

CABINET

Minutes of the Cabinet meeting held in the Council Chamber, Prestatyn on Tuesday 25 November 2003 at 10.00 a.m.

PRESENT

Councillors P A Dobb, Lead Member for Health and Wellbeing; E C Edwards, Lead Member for Safeguarding our Communities; M A German, Lead Member for Sustainable Development and Environment; G M Kensler, Lead Member for Promoting Denbighshire; R W Hughes, Lead Member for Lifelong Learning; D M Morris, Lead Member for Communications; E A Owens, Lead Member for Finance, J A Smith, Lead Member for Social Inclusion; W R Webb, Lead Member for Property and Asset Management and E W Williams, Lead Member for Economic Wellbeing.

Observers: Councillors A E Fletcher-Williams, I M German, M M Jones, R E Jones, R J R Jones, T M Parry and G Williams.

ALSO PRESENT

Chief Executive; Deputy Chief Executive / Corporate Director: Resources; Financial Controller and the County Clerk.

ANNOUNCEMENT

The Deputy Leader announced the sudden death of Lisa Woolford, daughter of Eleri Woolford, our Corporate Services Administrator and extended Cabinet's sympathy to Eleri and family. Members stood in silent tribute.

The Deputy Leader, on behalf of the Cabinet, also wished Councillor W R Webb well for his forthcoming hospitalisation.

1 URGENT MATTERS

[i] Proposal to close the Sub Post Office at the west end of Rhyl.

2 MINUTES OF THE CABINET [CABINET 2003 - 150]

The Minutes of the Cabinet meeting held on 21 October 2003 were submitted.

Item 4 Joint Review: Councillor P A Dobb said the action plan was nearing completion and should be reported to the December Cabinet meeting.

Item 6 Improving Council Housing Stock: amend to read "Councillor P A Dobb said the revenue ...".

Item 12 Ysgol Plas Brondyffryn: Councillor G M Kensler declared an interest and left the room. The Corporate Director: Lifelong Learning reported that a report on further developments would be prepared for the December 2003 Cabinet meeting.

Item 18 Conversion Grant: Hotel Marina, East Parade, Rhyl: Councillor P A Dobb said the last sentence in the second paragraph should read "The WDA have agreed in principle to grant aid 80% of the cost of external works and the Authority have been requested to cover 80% of eligible internal works to a maximum of £385k".

Item 18 Conversion Grant: Hotel Marina, East Parade, Rhyl: Amend the last main paragraph to read "The Corporate Director: Personal Services said that this is a high priority regeneration project but not a high priority in meeting housing needs".

Item 20 Transfer for Preserved Rights / Residential Care Allowance 2002/03: Members were informed that the final decision on the settlement would be available from the Welsh Assembly Government on 03.12.2003. The County Clerk confirmed that the documentation was to be considered by Counsel. Dependent on the details of the settlement and the advice received, Cabinet agreed it was possible a challenge on the Welsh Assembly Government could be made by judicial review of the final settlement. If this course of action was followed, it could delay finalisation of the settlement for the whole of Wales.

RESOLVED that subject to the above, the Minutes of the Cabinet meeting held on 21 October 2003 be approved as a correct record and signed by the Deputy Leader .

The Minutes of the Cabinet meeting held on 3 November 2003 were submitted.

Councillor R W Hughes expressed her concern at the revenue implications of the staff moves.

The Chief Executive said it would be possible to accommodate more staff than originally planned in the PFI building by utilising non-office areas as office accommodation. In reply to Councillor G M Kensler's query regarding storage, the Chief Executive said the building would require staff to keep storage to a minimum and as much use as possible would have to be made of the corporate store facility when built.

Councillor E C Edwards asked how a new building in Rhyl would be financed. The Chief Executive said any new build would be financed through prudential borrowing. Councillor E A Owens said the inclusion of a new office building in Rhyl would make a total of five items for consideration for prudential borrowing and that each item would be brought to Cabinet for consideration.

Councillor Edwards asked whether space measurement in a building should be measured in cubic metres rather than square metres and also asked whether the figure for space per person met Health and Safety requirements. The Chief Executive confirmed that space allocation should be measured in cubic metres and that the allocation met both Health and Safety as well as DDA requirements.

RESOLVED that subject to the above the Minutes of the Cabinet meeting held on 3 November 2003 be approved as a correct record and signed by the Deputy Leader.

3 PLANNING SOCIAL CARE AND HOUSING SERVICES FOR OLDER PEOPLE IN DENBIGHSHIRE [CABINET 2003 - 170]

Councillor P A Dobb presented the report seeking Cabinet endorsement of the broad approach to determining short, medium and long term strategy for planning social care and housing services for older people in Denbighshire.

Members discussed the provision of social care and housing in detail and agreed that such provision had serious and critical implications on revenue and capital. It was agreed that an integrated and imaginative strategy was required.

Councillor G M Kensler referring to Denbighshire being the County with the second oldest population asked where the County would be placed in say 20 years. She also stressed the need for a balance of provision in both rural and urban areas. The Chief Executive agreed that his vision in 20 years' time would be for a more balanced population age-wise.

Councillor P A Dobb said it was imperative that each area make their needs known and this information would form part of the Health and Social Care Needs Assessment. It would also be useful to know what facilities were available in other parts of the country.

Members agreed with Councillor R W Hughes that partnership working with various agencies was essential. Councillor E W Williams said it was difficult to make bids for services before the budget had been finalised but agreed a structured format was required.

Councillor W R Webb congratulated the Corporate Director: Personal Services on the well thought out paper. He also said partnership working was required and stressed the differing needs of various parts of the County.

The Corporate Director: Personal Services said concepts like retirement villages would be given consideration and agreed with Councillor Webb that different communities had both different needs and strengths. She stressed that partnership working was fundamental and that it would be mandatory to work with the Local Health Board.

Councillor E C Edwards drew officers' and Members' attention to Conwy County Borough Council's proposed policy where housing

renovation grant monies may be used to fund improvements in residential homes for the elderly.

After further discussion, Members agreed to revise the recommendations as follows:

RESOLVED that:

- [a] Cabinet endorses the need for whole systems planning for older people in partnership with other agencies and participation in the development of the Service and Estates Strategy with health services in particular.*
- [b] Cabinet endorses the notion of locality planning of social care and housing services for older people, as described in paragraph 4.3 of Annexe I attached to the report, in a County framework.*
- [c] further detailed work is undertaken and incorporated in the Housing Strategy identifying how the housing needs of older people can be addressed more fully through use of capital resources and Social Housing Grant.*
- [ch] any Transfer Agreement arising from Housing Stock Transfer covers arrangements to ensure continuing co-operation to meet the housing and care needs of older people.*
- [d] Cabinet agrees to consider the inclusion of funding for essential health and safety related capital works in local authority residential homes in the Capital Programme for 2004/05, and supports funding from slippage in 2003/04, if available, pending the determination of their longer - term future.*
- [dd] a programme of learning opportunities is agreed for members and officers to enable greater understanding of future options and best practice in services for older people.*

4 RESPONSE TO AUDITOR'S REPORT ON THE IMPROVEMENT PLAN [CABINET 2003 - 171]

Councillor E W Williams presented the report seeking Members' agreement to the Authority's draft Action Plan [attached to the report at Appendix I] and the Auditor's report on the Improvement Plan [attached to the report at Appendix II].

RESOLVED that Members approve the Action Plan in response to the Auditor's report on the Authority's Improvement Plan.

5 STANDSTILL BUDGET REQUIREMENT FOR 2004-2005 [CABINET 2003 - 172]

Councillor E A Owens presented the report for Members to note the details of the provisional Assembly settlement for the next financial year and asked Members to consider the content of the appendix attached to the report which showed the anticipated standstill position for the Authority's overall budget for 2004-2005 and to agree the methodology for establishing the standstill budget. A steer was required as to the basis for funding further service development. Councillor Owens said the Welsh Assembly Government final settlement figures would be available on 03.12.2003.

Members expressed their concerns over levels of Council Tax rises. Councillor W R Webb said funding growth mainly from efficiency savings would still mean a rise in Council Tax. Councillor E W Williams suggested the public be given information on various possible increases e.g. an increase in Council Tax for a standstill budget, whilst a further increase would give an increase in certain named services, before any decision was made by Council.

Councillor R W Hughes said an appropriate budget for the Authority was required and felt that Denbighshire residents could possibly support the Authority in putting a 1% increase in Council Tax for the education services. Councillor Hughes emphasised the need to ensure schools delegated budgets did not deteriorate.

Councillor G M Kensler said various organisations, for example the Lottery Fund or the Sports Council, were also applying cutbacks therefore the levels of grants available was much less.

Councillor E W Williams said costings would be available for Council Tax increases at various levels and that the Scrutiny Committees would be consulted on both the levels of increases and the order of priorities before Council made a final decision on Cabinet's recommendation.

The Financial Controller briefly outlined the Welsh Assembly Government's 3 year plan, which had been revised in September 2003. This had given a low settlement figure for the next year with a level figure for years 2 and 3. This plan would be revised again in March 2004, after Council Tax bills had been despatched.

Councillor E W Williams said the Welsh Assembly Government had not made their long terms plans available to Authorities and the WLGA was commenting in strong terms to the Assembly on this. He informed Members that a letter had been sent to Sue Essex AM, Minister for Finance, Local Government and Public Services requesting the potential past service award funding of £228k, identified by the National Assembly for this scheme, and which will not now used for this purpose by Denbighshire, be allocated to local authorities as part of the general revenue settlement for 2004-05.

RESOLVED that Members:

[a] note the details of the provisional Assembly settlement for 2004/5

[b] note the content of the appendix attached to the report showing the anticipated standstill position for next financial year and agree the methodology for establishing the standstill base.

6 REVENUE BUDGET 2003-2004 [CABINET 2003 - 173]

Councillor E A Owens presented the report which advised Members that all the pressures identified in the latest budget performance figures for the current financial year should be absorbed by services in order to deliver the Council's agreed budget strategies.

The Corporate Director: Lifelong Learning confirmed the SEN figures as detailed in the report were gross. Councillor E A Owens said the

Education Department were currently containing expenditure and it was expected this would prevail for the rest of the financial year.

RESOLVED that Cabinet note the figures in the appendices and consider actions to ensure the achievement of the 2003/2004 revenue budget strategy to contribute £1.0m to balances.

