Transportation, which are included within the minimum budget requirement.
1.04	**Planning, Environment and Economy Portfolio – Cost Pressures** These are set out in the paragraphs which follow.
1.05	**Table 1: Planning Environment & Economy – Cost Pressures**

Cost Pressure Title	£m	Note
Strategic Decisions		
• Investing in Parks	0.100	1.
• Wales Rally GB	0.030	2.
New Posts Capacity & Resilience		
• Carbon Reduction Officer	0.058	3.
• Regeneration Team	0.074	4.
• Environmental Health	0.104	5.
• Drainage/Flood Prevention Engineers	0.070	6.
• Empty Homes Officer	0.034	7.
New Posts Other		
• Additional Licencing Scheme for HMO's	0.170	8.

• Senior Conservation Planner	0.047	9.
• Digital Connectivity Officer	0.042	10.
• Social Enterprise Development Officer	0.043	11.
Total Cost Pressures	**0.772**	

1. Investing in Parks – This reflects a pressure to support basic infrastructure or renewal of existing features. Ditches, footpaths, steps etc. are approaching end of life and this investment would ensure parks are safe and fit for purpose following a resurgence in the public visitor numbers to the Council's greenspaces resulting from the pandemic.

2. Wales Rally GB – A proposal to create a dedicated funding stream to ensure the Council holds an attractive and high profile role in showcasing the County; promoting tourism to an event that attracts in excess of 100,000 and is a major boost to the local economy.

3. Carbon Reduction Officer – The provision of additional capacity to the Energy Conservation Team will not only benefit and support the Climate Change Programme Manager and the development of a Climate Change Strategy, but will provide a business development role in the generation of new renewable energy projects, assessing and identifying potential funding sources.

4. Regeneration Team – An additional post with high level property development skills is required to successfully deliver the Regeneration Programme and manage risk to the Council. A qualified and experienced Manager role will drive forward the programme releasing resource within the existing team for project delivery.

5. Environmental Health – The pressure represents the addition of two professionally qualified officers to increase resilience and support the Council's ongoing response to the pandemic and to ensure that existing service demands continue to be met.

6. Drainage / Flood Prevention – The Council has statutory responsibilities for Flood Risk Management as the Lead Local Flood Authority and is responsible for managing flood risk from all sources, surface water, ground water and ordinary water courses. The requirement for the Council to act as a SuDS Approving Body (SAB) in relation to surface water management in new developments have increased the pressure to both strengthen and add to the present capacity. The present resource is increasingly vulnerable in terms of ability to respond to climate change in general which is increasing the frequency of severe weather events, most recently Storm Christoph. The requirement to increase the strategic capacity of the Flood and Coastal Erosion Risk Management Team and dedicated role within the SAB.

7. Empty Homes – Additional Pressures to support the delivery of the digital strategy including connectivity upgrades, software and additional resources.

	8. Additional Licencing Scheme for Houses in Multiple Occupation (HMO's) – The pressure represents the introduction of a new scheme that would require HMO's under 3 storeys to be licensed. The new scheme would be consistent with the Housing Strategy and form part of a coordinated approach to homelessness, empty homes and anti-social behaviour. 9. Senior Conservation Planner – An additional post to strengthen and build resilience in the Development Management Service in dealing with a complex area of planning. To provide specialist application advice and enforcement in relation to Listed Buildings, Conservation and other Built Heritage Designations for the County. 10. Digital Connectivity Officer – This pressure represents the increasing customer expectation of digitally available services across the Portfolio. To meet this demand, development of an improved online presence, through website design, communications and marketing opportunities. The benefit to customers being direct access to services on line rather than face to face or telephone contact. 11. Social Enterprise Development Officer – This pressure represents permanent funding for the existing post currently funded through the Welsh Government Communities First programme Legacy Funding. It is expected that the Legacy Fund will not continue beyond the 2021/22 financial year putting this important work stream at risk. Support for the growth of the social enterprise sector is a priority in the Council Plan. As set out in section 1.08, a number of requests for additional posts have been prioritised and were included in an accelerated approvals report to Cabinet in September. These include the posts identified in Notes, 4, 5, 6 and 11 above.		
1.06	**Streetscene & Transportation Portfolio – Cost Pressures** These are set out in the paragraphs which follow.	
1.07	**Table 2: Streetscene & Transportation – Cost Pressures**	

Cost Pressure Title	£m	Note
Loss of Income		
• Car Parking Income Post COVID	0.150	1.
• Garden Waste Income - Static Price	0.050	2.
Legislative/Unavoidable Indexation Pressures		
• Parc Adfer Contract Inflation	0.033	3.
• Rising Fuel Costs	0.100	4.
Strategic Decisions		
• Electric/Hydrogen Vehicles Revenue Costs	0.050	5.
• Re-procurement of Transport Tender post COVID	0.185	6.

New Posts		
• Flooding & Drainage	0.050	7.
Total Cost Pressures	**0.618**	

1. Parking has been free in Council operated car parks since March 2020 in response to the pandemic. The charges remained suspended to help local businesses as they came out of lockdown last summer and this continued into the autumn and winter. This was extended subsequently to September 2021 to support the gradual opening and recovery of the town centres and to encourage footfall.

   During this period, there has been a downturn in utilisation of town centre car parking spaces by between 50 - 68%. This downturn would have a significant impact on income received if it were to continue. Following the reopening of all town centre businesses and hospitality venues, parking charges are being reintroduced from 1st October, which will also help to ease any potential congestion and ensure fair access to parking spaces in the short-stay car parks. With the relaxation of restrictions, utilisation levels are expected to increase, but to what extent is unknown. With the switch to digital shopping, more people working from home and the closure of some businesses, it is unlikely that town centre footfall will return to pre-pandemic levels for some time. This may have a further direct affect on income.

2. We are not increasing the charges for garden waste in 2022-2023 (owing to the suspension of the collection service in 2020-2021 due to the pandemic), consequently there is a pressure as a result of this.

3. The NWRWTP's contract with Parc Adfer specifies the base gate fee price for each tonnage banding built into the contract will be indexed each year, using the average of values published for the Retail Price Indexation (RPI) from the indexation date and each anniversary after. 1.3% inflation is built in for each year, which is half indexed where necessary for bandings,

4. Following Transport Federation advice around the market volatility, a level of increase in fuel prices over the next ten years is anticipated. The pressure value has been determined by applying this advice to current budgeted fuel costs. In addition, allowance has been made for increased usage due to the transfer of use to lower emission producing vehicles. Despite the production of lower emissions, fuel is combusted at a higher temperature and therefore increased volumes. The increase in temperature burns away a higher level of toxins than less emission efficient engines.

5. Electric/Hydrogen Vehicles Revenue Costs due to a growing demand for charging points.

6. The school transport route optimisation and re-procurement exercise was completed in September 2017. The routes procured in 2017 were awarded for a period of 4 years and, whilst some routes have naturally come to an end, been reviewed and where appropriate, re-procured, approximately 200 contracted routes were due for renewal in July 2021 (extended to July 2022). Currently the transport operators are in a difficult position following

		the pandemic and we are observing a significant increase in contract prices and low returns for bids and reduced competition during re-procurement of routes. Additionally, no inflationary increases have been applied to contracted routes over the last four years and this may have a further effect on tender prices from suppliers. 7. During periods of adverse weather, the county is being impacted by widespread flooding on a more frequent basis, which causes the network's drainage system to become overwhelmed. This inevitably leads to response, clean-up, repair and recovery costs. When this is above the current available budget limits, it is intended to fund this through reserves. During the years when the service is not adversely affected by weather events the reserves would be replenished.
1.08		**Organisational Capacity** The capacity of the organisation has been reduced over a number of years, in some areas of service management and operations, due to the need to reduce budget overheads to achieve our efficiency targets. The experience of managing the pandemic and endemic situation over the past 18 months has led to some increases in workload in certain areas, and the Council has set out some priorities which will require additional capacity in the Council Plan and through the leadership of the Council. The Chief Executive and Chief Officer Team have reviewed these capacity needs in depth. We have prioritised a number of requests for additional posts to supplement operational teams for consideration by the Overview and Scrutiny Committees as potential cost pressures for 2022/23 onwards. These requests are all supported by business cases. Our recommendation to Council will be that these requests are supported in order of priority. The extent to which this list of requests can be funded will depend on the financial "headroom" we will have when we are on the verge of setting the annual budget in the new year. From amongst this set of requests a small number have been prioritised for accelerated approval within 2021/22 and in advance of the annual budget setting. This accelerated approval was the subject of a separate report to Cabinet in September 2021.

1.09	**Budget Timeline** An outline of the local budget timeline at this stage is set out in the table below: **Table 3: Budget Timeline** | Date	Event
September/October	Overview and Scrutiny Committees
20/21 December	WG Draft Budget/Provisional Settlement
14 December	Cabinet
18January	Cabinet
15 February	Cabinet and Council
1 March	WG Final Budget/Settlement	

2.00	**RESOURCE IMPLICATIONS**
2.01	**Revenue:** the revenue implications for the 2022/23 budget are set out in the report. **Capital:** there are no new implications for the approved capital programme for either the current financial year or for future financial years – the capital programme will be subject to a separate report

3.00	**CONSULTATIONS REQUIRED / CARRIED OUT**
3.01	• Member and Group Leader Briefings June/July 2021 • Corporate Resource Overview and Scrutiny Committee • Individual Scrutiny Meetings September/October

4.00	**RISK MANAGEMENT**
4.01	As set out in the report.

5.00	**APPENDICES**
5.01	No appendices

6.00	**LIST OF ACCESSIBLE BACKGROUND DOCUMENTS**
6.01	• MTFS and Budget 2022/23 Cabinet Report 13th July 2021 • Presentation to CROSC July 2021 • Summary Budget 2022/23 report to Corporate Overview and Scrutiny Committee 16th September 2021

7.00	**GLOSSARY OF TERMS**
7.01	**Medium Term Financial Strategy (MTFS):** 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. **Revenue:** a term used to describe the day to day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure. **Budget:** a statement expressing the Council's policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them. **Budget Requirement:** The amount of resource required to meet the Councils financial priorities in a financial year. **Forecast:** An estimate of the level of resource needed in the future based on a set of demands or priorities. **Capital:** Expenditure on the acquisition of **non-current assets** or expenditure which extends the useful life of an existing asset. **Revenue Support Grant:** the annual amount of money the Council receives from Welsh Government to fund what it does alongside the Council Tax and other income the Council raises locally. Councils can decide how to use this grant across services although their freedom to allocate according to local choice can be limited by guidelines set by Government. **Specific Grants**: An award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose. **Welsh Local Government Association:** the representative body for unitary councils, fire and rescue authorities and national parks authorities in Wales. **Financial Year:** the period of 12 months commencing on 1 April. **Local Government Funding Formula:** The system through which the annual funding needs of each council is assessed at a national level and under which each council's Aggregate External Finance (AEF) is set. The revenue support grant is distributed according to that formula. **Aggregate External Finance (AEF):** The support for local revenue spending from the Welsh Government and is made up of formula grant including the revenue support grant and the distributable part of non-domestic rates.

Provisional Local Government Settlement: The Provisional Settlement is the draft budget for local government published by the Welsh Government for consultation. The Final Local Government Settlement is set following the consultation.

Funding Floor: a guaranteed level of funding for councils who come under the all-Wales average change in the annual Settlement. A floor has been a feature of the Settlement for many years.

Mae'r dudalen hon yn wag yn bwrpasol

ENVIRONMENT & ECONOMY OVERVIEW & SCRUTINY COMMITTEE	

Date of Meeting	Tuesday, 12th October 2021
Report Subject	Review of Local Toilets Strategy
Cabinet Member	Cabinet Member for Streetscene
Report Author	Chief Officer – Streetscene & Transportation
Type of Report	Operational

EXECUTIVE SUMMARY

In July 2017, the Public Health (Wales) Act 2017 received Royal Assent, bringing together a range of practical actions for improving and protecting health. Part 8 of the Act included Provision of Toilets and introduced new responsibilities for local authorities to provide local toilets strategies.

The Act provides specific timescales that must be followed in relation to the preparation and review of local toilets strategies. The statutory timetable must be followed, even if a local authority decides, for operational reasons, to voluntarily publish a review or update the strategy document between key reporting points in the statutory timetable.

Flintshire's local toilet strategy was approved and published in May 2019. National guidelines state that the policy should be reviewed every two years from when the local authority last published or last reviewed its strategy and within one year of every ordinary local government election.

The purpose of this report is to update Cabinet on progress against the local toilets strategy action plan in line with the statutory requirements and to set out the approach for further review in 2022-2023.

RECOMMENDATIONS	
1	That the Environment and Economy Overview and Scrutiny Committee supports the review and notes the progress to date against the local toilets strategy action plan.