At this juncture (11.30 a.m) the meeting adjourned for 10 minutes to allow Members to participate in refreshments.

7 RHYL YOUTH CLUB [CABINET 2003 - 174]

Councillor J A Smith presented the report seeking endorsement of the decision to undertake emergency health and safety work at the existing youth club and to seek further urgent investigation into options and costs for a permanent solution needed by September 2004, to be reported to Cabinet in December 2003.

Councillor E A Owens suggested that as option 1 was a temporary solution and that the same situation would prevail in a year's time, Members should opt for the second option.

The Chief Executive suggested that all options for future provision of youth club facilities in Rhyl should be explored.

Councillor D M Morris reminded Members that such provision should be global and that, in comparison, more had been spent in Rhyl than in Prestatyn for example. Councillor Morris suggested that a report to Cabinet be provided on provision of youth facilities throughout the County.

The Assistant Director: Culture and Leisure explained that this was an emergency situation and that the Authority had been unable to provide a consistent service. The Corporate Property Unit were looking at available facilities in Rhyl, as well as the possible provision of a new build.

Councillor R W Hughes emphasised the need to ensure provision for young people.

The Chief Executive said a full list of expenditure in all areas was required for inclusion in the following year's capital plan.

Councillor E C Edwards emphasised the need to ensure that the Authority was not 'all policy and no service delivery'. However, he felt a much stronger prioritised policy on provision for young people was required.

In response to a query from Councillor G M Kensler, the Corporate Director: Personal Services confirmed that using Communities First monies was not an option.

RESOLVED that Members endorse the decision to undertake the immediate health and safety work at the existing youth club and authorise officers to look at the options and costs for a permanent solution for the provision of youth club facilities in Rhyl as a matter of urgency, with a report back to Cabinet in December 2003. It was further agreed that a report to Cabinet be provided detailing the current situation with all youth club facilities in Denbighshire.

8 LGA / WLGA RELATIONSHIP [CABINET 2003 -]

Councillor E W Williams presented the report seeking agreement either to retain membership of the Local Government Association (LGA), albeit involving a restructuring of financial contributions given the current provision of services to the Welsh Local Government Association [WLGA] or to withdraw from LGA membership and for the WLGA to consider buying back certain services under service level agreements arrangements. County Council would be consulted prior to a final decision being taken.

The Chief Executive detailed the likely subscription costs of only WLGA membership and said the WLGA would possibly buy back some services e.g. lobbying in Parliament.

Councillor R W Hughes commented that it was difficult to make a judgement when the Authority did not know the extent of any informal links between the two organisations and the fact that the Welsh Assembly Government had limited powers.

Councillor E W Williams said in many instances the WLGA leads on information from Parliament and they would have a form of monitoring and lobbying system in Parliament as they were the legislators.

RESOLVED that Cabinet agree in principle that the Authority withdraw from Local Government Association membership and for the Welsh Local Government Association to consider buying back certain services under specific service level agreements arrangements. Cabinet further agree to consult with County Council prior to finalising its decision.

9 INTERNATIONAL LINKS [CABINET 2003 - 176]

Councillor E W Williams presented the report seeking support for further developments with regions who have indicated a wish to co-operate with Denbighshire.

Councillor R W Hughes suggested the Authority's International Officer should work closely with ECTARC, who had developed educational links and placements with many European countries. The placements / visits to North Wales had led to an increase of £200k being provided for the local economy. Councillor Hughes suggested investigating the possibility of the availability of European funding for a social services fact finding mission to Europe on the provision of care for the elderly for example.

The Chief Executive echoed Councillor Hughes' sentiments and said such links would be of long term benefit, particularly when Objective 1 had been phased out and only Interreg funding was available.

Councillor M A German asked that the name of the country visited as well as the town / area be provided in future reports.

RESOLVED that Cabinet notes the successful visits with other North West Wales Authorities to the Luberon, France, approves continuing progress on the development of exchanges with Alto Adige, Italy, approves continued efforts to develop Interreg projects with Clare and Kildare, Ireland and supports the new initiative with Gliwice, Poland to provide a long term basis for European Programme work with a

region in the accession countries. That the Cabinet receives further reports on developments as they arise.

10 PART I URGENT ITEMS

SUB POST OFFICE, WEST END OF RHYL [CABINET 2003 - 177]

[Councillor R W Hughes informed Cabinet that her mother lived in the area served by the sub post office but as the matter affected all residents in that locality no personal interest arose.]

Councillor R W Hughes informed Members of the letter sent by the Chief Executive, to Members in the Vale of Clwyd constituency, regarding the proposed closure of the sub post office in the west end of Rhyl, the most deprived ward in Wales. She stressed this would be a retrograde step for the community and could lead to the closure of other small shops in the vicinity which provided a much needed service for the elderly and transient population. The nearest alternative for the residents would be the main post office in the town centre.

Councillor E A Owens agreed that the facility was well used by the community. She also said many people would not wish to take up the option of drawing benefits / pensions from banks and would still wish to use post offices.

After further discussion it was

RESOLVED that Cabinet agree the Leader write, on their behalf, to the Post Office stressing the need for the sub post office to be kept open.

QUESTION AND ANSWER SESSION

No questions had been received by the closing date.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt

information as defined in paragraphs 5, 7 and 8 of Part 1 of Schedule 12A of the Local Government Act 1972.

PART II

11 REVIEW / AUDIT OF THE MWROG STREET FLOOD ALLEVIATION SCHEME [CABINET 2003 - 178]

Councillor M A German presented the report for Members to receive the independent Contract Review / Audit Report of the Mwrog Street Flood Alleviation Scheme carried out by Davis, Langdon & Everest, to note their conclusions and adopt the recommendations arising.

The key recommendations of the report were a recommendation to Council to consider obtaining assistance in dealing with claims for additional payment, submitted to date by the contractor, or likely to be submitted in the future, and for Council to investigate the level of fees paid to design the consultants and to consider whether full design was adequately completed prior to the scheme tender process.

Councillor E C Edwards paid tribute to Wayne Hope, the resident engineer for his hard work on the project and thanked officers for the provision in the report of the well detailed account of the scheme. Councillor Edwards again suggested the formation of a Member and officer task group and whether there had been Member involvement in the scheme. He also queried whether the scheme would be completed in accordance with the press released issued.

The Chief Executive said staff had progressed the scheme following decisions taken by Members but accepted that costs were higher than originally planned. He confirmed the Welsh Assembly Government were so far paying an additional £255k towards scheme costs.

Councillor E W Williams said the report vindicated the decisions taken and the work carried out. He also expressed concern at the information leaked to the press regarding the scheme.

RESOLVED that Cabinet:

[a] receive the Review/Audit Report

[b] accept the following recommendations, based on the proposals made by Davis, Langdon & Everest in their report:-

1 Engage specialist assistance to act on the Council's behalf in dealing with the expeditious settlement of the final account with the contractor, so as to ensure that proper contract costs are not exceeded.

In view of the fact that Davis, Langdon & Everest have developed a considerable understanding of the scheme and have delivered the initial submission to budget and on time, it is agreed that Davis, Langdon and Everest's commission be extended to include supervision of the final account agreement.

Such an extension constitutes an exception to the tendering procedure in Contract Standing Orders (9.1(b))

2 The Consultants as appointed in 1 above review and check the design consultants' fees are acceptable, noting costs incurred should not exceed any potential savings.

[c] The report be passed to the Chair of Environment Scrutiny Committee for their consideration and scrutiny of the Contract Final Outturn, following the implementation of Recommendations [a], [b] 1 and 2 respectively.

12 CLWYD LEISURE - LEASE GUARANTEE [CABINET 2003 - 179]

Councillor R E Jones presented the report which requested Cabinet to review its previous decision to refuse the request for the Council to act as guarantor for an operating lease to Clwyd Leisure Limited [CLL] for the development of the basement of the Sun Centre as a fitness centre.

The Deputy Leader welcomed Ian Eldred, Chief Executive and Peter Lloyd, Finance Manager of Clwyd Leisure along with Councillor G Williams, Chair of CLL and Councillor A E Fletcher Williams, Member of CLL.

The CLL Chief Executive thanked Cabinet for the opportunity to detail their request for the Authority to act as guarantor and provided

Members with an aide memoire. He said his Board of Directors had approved the project business plan which had been prepared with help from a consultancy firm. He said grant awarding bodies did not usually support health and fitness facilities and CLL had no assets which could be used as security for a loan. He said the company reserves of £200k were earmarked for plant and unplanned breakdowns and as a cushion against any future decrease in attendance figures. He said without the Authority's support the development was unlikely to proceed and this would impact on the future CLL development programme.

The Corporate Director: Resources said Cabinet had previously given careful consideration to the request for the Authority to act as guarantor and they could reach the same decision again. However, the Authority now had a letter from an equipment supplier stating that, without the Authority acting as guarantor, they would not be able to supply the equipment.

The County Clerk confirmed that the unchanged Transfer Documents mentioned in paragraph 2 of Appendix 1 to the report had now been agreed in principle with CLL and these documents would be signed as soon as possible.

Councillor A E Fletcher Williams said whilst she understood Cabinet's earlier decision not to act as guarantor she felt this was shortsighted and that the use of the space as a health and fitness suite would be of benefit to all residents of Rhyl and the surrounding areas.

In reply to a query from Councillor J A Smith, the CLL Finance Manager confirmed that the high street banks and finance houses approached had not been interested in financing the project. It was confirmed that the CLL business plan had been received by the Corporate Director: Resources and with their agreement, a copy could be made available to Members if required.

Councillor E W Williams said the concept for the scheme was good and that a possible avenue for funding for CLL in the future would be business development grants, when funding was available. Long term funding of Trusts within Denbighshire needed to be the subject of a future debate.

Councillor G M Kensler said that whilst none of the Members were against the project or any other development in Rhyl, they had a duty of care to the Authority. The Chief Executive agreed with Members that the earlier decision had been correct, not to agree to be guarantor when the request had emerged at a very late stage. However, in the light of further information having been made available he advised members to act as guarantor on terms to be most advantageous to Council to protect the Authority's interests.

Councillor E A Owens, in responding to a query from Councillor P A Dobb, said it would be an enormous task if all Members had to examine the detail of the business plans before a decision was made. Councillor Owens said she was pleased to see the Health Service was in support of the development. She urged Members to agree the decision in principle and delegate the decision when all relevant information had been provided.

Councillor E C Edwards said he did not agree with delegating decisions involving such large sums of money.

The Chief Executive suggested Members agree the delegation requested in the earlier report.

Councillor P A Dobb voted against the proposal.

RESOLVED that Cabinet having reviewed its decision not to act as guarantor for an operating lease to Clwyd Leisure Limited for the development of the basement of the Sun Centre as a fitness centre in light of paragraphs 2.2 to 2.6 of the report it now agrees to delegate to the Leader, Lead Member for Finance and Lead Member for Promoting Denbighshire in consultation with the County Clerk and Corporate Director: Resources, authority to enter into an agreement to act as a guarantor for the Fitness Centre project, subject to Clwyd Leisure Ltd providing a suitable funding option and that the funding agreement provides the Authority with the level of protection required.

13 HOUSING STOCK CONDITION SURVEY [CABINET 2003 - 180]

Councillor P A Dobb presented the report seeking Cabinet approval to a single tender to appoint the consultants named in the report to carry out a further stock condition survey of the Council's housing stock to inform a decision on the future of Council housing.

Councillor P A Dobb said the number of housing stock to be surveyed had reduced to 3600 by excluding those who had applied for the Right to Buy which would lead to the survey costs reducing to £36k. However, an additional survey relating to asbestos was to be included which would raise the total cost to £49k.

RESOLVED that Cabinet agree to appoint the consultants named in the report to carry out a further sample stock condition survey of the Council's housing stock, to include a Level 1 asbestos survey, in accordance with Standing Orders 6.1E and 9.1C.

The meeting concluded at 1.30 p.m.

AGENDA ITEM NO: 3 [CABINET 2003 - 182]

CABINET MEMBER: Cllr P Dobb, Lead Member for Health and Wellbeing, Cllr J Smith, Lead Member for Social Inclusion

DATE: 16 December 2003

SUBJECT: Joint Review report

1 DECISION SOUGHT

- i) for Cabinet to adopt the Management Action Plan and the linked Summary Action Plan
- li) for Cabinet to agree the arrangements for monitoring progress against the Action Plan

2 REASON FOR SEEKING DECISION

- 2.1 The Authority is required to adopt formally the Action Plan responding to the recommendations of the Joint Review.
- 2.2 A copy of the draft Management Action Plan was tabled at full Council on 21st October when the Lead Reviewer formally presented the findings of the Joint Review. The Management Action Plan responds in detail to each of the Joint Review's 51 Priorities for Action, with action spread over three years. Financial implications and lead responsibilities are identified. The draft Management Action Plan has been widely circulated to user and carer groups and to other organisations and agencies involved in the Joint Review process. Copies are available in the group rooms.
- 2.3 The Management Action Plan, which was drawn up following consultation with staff, is a detailed document which sets out the sequence of actions required to achieve improvements in Social Services. However, it focusses on *the actions required to achieve improvements*, (which is essential for staff and managers), but not on *the difference we expect it to make to service users*.

- 2.4 A Summary Action Plan has therefore been drafted. This does not say different things or prioritise different things from the Management Action Plan. However, it focusses on targets and performance indicators which can be used to monitor progress in making a difference to the service the public gets.
- 2.5 As well as Cabinet adopting the Action Plan, the Joint Review Team have to confirm that the plan is fit for purpose. A “Handover Meeting” between representatives of the Audit Commission, the SSIW and the Authority is due to take place shortly when responsibility for monitoring the Action Plan will also be handed over to the SSIW and the Auditor. A “Sign Off” meeting, involving the same representation, will take place approximately 12 months after Action Plan approval to sign off the Joint Review process.

3. POWER TO MAKE THE DECISION.

NHS and Community Care Act 1990
Children Act 1989

4 COST IMPLICATIONS

There are no immediate cost implications involved in production of the Action Plan. Implications of the Joint Review report and Action Plan, in terms of investment levels in social care, will be considered through normal budget processes and have already fed into the 2003/04 and 2004/05 budget processes. Investment totalling over £2m in 2004/05 has been identified as needed to maintain service levels in the light of demographic change and increased costs of care, and to make essential service improvements, in line with Joint Review recommendations.

5 FINANCIAL CONTROLLER STATEMENT

Cabinet has agreed an initial additional on going budget allocation of £500k from the current financial year, for service improvements in response to the Joint Review. The position will be further considered as part of the budget setting exercise for 2004/5.

6 CONSULTATION CARRIED OUT

6.1 Copies of the Joint Review Report and draft Management Action Plan have been widely circulated to those involved in the Joint Review process, including

All County Council elected members

County Council Departments especially at Corporate Director and Head of Service level

User and carer groups

Voluntary organisations

Statutory agencies including the Local Health Board, the Conwy/Denbighshire Trust, the Police

Independent sector representatives

6.2 Consultees were asked to respond by November 21st, 2003.

6.3 The only written response came from the Local Health Board Executive Team.

On behalf of the Local Health Board, Alan Lawrie, Chief Executive wrote that "I can state that, overall, the LHB is very supportive of the plan, welcomes the opportunity to work with the Local Authority on the range of measures identified and feels that the Action Plan will be one of the key drivers within the HSCWB Strategy."

The LHB felt it was important for the funding required to implement the plan in each of the 3 years to be summarised, and for it to be identified how any funding gap would be addressed in priority terms and the impact of not funding particular items. (Note: This work has not been done across the 3 year time-span, but the current budget round for 2004/05 is crystallising priorities and risks, and this material will be shared with the LHB as will information about the way additional resources in 2003/04 have been allocated).

The LHB also wanted the local authority to make expectations of the LHB very clear to help focus joint working over the next 3 years.

The LHB response made a number of detailed comments, and asked for clarification on other points. By and large, the comments do not require specific changes to the plan, but identify further possibilities for joint working, caveats on workload and resource requirements (eg in relation to commissioning agenda for Children's Services), the need to ensure consistent sharing of strategic objectives and proposals, so as to ensure work is completely aligned across agencies.

6.4 In addition, a consultation meeting was held with user and carer groups representatives on November 26th when the Summary Action Plan was also available and discussed. Some detailed amendments have been made to the Summary Action Plan as the result. Not all comments have led to changes eg it is not possible to harden up targets in all areas when budgets remain very unclear.

The main comments were:

Older People: the Summary Action Plan does not contain enough detail; there should be more specific targets. Concern about use of terms such as "as funding allows". Important to stress need to tackle broader determinants of health, maximise use of services already in place eg via the County Council role in promoting the wellbeing of older people via good highways, transport, leisure, countryside services. Important to ensure that extra-care housing is not residential care by another name. Important to say that older people should have a choice eg of residential care or staying at home. Possibly too great a focus on social care working with health services- could lead to dominance of medical model of service delivery? Falls prevention work should be a priority.

Mental Health: Concern that social issues will be lost in an integrated "health led" mental health service; concern over role of Approved Social Workers in Integrated Mental Health Service; need to ensure seamless links with other services eg learning disabilities, older people. Need to keep current high quality of planning including voluntary sector and service users and carers. Formal working with independent sector not just an "Older People" issue. Voluntary organisations eg Samaritans, C.A.L.L. Playing critical role in

supporting EDT; without them the service would collapse. Should be aiming higher for reducing sickness levels.

Learning Disabilities: Proposed new Learning Disability Manager must have good links to Education, and to Children's Services to ensure good transition arrangements. Care Co-ordination approach could be useful first step towards developing an integrated service. In terms of strategies to maintain quality of services with increased numbers and limited budgets, avoid duplication of service provision to free up service capacity, look at commercial opportunities with work opps, look at other options for services eg Keyring Schemes, look at how other areas have developed low(er) cost services. Must look at equity of services in South Denbighshire. Must encourage greater take-up of Direct Payments to increase choice/flexibility. Must continue to address issue of ageing parents.

PDSI: Should look at ways to increase independence through independence training and reablement services. Need to develop suitable/better housing options via Registered Social Landlords. Availability of Occupational Therapy Services is vital to people with PDSI needs plus enough budget to meet OT recommendations (eg via Disabled Facilities Grants). Deaf-blindness not mentioned.

6.5 The Corporate Director of Lifelong Learning has responded to the Action Plan as follows:

"The Lifelong Learning Directorate will continue to support the initiatives noted to secure improved services, particularly for children's services. The key role of the Framework Partnership in securing better joined up actions is welcomed. There is good correlation between the targets and indicators in this Action Plan and the Education Strategic Plan 2003- 2006."

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

The Joint Review was a review of the way that the authority corporately discharges its Social Services functions, not just an inspection of Social

Services. Both versions of the Action Plan therefore include actions to be taken across the Council, not just within the Department.

8 RECOMMENDATION

i) that Cabinet adopts the Management Action Plan and the Summary Action Plan responding to the Joint Review Report

ii) that Personal Services Scrutiny Committee monitors progress against the Action Plan on a regular basis, and there is exception reporting to Cabinet on a quarterly basis, linked to the quarterly performance reports

iii) an annual conference with service user/carer representatives is organised to enable progress against the Plan to be tracked

**JOINT REVIEW - SUMMARY OF FINDINGS AND ACTION PLAN
2003/05**

DECEMBER 2003

Introduction

This leaflet summarises the main findings of the Joint Review and includes a summary of the Action Plan prepared by Denbighshire Social Services. It highlights action proposed between 2003 and 2005.

The leaflet is to help interested members of the public and service users track the Authority's progress in tackling recommendations made in the Joint Review.

Denbighshire Social Services was reviewed between January and March 2003 by a team working on behalf of the Audit Commission and the Social Services Inspectorate for Wales. The Review was part of a rolling programme covering the whole of England and Wales. The purpose of the Review was to give local people a clear and independent view of how well Denbighshire

- Responds to individual people who need information and help
- Plans for its population as a whole; and
- Manages its resources and performance

Overall summary from the Joint Review

The Joint Review Team said that despite sustained financial difficulties, some people in Denbighshire have continued to be well served by social services. Most adults' services are of good quality, particularly services for people with learning disabilities. Community support for older people and those with physical disabilities is, though, underdeveloped. Children's services continue to be severely stretched. Preventative family support and the fostering service need further development to ease the pressure of demand.

The Team said that the Authority has done well to recover from substantial debt, but service development has suffered. Elected members acknowledge that sustained investment is now needed to make good previous lower levels of investment in services. The Authority is starting to improve services but the process of organisational change is not yet complete. So, for the present, the Joint Review Team concluded that prospects of continuing improvement must be deemed uncertain.