REPORT DETAILS

1.00	**BACKGROUND OF LOCAL TOILETS STRATEGY REVIEW**
1.01	In July 2017, the Public Health (Wales) Act 2017 ('the Act') received Royal Assent, and brought together a range of practical actions for improving and protecting public health in Wales. Part 8 of the Act introduced the provision of toilets and specifically the Act placed a duty on each local authority in Wales to prepare, publish and maintain a local toilets strategy for its area. The Act provided that this strategy must include an assessment of the community's need for toilets, including changing facilities for babies and changing places facilities for disabled persons. The duty to prepare a local toilets strategy does not in itself require local authorities directly to provide and maintain public toilets, but it does require them to take a strategic view across their area on how these facilities can be provided and accessed by their local population.
1.02	Flintshire's local toilets strategy was approved and published in May 2019 following public consultation, which is attached in **Appendix 1**. Consultation for the proposed Local Toilets Strategy was held between 4th February 2019 and 26th April 2019. The consultation received nearly 200 responses, which informed the proposed strategy's 12-point action plan for the following two-year period (**Appendix 1 – Page 10**)
1.03	The Act provides specific timescales that must be followed in relation to the review of local toilets strategies. The statutory timetable must be followed, even if a local authority decides, for operational reasons, to voluntarily publish a review or update the strategy document between key reporting points in the statutory timetable.
1.04	This interim progress report identifies the achievements and challenges against our action plan, which is required to be published within six months of the 2-year anniversary of the publication date.
1.05	We are also required to review the local toilet strategy within one year of every ordinary local government election. The next local government election date in Wales is Thursday, 5 May 2022, which means that the latest date for review is 4 May 2023, with a further full review of the strategy due to be undertaken at that time.
1.06	The extracted action plan is attached (**Appendix 1- Page 10**) has been reviewed; however progress on this action plan has been limited over the last 18 months due to the impact of the global pandemic and the subsequent lockdown periods from March 2020 and December 2020. During this time, officers and resources throughout the portfolio were reallocated to frontline service response and recovery during the pandemic, whilst access to many public facilities were restricted or temporarily closed. Partnership working with social and health care settings ceased due to COVID-safe building adaptations and mitigation measures in place to reduce the spread of COVID-19.

1.07	Subsequently, Town Centres began to reopen in June 2020 and this was supported with the reopening of our toilet facilities in Mold, Holywell and Talacre, with revised operating procedures and additional mitigation measures in place.
1.08	Although momentum has been lost against our action plan, the principles of the strategy have been maintained and we continue to adopt an enabling approach by promoting the use of existing toilets in Council buildings such as libraries and Flintshire Connects Centres, which people feel more confident and comfortable using, rather than isolated facilities, which regularly attract anti-social behaviour that ultimately puts people off using them. Additionally, work will be undertaken to raise awareness of the strategy with key stakeholders and review and improve access to toilet facilities.
1.09	We will continue to monitor the impact of the pandemic throughout the coming winter months with a full review of what is achievable and a reassessment of needs and provisions to follow the 2022 elections in line with the statutory requirements set out in this report.
1.10	Following a review of the toilet facilities in Mold, the costs identified for reconditioning and improving the standard of the facilities in New Street Car Park were not economically viable. Consequently, improved facilities have been developed within the Bus Station complex, which are within the same distance from the centre of town as the New Street facilities. The improved facilities at Mold Bus Station provide an alternative upgraded site within the transport hub for the town.
1.11	As mentioned previously, the duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly nor are they required to provide additional dedicated facilities. They must, however, take a strategic view on how facilities can be provided and accessed, taking account of such things as location, accessibility, type of facilities, frequency of use and the quality of existing sites, as well as determining whether additional or fewer sites are required by the local population. The legislation published by Welsh Government has no funding for additional provisions attached to it.
1.12	Community Asset Transfers (CAT) still being explored for the facilities at Holywell and Talacre, and contact has been made about additional provision by community councils.
1.13	Officers have received contact and are engaging with community groups that are looking at toilet provision across North East Wales and in Shotton in particular.
1.14	Welsh Government has also been out to consultation on Changing Place facilities, to gather views on increasing provision of Changing Places Toilets (CPTs) and Baby Nappy Changing Facilities (BNCFs) in certain types of buildings. This includes views on the increased provision of CPTs and BNCFs, the revision of guidance on compliance with the Building Regulations, and whether to allow local planning authorities to enhance the provision of CPTs over and above the minimum required. This consultation ended on 26th May 2021, and the responses to the

	consultation are currently being reviewed and details of the outcome will be published in due course.
1.15	We are also engaging with suppliers to review developments in the provision of facilities, particularly Changing Place facilities, for future opportunities.

2.00	RESOURCE IMPLICATIONS
2.01	The revenue account for the provision, maintenance and repair of public toilets is managed with Streetscene & Transportation budgets.

3.00	IMPACT ASSESSMENT RISK MANAGEMENT
3.01	Equalities Impact Assessment to be reviewed.

4.00	CONSULTATIONS REQUIRED / CARRIED OUT
4.01	With Cabinet Member.
4.02	Original work to develop the strategy involved broad consultation across the county to ensure the inclusion of any disadvantaged or vulnerable groups of individuals, with an invitation sent to town and community councils to participate and statutory public consultation through www.flintshire.gov.uk

5.00	APPENDICES
5.01	Appendix 1 - Local Toilet Strategy

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Welsh Government Consultation Document: Draft Policy Changes - Changing Places Toilet and Baby Nappy Changing Provision – https://gov.wales/sites/default/files/consultations/2021-03/changing-places-toilets-and-baby-nappy-changing-provision-consultation-document.pdf

7.00	CONTACT OFFICER DETAILS
7.01	**Contact Officer:** Barry Wilkinson, Highway Network Manager **Telephone:** 01352 704656 **E-mail:** barry.wilkinson@flintshire.gov.uk

8.00	**GLOSSARY OF TERMS**
8.01	(1) **Toilet(s):** we use this to mean a toilet facility that the general public can use that may be in public or private ownership, within a variety of premises and which does not require the user to be a customer or make a purchase. (2) **Traditional public toilet(s):** by this we mean a purpose-built toilet facility in local authority ownership or control provided for use by the public. Some quotes in the text from legislation etc. use the term 'public toilet', and in these cases we have not included the word 'traditional'. (3) **Gender neutral toilet(s):** we use this expression in this document to mean a toilet that is not designated for exclusively male or female use, but can be used by anyone. This type of toilet may previously have been termed 'unisex'. (4) **Changing Place(s):** these are fully accessible toilets with a height adjustable changing bench, a hoisting system, a peninsular toilet, and enough space for a person with a disability, his/her wheelchair and two carers. (5) **Standard accessible toilet(s):** these are specially designed cubicles in separate-sex toilets or a self-contained gender neutral toilet. These may also be known as 'disabled toilets'.

Mae'r dudalen hon yn wag yn bwrpasol

Local Toilets
Strategy

CYNGOR
Sir y Fflint
Flintshire
COUNTY COUNCIL

Contents

Mae'r ddogfen hon ar gael yn Gymraeg. Cysylltwch â Barry Wilkinson i gael fersiwn Gymraeg

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Executive Summary

In July 2017, the Public Health (Wales) Act 2017 received Royal Assent, bringing together a range of practical actions for improving and protecting health. Part 8 of the Act includes Provision of Toilets and introduces new responsibilities for Local Authorities to provide local toilet strategies.

To deliver a strategic approach to the provision of toilets across Wales, the Public Health (Wales) Act 2017 requires Local Authorities to assess local needs and facilities, and to publish a local toilets strategy for its area.

The duty to prepare a local toilets strategy does not require councils to provide and maintain public toilets directly, nor are they required provide additional dedicated facilities. They must however take a strategic view on how facilities can be provided and accessed, taking account of such things as location, accessibility, facilities, frequency of use and quality of existing sites, as well as determining whether additional or fewer sites are required by their local population. The legislation published by Welsh Government has no funding for additional provisions attached to it.

Since 2012 Flintshire County Council has undertaken two separate reviews of toilet provision across the County. These reviews highlighted that isolated facilities regularly attract antisocial behaviour, which puts people off using them. As a result Flintshire adopted a more enabling approach by promoting the use of existing toilets in Council buildings such as libraries and Connects Centres, which people feel more confident and comfortable using.

This Strategy sets out to develop on the work previously been undertaken in rationalising the provision and quality of the Local Toilet being offered by the Council, and to assess the need of the local communities, along with the facilities being offer. The Strategy set out an action plan for the next two years, at which time the strategy will need to be reviewed, and also identify some areas that are for future consideration.

Background & Introduction

In the guidance provided to Local Authorities in preparation for implementation of Local Toilet Strategies, the Welsh Government Cabinet Secretary for Health and Social Services explains that "Accessible, clean toilets that are well located in places such as town centres, parks, promenades, cycle trails and walking routes can help encourage people to take exercise and stay more physically active. This has clear health and economic benefits. Conversely, toilets that are poorly designed, inadequately maintained and inappropriately located can create an atmosphere of neglect that discourages use. A lack of adequate toilet facilities can impact on a person's physical and mental health, as well as affecting the wider environmental health of the population." This appreciation of the benefits of available facilities is further noted when the go on to state "Toilets for public use matter to everybody and remain a high-profile issue. They are, however, even more important to certain groups within society, including older people, people with disabilities, people with particular needs (including certain medical problems), women, children and young people and their families. These groups can be disproportionately affected by poor provision."

Flintshire County Council has recognised the benefits and issues related to public conveniences, and started the process of reconciling the facilities under the Council's control back in 2012. At this time a report to Cabinet was submitted that identified that the County was at the time supporting 12 distinct sites, although t The Council has no statutory requirement to provide a Public Convenience service and does not have a formal Policy to determine the location or type of facilities provided and that inconsistency has developed both in the location of the facilities and quality of the service provided across the County. It was also noted at the time that some of the locations have been linked to anti-social behaviour, with reports received of substance misuse and vandalism taking place at the facilities. Whilst the majority of the information was anecdotal, there were records of complaints being received by the Council concerning specific sites. The site in Alexandra Street, Shotton was closed since June 2012, due to specific complaints of anti-social behaviour.

At the time of this report, it was noted that the Public Convenience service was managed within Streetscene with a budget allocation of £173,187 in 2012 -13. Repairs and maintenance at all of the facilities were being carried out by private contractors.

As a solution to some of the issues being encountered, it was identified that the Council was developing a programme of one stop shops, Flintshire Connects Centres, across the County and also manages numerous other Council buildings in close proximity to existing standalone Public Convenience facilities. The new Flintshire Connects Centres and the other facilities i.e. Leisure Centres could offer toilet facilities both for their own use and for use as wider Public Conveniences.

It was also recognized at that time that It is important that the Public Convenience service complements wider strategic Council objectives such as the promotion of Tourism and

Town Centre marketing and the proposed new service provision will do this by ensuring well maintained facilities are provided in key locations across the County and that utilising Flintshire Connects Centres, other Council buildings and (where appropriate) privately owned facilities will both rationalise and improve accessibility to the service, providing the following advantages over the current service that included potentially longer opening hours which are more targeted to local need, and the reduced instances of anti-social behaviour and vandalism.

Consideration was given at the time to introducing a charge for using the facilities but concluded that such a charge would be more expensive to introduce and manage than would be raised as income, thus creating a further budget pressure on the Council. Charging would also increase the threat of vandalism at the facilities. Likewise the introduction of a 'Superloo' system was considered, but the cost was found to be prohibitive.

In 2016, a further report was present to the Cabinet with the intention of recognising that Flintshire's new strategy identified that isolated Public Toilet facilities regularly attracted antisocial behaviour and that many people would not use the facilities for this reason. It was proposed that the Council should promote the use of existing toilet facilities, within Council buildings e.g. Libraries and Flintshire Connects Centres, rather than the dedicated and often isolated facilities previously provided. This final stage of the review would consider the future of the remaining Public Convenience facilities in the County. This report recognized that the current budget to provide the public convenience service was £ 93,998 and made recommendations to reduce the existing provision of standalone dedicated facilities further to just 2 sites across the County. However, the Authority did offer the opportunity for Community Asset Transfer for these sites to the local community and Town & Community Councils, and although these were explored, none have been developed far enough to result in the transfer, however due to these on-going discussions, only one site was closed, with the County in 2019 still operating 4 stand-alone facilities, which are as follows:

- New Street, Mold

- Bus Station, Mold

- Off High Street, Holywell

- Station Road, Talacre

So it can be seen that Flintshire County Council has already started the process of developing a strategy to manage the provision of local toilets, and in the first instance this looked to rationalise and improve the facilities offered to the public for use. To move forward with this process and align with the requirement of Part 8 of the Public Health Act (Wales), as back in the 2016 Cabinet Report it was noted that the Public Health Bill unveiled by the Welsh Government in June 2015 places a duty on local authorities to prepare and publish strategies for the provision of toilets for public use within their area, and whilst the Council has closed a number of dedicated facilities, access to other Council owned toilets have been improved.