Improving Services

The key areas for improvement are to:

- Give a significantly higher priority to the strategic commissioning of services;
- Invest in more preventative and rehabilitative services in children's and adults' services;
- Continue to improve the standards of childcare practice;
- Ensure that everyone is committed to improving services, based on a better use of information;
- Progress partnership initiatives with other agencies and authorities;
- Raise investment in the recruitment and retention of staff to stay competitive with neighbouring authorities

The Plan attached sets out what we propose to do to make improvements over the next 18 months. Targets and timescales are included.

Programme	Targets and performance indicators	Timescale
OLDER PEOPLE		
Commissioning health, social care and wellbeing services for older people	Statement of older people's needs, trends and, patterns of need to be completed, kept up to date and fed into the Health, Social Care and Wellbeing Strategy. (This will show the impact of the growing population of very old people in Denbighshire and what this means for services.)	Needs assessment completed December 03
	First draft of 3 year Health, Social Care and Wellbeing Strategy to be produced, identifying priority developments in older people's services	By April 2004 - Public Consultation to December 2004
	Costed and timed development plan completed to meet present and future needs in different parts of Denbighshire - for both Social Services alone and Social Services with health, housing etc.	During 2004
Developing new preventative /rehabilitative services for older people	Rate of older people helped to live at home kept at least to the Welsh average. This will be done through increasing the range of preventative and rehabilitative services e.g. through the Community Assessment Partnership, Contact Warden in private sector housing, Direct Payments, welfare rights support. We will set targets and establish monitoring systems to track our performance in: <ul style="list-style-type: none"> • Maintaining the rate of people helped to live at home above the Welsh average • Providing short-term services that help people to live at home and the success of short-term services in enabling people to live at home without further service input • The achievements of new specific preventative/rehabilitative services 	From 2003./04
	At least 1 extra care housing scheme to be developed	By April 2005
	More people connected to Piper Lifeline and upgrade of local authority sheltered housing started	By April 2005
	Denbighshire Conference of Older People to be held	Summer 2004
	Best Value Review of Services for Older People completed - showing i) how the County Council generally will help older people keep their independence and	By April 2005

	promote their wellbeing and ii) providing ways for older people to be recognised as involved and contributing to their communities	
Programme	Targets and performance indicators	Timescale
Developing new preventative/ rehabilitative services (cont'd)	Delayed discharge rates from hospital kept low; new schemes with the Local Health Board and the Trust started to avoid need for admission to hospital or residential care, including aiming to reduce the number of people suffering a preventable fall	As funding allows from April 2004
Developing existing independent sector services	Funding of independent care providers targeted to help reduce turnover of care staff and increase the stability of the sector. Subject to funding, increases will be above the rate of inflation.	From April 2004
	Quality of independent sector care services to be checked regularly by new Community Care Contracts Officer and Supporting People Contracts Officer	From April 2004
	More block contracts to be negotiated by Contracts Officer Care Brokers to be appointed. (Both measures are to ensure care is available and available promptly when needed)	From 2004/05, depending on funding
Developing existing local authority services	Future of local authority residential homes to be agreed	2,004
	Local authority home care service to be focused increasingly on rehabilitation services	from 2004/05
	Quality of services directly provided by the local authority to be tested by formally developing and monitoring standards. Performance against standards will be made public.	from April 2004
UNIFIED ASSESSMENT		
Streamlining arrangements for assessing needs across agency boundaries	Pilot of unified assessment approach undertaken in at least one service area within Services for Older People. Success of the pilot evaluated including using service user views of the effectiveness/benefits	2004/05
OLDER PEOPLE WITH MENTAL HEALTH NEEDS		
Developing specialist services	Specialist EMH Team to be established	During 2004

Programme	Targets and performance indicators	Timescale
CHILDREN'S SERVICES		
Improving cross-sector planning and provision for children	Service planning for children better joined up through strengthening the influence and performance of the Children and Young People's Framework Partnership, and the Area Child Protection Committee - performance against Action Plans/Business Plans to be monitored	from 2003/04
	Clear agreements to be made cross-agency about referrals and criteria for services for vulnerable children	2004/05
	Integrated Children's System (cross agency method of streamlining arrangements for assessing children and families' needs) implemented	from 2004
	Integrated Children's Centres providing services to Children and Families (e.g. pre-school and after school facilities, breakfast clubs, parenting support) to be opened in Rhyl and Prestatyn	Rhyl opens Spring 2004
	Community, preventative and rehabilitative services to be provided to over 3000 children/young people and 1600 families in Communities First and other disadvantaged areas, and to children with disabilities using Cymorth funding. (Figures submitted by projects may double-count if children and families benefit from more than one initiative). Effectiveness of services monitored and evaluated through Service Level Agreements and feedback from children, young people and families. Annual report to be produced.	April 2004- April 2006
	Overall funding for Child and Adolescent Mental Health Services (CAMHs) increased by the Local Health Board, with monitoring systems put in place to track improved access to services - including for Looked After Children	From 2003/04
	More people claiming the benefits they are entitled to via the "Quids for Kids" Campaign in Denbighshire	2004/05
Commissioning services for children in need	Written, timed and costed strategies to be completed for children with disabilities, (and linked with the work of the new Adult PDSI team), care leavers and Family Support	2004/05

Programme	Targets and performance indicators	Timescale
Commissioning services for children in need (cont'd)	More foster carers recruited and track record in keeping foster carers improved	By April 2005. Funding for intensive recruitment campaign agreed 03/04 - 04/05.
	Increased number of foster carers with NVQ qualifications. 25% of foster carers recruited before April 2004 to achieve NVQ	September 2005
	Foster care fee paying scheme to be introduced	From April 2004 (subject to funding)
	Placement breakdown rate reduced to Welsh average	By 2006
	Care Co-ordination pilot underway; learning shared with adult PDSI and Learning Disabilities services	Begins 2003
	Rapid Response Team up and running	Begins 2003
	Resources for Leaving Care Team to be identified; Modern Apprenticeships and other employment initiatives started. 80% of all pathway plans to be completed on time	2004/05
Performance Improvement Plan for Children's Services	All High and Medium priority cases to be allocated to an appropriately qualified and experienced worker	By December 2004
	Child Care social worker vacancy rate reduced from 30% (12 posts) to 15% (6 posts) - so that people get help earlier and there is a reduction in the number of social workers a child has. Where posts can not be filled permanently we will look to cover vacancies with competent agency staff.	By April 2005
	Assessments, care plans and reviews completed in line with national averages	By April 2005
	Workload management in place	In 2004
	Audit tool (checking system) to be used systematically to check that procedures, protocols and good practice in child protection are followed consistently by staff	from January 2004
	Corporate accountability framework, identifying who is responsible for what, and focussing on child protection to be adopted by the Council (This is a particular response to the Inquiry into the death of Victoria Climbié).	January 2004

Programme	Targets and performance indicators	Timescale
ALL SERVICES		
Recruitment and retention/workforce planning	The number of social worker vacancies throughout the Department to be reduced from 20% (16 posts) to 11% (9 posts)	March 2005
	Social Worker turnover rate to be reduced from a Departmental rate of 28% (21 posts) to 14% (10 posts)	March 2005
	Social work traineeships to be increased to 10 - this is so we have a better supply of social workers in years to come	2005
	Occupational Therapist traineeships introduced - linked to new local college course, to increase supply of OTs	2004
	Plan agreed for recruiting, training and retaining Approved Social Workers (ASWs)	2006
	More young people and those over 65 to be employed. Staff to have more flexible work patterns - this is so we have a better supply of social care staff	year on year increase to 2005, then review
	Good record in training our staff to be maintained, along with an increasing reputation for "growing our own" staff . Career paths, routes to traineeships, numbers of staff with recognised qualifications and secondment opportunities to be monitored.	from 04/05
	The new recruitment measures will specifically aim to increase the proportion of staff in all services who are Welsh speaking	In place
	Staff absence due to sickness to be reduced by 0.5% each year so that absence is reduced from 6.9% (10,959 days) in 2002/2003 to: <ul style="list-style-type: none"> • 6.4% in 2003/2004 (10,165 days) • 5.9% in 2004/2005 (9,731 days) 	by 2005
	Co-operation with other agencies and sectors on training and work-force planning to be prioritised. This will be underpinned by a 5% increase in: <ul style="list-style-type: none"> • The number of joint training schemes • The number of places on SSD courses available to the broader social care sector, service users and carers • The number of users and carers involved in the delivery of training events 	from 2004/05

Programme	Targets and performance indicators	Timescale
Using information and performance management	Useful and accurate information on social care activity, trends and costs is available to staff, other agencies, user and carer organisations to enable better planning and management of services and performance comparison. Information will be available every 3 months on Denbighshire's web site.	April 2004
	IT to be used to the full to improve the effectiveness of services to the public. This will include: <ul style="list-style-type: none"> • Increasing the range of public information on the web by 20% • Using the web as part of the consultation exercise for at least 5 different consultation exercises • Using the web as part of at least 2 user surveys • A year on year increase in the number of services available via the internet and take up • A year on year increase in the number of people accessing the web 	from 2004/05
	Programme of user surveys to be in place, with at least 10% of all clients to be surveyed each year. Surveys will have a specific focus on user satisfaction and outcomes	From 2004/05
	A more comprehensive programme of file audits will be put in place in all services to check performance against key practice standards	to be built up from 2003/04
	The Personal Services Scrutiny Committee will link up directly with user and carer groups to get their views on services. (The Scrutiny Committee has decided to focus on the topics of Older People (especially day care), services in rural areas, sheltered housing, staff recruitment and retention and Children's Services in the period up to the local government elections in May 2004)	From November 2003 - May 2004
Funding social care	Detailed review of budget requirements to be undertaken by Social Services and the Central Finance Department jointly	2004/05
	1% savings to be found from Adult Services and Business Support and Development budgets in 2004/05 (£216k) and reinvested in services	2004/05
	All Council resources, joint funding and external funding used to the full to support opportunities and independence for people who have social care needs - e.g. Council employment policies developed for vulnerable groups, access to Leisure Centres improved, Rhyl Regeneration Strategy implemented	from 2004

AGENDA ITEM NO: 4 [CABINET 2003 - 183]

REPORT TO CABINET

CABINET MEMBER: Councillor J A Smith, Lead Member for Social Inclusion

DATE: 16 December 2003

SUBJECT: Update on Children and Family Social Services

1 DECISION SOUGHT

Members are requested to;

- i. Continue to endorse the current approach to stabilising Children's Services (as outlined in Appendix 1).
- ii. Further note the potential budget implications of child care social work recruitment/ retention for 2004/05
- iii. Agree a further allocation at £43,207 to support short term recruitment measures for 2003/04.
- iv. Note the £86,413 for short term recruitment measures in Children Services for 2004/5

2 REASON FOR SEEKING DECISION

2.1 On 25/09/03, Cabinet received a report outlining the fragile position of Children and Family Social Services in Denbighshire. Some of the current difficulties have their roots in long term issues for Children's Services which have been outlined in the Joint Review Report, that was presented to Cabinet on 21st October 2003. A significant factor is the recruitment and retention of Child Care Social Workers and Managers. The report in Appendix 1 outlines the current position and progress made over the past 12 weeks.