An example of this approach would be the closure of dedicated facilities in Connah's Quay, that were replaced with access to improved toilets facilities at a shared-use site that reduces maintenance and cleaning costs, removes the anti-social behaviour that the dedicated site attracted and improving the overall facilities on offer to the public in the area.

This approach will continue to be the basis of the strategy when it is required to be produced by the new legislation. It is clear that the Authority is aware that this is the start of a long-term process, and that not all existing toilet facilities at the time need to remain, especially if there are better alternatives. Efforts to increase the provision of additional local toilets has also identified that not all potential facilities within buildings can be made accessible to the public. And we accept that by making use of existing resources that this means that not every toilet brought into public use is likely to be fully accessible to everyone due to building limitations, and what is proportionate change to make the toilet fully accessible, however a much wider range of available toilets is to the benefit of all.

The 2016 Cabinet Report also recommended that the dedicated stand-alone facilities in New Street, Mold and Holywell be closed, and the details and actions within this strategy should support the provision of reasonable alternatives to the benefit of improving the overall facilities on offer to the public in the area.

The Benefits of this Strategy

Toilets for public use matter to everybody who goes "away from home" for some reason and remain a high-profile issue. They are, however, even more important to certain groups within society, including older people, people with disabilities, people with particular needs (including certain medical problems), women, children and young people and their families. These groups can be disproportionately affected by poor provision; for example, poor provision is understood to have particular negative impacts on older people, as some may be less likely to leave their homes without having confidence that adequate facilities will be available to them. This can contribute to increased social isolation and inactivity, as well as affecting people's ability to maintain independence and dignity in later life.

This strategy contributes toward achieving accessible and clean toilets wherever people live, work or visit. Need is likely to grow through new housing developments and through tourism. This is an opportune time to set a strategy for promoting access to toilet facilities where they are needed.

Part 8 of the Public Health (Wales) Act 2017: Provision of Toilets came into force on 31 May 2018 and places a duty on each local authority in Wales to prepare and publish a local toilets strategy for its area. The strategy is built around the principles of co-production, through local authority engagement with a broad range of potential providers and users.

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Local authorities in Wales now have the responsibility to:

- Assess the need for toilet provision for their communities;

- Plan to meet those needs;

- Produce a local toilets strategy; and

- Review the strategy, update and publicise revisions.

Local authorities must prepare and publish their strategies within one year from 31 May 2018. The duty to prepare a local toilets strategy does not require local authorities to provide and maintain public toilets directly. The Local Authority must take a strategic view on how facilities can be provided and accessed by their local population. Upon review of this strategy, Flintshire County Council is required to publish a statement of progress.

The aim of this strategy is to review the quality and quantity of local toilets throughout the county and to provide or facilitate the provision of clean, safe, accessible and sustainable toilets for residents and visitors to the County at locations where the need for such facilities has been identified.

To achieve this Strategy we will:

- Identify the current level of provision of public toilets

- Analyse the findings of the completed assessment of need activities for toilets available for use by the public in their area;

- Consider the requirements of the general population;

- Identify the needs for particular user groups;

- Survey the condition and usage of existing facilities;

- Identify any gaps in current provision;

- Adopt the use of new technologies and communications that it is envisaged will lead to an increased awareness of the locations of local toilets; and

- Provide a statement setting out the steps which the Local Authority proposes to take to meet this need; and any other information which the council considers appropriate.

Reviewing the Strategy

As set out in the Public Health (Wales) Act 2017 – Part 8: Provision of Local Toilets, Flintshire County Council will prepare an interim progress report setting out the steps taken in line with their strategy every two years commencing from the date of the last published strategy. The interim progress report will be published within six months of the end date of the two year period. Therefore, following publication in May 2019, the review will take place before the end of May 2021 and be published before the end of November 2021.

Flintshire County Council will also review the local toilet strategy within a year of each ordinary election for its area. The next election date in Wales is Thursday 5 May 2022 so the latest date for review is 4 May 2023. If no changes are made to the strategy following the post-election review then the County will publish an interim progress statement covering a two year period commencing from the date of the last election.

Flintshire County Council may review its strategy at any time, following which it must publish a statement of the steps which it has taken in accordance with the strategy. If following a review, should the County decide to revise the strategy, it will publish the revised strategy and then prepare an interim progress report covering the two year period commencing from the date of publication.

Mapping Locations

It is intended that the information collated as part of preparing this strategy is replicated and made available in the most convenient manner so that people who need to visit a toilet can easily access information about the location, opening times, accessibility and type of facilities available.

Participating premises will also display a sticker in a prominent place, indicating that toilets are available for the public. The sticker will display the logo stipulated by Welsh Government. It is also intended that Flintshire County Council adopt this signage to promote consistency across the area for those that wish to use facilities.

The British Toilet Association also recommends that signs be fitted on the outside with information like opening hours, contact information for reporting problems and the specific facilities provided inside, such as whether there is a baby-changing room.

The Council will periodically review and update the Welsh Government "Lle" data repository to allow access to accurate information by guide and map publishers, residents and visitors.

Once we have identified the toilets that will be publicised as available for use by the general public, Flintshire County Council will prepare a dataset to a given specification, and make it available as open data on the council website. The dataset will consist of the location and specified characteristics of the identified toilets. This data will also be consumed by the Welsh Government system and joined to other LA datasets to produce the national dataset for the Lle map. Lle is a geo-portal that serves as a hub for data and information covering a wide spectrum of topics, but primarily around the environment. Lle will generate all-Wales maps based on the datasets provided by local authorities that can be configured to focus on either the national picture, or on more local areas. The data included in the Lle map will be available as an open data service accessible to everyone.

The link to the Lle portal is below:

http://lle.gov.wales/home

For data to be classed as open data it must be made available under an open licence. Within the Public Sector this can be achieved by publishing data under the Open Government Licence (OGL).

As the data provided by local authorities is to be made available as open data, it will be available for reuse by third parties, either directly from the local authority's own website, or via the joined dataset behind the Lle map. This might include other online map services, app developers or commercial interests, as well as being available for reuse by other public sector organisations.

The dataset will be available in Welsh and English. The public will be able to see and search the data as it appears on the Lle website, to see the whole of Wales or to look at particular areas.

Flintshire County Council will also show a link on its website to the Lle map as a whole to assist people in searching the data for other areas they may be visiting. Flintshire County Council promotes the use of The Dewis Cymru (www.dewis.wales) website as a resource that brings together local information, and the information relating to Local toilets will be published on this website also.

Action Plan

Flintshire County Council will:

1. Explore options which include working with the private sector, voluntary services and Community Councils to make local toilets available in places where they are most needed.

2. Promote equal opportunities to provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.

3. Ensure that the toilet logo sticker will be displayed at entrances at all appropriate Council buildings and private businesses that have agreed to be mapped.

4. Work with Betsi Cadwaladr University Health Board and health care providers; to encourage them to make the facilities available to the public, participate in the mapping scheme and to display the toilet logo sticker, in appropriate premises.

5. Improve awareness and information available on toilet provision in the County by updating information on the Flintshire County Council website and will regularly update the Lle open access data repository with WG, and the Dewis Cymru website.

6. Review existing contracts and service provision to monitor cleansing operations and standards on a periodic basis to ensure the most efficient and effective provision within allocated resources.

7. Review existing facilities to ensure that the best options for the provision of accessible toilets provisions are made that best suit the need of the community and the local area

8. Streetscene & Transportation officers, along with other relevant officer of the County are to continue to work with the Police and residents, community groups and others to ensure that the facilities are as safe as possible.

9. Not charge residents to use toilet facilities in council buildings where there is provision.

10. Ensure that sustainable development and energy is taken into consideration facilitating the provision of local toilets.

11. Ensure that officers raise the need for changes to Planning Policy and legislation in relation to toilet provision and access.

12. Review the strategy in line with the stipulations of the legislation, or before.

Details of Existing County Facilities Available to the Public

Name of Location	Postcode	What facilities are available?				Baby change					Disabled						A place incorporating adult changing facilities, hoists, etc. for people with profound disabilities and their carers?
		Dedicated Facility	Male only	Female only	Unisex toilet	male toilet	female toilet	unisex toilet	Separate to toilets	disabled toilet	Open access			Locked (RADAR)			
											male only	female only	unisex	male only	female only	unisex	
New Street Car Park, Mold	CH7 1NH	Y	Y	Y	N	N	Y	N	N	Y	Y	Y	N	Y	Y	N	N
Bus Station, Mold	CH7 1LA	Y	Y	Y	N	N	Y	N	N	Y	Y	Y	N	Y	Y	N	N
Station Road, Talacre	CH8 9RP	Y	N	N	Y	N	N	Y	N	N	N	N	Y	N	N	N	N
Off High Street, Holywell	CH8 7TR	Y	Y	Y	N	N	Y	N	N	N	Y	Y	N	Y	Y	N	N

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Details of Existing County Facilities Available to the Public

Name of Location	Postcode	Opening Times												
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close	Open	Close
New Street Car Park, Mold	CH7 1NH	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00
Mold, Bus Station	CH7 1LA	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00
Talacre Toilets	CH8 9RP	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00
Holywell Toilets	CH8 7TR	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00	08:00	17:00

Name of Location	Postcode	Are the toilets closed on any of the below days?										
		Are the toilets closed off peak?	Are services reduced off peak?	Christmas Day	Boxing day	New Years day	May bank holiday	Good Friday	Easter Sunday	Easter Monday	Spring bank holiday	August bank holiday
		No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes	No/Yes
New Street Car Park, Mold	CH7 1NH	No	No	Yes	No	No	No	No	No	No	No	No
Mold, Bus Station	CH7 1LA	No	No	Yes	No	No	No	No	No	No	No	No
Talacre Toilets	CH8 9RP	No	No	Yes	No	No	No	No	No	No	No	No
Holywell Toilets	CH8 7TR	No	No	Yes	No	No	No	No	No	No	No	No

Additional Facilities within the County

Below is a list of the facilities available throughout the county that are available to the public for use:

- Clwyd Riding Centre, Llanfynnydd (Changing Place Facilities)

- Buckley Town Centre Public Toilets

- Cilcain, Village Community Centre

- Caerwys, Drovers Lane

- Connah's Quay, Fron Road

- Buckley Leisure Centre

- Flint Leisure Centre

- Mold Leisure Centre

- Deeside Leisure Centre

- Buckley Library

- Connah's Quay Library

- Flint Library

- Holywell Library

- Mold Library

- Shell Garage, A55

- Daniel Owen Centre, Mold

- Broughton Shopping Park

- Flint Train Station

- Queensferry, Daleside Garden Centre

- Holywell Leisure Centre (Changing Place Facilities)

Needs Assessment

In an effort to capture the available facilities and the demand in an objective way, the following needs assessment has been developed. It is not intended to use this in isolation, and the information that becomes available through the engagement survey, and the full consultation will influence the holistic need for local toilets across the County.

Need Score	Description
0=	N/A
1=	Very Low
2=	Low
3=	Medium
4=	High
5=	Very High

No. of Private Toilets
0
1
2
3
4
5+

	Identifying Need					Existing Toilet Provision				
Town/Village	Shopping Need	Attraction Need	Transport Interface Need	Special Circumstances Need	Need Score	LA Operated Facilities	Other Public Sector Toilets e.g. Leisure Centres, Libraries, etc.	Community Council	Private	Has Need Been Met?
Mold	5	5	4	4	18	2	2	1	1	Yes
Holywell	4	4	3	3	14	1	1			Yes
Flint	3	3	4	3	13		2		1	Yes
Connah's Quay	4	3	3	3	13		1		1	Yes
Broughton	5	3	5	0	13		1		1	Yes
Buckley	3	3	3	3	12		2	1		Yes
Queensferry	3	3	3	3	12		1		2	Yes
Shotton	4	2	4	0	10					No
Saltney	2	2	3	2	9				1	Yes
Talacre	1	5	2	0	8	1				Yes
Hawarden	1	3	1	0	5					Yes
Mostyn	1	1	2	0	4					Yes
Sealand	1	1	1	0	3					Yes
Mynydd Isa	1	1	1	0	3					Yes
Ewloe	0	2	1	0	3					Yes
Caergwrle	0	0	3	0	3					Yes
Northop	1	1	0	0	2					Yes

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Town/Village	Identifying Need					Existing Toilet Provision				Has Need Been Met?
	Shopping Need	Attraction Need	Transport Interface Need	Special Circumstances Need	Need Score	LA Operated Facilities	Other Public Sector Toilets e.g. Leisure Centres, Libraries, etc.	Community Council	Private	
Halkyn	0	2	0	0	2					Yes
Greenfield	0	1	0	0	1					Yes
Bagillt	1	0	0	0	1			1		Yes
Caerwys	0	0	1	0	1			1		Yes
Aston	0	0	1	0	1					Yes
Hope	0	1	0	0	1					Yes
Ffynnongroew	0	0	0	0	0					Yes
Gronant	0	0	0	0	0					Yes
Trelawnyd	0	0	0	0	0					Yes
Whitford	0	0	0	0	0					Yes
Northop Hall	0	0	0	0	0			1		Yes
Cilcain	0	0	0	0	0				1	Yes
Brynford	0	0	0	0	0					Yes
Cilcernaffield	0	0	0	0	0					Yes
Gwernymynydd	0	0	0	0	0					Yes
New Brighton	0	0	0	0	0					Yes
Mancot	0	0	0	0	0					Yes
Higher Kinnerton	0	0	0	0	0					Yes
Leeswood	0	0	0	0	0					Yes
Treuddyn	0	0	0	0	0					Yes
Llanfynydd	0	0	0	0	0					Yes

It needs to be reiterated that the duty to prepare a Local Toilets Strategy does not require councils to provide and maintain public toilets directly, nor are they required provide additional dedicated facilities.