2.2 Summary of Current Position and Plan of Action

(I) Social Services will continue to implement the established Risk Management Action Plan.

(II) Overseas recruitment will be progressed as a partial approach to filling the current and ongoing 30% social work vacancy rate in Children's Social Services.

(III) Services to the 60 children who are currently unallocated in the Intake & Assessment Team will be progressed by recruiting a small team of experienced social workers using a London based recruitment agency.

(IV) These posts will be supernumerary to the existing establishment and have significant associated costs. This team will be in place for a maximum of six months, and their presence will enable the existing Intake & Assessment team to focus on new and incoming work. Their remit will be to work themselves out of a role within this time period and ensure all children in the Intake and Assessment Service have access to a social work assessment. A manager has been identified and is expected to commence in January 2004.

(V) The previous Cabinet Report drew attention to the need to further strengthen the overall staffing establishment in Children's Services. Improved workload and reduced spans of control have a significant role to play in both recruitment and retention, and will address the long term service delivery issues canvassed within the scope of this report. The permanent recruitment of a further Team Manager, 3 Deputy Team Managers and 6 social work staff is a cornerstone of Children's Services 2004/05 budget bids. Attention is also drawn to the bid to recruit an additional Human Resources Officer on a permanent basis, as this will be important to ensure the successful implementation of the overseas recruitment initiative.

3 POWER TO MAKE THE DECISION

- Children Act 1989,
- Leaving Care Act 2000',
- Adoption and Children Act 2002

4 COST IMPLICATIONS

- 4.1** Cabinet has previously agreed £62,000 additional resources for Children's Services. This is the sum required to fund the overseas recruitment initiative.
- 4.2** National and regional advertising above the resources currently available within the budget, including the development of brand imaging for Denbighshire Social Services - £10,000
- 4.3** Recruitment of locum Human Resources Office, November 2003 - March 2004: £14,000
- 4.4** Agency and accommodation costs for supernumerary team from January 2004 to June 2004:
- Manager, £36,016
 - 3 Social Workers £99,549
 - Parent Support Worker £6,261*
 - Part-time Administrative support, £7000*

* these will not be provided by an agency but will be recruited by Denbighshire.

- 4.5** The activity outlined in paragraph 4.2, 4.3 and 4.4 will be in operation for a six month period commencing in Spring 2004, straddling two financial years. The total cost of actions in paragraphs 4.2, 4.3 and 4.5 is £172,826; £86,413 for each financial year.
- 4.6** It is proposed that Social Services fund 50% of the 03/04 costs from savings to existing budgets therefore £43,207 is requested.
- 4.7** The £86,413 costs for 04/05 will be included within relevant budget bids for next year.

5 FINANCIAL CONTROLLER STATEMENT

- 5.1** This pressure is apparently caused by a national shortage of Children's Social Workers and Denbighshire's poor position in terms of attracting staff from elsewhere.
- 5.2** The allocation of additional funding for services from the Council Tax windfall that was approved by members in the Autumn has

been reviewed. There is significant slippage in the need to spend on the rental of office space at the former Zurich building. This slippage should mean that if members are minded to agree this further increase, the spend can be accommodated within this saving.

- 5.3** The Council and its predecessors have on occasion used a system of 'market supplements' to help recruit and retain staff where difficulties have arisen. This option is significantly cheaper than using agency arrangements and can lead to more stability in staffing. This option should be considered for next financial year and future years until the position stabilises.

6 CONSULTATION CARRIED OUT

- 6.1** For the Risk Management Action Plan: Denbighshire Area Child Protection Committee, including Dr. Horrocks (Conwy and Denbighshire Trust Chair), Alwen Ingledew (Conwy and Denbighshire NHS Trust), Sylvia Jones (Lifelong Learning), Rachel Shaw (Conwy and Denbighshire NHS Trust), DCI Kevin Evans (North Wales Police), Social Services Inspectorate for Wales.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1** Ability to deliver the underlying principles espoused by the Corporate Parenting Statement and Checklist under threat.
- 7.2** Development of early intervention and preventative measures in line with the Children and Young People's Framework compromised.

8 RECOMMENDATION

Members are requested to:

- 8.1** Endorse the ongoing approach to stabilising Children's Services.
- 8.2** Approve the one-off allocation of £43,207 to support short-term recruitment measures in 2003/04, to be funded from the savings in office rentals identified in paragraph 5.2.

- 8.3** Support the one-off allocation of £86,413 to continue short term recruitment measures in 2004/05
- 8.4** Agree to receive a further report in March 2004.
- 8.5** Note the other potential budget implications for 2004/05 (paragraph 2.2 (v)).

Update Report - Children and Families Social Services 25/09/03 to 12/12/03

1. Current Staffing Position

1.1 As of 25/11/03, out of a workforce of 39 social workers, 12 posts were vacant representing a vacancy rate of 30%. During the period since the last report, there were 4 new appointments which were largely offset by the departure of 3 staff members. This is a repeating pattern and a further 2 new appointments will be offset by a similar number of departures. The net position since September 2003 is an increase of 1 social worker. However, in real terms, there has been an overall loss to the Department as the level of staff turnover creates:

- Additional training and staff development costs;
- Loss of local knowledge and experience, some of the workers we are about to lose are highly experienced;
- Discontinuity for service users, colleagues and partner agencies.

1.2 Responses to both national and regional advertising remain poor and it is noteworthy that management posts have required re-advertising. Nine locum staff are currently employed by the authority on a full or part time basis. The cost of these staff range from an average of £25 to £35 an hour, compared to an average in-house hourly cost of £15. The culmative impact upon the budget of this level of reliance on locum staff remains significant.

2. Action Taken

2.1 A temporary Human Resources Officer has been appointed to work on a dedicated basis for 6 months on Children's Services recruitment. This post has also proved difficult to fill, and it has been operational for only 4 weeks.

2.2 Contact has been made with over thirty social work agencies on a nation-wide basis. They have been invited to tender proposals, to assist Denbighshire in recruiting staff on a short term, medium and permanent basis. None of these agencies has been able to provide proposals to assist with the recruitment of permanent staff. Denbighshire has been

advised that to attract staff from other parts of the UK, a substantial increase in social worker pay rates would be required (Denbighshire Rates are: Social Worker £19,185-£24,911k, Senior Practitioner £24,048-£25,911k). To attract staff out of metropolitan areas salaries need to increase by between £3-5,000. This is not an option that can be considered.

- 2.3** Ongoing contact with local social work agencies has been maintained, occasionally they are able to supply locums for a short period of time.
- 2.4** The possibility of overseas recruitment has been explored in some detail. The authority has been advised by agencies working both within the UK and the international recruitment market that this method of recruitment is likely to be the only means of recruiting to fill the large deficit in our current staffing position.
- 2.5** Given the worsening position over the past 3 months, and the failure of extensive regional and national efforts to resolve the shortage of staff, this option will now be progressed.
- 2.6** The outline proposal is to recruit between 6 and 8 social workers from either Canada or New Zealand who would come in to work for Denbighshire for a minimum period of 2 years. Other Welsh and English authorities have used this approach, and if managed carefully, it could bring to the authority workers of a high-calibre who are able to offer a period of stability. Thus raising the quality of intervention for service users and providing relief for our permanent staff. Detailed proposals will be developed in December, with a view to commencing the process in January 2004. Depending on the methodology selected, overseas social workers will arrive in Denbighshire between April and September 2004.
- 2.7** It should be noted that this approach is one of a number of strands of recruitment and retention activity that will continue to be progressed in parallel. These include continuing to invest in social work traineeships, creative use of unqualified staff, developing career Pathways, improving management and supervision structures, and continuing to provide good training opportunities. Overseas recruitment has the potential to provide a period of relative stability, during which time these ongoing measures can begin to take effect.

3. Risk Management; Service Delivery Issues

- 3.1** The Risk Management Action Plan, previously reported to Cabinet, remains in place. The aim is to ensure that those children who are most vulnerable are prioritised for service and that child protection services continue to be delivered in a safe and efficient manner. All open cases to Children's Services have been triaged as high, medium, or low priority, although noting that all these cases have met the eligibility criteria for service.
- 3.2** Despite this activity, some 60 children at any one time are not receiving an active social work service and are waiting assessment and allocation. Of this number, 26 have been identified as high priority and 17 as medium priority.
- 3.3** Within the available establishment, there is insufficient capacity to comprehensively assess these children whilst continuing to respond to new child protection work that is referred into the department; maintaining services to children on the Child Protection Register and those in care proceedings and delivering services (although significantly reduced) for Children Looked After. At the present time, 60 Children Looked After do not have an allocated social worker in Denbighshire, although they are being seen on a rota basis by unqualified staff. All children on the Child Protection Register are allocated and are being seen within statutory time scales.
- 3.4** Partner agencies are monitoring those children who are awaiting a service. This however is no substitute for social work assessment and planned intervention. The risks attached to having a significant number of children awaiting to receive a social work service are significant. Attention is drawn to the Social Services Inspectorate Wales report that has received widespread coverage in relation to Cardiff Social Services, who in November 2003 were strongly criticised for having 80 children's cases awaiting assessment. Denbighshire is in a similar position, with over sixty children awaiting assessment, this position must not be allowed to continue.
- 3.5** On several recent occasions children have been left in vulnerable situations for longer than would have been preferred before Children's Services took action to secure their health and safety. The risks associated with such delay are self evident.

- 3.6** In addition to the individual and corporate risk associated with such a high level of unmet need, there are significant associated opportunity costs. For example, over the past eight weeks, nine children have been made subject to care proceedings, some of whom were awaiting allocation, and thus were receiving no active service at the time when their circumstances deteriorated. The average cost of care proceedings is £1,875 per case and the average cost of looking after a child per annum is £23,296. Thus, in a two month period, this action has committed Denbighshire to an additional £226,539 expenditure for the next 12 months alone.
- 3.7** Early recognition and intervention is a critical factor in keeping children out of these high-cost and resource intensive services. The longer the department remains in the position of focusing on high priority work, the more resources will be drawn into this type of activity with significant implications for the budget in 04/05.
- 3.8** Although the focus of this report concerns risk management for Children in Need and recruitment and retention. Noteworthy are the increasing pressures upon Denbighshire fostering and residential placement provision. The Fostering Service is significantly underdeveloped and has insufficient capacity to respond to the needs of Denbighshire's Children in Care. A shortage of placements is leading to overcrowded foster homes which are exceeding the terms of their registration.
- 3.9** There is a direct relationship between this experience and the rates of placement breakdown in Denbighshire, which ranging between 20-25% is almost three times the national average of 8% and a cause for significant concern.
- 3.10** Ongoing efforts are being made not to displace these pressures with expensive independent sector provision. Members are advised that this approach to continuing expenditure has potential potentially a negative impact on a significant number of Denbighshire's most vulnerable children.

AGENDA ITEM NO: 5 [CABINET 2003 - 184]

REPORT TO CABINET

CABINET MEMBER: COUNCILLOR E WILLIAMS

DATE: 16 DECEMBER 2003

SUBJECT: CORPORATE QUARTERLY PERFORMANCE REPORT

1 DECISION SOUGHT

1.1 That Cabinet consider the Corporate Quarterly Performance Report (Appendices I and II).

1.2 That Members monitor closely the progress towards target of the statutory performance indicators with a view to considering any issue in greater depth as deemed necessary.

2 REASON FOR SEEKING DECISION

2.1 Section 4 of the Local Government Act 1999 gives the National Assembly for Wales the power to specify performance indicators and performance standards in respect of the way in which authorities exercise their functions. Each year authorities must publish in the Improvement Plan end of year figures for each statutory indicator identified in the annual National Assembly guidance on performance indicators. These indicators are then subject to external audit.

2.2 Denbighshire County Council's performance management system requires each service to produce a quarterly performance report which provides an update on progress against statutory and local indicators, budget and key actions. Upon receipt of the reports, officers from the Performance Management Unit meet with the Scrutiny Support Officers and any performance issues are highlighted in a report to the relevant Scrutiny Committee, which includes the response of the appropriate officer. An amalgamation of the issues highlighted to the Scrutiny Committees and the officer's response is provided for Cabinet members in Appendix II.

3 POWER TO MAKE THE DECISION

Performance management is a key element of the Wales Programme for Improvement which is underpinned by the statutory requirements of the Local Government Act 1999.

4 COST IMPLICATIONS

There maybe cost implications to the achievement of some statutory performance indicator targets.

5 FINANCIAL CONTROLLER STATEMENT

There are no obvious major cost implications resulting from the content of the report. Any future impact upon service costs will need to be contained within the service budgets concerned.

6 CONSULTATION CARRIED OUT

6.1 Quarterly Performance Reports are produced by Heads of Service for Directors and copied to the Performance Management Unit. The reports are the subject of Departmental Management Team meetings and are reviewed by Performance Management and Scrutiny Support Officers and distributed to the relevant Scrutiny Committees. A Review Of Quarterly Performance Report is produced for each Scrutiny Committee which includes the comments of the appropriate officer. This information is then amalgamated into a Corporate Quarterly Performance report which provides a narrative of the key issues and data for each quarter against all statutory performance indicators. The corporate report is presented for consideration to the Corporate Executive Team and Cabinet.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

Statutory performance indicators impact upon all policy areas including corporate.

8 RECOMMENDATION

8.1 That Members consider the Corporate Quarterly Performance Report (Appendices I and II) and consider any issues in greater depth where appropriate.

Corporate Quarterly Performance Report

The purpose of this report is to highlight to Cabinet Members and the Corporate Executive Team the issues raised in the review of quarterly performance reports to Scrutiny Committees and the appropriate officer's response.

The report will detail by Directorate, the relevant statutory performance indicator, the performance issue and where appropriate, the officer's response.

1.0 Chief Executive's Department

1.1 Social Inclusion Policy

Indicator:- Domestic burglaries per 1000 households (NAWPI 12.1), Violent crimes per 1000 population (NAWPI 12.2), Vehicle crimes per 1000 of the population (NAWPI 12.3)

Issue:- It is not clear whether the data for these indicators is cumulative or not

Mike Denman's Response:- *The data is cumulative*

Indicator:- Violent crimes per 1000 of the population (NAWPI 12.2 a – d).

Issue:- There is no target for 2003/2004 and a baseline figure is provided for 12.2 a - d for 2002 - 2003.

Mike Denman's Response:- *the target relating to violent crime is a reduction of 11% per year - this was set by the Community Safety Partnership in July and was included in the latest quarterly report. However, targets for (NAWPI 12.2 a –d) have not been set as it was a new indicator and no baseline data was available.*

1.2 County Clerk's Department

Indicator:- Percentage of standard searches carried out in 10 working days. (NAWPI 7.7)

Issue:- If the figure is cumulative this would not suggest an improvement in performance?

Ian Hearle's Response:- *The figure is cumulative and has initially been affected by holidays and a staff shortage, which has now been resolved. However, the trend for Quarter 2 has improved and with a full compliment of staff the target should be achievable.*

Chief Executive's Comments

No additional comments

2.0 Resources Directorate

2.1 Central Personnel

Indicator:- The number of working days/shifts per Full Time Equivalent lost due to sickness absence (NAWPI 1.10)

Issue:- It is of concern that the sickness absence figures are not available for Quarter 2.

Linda Atkin's Response:- *The production of Quarter 2 absence figures was delayed due to absence and workload. However, we are pleased to report that absence has reduced further with absence for Quarter 2 at 4.46% and average number of lost days at 2.5 for the quarter, bringing cumulative figures for the first six months of the year to 4.61% with average number of days lost per employee for the 6 months of 5.23 days.*

2.3 Benefits

Indicator:- Average time for processing change of circumstances and percentage of renewal claims processed on time. (NAWPI 11.3b and 11.3c)

Issue:- The data shows a decline in performance.

Jackie Walley's Response:- *"The Verification Framework was introduced on 30/09/2002. As reported in the previous quarter it was predicted there would be an impact on performance this quarter due to the immense changes for both customers and staff.*

Claims are taking longer to process as the Benefits are having to write to customers for information they have not provided with their forms, they have not had to do this previously but will be familiar with the process on the next renewal". The service is processing new claims in an average of 44 days, this includes the time it takes to write out to customers requesting further information. The target given by the Department for Work and Pensions is 36 calendar days. Benefits has analysed the information and the delay is with our customers supplying the information and not processing delays. In an attempt to improve this situation we are converting four of our processing posts to become visiting officers, these officers will go out to our customers to assist them. This will be monitored very closely to ensure that by utilising the resource in this manner it will not have an adverse effect on our processing.

2.4 Corporate Property Unit

Indicator:- The percentage of the Authority's buildings open to the public and that are suitable for and accessible to disabled people (NAWPI 1.15).

Issue:- The target of 50% appears unachievable

Chris Taylor's Response:- *The target of 50% will not be met in the current financial year. This is attributable to an increase in the number of properties requiring works and an increase in the scale of work required. The background is as follows:-*

The 50% target was equivalent to 30 properties. Works to only one property £1.0m has been allocated to address DDA works, with £0.7m available for 2002/03 and the remaining balance of £0.3m for 2004/05.

The £0.7m provision for 2002/03 was originally expected to address the target of 50% of properties. The total number of properties requiring works had to be increased to include tenanted properties such as the Rhyl Sun Centre. This arose following revised interpretation of the DDA legislation. The effect of this was to reduce the target to 45%. Site inspections of the properties following completion of the IPF access audit have identified that the scale of works to be undertaken is far greater than originally envisaged. There is also a substantial budgetary impact as a result of having to

include tenanted properties in the programme of works to be undertaken. The latest estimates of works costs indicate that the allocation of £0.7m will address 10 properties(15.2%). This is expected to be achieved by the end of 2002/03.

Asset Management Committee is kept informed of progress with this topic.

Corporate Director of Resources' Comments

The greatest concern is the issue raised in relation to the Disability Discrimination Act. As indicated the current level of estimated funding is understated and in addition the timescale of October 2004 for completion is threatened.

A full report is currently being prepared for circulation to all members and will be distributed at Cabinet in December.

Staff should be congratulated on achieving a further reduction in absence levels.

On a further positive note, it is pleasing that a number of resources services are deemed to have good local performance indicators in place.

3.0 Environment Directorate

3.1 Transport and Infrastructure

Indicator:- Number of days of temporary traffic controls or road closures caused by LA road works per km of traffic sensitive road (NAW PI 6.6).

Issue:- There are 3 projects currently over run. What are the factors impacting on this? E.g. poor project management

Steve Kent's Response:- *There are several factors, which have contributed to this PI going beyond target levels. The 3 schemes, which contributed, most to the problem are as follows;*

1. St Asaph Cathedral corner - delayed due to overrun of Assembly A55 scheme, which preceded it. Progressing two major schemes simultaneously in St Asaph was considered to be unacceptable in congestion terms. Funding for our scheme was time limited. Only option

was to construct in a traffic sensitive period, or risk the scheme not going ahead.

Also discovered unforeseen problems with drainage systems not originally intended to be within the scope of the scheme. Opportunity taken to deal with several issues while the work was in progress.

2. Mill Street, Llangollen - scheme delayed due to unforeseen problems encountered during excavation for reconstruction. This lead to delays into the traffic sensitive period.

3. Mwrog street flood scheme, Ruthin - delays elsewhere on the scheme due to a combination of unforeseen conditions and difficulties with land access pushed works on the A525 back into traffic sensitive period.

Further exacerbated when the A525 works were themselves delayed by the discovery of 11 uncharted buried services, occasioning further interruption of traffic flows.

3.2 Planning

Indicator:- The number of advertised departures from the adopted development plan as a percentage of total permissions granted (NAWPI 7.3).