Outcome of Public Engagement

The statutory consultation for the proposed Local Toilets Strategy was open between 4 February 2019 and 26 April 2019. The consultation has received 195 responses.

The returns from the consultation period have been analysed and where necessary and appropriate they have been included within this Local Toilets Strategy which has now been approved by Flintshire County Council's Cabinet.

Future Options

Letting policies

The Council could possibly consider options to introduce a clause in leasing agreements whereby when the Council is letting its own property to a suitable business like a shop or café, to include public access to toilet facilities. However, whilst this could be considered for the small number of shop units leased out, tenants may well raise issues around cleaning, maintenance and availability and the requirement could conceivably deter prospective tenants from taking a lease.

Future needs provided by the commercial sector through Council strategy and planning channels

Community Infra-structure Levy enables the Flintshire Local Planning Authority to raise funds from developers undertaking new building projects in their area. The funds can be used for a wide range of infrastructure costs, such as education, healthcare, police and fire and rescue, which is needed as a result of new housing for example. This may be one way to secure funding for future public toilet provision within or near new developments, on a need and demand-driven basis and depending on the prioritisation between new infrastructure needs. Consideration will be given to including local toilet provision in new schemes devised under the Community Infra-structure Levy.

Major Development proposals (Planning conditions)

Some large-scale commercial developments that are going to include cafes, bars, shops, entertainments for example, could possibly be required, as a Planning condition, to allow general public access to any toilet facilities that are being built in the premises. However, there is no policy support at national level for the imposition of planning conditions to allow the general public access to toilet facilities at private commercial premises. Therefore any such condition would fail the test that it must be necessary to make the development acceptable from a planning point of view.

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Embed the Review of Local Toilets Provision into broader Council Initiatives

When reviewing plans and strategies across the organisation, Flintshire County Council will consider the need and provision for Local Toilets. This will include, but not be restricted to the review of the following:

- Local Well-being Plans
- Population Needs Assessments
- Local Development Plans
- Active Travel Routes and Maps; and
- Partnerships for Growth.

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ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY	

Date of Meeting	Tuesday, 12th October, 2021
Report Subject	Review of Operator's Licence (O Licence)
Cabinet Member	Cabinet Member for Streetscene
Report Author	Chief Officer (Streetscene & Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

A vehicle operator's licence (also known as an O licence) is required if a business uses goods vehicles above a certain weight. Due to the nature of the work undertaken by the Council, we operate under an HGV Standard National Operator's Licence, which allows for the operation of up to 81 vehicles. We currently have 47 HGV vehicles registered under this licence and Go Plant Fleet Services (GPFS), the Council's external partner, is responsible for the supply, management, and maintenance of all fleet vehicles; however, the Council has overall responsibility for ensuring compliance with the terms and conditions of the O Licence.

Fleet Services with Streetscene & Transportation currently provide the compliance monitoring function for all of the Council's vehicle operations subject to Operator Licensing, all with all other vehicle operations which may affect that Operator Licence (O Licence). The Council gives an undertaking of compliance to the Welsh Traffic Commissioner, that it will effectively control all operations in respect of recording of driver's hours, speeding, overloading and vehicle maintenance.

An audit of Vehicle O Licence compliance was undertaken in April 2021 as part of the approved Internal Audit Annual Plan for 2020/21. The review focused on providing assurance around compliance with the servicing and maintenance conditions as well as tachograph conditions stipulated within the O Licence.

The overall findings within the audit report were that the controls in operation at the time provided some assurance that key risks were being managed and controlled effectively, but that significant improvement was required in areas relating to the control environment relating to tachograph compliance, fleet servicing and maintenance and single person dependency impacting service resilience.

This report provides an update on progress following the audit report in April 2021.

RECOMMENDATIONS	
1	That the Environment and Economy Overview & Scrutiny Committee notes the ongoing working arrangements within the Streetscene and Transportation Fleet Services and supports the actions undertaken to control operational risk and deliver on the undertakings of the Council's operator's licence.

REPORT DETAILS

1.00	EXPLAINING THE BACKGROUND TO THE REPORT
1.01	A vehicle operator's licence (also known as an O licence) is required if a business uses goods vehicles above a certain weight. Due to the nature of the work undertaken by the Council, we operate under an HGV Standard National Operator's Licence, which allows for the operation of up to 81 vehicles. We currently have 47 HGV vehicles registered under this licence and Go Plant, the Council's external partner, is responsible for the supply, management, and maintenance of all fleet vehicles; however, the Council has overall responsibility for ensuring compliance with the terms and conditions of the O Licence.
1.02	Fleet Services with Streetscene & Transportation currently provide the compliance monitoring function for all of the Council's vehicle operations subject to Operator Licensing, all with all other vehicle operations which may affect that Operator Licence (O Licence). The Council gives an undertaking of compliance to the Welsh Traffic Commissioner, that it will effectively control all operations in respect of recording of driver's hours, speeding, overloading and vehicle maintenance.
1.03	An audit of Vehicle O Licence compliance was undertaken in April 2021 as part of the approved Internal Audit Annual Plan for 2020/21. The review focused on providing assurance around compliance with the servicing and maintenance conditions as well as tachograph conditions stipulated within the O Licence.
1.04	The timing of the audit unfortunately coincided with a period of long-term sickness absence of the Fleet Contract & Transport Manager, and the audit process was subsequently frustrated by the lack of availability of key staff to provide access to data to allow the full audit review to take place. Additionally, Covid-safe operational restrictions were in place within the offices at the Alltami Depot, which, coupled with the lack of availability of staff members, made access to documentation difficult.
1.05	The absence of the Fleet Contract & Transport Manager during this period had led to interruption in timely reporting of vehicle servicing compliance and the distribution of tachograph infringement reporting. However, there is no evidence that this led to non-compliance of vehicle servicing.
1.06	The overall findings within the audit report were that the controls in operation at the time provided some assurance that key risks were being managed and controlled effectively, but that significant improvement was required in areas relating to the control environment relating to tachograph compliance, fleet servicing and maintenance and single person dependency impacting service resilience.

1.07	Immediately following the return to work of the Fleet Contract & Transport Manager an Action Plan was produced to address the findings of the audit report and a summary of all fleet related tasks was drawn up so that all processes could be documented with responsibilities allocated appropriately across the support teams within Streetscene & Transportation to ensure resilience.
1.08	Subsequently, a Fleet Compliance Audit & Monitoring Schedule for 2021/2022 has been set up independently by the compliance team, and regular monitoring of processes is now in place.
1.09	Seventy individual tasks were identified to be process mapped and allocated across seven operational support areas, which includes administrational support from our support services team, finance colleagues, compliance team, technical officers and fleet workshop functions. Over 50% of these processes have now been documented and completed to date, and work is ongoing to complete the remaining process maps.
1.10	The support services team now provide weekly reports to the Highway Network Manager, which provides an update on the processes that have been documented and undertaken, and provides senior management with clear indication of any fluctuation in support functions that may need intervention.
1.11	In July 2021, Go Plant Fleet Services (GPFS), our external fleet partner, had to replace their contract manager, who is embedded on-site at the Alltami Depot fleet workshop, due to a resignation. This led to a handover period for a month and the introduction of a new key member of the support team to the service.
1.12	At the same time, this coincided with the resignation of our own Fleet Contract & Transport Manager in July 2021, who subsequently left the authority in early September 2021 following completion of his notice period. Unfortunately, the initial recruitment exercise to replace the position, which took place in August 2021, was unsuccessful in finding a suitable replacement for the role.
1.13	It is important to note that the departure of the Fleet Contract & Transport Manager and current vacancy does not impact on our O licence, as the nominated Transport Manager on the O licence is, and always was, the Highway Network Manager.
1.14	The next round of recruitment is currently underway; however, providing that the a successful appointment is made to the post, realistically it is not expected that a replacement Fleet Contract & Transport Manager will be in post until beyond the end of the current calendar year.
1.15	Throughout the pandemic and continuing to this day, there has been fleet management present at the Alltami Depot to support frontline operations and new processes have had to be introduced and then refined throughout this period, often at short notice; however, reduced staff resources over the current period and the need to subsequently introduce a dedicated fleet manager into the service will undoubtedly interrupt our efforts to develop the service and impact our ability to continue the work to produce documented procedures and review of work in the interim period.

1.16	Assurance can be provided that our current HGV MOT pass rate is maintained at 100%, and although our Operator's Compliance Risk Score (OCRS) Reports from the DVSA have been unavailable throughout the majority of this year due to a technical issue, we have calculated that the score has been maintained at the highest level.

2.00	**RESOURCE IMPLICATIONS**
2.01	**Revenue:** there are no implications for the approved revenue budget for this service for either the current financial year or for future financial years. **Capital:** there are no implications for the approved capital programme for either the current financial year or for future financial years **Human Resources:** an on-going recruitment process is in place to replace the recently vacated Fleet Contract & Transport Manager role. The first round of recruitment in August 2021 was unsuccessful in appointing a suitable candidate.

3.00	**IMPACT ASSESSMENT AND RISK MANAGEMENT**
3.01	The Internal Audit reports highlighted that changes to the current ways of working were required in order to provide assurance that key risks were being managed and controlled effectively.
3.02	The work undertaken to date to introduce new systems, document processes and review working arrangements, along with written procedures will ensure that progress continues to be monitored by the Senior Management Team.

4.00	**CONSULTATIONS REQUIRED/CARRIED OUT**
4.01	Consultation is ongoing with Streetscene & Transportation support teams in relation to support and implementation of new systems, documentation of procedures and reporting mechanisms.

5.00	**APPENDICES**
5.01	None

6.00	**LIST OF ACCESSIBLE BACKGROUND DOCUMENTS**
6.01	None

7.00	**CONTACT OFFICER DETAILS**
7.01	Contact Officer: Barry Wilkinson, Highway Network Manager

	Telephone: 01352 704656 E-mail: barry.wilkinson@flintshire.gov.uk

8.00	**GLOSSARY OF TERMS** **These are provided corporately on the Infonet (link) and maintained by the Executive Office**
8.01	**O Licence** = also known as an Operator's Licence. An operator's licence (or O licence) is the legal authority needed to operate goods vehicles in Great Britain. A licence is issued by the Traffic Commissioner – the independent regulator of the commercial road transport industry; a Traffic Commissioner also has powers to take regulatory action against a licence holder where they fail to meet the expected standards of operation. This action includes curtailment (limiting or reducing the number of vehicles an operator is able to operate), suspension (temporarily stopping operations) or revocation (permanently removing an operator's licence to operate commercial vehicles). **Standard National Operator's Licence** = there are 3 different types of operator's licence for goods vehicles. The licence you need depends on where you transport goods to and from, and who you do it for. For a standard national licence, this means you can carry your own goods in the UK and internationally; other people's goods in the UK and you can also take loaded trailers to or from ports within the UK as part of an international journey, as long as your vehicles do not leave the country. **HGV** = Heavy Goods Vehicle

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Environment and Economy Overview and Scrutiny Committee

Date of Meeting	Tuesday, 12 October 2021
Report Subject	The North Wales Growth Deal Quarterly Performance Report
Cabinet Member	Cabinet Member for Economic Development
Report Author	Chief Officer (Planning, Environment and Economy)
Type of Report	Operational

EXECUTIVE SUMMARY

The purpose of the report is to present the Quarter 1 (March-June) Growth Deal report.

Quarterly and annual reporting on progress against the North Wales Growth Deal is a requirement of the Final Deal Agreement. Following the consideration of the documents by the North Wales Economic Ambition Board it follows that the reports will be shared with Welsh Government, UK Government and each Local Authority Scrutiny Committee.

RECOMMENDATIONS	
1	That Members consider and note the Quarter 1 Performance Report.

REPORT DETAILS

1.00	
1.01	In December 2020, the NWEAB and the Welsh and UK Governments agreed the Final Deal Agreement for the North Wales Growth Deal. Regular reporting on progress against the North Wales Growth Deal is a requirement of the Final Deal Agreement.
1.02	This report includes one appendix: ☐ North Wales Growth Deal Quarter 1 Performance Report;
1.03	North Wales Growth Deal Quarter 1 Performance Report (Appendix 1)

	The Quarter 1 performance report provides an overview of progress on the Growth Deal programmes and projects.
1.04	This quarter saw the first Outline Business Case (OBC) considered and approved by the North Wales Economic Ambition Board and the assurance process for the project has since been approved by Welsh Government. The Morlais tidal energy project, run by Anglesey social enterprise, Menter Môn will now move to the next phase and submit a Full Business Case for consideration once the consenting process has been completed.
1.05	Two further Outline Business Cases – the Glynllifon Rural Economy Hub led by Grŵp Llandrillo Menai, and the Digital Signal Processing Centre led by Bangor University, have started the approval process. Both have completed their independent Gateway Reviews and were presented to the North Wales Economic Ambition Board in July.
1.06	The majority of programmes and projects are currently reporting as Amber following revising the business case development timetables resulting in a delay compared to the timetable outlined in the Portfolio Business Case. This is primarily due the business case development process and our internal assurance and approvals process taking longer than originally estimated. The process we follow is robust and in-line with the relevant guidance, and will ultimately ensure that only business cases of the highest quality are approved to deliver for North Wales. The delays are not considered to represent a risk to the overall delivery of the Growth Deal benefits but may impact on exact timing of benefits realisation.
1.07	Four projects are currently reporting as Red due to either risks to the project scope, or significant delays to project timescales: ☐ Full Fibre at Key Sites and Connected Campuses (Digital Programme) – The business case development timetable has been pushed back to allow programme capacity to focus on initial two Portfolio Management Office projects. ☐ Key Strategic Site, Bodelwyddan (Land and Property Programme) – outline planning consent on the site has lapsed and the project will need to be reviewed when the new planning policy for the site is established. ☐ Holyhead Gateway (Land and Property Programme) – scope of the project under review due to concerns about the cost of the project and the commercial case.
1.08	A number of procurement activities have been completed to support the work of the team. We have welcomed a new strategic communications partner, Ateb Cymru, who have been appointed to support our communications and marketing activities, while Hatch Regeneris are appointed to provide general business case consultancy to the Portfolio Management Office. We also commissioned Wavehill to support the development of an economic case for the Smart Local Energy project and Real Wireless to deliver a scoping study to support the Connected Corridors project within the Digital Programme.
1.09	At this stage, no project Full Business Cases have been approved, therefore the only expenditure to date relates to the drawdown against the 1.5% allocation for Portfolio Management Office costs.

1.10	The Portfolio Risk Register is updated on a regular basis by the Portfolio Management Office and reviewed by the Portfolio Board (Executive Officers Group) and the North Wales Economic Ambition Board on a quarterly basis.
1.11	The risk register has been fully updated with a number of changes recorded in the documents, including revised risk descriptions, revised scoring and mitigating actions, and the commentary has been updated for all risks.
1.12	The overall risk profile of the Growth Deal is stable, however the risk on affordability has increased as construction costs have increased significantly in recent months. This is impacting on other City and Growth Deals and is being kept under review. There remain some significant risks associated with a couple of individual projects and securing the required private sector investment in the Growth Deal.

2.00	**RESOURCE IMPLICATIONS**
2.01	There are no direct financial implications arising from the report. The quarterly performance report provides an overview of the expected capital expenditure profile of Growth Deal funding. At this stage, no project business cases have been approved and therefore there is no expenditure to report on. Future iterations of the report will include reporting on financial expenditure following project business case approval

3.00	**IMPACT ASSESSMENT AND RISK MANAGEMENT**
3.01	None.

4.00	**CONSULTATIONS REQUIRED/CARRIED OUT**
4.01	None.

5.00	**APPENDICES**
5.01	Appendix 1 North Wales Growth Deal – Quarter 1 Performance Report

6.00	**LIST OF ACCESSIBLE BACKGROUND DOCUMENTS**
6.01	None.

7.00	CONTACT OFFICER DETAILS
7.01	**Contact Officer:** Andrew Farrow (Chief Officer, Planning, Environment and Economy) **Telephone:** 01352 703201 **E-mail:** andrew.farrow@flintshire.gov.uk

8.00	GLOSSARY OF TERMS

North Wales Growth Deal

2021-22 Quarter 1
(April to June 2021)
Performance Report

Bwrdd Uchelgais Economaidd Gogledd Cymru
North Wales Economic Ambition Board

Llywodraeth Cymru
Welsh Government

UK Government
Llywodraeth y DU

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This quarter saw the first **Outline Business Case (OBC) considered and approved by the North Wales Economic Ambition Board** and the assurance process for the project has since been approved by Welsh Government. The Morlais tidal energy project, run by Anglesey social enterprise, Menter Môn will now move to the next phase and submit a Full Business Case for consideration once the consenting process has been completed.

Two further Outline Business Cases: the Glynllifon Rural Economy Hub, led by Grŵp Llandrillo Menai, and the Digital Signal Processing Centre led by Bangor University, **have started the approval process.** Both have completed their independent Gateway Reviews and are scheduled to be presented to the North Wales Economic Ambition Board in July. This demonstrates the significant progress since the signing of the Final Deal with Government partners in December 2020.

However, we must also note that some of our original project development timescales, as set out in the final deal agreement, have slipped. This is primarily due the **business case development process and our internal assurance and approvals process taking longer than originally estimated**. The process we follow is robust and in-line with the relevant guidance and will ultimately ensure that only business cases of the highest quality are approved to deliver for North Wales.

The **Portfolio Management team further strengthened during this quarter,** with Sara Jones joining us as Procurement and Social Value Manager, Thomas Boome as Land and Property Project Manager, Catherine Evans as Digital Project Officer, Cath Morris-Roberts as the Skills and Employability Project Manager and Angharad Elin Evans as the Skills and Employability Graduate Project Manager.

A **number of procurement activities have been completed to support the work of the team.**
- We have welcomed a new strategic communications partner, Ateb Cymru, who have been appointed to support our communications and marketing activities.
- While Hatch Regeneris are appointed to provide general business case consultancy to the Portfolio Management Office.
- We also commissioned Wavehill to support the development of an economic case for the Smart Local Energy project
- Additionally, Real Wireless to deliver a scoping study to support the Connected Corridors project within the Digital Programme.

In May we welcomed a visit from the **Parliamentary Under Secretary of State for Wales, Minister David T.C. Davies MP** and members of his team. It was the first face to face visit for the Minister since the easement of Covid rules. The Minister had the opportunity to visit a couple of Growth Deal project sites and meet key stakeholders.

Councillor Dyfrig Siencyn and I also met with the newly appointed **Minister for Economy, Vaughan Gething, MS** and the newly appointed **Minister for Rural Affairs and North Wales, Lesley Griffiths, MS** to update them on the Growth Deal and the wider opportunities for the economy in North Wales.

Finally, the North Wales Economic Ambition Board **held its Annual General Meeting on 18th June** with Councillor Dyfrig Siencyn confirmed as Chair and Councillor Mark Pritchard confirmed as Vice-Chair for the 2021-22 year.

Alwen Williams
Alwen Williams, Portfolio Director

Tudalen 65

Tudalen 66

Themes	RAG Status	Commentary
Portfolio Business Case	🟩	The Portfolio Business Case was approved as part of the Final Deal Agreement in December 2020. The business case is to be updated annually, with the first update scheduled for August 2021. Work has now commenced on the annual update with the updated business case scheduled for consideration by the North Wales Economic Ambition Board (hereafter referred to as "Economic Ambition Board" or "the Board") in September.
Delivery Pipeline	🟧	The timetable for development of project business cases has slipped with a number of projects now forecasting delays of 3-6 months. This is primarily due to the business case development process, assurance and approvals process taking longer than originally forecast and is not considered a significant risk to the delivery of the Growth Deal. The Portfolio Management Office has put in place a robust assurance process to ensure business cases are of the required standard and as a result the improved quality of business cases will benefit the region in the longer term providing greater certainty on costs and benefits.
Governance	🟩	The Portfolio, Programme and Project Management Framework is now established with the Portfolio Board and five Programme Boards in operation. Governance Agreement 2 was approved by all partners in December 2020. The Conflicts of Interest process has been rolled out to the Business Delivery Board, Portfolio Board and Programme Boards and is currently being rolled out to Project Boards.
Assurance	🟩	The agreed assurance process between the NWEAB, UK Government and Welsh Government is working well. Three projects have now completed Gateway 2 reviews including the Morlais project, the Digital Signal Processing Centre project and the Glynllifon Rural Economy Hub project.
Resource and Capacity	🟧	Only two posts remain vacant in the Portfolio Management Office and these posts are currently being advertised (July 2021). While capacity within the Portfolio Management Office has been significantly improved, the capacity of the wider NWEAB partnership to support the various programmes and projects is area of concern due to the volume of work associated with the Growth Deal.
Finance	🟩	The Grant Offer Letter has been received and signed and the first tranche of funding (£16million) was received in March 2021. As no projects have reached Full Business Case stage yet, the only expenditure to date relates to the drawdown against the 1.5% allocation for Portfolio Management Office costs. The Portfolio Management Office is working with UK Government and Welsh Government to understand the implications of the announcement made by UK Government Treasury in the autumn budget statement that they are accelerating funding for the North Wales Growth Deal over 10 rather than 15 years.
Risk	🟧	The overall risk profile of the Growth Deal is stable, however the risk on affordability has increased as construction costs have increased significantly in recent months. This is impacting on other City and Growth Deals and is being kept under review. There remain some significant risks associated with a couple of individual projects and securing the required private sector investment in the Growth Deal.
Monitoring and Evaluation	🟧	A revised Monitoring and Evaluation Plan will be submitted to UK Government and Welsh Government as part of the annual update of the portfolio business case and in line with the updated Benefits Realisation Plan.
Communication and Engagement	🟩	Work continues on the development of a new brand and website with our digital creative agency partner Tinit. A new strategic communications partner, Ateb Cymru has been appointed to support the work of the Economic Ambition Board.

🟩 Delivering to plan with no issues to address (no action required)

🟧 Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

🟥 Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Digital Programme:

Programme Aim	Job Creation Target	GVA Investment Target	Total Investment Target
Deliver the step change in digital connectivity needed to ensure North Wales is able to satisfy user demand, maintain pace with the rest of the UK, unlock the potential of priority sectors and sites and underpin a flourishing innovation ecosystem.	380	£158m	£41.7m

RAG Status	Programme Manager Commentary
Tudalen 67	• Resources to support the Digital Programme are now in place with a Digital Project Manager and a Digital Project Officer in post. • An Outline Business Cases has been prepared for the Digital Signal Processing Centre, with a Gateway Review undertaken this quarter with outcome of Amber-Green (second highest rating of assurance). • Project Boards are now in place for three projects with the remaining two to be established in Quarter 2 and Quarter 3. • Delivery of Outline business cases for Last Few % and Connected Corridors projects has been slightly delayed. • The Connected Corridors project board identified a requirement to undertaking further scoping work on the project to support the development of the business case. • Last few % project Outline Business Case will now be completed when outcome of recently announced Welsh Government 'Open Market Review' of broadband deployment is available in Quarter 3.