Issue:- An error was made in the calculation in Quarter 1 (April - June). It should be 0.79 and not 0.71 as reported in the 31 July 2003 Quarterly Performance Report. It has been corrected in this report. This percentage figure is not cumulative. 258 decisions were made in this quarter and only 3 granted permissions were departures from the development plan.

3.3 Public Protection and Regulatory Services

Indicator:- Percentage of population served by a kerbside collection of recyclables (NAWPI 5.7)

Issue:- A target of 44% has been set for this indicator and published in the Improvement Plan 2003/04 but there has been no data submitted for the first 6 months. Is this target achievable?

Gary Sumner's Response:- *Yes. This scheme will be rolled out to 22,000 properties across Denbighshire with the service commencing on the 8 December 2003. 22,000 equates to 50% of households in the County."*

Indicator:- The percentage of food premises inspections that should have been carried out that were carried out for a) High-risk premises b) Other premises (NAWPI 8.1a & 8.1b)

Issue:- It is noted that only 6% of other premises inspections were carried out in this quarter?

Gary Sumner's Response:- *The service tried to concentrate on the high risk visits at the expense of the low risk. Also the Trading Standard Officer's (who do the low risk visits) have been involved in consumer safety checks on firework licensees, electric blanket survey for the over 60's and Under Age Sales. All the TSO work was scheduled so that the service could demonstrate its commitment to Health Alliance and Community Safety.*

Corporate Director of Environments' Comments

Problems have been caused in a number of services due to long term absences of key staff, or because of the impact of the restructuring programme, which is currently ongoing.

As the restructuring process evolves, and new posts are filled, information will be provided. In some cases, most notably the local performance indicators for the former Consultancy Services, it is likely that new LPIs will be required which are more relevant to the management of performance of the service. A similar review will be carried out in each of the new services, in order to ensure that the right aspects of performance are being measured, and that these are relevant to that service.

4.0 Personal Services Directorate

4.1 Housing

Indicator:- Average relet times for local authority dwellings let during financial year (NAW PI 4.7).

Issue:- It is noted that the performance has improved gradually during 2003/2004 from the final figure of 52 days for 2002/2003 to 43 days for the first quarter and 41 days for the second quarter. This performance is ahead of the target set for 2003/2004. Comments from the Head of Housing Services indicated previously that the improved performance was a mixture of better supervision and reduced turnover. Is this still the case ?

Paul Quirk's Response:- *Confirmed improvement due to better supervision and reduced turnover.*

Indicator:- Percentage of repairs completed within target time (NAW PI 4.10).

Issue:- The performance for this indicator with regard to the percentage of both emergency and urgent repairs completed within target times has improved during the second quarter.

In particular the figures for those works classed as urgent indicate an area of improvement in performance, as opposed to the first quarter.

(a) classed as emergency

2002/03 data – 91.47%, Q1 - 91.5%, Q2 – 93% (target 95%)

(b) classed as urgent

2002/03 data – 84%, Q1 - 74.4%, Q2 – 91% (target 90%)

The Head of Housing Services has been asked to expand as to the reasons for the improved performance during the second quarter, in particular for urgent repairs.

Paul Quirk's Response:- *There has been some tightening up of the reporting procedures in advance of the Best Value Review, and the reduction in voids work does allow more time for responsive repairs. Other than this it is difficult to explain the improvement until the Best Value Report is ready next month.*

Indicator:- The average time taken to complete non-urgent responsive repairs (NAW PI 4.11)

Issue:- Similar comments to NAWPI 4.10, performance for the second quarter stands at 42 days, an improvement from 44 days from the first quarter and a significant improvement from the 58 days report in the second quarter for 2002/2003. The Head of Housing Services has been asked to comment as to whether this improvement is as a result of any recent reviews of systems / procedures, or a reduction in the number of requests.

Paul Quirk's Response:- *see response above for NAW PI 4.11*

4.2 Social Services

General Comments:-

As Members may recall at the time of reporting on the last quarter, Social Services were awaiting the installation of software to enable the Department to extract performance data. The software has now been installed and reporting via care.comm is now up and running. Having developed systems to extract and track NAWPI data the Department will develop local data sets

to help streamline the monitoring of activity, performance and trends at a Departmental, Service and Team level.

Indicator:- Stability of placements of children looked after by the authority by reference to the percentage of children looked after on 31 March in any year with three or more placements during the year (NAWPI 3.1)

Issue:- Performance quarter 2 – 8.70% target <15%

Performance is running outside with the target to reduce the number of moves from 20% (02/03 out turn) to less than 15%.

However, even if an out turn of 15% is achieved this will place the Authority in the bottom quartile based on 02/03 data. A sustained approach to achieving placement stability is needed including investment in Foster care and the full implementation of the Department's Placement strategy.

Indicator:- The percentage of young people in care on their 16th birthday who have a care plan and / or pathway plan for their continuing care (NAWPI 3.3).

Issue:- Performance Quarter 2 - 23.08%, Target 75%

Nicola Francis' Response:- *Performance for this PI is extremely low and the annual target will not be achieved. There have been significant staff vacancies in the Leaving Care Team. The Department is in the process of recruiting a Senior Practitioner to the Team which will increase capacity.*

Indicator:- The percentage of first placements (for looked after children) beginning with a care plan in place (NAWPI 3.4).

Issue:- Performance Quarter 2 - 23.33% , Target 80%

Nicola Francis' Response:- *Children and Family Services have faced real pressure in terms of capacity and volume. Performance against this PI has remained poor. Feedback from Operational Services suggest that as a consequence of pressures staff are not always completing underpinning paperwork. A risk management plan has been drawn up which aims to focus attention on identified risk. Performance against this PI and the need to improve will be considered as part of the review of*

priorities arising from the risk management plan.

Indicator:- – The rate of delayed transfer of care for social care reasons per 1,000 population aged 75+ (NAWPI 3.8).

Issue:- Performance Quarter 2 - 0.42 , Target 2.53

Neil Ayling's Response:- Excellent performance continues. Data from 01/02 and 02/03 shows that traditionally the highest proportion of delayed transfers of care occur over the next 6 months (the winter period). Therefore based on previous performance we should anticipate a downturn in performance in the next 6 months. However it is expected that the performance should come out on target and remain within the top quartile in Wales for this Performance Indicator.

Indicator:- The percentage of children on the child protection register whose cases should have been reviewed that were reviewed (NAWPI 3.12).

Issue:- Performance Quarter 2 - 59% - Target 95%

Nicola Francis' Response:- *Poor performance for this area is linked to significant staffing pressures over the summer period deriving from vacant posts and illness. Some of the reviews that did not happen on time due to illness involved a large number of siblings. For example, for the period ending 30/06/03 nine children who were not reviewed within the appropriate timescale came from two families. For the period ending 30/09/03 fifteen of the children who were not reviewed in prescribed timescales came from three families.*

It is important to note that the reviews did take place albeit outside time. One family of four children was not reviewed because the Department had gone into Care Proceedings and this process overtook the child protection process.

At the time of compiling this information, there are currently 19 vacancies in the childcare service (including management posts). A risk management process has been agreed by the Area Child Protection Committee (ACPC) which aligns available staff to those most at risk. Improved performance for the next quarter is anticipated.

Corporate Director of Social Services' Comments

No additional comments.

5.0 Lifelong Learning Directorate

5.1 Education

Indicator:-Percentage of primary schoolclasses with more than 30 pupils in years (A) Reception to Yr 2 inclusive and (B) Yr 3 to Yr 6 (NAWPI 2.12)

Issue:- In respect of (A), it is noted that the percentage figure of 1.4% relates to 2 classes out of 143 classes with more than 30 pupils and they are both in Welsh Medium Schools and are covered by the "Exceptions" clause. In respect of (B), it is noted that the percentage figure is 17.7%. Could the actual figure for (B) be provided?

Ieuan Lloyd Roberts' response:- *The actual figure for (B) is 33 out of 186 classes.*

Indicator:- Percentage of statements of special educational needs, excluding those affected by the “exceptions to the rule” under the SEN Code of Practice (i) prepared within 18 weeks (ii) finalised within 26 weeks. (NAWPI 2.13)

Issue:- It is noted that the percentage figures are reported annually, in February. It would be useful if actual figures could also be reported, to enable Members to have a more meaningful comparison.

Ieuan Lloyd Roberts' response:- *When these figures are reported to the scrutiny committee in February, both percentages and actual figures will be included.*

Comments of the Corporate Director, Lifelong Learning

It is pleasing to note that the Statutory Performance Indicators for both Culture and Leisure Services and Strategy and Resources are so far achieving, and in some cases exceeding, their targets. In respect of Education Services, the Lifelong Learning Scrutiny Committee have requested that the 2003 examination results be scrutinised in detail, and this will be done at their meeting on 10th December. This review will naturally take in to account the Statutory Performance Indicators for the service.

Staff should be congratulated on the number of good local performance indicators in place. Further work will be carried out to ensure more precise definition of a few PI's to assist Members' understanding of the service being measured.