Mark Pritchard
Lead Member

Steve Bayley
Senior Responsible Owner

Stuart Whitfield
Programme Manager

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Digital Signalling Processing Centre Bangor University	Outline Business Case ready	• Gateway Review completed • Business Delivery Board, Programme Board reviews completed • Portfolio Management Office review of the business case completed	• Complete the approval process: NWEAB consideration of the OBC in July. • Initiation of first phase of procurement • Full Business Case development	GREEN	• Extensive review of OBC has refined the plan for the project and a clearer procurement route has been identified. • No issues affecting completion of Full Business Case as scheduled.
Connecting the last few % North Wales Economic Ambition Board	Developing the Outline Business Case	• A range of commercial and technical options have been identified • Project board membership increased and broadened with new members from private and third sector	• Outline Business Case drafted • Gateway Review • Programme Board and Business Delivery Board reviews • Appoint Deputy Senior Responsible Owner	AMBER	• Delay to business case development due to need to assess outcome of WG Open Market review in Q2
Connected Corridor North Wales Economic Ambition Board	Developing the Strategic Outline Case	• Completion of a Scoping Study to refine Strategic Outline Case • Deputy project Senior Responsible Owner appointed	• Outline Business Case drafted • Programme Board and Business Delivery Board reviews	AMBER	• Delay to business case development due to need to conduct further scoping work for Strategic Outline Case
Full Fibre at Key Sites North Wales Economic Ambition Board	Developing the Strategic Outline Case	• Not applicable	• Establish the project board and appoint Senior Responsible Owner • Develop Strategic Outline Case	RED	• Business case development pushed back to allow programme capacity to focus on initial two projects
Connected Campuses North Wales Economic Ambition Board	Developing the Strategic Outline Case	• Not applicable	• Establish the project board and appoint Senior Responsible Owner • Develop Strategic Outline Case	RED	• Business case development pushed back to allow programme capacity to focus on initial two projects

Tudalen 68

GREEN Delivering to plan with no issues to address (no action required)

AMBER Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

RED Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Low Carbon Energy Programme:

Programme Aim	Job Creation Target	GVA Investment Target	Total Investment Target
To unlock the economic benefits of transformational low carbon energy projects and position North Wales as a leading UK location for low carbon energy generation, innovation and supply chain investment.	980	£530m	£668.5m

RAG Status	Programme Manager Commentary
Tudalen 69	· Good progress made in establishing project governance arrangements across the programme. · Morlais Full Business Case under development following approval of the Outline Business Case. Full Business Case assurance and review schedule agreed with Menter Mon with funding decision scheduled from the NWEAB on 10th December · Low Carbon Energy Centre of Excellence Outline Business Case under development and running 3-6 months behind schedule · Development of Smart Local Energy Project Strategic Outline Case on track with consultant support successfully procured · Transport Decarbonisation Strategic Outline Case drafted with slight delays to Outline Business Case delivery expected as the Project Board to progress discussions regarding coordination between Holyhead and Deeside Hubs and the role of hydrogen in supporting regional decarbonisation.

Cllr Llinos Medi
Lead Member

Dylan Williams
Senior Responsible Owner

Henry Aron
Programme Manager

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Morlais Menter Môn	Project is developing the Full Business Case (FBC)	• Outline Business Case (OBC) approved by the NWEAB on the 14th May and assurance process subsequently approved by Welsh Government • Good progress made in addressing the recommendations from the gateway review • Supply chain and skills working groups established • Berth reallocation process completed with seven turbine developers assigned berths in the demonstration zone	• Develop Full Business Case (FBC) • Prepare funding agreement and draft contract • Project consent decisions expected in October 2021 • Menter Môn to complete procurement of civils and drilling contractors	(amber)	• 3-6 months behind baseline schedule • Key risks & issues associated with consenting and Government revenue support mechanisms for tidal energy being managed by project board
Transport Decarbonisation North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	• Senior Responsible Owner (SRO) and Project Manager in place. Inaugural Project Board meeting scheduled for July • Draft Deeside Hydrogen Hub Strategic Outline Case produced by Jacobs • Discussions with Menter Môn and Welsh & UK Government regarding potential coordination between Holyhead and Deeside projects • Draft report into wider regional opportunities resulting from the development of hydrogen hubs developed by Element Energy.	• Inaugural meeting of the Project Board in July • Project Board to consider coordination between Holyhead and Deeside Hubs and the role of hydrogen in supporting regional decarbonisation • Project Board to oversee completion of the Strategic Outline Case and progression of the Outline Business Case	(amber)	• 1-3 months behind baseline schedule for Outline Business Case development • Strategic decisions required from project board regarding the integration / coordination between proposed hydrogen hubs

Tudalen 70

(green) Delivering to plan with no issues to address (no action required)

(amber) Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

(red) Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Low Carbon Centre of Excellence Bangor University	Project is developing the Strategic Outline Case (SOC)	· Development of Outline Business Case progressing · Internal workshops held to develop the scope of the project and the project risk register · Plans in place to establish an industrial advisory board to support project delivery	· Continue Outline Business Case development process including business case workshops · Arrange Gateway 2 Review and confirm Outline Business Case delivery schedule		· 1-3 months behind baseline schedule for Outline Business Case development · Project delivery schedule to be developed (e.g. consenting, procurement & construction
Smart Local Energy North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	· Senior Responsible Owner (SRO) appointed and Project Board established. Stakeholder analysis and risk workshops delivered. · Strategic case drafted. Consultant appointed to assist with the economic case. · Community Renewal Fund applications for feasibility studies into smart energy systems submitted via Isle of Anglesey, Denbighshire, Wrexham and Gwynedd Councils. · Draft Pen Llyn Multi vector study report received from Aquatera	· Completion of draft Strategic Outline Case and if necessary, schedule Gateway 1 Review · Share finalised Pen Llyn Multi vector study with key stakeholders and plan next steps based on report recommendations. · Commence delivery of Community Renewal Fund projects (if successful)		· Project on track with no significant risks / issues
Trawsfynydd Power Station Cwmni Egino	Project business case process expected to commence in 2022	· Establishment of Cwmni Egino announced by Welsh Government 1st October 2020. Company was incorporated and registered in June 2021 · Economic impact assessment of siting of a Small or Advanced Modular Reactor at Trawsfynydd completed · Portfolio Managemet Office representative attending the Welsh Government Trawsfynydd Programme Board	· Appointment of Cwmni Egino CEO and the development of project work plan · Engagement between Cwmni Egino and Portfolio Management Office regarding project business case development schedule and objectives for Growth Deal funding · Benefits Realisation workshops		· Project on track against indicative high-level schedule agreed with Welsh Government · Delays in appointing Cwmni Egino personnel could impact development of project business case

Tudalen 71

🟩 Delivering to plan with no issues to address (no action required)

🟧 Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

🟥 Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Land and Property Programme:

Programme Aim	Job Creation Target	GVA Investment Target	Total Investment Target
To address the shortage of suitable land and properties for business growth and to bring forward sites for housing development. To deliver improvements that stimulate investment in sites and premises in the Port of Holyhead and the wider region. Enables other programmes by ensuring the right land and property infrastructure is available.	2,280	£1.29bn	£355.4m

RAG Status	Programme Manager Commentary
Tudalen 72	• The Economic Ambition Board's position statement on reductions in operational and embodied carbon and bio-diversity enhancement is being assessed for the impact on projects. • A Project Board is in the course of being established for the Western Gateway, Wrexham with Wrexham Borough Council and Welsh Government Highways. • Warren Hall, Broughton will require a revised Statement of Common Ground for submission into the Local Development Plan Examination in Public. • A project team is being established to assess whether the Key Strategic Site, Bodelwyddan is viable and deliverable in light of possible changes to the Local Development Plan policy for the site. • The draft Outline Business Case for the former North Wales Hospital, Denbigh is in the process of being drafted. • Parc Bryn Cegin, Bangor project is to be developed by the Portfolio Management Office in line with the Economic Ambition Board's position on climate change and biodiversity. • A team of officers to develop the linked business case for the land reclamation and the breakwater refurbishment at Holyhead harbour is being established.

Cllr Hugh Evans
Lead Member

Andrew Farrow
Senior Responsible Owner

David Mathews
Programme Manager

🟩 Delivering to plan with no issues to address (no action required)

🟧 Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

🟥 Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Tudalen 73

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Western Gateway, Wrexham North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	· Project Team evolving into a formal Project Board. · Welsh Government (WG) A483 Junction Improvement Project Director included in the team. · Development dependencies, issues, constraints and indicative timelines assessed.	· Appoint a Senior Responsible Owner (SRO). · Project Board established and membership strengthened. · Agree outline programme of works. · Identify revenue funding sources to support development.		· The Local Development Plan adoption scheduled for late 2021 and the A483 junction upgrade programme will dictate timescales for project delivery.
Warren Hall, Broughton North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	· Local Development Plan (LDP) Examination in Public (EiP) commenced · Airbus' Hawarden Airfield Safety Case raised in the EiP. · Dialogue with Airbus, Welsh Government, Flintshire Council and Portfolio Management Office is ongoing on impact of safety case onto the proposed development.	· Airbus' Hawarden Airfield Safety case impact finalised. · Revised Statement of Common Grounds submitted to the Examination in Public		· The Local Development Plan Adoption timescale is scheduled for late 2021.
Key Strategic Site Bodelwyddan North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	· Outline planning consent lapsed in March 2021 and the developer withdrew from the project. · Dialogue with Local Planning Authority for the scope of the possible project allowing for the evidence being collected for Local Development Plan review	· Meetings to review project in light of probable change in Local Development Plan policy. · Review development assumptions and indicative costs to assess deliverability/ viability.		· Current Local Development Plan policy to be reviewed by 2023 and new policy adopted. · Scope of project likely to be substantially changed. · Development viability a concern

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Former North Wales Hospital, Denbigh North Wales Economic Ambition Board	Project is developing the Outline Business Case (OBC)	• Outline Project Business Case is being drafted • Green Recovery Initiative Funding secured to provide additional substation on site • Heads of Terms for intervention funding in negotiation. • Planning application biodiversity case being finalised by development partner.	• Planning application considered at Planning Committee • Draft Outline business case issued. • Business case development workshops completed and Gateway 2 Review scheduled.		• Uncertainty on development cost and level of site contamination. Planning consents, phasing, S106 agreement, funding, business case, transfer of title to be approved.
Parc Bryn Cegin, Bangor North Wales Economic Ambition Board	Project is developing the Strategic Outline Case (SOC)	• Proposed development by private sector for advance employment premises considered but did not meet board's aspirations on climate change and biodiversity.	• Agree with Welsh Government the scope of a project for the delivery of a new low carbon employment premises to meet the board's position statement on low carbon.		• Delivery of original scope of will be subject to availability of sufficient funding and agreeing a specification for a low carbon employment unit.
Holyhead Gateway Stena Line	Project is developing the Strategic Outline Case (SOC)	• A draft outline business case for the breakwater refurbishment is being developed. • A team of officers to develop a business case to take forward funding options to deliver both the land reclamation and the breakwater safeguarding including Stena, Welsh Government, Isle of Anglesey County Council and the Portfolio Management Office.	• Develop the Strategic Outline Case for the investment into the port for both land reclamation and the breakwater refurbishment. • Scope out funding options to deliver the linked breakwater and land reclamation. • Consenting process for the breakwater refurbishment to commence.		• Funding to deliver the scope of the project is substantial. • Business case to justify investment and deliver outputs • Robust commercial case is subject to many dependencies.

■ Delivering to plan with no issues to address (no action required)

■ Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

■ Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Agrifood and Tourism Programme:

Programme Aim	Job Creation Target	GVA Investment Target	Total Investment Target
To build a more sustainable, vibrant and resilient foundation economy in the region, optimising opportunities for employment and prosperity through our environment and landscape.	380	£281m	£41.3m

RAG Status	Programme Manager Commentary
Tudalen 75	· Project managers in place for the Glynllifon Rural Economy Hub, Llysfasi Net Zero Farm and the Tourism Talent Network · Workshops completed for the Glynllifon Rural Economy Hub and underway for the Llysfasi Net Zero Farm · Outline business case drafted for the Glynllifon Rural Economy Hub and underway for the Llysfasi Net Zero Farm · The Whole System Business Research & Innovation for Decarbonisation (WBRID) business innovation competition with Coleg Cambria Llysfasi has provided a solid foundation for the Net Zero Farm project. · Progress on match funding bids in support of the Tourism Talent Network through the Welsh Government 21st Century Schools programme and the UK Community Renewal Fund.

Cllr Charlie McCoubrey
Lead Member

Jane Richardson
Senior Responsible Owner

Robyn Lovelock
Programme Manager

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Tudalen 76

Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Glynllifon Rural Economy Hub Grŵp Llandrillo Menai	Outline Business Case (OBC) ready for Economic Ambition Board decision	· Draft Outline Business Case reviewed by Portfolio Management Office and Business Delivery Board · Gateway 2 review completed with Amber rating due to project needing to secure planning permission. · Commitment secured from Grŵp Llandrillo Menai to invest in the enabling Infrastructure and Ecology Analysis to mitigate the planning risk.	· Complete the approval process – Economic Ambition Board consideration of the Outline Business Case in July 2021. · Identification of 'preferred location and access' from options appraisal. · In principle views on preferred location and access option. · Intermediate outcomes of ongoing environmental reports		· Business case development is running behind original schedule. · Planning permission to be secured.
Llysfasi Net Zero Farm Coleg Cambria	Project is developing the Outline Business Case (OBC)	· Project Manager appointed and trained in Better Business Case approach · Stakeholder engagement and business case workshops	· Deliver business case workshops · Draft Outline Business Case · Prepare for Gateway 2 review and approval process		· Business case development is running behind original schedule. · No other issues.
Tourism Talent Network Grŵp Llandrillo Menai	Project is developing the Strategic Outline Case (SOC)	· Collaborative presentation to UK Government Minister with business leaders · Precursor UK Community Renewal Fund bid submitted for Innovation Spoke in Llandudno and project enabling resources · Project Manager appointed	· COVID-related review of 'spoke' element with view to expanding partners · 21st Century Schools bid under development for Hub element		· Private sector role needs development given COVID sector pressures · Multiple related bids being managed for success

■ Delivering to plan with no issues to address (no action required)

■ Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

■ Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Innovation in High Value Maunfacturing Programme:

Programme Aim	Job Creation Target	GVA Investment Target	Total Investment Target
To consolidate North Wales position as a powerful and innovative high value manufacturing cluster, building on existing specialisms and leading expertise to create a higher value, more diverse economic base that supports the transition to a low carbon economy.	180	£114m	£39.5m

RAG Status	Programme Manager Commentary
Tudalen 77	· Project managers in place for the Enterprise Engineering and Optics Centre and Centre for Environmental Biotechnology · Business case development workshops completed for the Glyndwr Enterprise Engineering and Optics Centre and underway for the Bangor Centre for Environmental Biotechnology · Outline business case drafted for the Glyndwr Enterprise Engineering and Optics Centre, pending reviews and approval · The Bangor Centre for Environmental Biotechnology project is working on refining project scope in line with emerging regional and national biotechnology priorities.

Cllr Dyfrig Siencyn
Lead Member

Paul Bevan
Senior Responsible Owner

Robyn Lovelock
Programme Manager

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

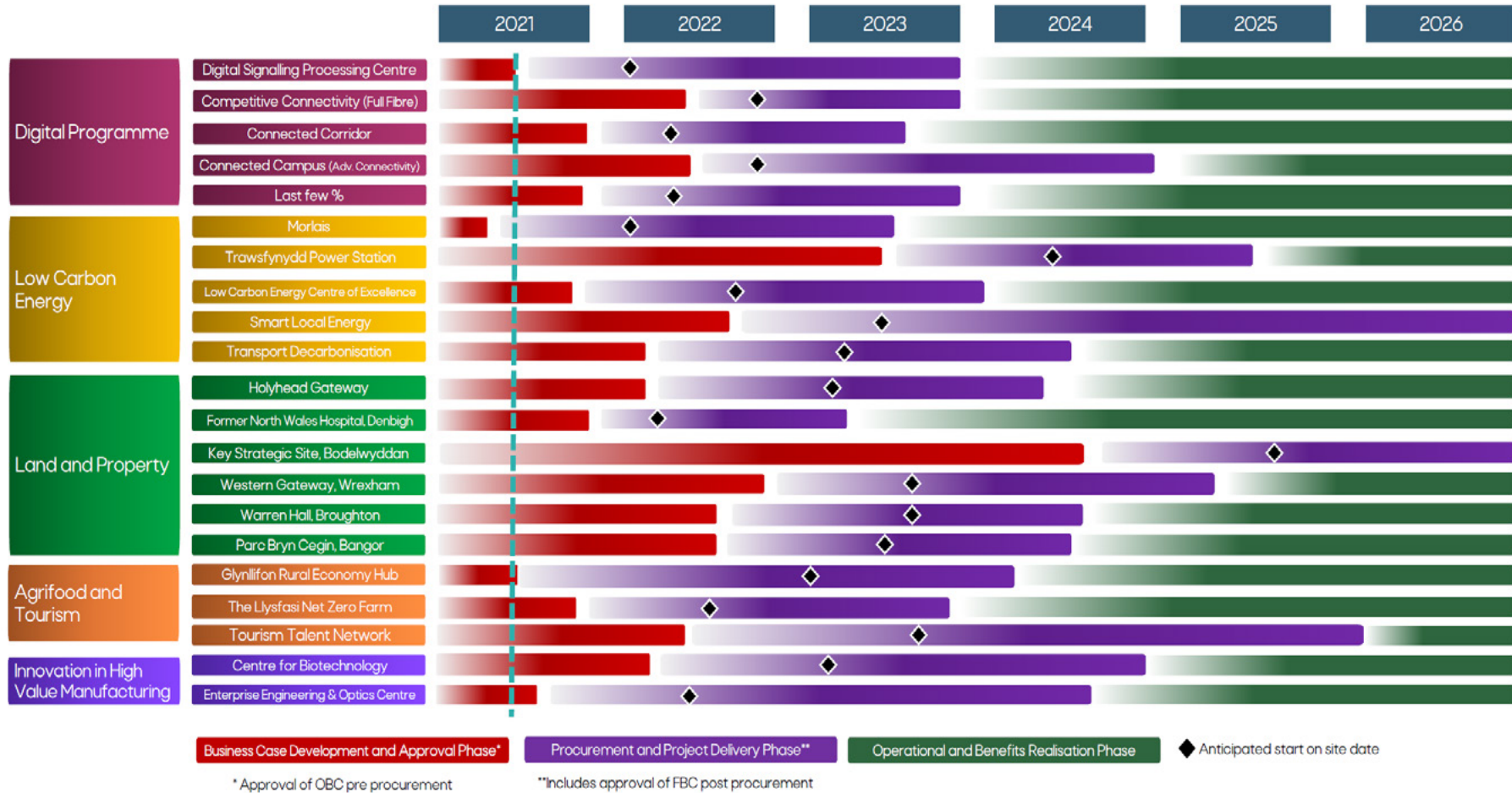| Project (Project Sponsor)	Project Stage	Key Milestones (this quarter)	Key Milestones (next quarter)	RAG Status	RAG rationale
Enterprise Engineering and Optics Centre Glyndwr University	Project is developing the Outline Business Case (OBC)	· Business case workshops completed · Draft Outline Business Case reviewed by Portfolio Management Office · Gateway 2 Review planning and preparations complete	· Gateway 2 Review · Final Outline Business Case review by Portfolio Management Office · Complete the approval process – Economic Ambition Board consideration of the Outline Business Case in September 2021.		· Business case development is running behind original schedule. · Risk register under development
Centre for Environmental Biotechnology Bangor University	Project is developing the Strategic Outline Case (SOC)	· Project Board in place and meeting regularly · Workshop 1 completed effectively · On-going internal discussions to narrow project scope in line with emerging regional/national biotechnology priorities	· Continued stakeholder engagement · Draft Strategic Outline Case · Prepare for Gateway 1 review · Deliver business case workshops		· Project board actively engaged and Project Manager driving project development · Further work required to define project scope, leading to minor delay

Tudalen 78

Delivering to plan with no issues to address (no action required)

Delivery slightly behind schedule and/or minor/moderate issues to address (management action in place)

Delivery significantly behind schedule and/or significant issues to address (urgent action required)

Tudalen 79

	2021	2022	2023	2024	2025	2026

Digital Programme
- Digital Signalling Processing Centre
- Competitive Connectivity (Full Fibre)
- Connected Corridor
- Connected Campus (Adv. Connectivity)
- Last few %

Low Carbon Energy
- Morlais
- Trawsfynydd Power Station
- Low Carbon Energy Centre of Excellence
- Smart Local Energy
- Transport Decarbonisation

Land and Property
- Holyhead Gateway
- Former North Wales Hospital, Denbigh
- Key Strategic Site, Bodelwyddan
- Western Gateway, Wrexham
- Warren Hall, Broughton
- Parc Bryn Cegin, Bangor

Agrifood and Tourism
- Glynllifon Rural Economy Hub
- The Llysfasi Net Zero Farm
- Tourism Talent Network

Innovation in High Value Manufacturing
- Centre for Biotechnology
- Enterprise Engineering & Optics Centre

Legend:
- Business Case Development and Approval Phase*
- Procurement and Project Delivery Phase**
- Operational and Benefits Realisation Phase
- ◆ Anticipated start on site date

* Approval of OBC pre procurement
**Includes approval of FBC post procurement

Tudalen 80

		Portfolio Business Case 2020 Targets			Approved Project Business Case Targets				Difference		
		GVA (£M)	Jobs Created	(£M) Total Investment*	OBC/ FBC**	GVA (£M)	Jobs Created	(£M) Total Investment*	GVA (£M)	Jobs Created	(£M) Total Investment*
Digital	Digital Signal Processing Centre (DSP)	50	80	7.3	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Connecting the last few %	35	150	4	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Connected Corridor	25	0	2.2	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Full fibre at Key Sites	20	120	7.2	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Connected Campuses	35	0	21	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Low Carbon Energy	Morlais	50	100	36	OBC	79	210	34	+29	+110	- 2
	Transport Decarbonisation	60	90	28.6	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Low Carbon Energy Centre of Excellence	20	20	97.7	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Smart Local Energy	120	180	106.2	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Trawsfynydd Power Station	230	510	400	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Land and Property	Western Gateway, Wrexham	220	360	43.4	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Warren Hall, Broughton	235	440	70	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Key Strategic Site, Bodelwyddan	125	250	82	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Former North Wales Hospital, Denbigh	20	50	74	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Parc Bryn Cegin, Bangor	30	50	6	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Holyhead Gateway	545	930	80	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Agrifood and Tourism	Glynllifon Rural Economy Hub	25	40	13	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Llysfasi Net Zero Farm	215	310	15.4	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Tourism Talent Network	20	0	12.9	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Innovation in High Value Manufacturing	Enterprise Engineering and Optics Centre	45	70	29.9	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Centre for Environmental Biotechnology	60	90	9.6	n/a	n/a	n/a	n/a	n/a	n/a	n/a
	Growth Deal Portfolio Total	2,185	3,830	1,146	1 OBC	79	210	34	+29	+110	- 2

* Total investment includes 1.5% Portfolio Management Office costs
** OBC – Outline Business Case, FBC – Full Business Case

Programme	Project	Project Sponsor	2012/22 £m	2022/23 £m	2023/34 £m	2024/25 £m	2025/26 £m	Total £m
Digital	Digital Signal Processing Centre	Bangor University	1.72	0.99	0.25	0.00	0.00	2.96
	Connecting the Last Few %	North Wales Economic Ambition Board	0.99	2.95	0.00	0.00	0.00	3.94
	Connected Corridor	North Wales Economic Ambition Board	0.99	1.18	0.00	0.00	0.00	2.17
	Full Fibre at Key Sites	North Wales Economic Ambition Board	0.00	3.45	3.25	0.00	0.00	6.70
	Connected Campuses	North Wales Economic Ambition Board	0.00	3.94	5.90	5.91	4.93	20.68
Low Carbon Energy	Morlais	Menter Môn	2.46	4.93	1.48	0.00	0.00	8.87
	Transport Decarbonisation	North Wales Economic Ambition Board	1.97	3.94	7.88	7.88	4.93	11.23
	Low Carbon Energy Centre of Excellence	Bangor University	0.00	4.74	6.71	5.23	4.00	20.68
	Smart Local Energy	North Wales Economic Ambition Board	0.00	3.94	7.88	7.88	4.93	24.63
	Trawsfynydd Power Station	Cwmni Egino	0.00	4.92	9.85	4.93	0.00	19.70
Land and Property	Western Gateway, Wrexham	North Wales Economic Ambition Board	0.00	4.03	4.93	0.00	0.00	8.96
	Warren Hall, Broughton	North Wales Economic Ambition Board	0.00	0.49	0.99	5.91	7.38	14.77
	Key Strategic Site, Bodelwyddan	North Wales Economic Ambition Board	0.49	0.99	5.41	2.96	0.00	9.85
	Former North Wales Hospital, Denbigh	North Wales Economic Ambition Board	0.99	0.99	0.98	0.98	0.00	3.94
	Parc Bryn Cegin, Bangor	North Wales Economic Ambition Board	0.25	2.7	2.96	0.00	0.00	5.91
	Holyhead Gateway	Stenaline	0.00	11.331	13.78	9.36	0.00	34.47
Agrifood and Tourism	Glynllifon Rural Economy Hub	Grŵp Llandrillo Menai	0.49	4.68	4.68	0.00	0.00	9.85
	Llysfasi Net Zero Farm	Coleg Cambria	0.00	4.92	4.68	0.00	0.00	9.85
	Tourism Talent Network	Grŵp Llandrillo Menai	0.00	1.48	1.48	1.47	0.00	4.43
Innovation in High Value Manufacturing	Enterprise Engineering and Optics Centre	Glyndwr University	8.28	1.57	0.00	0.00	0.00	9.85
	Centre for Enviornmental Biotechnology	Bangor University	0.00	1.48	1.48	0.00	0.00	2.96
							Portfolio Management Office Costs (1.5%)	3.60
							Total	240.00

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Programme	Project	Project Sponsor	Profile 21/22 (£m)	Actual YTD (£m)	Variance (£m)*	Rationale
Digital	Digital Signal Processing Centre	Bangor University	1.72	0.00	-1.72	No Full Business Cases have been approved: expenditure needs to be updated in line with revised timescales.
	Connecting the Last Few %	North Wales Economic Ambition Board	0.99	0.00	-0.99	
	Connected Corridor	North Wales Economic Ambition Board	0.99	0.00	-0.99	
	Full Fibre at Key Sites	North Wales Economic Ambition Board	0.00	0.00	0.00	
	Connected Campuses	North Wales Economic Ambition Board	0.00	0.00	0.00	
Low Carbon Energy	Morlais	Menter Môn	2.46	0.00	-2.46	No Full Business Cases have been approved: expenditure needs to be updated in line with revised timescales.
	Transport Decarbonisation	North Wales Economic Ambition Board	1.97	0.00	-1.97	
	Low Carbon Energy Centre of Excellence	Bangor University	0.00	0.00	0.00	
	Smart Local Energy	North Wales Economic Ambition Board	0.00	0.00	0.00	
	Trawsfynydd Power Station	Cwmni Egino	0.00	0.00	0.00	
Land and Property	Western Gateway, Wrexham	North Wales Economic Ambition Board	0.00	0.00	0.00	No Full Business Cases have been approved: expenditure needs to be updated in line with revised timescales.
	Warren Hall, Broughton	North Wales Economic Ambition Board	0.00	0.00	0.00	
	Key Strategic Site, Bodelwyddan	North Wales Economic Ambition Board	0.49	0.00	-0.49	
	Former North Wales Hospital, Denbigh	North Wales Economic Ambition Board	0.99	0.00	-0.99	
	Parc Bryn Cegin, Bangor	North Wales Economic Ambition Board	0.25	0.00	-0.25	
	Holyhead Gateway	Stenaline	0.00	0.00	0.00	
Agrifood and Tourism	Glynllifon Rural Economy Hub	Grŵp Llandrillo Menai	0.49	0.00	-0.49	No Full Business Cases have been approved: expenditure needs to be updated in line with revised timescales.
	Llysfasi Net Zero Farm	Coleg Cambria	0.00	0.00	0.00	
	Tourism Talent Network	Grwp Llandrillo Menai	0.00	0.00	0.00	
Innovation in High Value Manufacturing	Enterprise Engineering and Optics Centre	Glyndwr University	8.28	0.00	-8.28	No Full Business Cases have been approved: expenditure needs to be updated in line with revised timescales.
	Centre for Enviornmental Biotechnology	Bangor University	0.00	0.00	0.00	
	Portfolio Management Office Costs (1.5%)		0.384	0.058	-0.326	Expenditure in line with budget
	Total		19.014	0.058	-18.956	See above

* Variance is the difference between the planned profile and the Actual Year to Date (YTD) expenditure. YTD figures up to end of June 2021.

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Programme	Project	Sponsor	Summary
Digital	Digital Signal Processing Centre (DSP)	Bangor University	The project will allow the DSP Centre to expand its presence and remit, integrating fully with the National Strategy Project (NSP) and enable the scaling of key assets including a 5G testbed, research capacity and state-of-the-art equipment.
	Connecting the last few %	Economic Ambition Board	The project will accelerate the development of infrastructure for 19 key regional economic sites.
	Connected Corridor	Economic Ambition Board	This project targets universal superfast coverage across North Wales, which have yet to be served by other means and cannot obtain speeds of at least 30Mbps (download).
	Full Fibre at key sites	Economic Ambition Board	This project will deliver full fibre connectivity (gigabit capable) to 28 key business sites across North Wales.
	Connected Campuses	Economic Ambition Board	To introduce high bandwidth mobile coverage on transport networks (road & rail) with deployment in step with or in advance of UK Government 2027 target for 5G coverage. Delivery of coverage to include A55, A483 and A5.
Low Carbon Energy	Morlais	Menter Môn	Investing in the infrastructure that connects the Morlais Zone with the electricity grid system, and preparing the site for private sector developers who will lease parts of the zone for deploying their tidal energy technologies.
	Transport Decarbonisation	Economic Ambition Board	Support delivery of a demonstrator project involving the production of green hydrogen from low carbon energy sources and its use within regional transport networks.
	Low Carbon Energy Centre of Excellence	Bangor University	Investing in the development of facilities at Bangor University and Menai Science Park, enhancing the North Wales and UK capabilities for innovation in low carbon energy and related areas, helping to create the conditions for new inward investment and business growth in the low carbon energy supply chain in North Wales.
	Smart Local Energy	Economic Ambition Board	To help achieve renewable energy, decarbonisation and local ownership targets, the project will support innovative enabling projects and demonstrators that overcome market failures and unlock private and community sector nvestments in smart local energy solutions.
	Trawsfynydd Power Station	Cwmni Egino	The site is uniquely placed for a 'First of A Kind' deployment of a Small Modular Reactor (SMR) or Advanced Modular Reactor (AMR). Alongside the public and private sector the Growth Deal will contribute funding towards enabling infrastructure for this development.

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Programme	Project	Sponsor	Summary
Land and Property	Western Gateway, Wrexham	Economic Ambition Board	Delivery of primary services to enable the site to be brought to the market for sale and development.
	Warren Hall, Broughton	Economic Ambition Board	Delivery of primary services to enable the 65-hectare mixed use site to be bought to the market for sale and then development by the private sector.
	Key Strategic Site, Bodelwyddan	Economic Ambition Board	Delivery of primary services to enable the mixed-use commercial and residential development site to be brought to the market for development.
	Parc Bryn Cegin, Bangor	Economic Ambition Board	Provide industrial floor space to meet known demand for units.
	Former North Wales Hospital, Denbigh	Economic Ambition Board	The Growth Deal funding will assist in the delivery of a cleared and remediated site with primary services to bring forward a mixed-use commercial and residential development
	Holyhead Gateway	Stena Line	Future proof the Holyhead Port by providing new deep-water heavy loading and cruise facilities, improved vehicular access, guaranteeing the future of the breakwater and providing for the demands of regional energy projects.
Agrifood and Tourism	Glynllifon Rural Economy Hub	Grŵp Llandrillo Menai	The vision is to create a distinctive, world-class Rural Economy Hub at Glynllifon, offering a range of facilities and services to strengthen and enhance the regional economy, specifically through growing the food and drink sector.
	Llysfasi Net Zero Farm	Coleg Cambria	The Llysfasi Net Zero Farm aims to lead North Wales to a resilient future where carbon neutral land management is at the centre of a developing renewable energy sector supporting a sustainable, thriving and healthy community covering the rural/urban mix of the region.
	Tourism Talent Network	Grŵp Llandrillo Menai	Future-proofing the pipeline of skills provision and increase commercial benefits from one of the most established sectors in the region. The talent network will stimulate public-private collaboration to coordinate action on skills and product development to transform and accelerate the growth of the tourism and hospitality sector in the region.
Innovation in High Value Manufacturing	Centre for Environmental Biotechnology (CEB)	Bangor University	The Centre for Engineering Biotechnology will be a world-leading centre in the discovery and characterisation of novel extremophilic enzymes of industrial relevance. The Centre for Engineering Biotechnology will provide a strong foundation for attracting world-leading researchers, significant public and commercial research funding, and inward investment to Wales.
	Enterprise Engineering & Optics Centre	Glyndwr University	The Enterprise Engineering & Optics Centre will provide facilities targeted to boost high-level skills development for the region and enable Small and medium-sized enterprises (SME's) and large businesses to work in partnership with Wrexham Glyndwr University on commercially driven research and development in optics, composites and hydrogen fuel cells.

CYNGOR
Sir y Fflint
Flintshire
COUNTY COUNCIL

ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	12th October 2021
Report Subject	Progress of Empty Homes Scheme in Flintshire
Cabinet Member	Cabinet Member for Planning and Public Protection
Report Author	Chief Officer – Planning, Environment & Economy
Type of Report	Operational

EXECUTIVE SUMMARY

Welsh Government launched the Houses into Homes scheme in April 2012 to help tackle the substantial numbers of empty homes in Wales. The scheme is supported by a Wales-wide £20million recyclable loan fund which provides loans to bring empty houses or commercial buildings back into use as homes for sale or rent.

The purpose of this report is to provide Members with an insight of how this scheme works in Flintshire, and outline the work undertaken since January 2019 when Community and Business Protection Service began to manage the scheme.

RECOMMENDATIONS	
1	To note and support the contents of the report.

REPORT DETAILS

1.00	**BACKGROUND TO EMPTY HOMES AND THE 'HOUSES INTO HOMES' SCHEME**
1.01	Welsh Government launched the Houses into Homes scheme in April 2012 to help tackle the substantial numbers of empty homes in Wales. The scheme is supported by a Wales-wide £20million recyclable loan fund which

	provides loans to bring empty houses or commercial buildings back into use as homes for sale or rent.
1.02	The loans are interest free and are available to individuals, charities, companies and businesses. A maximum loan of £35,000 is available per property and this has to be paid back within two or five years, depending on whether the property is sold or let. The scheme is operated by individual local authorities though they work together in regional groups to ensure a consistent approach.
1.03	In 2016 a joint Steering Group was established by Welsh Government to monitor and review the Houses into Homes Scheme and Home Improvement Loans Scheme. The group meets on a quarterly basis with membership from the WLGA, Welsh Government and Welsh local authorities.
2.00	**OVERVIEW OF THE FLINTSHIRE SCHEME**
2.01	Since early 2019 the scheme has been managed and administered by the Empty Homes Development Officer, who is based within the Community and Business Protection Services. His role entails: • Maintaining the register for the Empty Home Loans; • Assessing the eligibility of applications, including eligibility of the property; • Liaising with Legal Services to ensure awards of loans are legally binding; • Monitoring the work undertaken by applicants; • Signing off works undertaken by the property owner; • Collaborating with other portfolios and services including Planning and Building Control; • Identifying suitable properties through research; • If capacity allows, project management of property improvement ; • Enforcement action, if appropriate
2.02	Due to the increasing demands on the Empty Homes Development Officer, in September 2021 a Contracts Inspector was appointed on a fixed term basis for twelve months. The focus of this new post is primarily to undertake monitoring and compliance checks of schemes that have commenced. The postholder also investigates properties that have been identified through the Council Tax Register as being empty.
2.03	The benefits of this scheme to Flintshire are significant. The outcomes supported by this service is consistent with the aspirations of key strategies such as the Housing Strategy and the Council Plan. 'Affordable and Accessible Housing' is a theme that is featured in the Council Plan, with 'Empty Properties' being an in-year priority area. Bringing properties back into use reduces the housing deficit for the county.
2.04	Flintshire has approximately 400 long term empty properties. This number has been calculated based on Council Tax records.

2.05	The Empty Property Loan is provided to help owners bring empty properties back in to use. It is an interest free loan product to cover works which bring the property up to the Decent Homes Standard. An example would be, works to remedy serious disrepair, provide modern kitchen and bathroom facilities, improve heating systems and insulation, and to remove any serious hazards which could affect the well-being of the occupier, such as dampness, dangerous stairs or electrical wiring. The maximum amount is £35,000 per unit of accommodation (£250,000 per applicant maximum).
2.06	To be eligible for a loan an applicant must have sufficient equity within their property to cover the loan amount/or offer a different property with sufficient equity for security. In addition the property must have been vacant for over six months. On completion of the works, the property must be habitable and of a lettable standard (no category 1 hazards, as defined by the Housing Act 2004).
2.07	In terms of performance since April 2019, the following has been achieved by the Service: • £930,000 has been provided in loans • This has created 38 units of accommodation, from 21 applications In addition, through the work of the Empty Homes Development Officer two additional properties have gone through the enforced sales procedure (the first in September 2020, and the second in July 2021). Currently there are three further applications that are being evaluated, which could represent a further £117,000 in loans.
2.08	The Welsh Government have made an additional £15m available for local authorities to tackle complex, long term, empty properties. To support this work, Welsh Government has commissioned specialist consultants to work with authorities to provide bespoke advice. In July 2021 a number of officers from a range of portfolios participated in training provided by the aforementioned consultants.
2.09	At present the Empty Homes Development Officer is reviewing each application as they come to his attention. The appointment of a Contracts Inspector has freed up greater capacity. If Members are concerned about an empty property in their ward please send details to: emptyhomes@flintshire.gov.uk.

2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.

3.00	IMPACT ASSESSMENT AND RISK MANAGEMENT
3.01	Impact assessment is not required as this is a report on progress and is for information only, and is not a strategic report.

4.00	CONSULTATIONS REQUIRED / CARRIED OUT
4.01	None as a result of this report.

5.00	RISK MANAGEMENT
5.01	None as a result of this report although each application is assessed on its own merits.

6.00	APPENDICES
6.01	The refreshed Council Plan for 2021-23 can be found using the following link: https://www.flintshire.gov.uk/en/Resident/Council-and-Democracy/Council-Plan.aspx

7.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
7.01	**Contact Officer:** Sian Jones, Community and Business Protection Manager **Telephone:** 01352 702132 **E-mail:** sian-jones@flintshire.gov.uk

8.00	GLOSSARY OF TERMS
8.01	**CATERGORY 1 HAZARDS** Category 1 Hazards are defined by the Housing Act 2004. These are the hazards that are the most serious, and could potentially lead to serious harm or death. The Housing Health and Safety Rating System (HHSRS) is the method by which hazards are identified.