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
KEY:	Target Slippage ↓	Arrows denote progress against 03/04 Targets										
	On Target →											
	Ahead of Target ↑											
COMMUNITY SAFETY												
1.16 a	Number of racial incidents recorded per 100,000 population recorded. CUMULATIVE	Cllr D Morris : Mike Denman	Not set	78	See note below	See note below						Not set as yet
1.16 b	The percentage of racial incidents that resulted in further action	Cllr D Morris : Mike Denman	Not set	100%	See note below	See note below						Not set as yet
Note:	Currently the authority has no process in place to collect this information. The post of an Equalities Officer will assist with implementing such a process.											
1.17	The number of domestic violence refuge places per 10,000 population, provided or supported by authority	Cllr E Edwards, Mike Denman	4.29	4.19	4.19	4.19	→					4.19
12.1	Domestic burglaries per 1,000 households and percentage detected. CUMULATIVE	Cllr E Edwards, Mike Denman	11	14	3.03 12%	3 8%	→					12% reduction to 12.36 per 1000 households
12.2	Violent crimes per 1,000 population and percentage detected. CUMULATIVE	Cllr E Edwards, Mike Denman			4 38%	6 31%	→					11% reduction to 20.66 per 1000 households
12.2 a	Violent offences committed by a stranger per 1,000 population.	Cllr E Edwards, Mike Denman		12	2	3						Not set, new indicator no baseline data available
12.2 b	Violent offences committed in a public place per 1,000 population	Cllr E Edwards, Mike Denman		13	2	3						Not set, new indicator no baseline data available
12.2 c	Violent offences committed in connection with licensed premises per 1,000 population	Cllr E Edwards, Mike Denman		2	0.5	0.4						Not set, new indicator no baseline data available

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
12.2 d	Violent offences committed under the influence per 1,000 population	Cllr E Edwards, Mike Denman		5	0.7	0.9						Not set, new indicator no baseline data available
12.3	Vehicle crimes per 1,000 population and percentage detected. CUMULATIVE	Cllr E Edwards, Mike Denman	13.36	14	4 7%	3 5%	↓					10% reduction to 12.98 per 1000 population
Note:	NAWPI's 1.17/12.1/12.2/12.2a/12.2b/12.2c/12.2d/12.3 will be discussed for clarification of definition and data given in a meeting with Mike Denman and Steve Hatton.											
12.4 a	Has the authority established a corporate strategy to reduce crime and disorder in their area? If no, go to (b)	Cllr E Edwards, Mike Denman	Yes	Yes	Yes	Yes	→					Yes
12.4 b	Has the BV authority established a timetable for doing so?	Cllr E Edwards, Mike Denman	Not applicable	Not applicable	Not applicable	Not applicable						Not applicable
CORPORATE GOVERNANCE												
1.1 a	The level of compliance with the authority's approved Welsh Language Scheme (Service delivery)	Cllr D Morris, Eryl Davies	Good	Fair & Improving	Annual reporting	Annual reporting Jan 04						Good
1.1 b	The level of compliance with the authority's approved Welsh Language Scheme (Scheme Management)	Cllr D Morris, Eryl Davies	Good & Improving	Good & Improving	Annual reporting	Annual reporting						Good & Improving
1.2	The level of CRE's "Standard for Local Government" to which the authority conforms	Cllr D Morris, Eryl Davies	Level 2	Level 1	Level 1	Level 1						Level 2
COUNTY CLERK'S DEPARTMENT												
1.3	Number of complaints to an Ombudsman classified as maladministration	Cllr E Williams, Ian Hearle	0	0	0	0	→					0
1.4	The percentage turnout for local elections	Cllr E Williams, Ian Hearle	35%	48%	N/A	N/A						35%
7.7	The percentage of standard searches carried out in 10 working days. CUMULATIVE	Cllr M German, Ian Hearle	35%	68.45%	23.13%	32.27% cumulative see Appendix I	↓					65%
ICT												

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
1.5	The percentage of interactions with the public which are capable of electronic service delivery and which are being delivered using internet protocols etc. Annually	Cllr D Morris, Peter Wickes	45.5% average	46.9% average	Annual reporting	Annual reporting April 04						57.5% average
FINANCE AND PROPERTY												
1.6	The percentage of undisputed invoices paid within 30 days.	Cllr A Owens, Cemlyn Foulkes	100%	92%	Annual reporting	Annual reporting						100%
1.7	The percentage of Council Tax collected. CUMULATIVE	Cllr A Owens : Ken Jones	95%	96.19%	30%	58.20%	↑					96.50%
1.8	The percentage of non-domestic rates which should have been received during the year that were received. CUMULATIVE	Cllr A Owens, Ken Jones	93.22%	96.14%	34.88%	60.55%	↑					96.50%
1.15	The percentage of the authority's buildings open to the public that are suitable for accessible to disabled people	Cllr R Webb, Stephen M Williams	Not set	1.67%	1.70%	1.5% see Appendix I	↓					50%
HOUSING BENEFIT/ COUNCIL TAX BENEFIT												
11.1	Whether authority has strategy for combating fraud and error	Cllr A Owens : Jackie Walley	Yes	Yes	Yes	Yes	→					Yes
11.3 a	Average time for processing new claims	Cllr A Owens, Jackie Walley	74 days	58 days	52 days	44 days	↑					47 days per QTR
11.3 b	Average time for processing change of circumstances	Cllr A Owens : Jackie Walley	22 days	12 days	15 days	11 days see Appendix I	↓					10 days Per QTR
11.3 c	Percentage of renewal claims processed on time	Cllr A Owens, Jackie Walley	58%	70%	50%	52%	↓					70%
11.4 a	Percentage of claims where calculation of benefits correct	Cllr A Owens : Jackie Walley	98%	98.05%	99.30%	100%	↑					98.61%
11.4 b	Percentage of recoverable overpayments that were recovered in the financial year. CUMULATIVE	Cllr A Owens : Jackie Walley	38%	40.63%	11.86%	22.77%						44%
PERSONNEL												
1.9	The percentage of senior management posts filled by women	Cllr D Morris : Linda Atkin	20%	25%	23%	24%	↓					25%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
1.10	The number of working days/shifts per FTE lost due to sickness absence. CUMULATIVE	Cllr D Morris, Linda Atkin	9.2	12.4	2.72	2.5	→					11 days
1.12	Ill health retirements as a percentage of the total workforce CUMULATIVE	Cllr D Morris, Cllr P Dobb : Linda Atkin	0.60%	0.36%	0.36%	0%	↑					0.60%
1.13	The percentage of total workforce that declare they are disabled per Disability Disc Act 1995 Annual Reporting	Cllr D Morris : Linda Atkin	2.72%	2.60%	2.60%	2.60%	→					2.60%
1.14	Minority ethnic community staff as a percentage of total workforce Annual Reporting	Cllr D Morris : Linda Atkin	0.45%	0.31%	0.36%	0.36%	↓					0.60%
EDUCATION												
Note:	The education results which denote NV (not validated) , have not yet been validated and therefore a measure of true performance cannot be determined this quarter											
2.1	Average GCSE/GNVQ points score of 15/16 year olds in schools maintained by the authority ANNUALLY Academic Yr (November)	Cllr R Hughes, leuan L Roberts	Not set	40	Summer 2003 Results (see narrative) (N V * -41.2 Points)							40
2.2 PA	% of pupils in schools maintained by the authority achieving 5 or more GCSE's at grades A*-C or the vocational equivalent ANNUALLY Academic Yr (November)	Cllr R Hughes, leuan L Roberts	56.50%	52%	Summer 2003 Results (N V * - 51.2%)							56.80%
2.3	% of pupils in schools maintained by the authority achieving one or more GCSE's at grade G or above or the vocational equivalent ANNUALLY Academic Yr (November)	Cllr R Hughes : leuan L Roberts	93%	93%	Summer 2003 Results (N V * - 92.2%)							93%
2.4a P A	% 11 year olds in schools maintained by authority achieving Level 4 or above in the National Curriculum Key Stage 2 mathematics test ANNUALLY Academic Yr (October)	Cllr R Hughes : leuan L Roberts	69.80%	71.60%	Summer 2003 Results 72.5%						↑	69.20%
2.4b P A	% 11 year olds in schools maintained by authority achieving Level 4 or above in the National Curriculum Key Stage 2 English test ANNUALLY Academic Yr (October)	Cllr R Hughes : leuan L Roberts	69.80%	76.80%	Summer 2003 Results 77.4%						↑	67.60%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
2.4c P A	% 11 year olds in schools maintained by authority achieving Level 4 or above in the National Curriculum Key Stage 2 Welsh (first language) test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	71.20%	81.20%	Summer 2003 Results 79.1%			↑				71.30%
2.4d P A	% 11 year olds in schools maintained by authority achieving Level 4 or above in the National Curriculum Key Stage 2 Science test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	72.40%	82.90%	Summer 2003 Results 85.9%			↑				71.40%
2.5 a	% 14 year olds in schools maintained by the authority achieving Level 5 or above in the National Curriculum Key Stage 3 Mathematics test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	67.50%	61.85%	Summer 2003 Results 67.5%			↓				69%
2.5 b	% 14 year olds in schools maintained by the authority achieving Level 5 or above on the National Curriculum Key Stage 3 English test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	65%	63.10%	Summer 2003 Results 62.8%			↓				67%
2.5 c	% 14 year olds in schools maintained by the authority achieving Level 5 or above in the National Curriculum Key Stage 3 Welsh (first language) test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	77%	57.60%	Summer 2003 Results 74.8%			↓				82%
2.5 d	% 14 year olds in schools maintained by the authority achieving Level 5 or above in the National Curriculum Key Stage 3 Science test. ANNUALLY Academic Yr (October)	Cllr R Hughes : Ieuan L Roberts	64%	69.95%	Summer 2003 Results 70.0%			↑				66%
2.6	% 15/16 year olds achieving the 'core subject indicator'. Those pupils achieving at least grade C in GCSE English or Welsh, Maths and Science combined. ANNUALLY Academic Yr (November)	Cllr R Hughes : Ieuan L Roberts	41.70%	35%	Summer 2003 Results (NV* - 36.4%)							43.30%
2.7 P A	% 15/16 year olds leaving full time education without a recognised qualification. ANNUALLY Academic Yr (December)	Cllr R Hughes, Ieuan L Roberts	1%	2%	(see narrative)							0.90%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
2.8 a	Number of primary pupils permanently excluded per 1,000 primary pupils. Reported upon Termly	Cllr R Hughes, leuan L Roberts	0	0.89	Spring 2003 0.1 (2 pupils)			Summer 2003 0.1 (1 pupil)		Autumn 2003		1
2.8 b	Number of secondary pupils permanently excluded per 1,000 secondary pupils. Reported upon Termly	Cllr R Hughes, leuan L Roberts	0	1.47	Spring 2003 0.3 (2 pupils)			Summer 2003 0.7 (6 pupils)		Autumn 2003		1.07
2.8 c	Number of special pupils permanently excluded per 1,000 special pupils. Reported upon Termly	Cllr R Hughes, leuan L Roberts	0	0	Spring 2003 0			Summer 2003 0		Autumn 2003 (See narrative)		0
2.11 a	Percentage permanently excluded pupils attending <10 hours alternative tuition/week. Reported upon Termly	Cllr R Hughes, leuan L Roberts	0%	0%	Spring 2003 0%			Summer 2003 0%		Autumn 2003		0%
2.11 b	Percentage permanently excluded pupils attending 10-25 hrs alternative tuition/week. Reported upon Termly	Cllr R Hughes, leuan L Roberts	0%	0%	Spring 2003 0%			Summer 2003 0%		Autumn 2003		0%
2.11 c	Percentage permanently excluded pupils attending >25 hrs alternative tuition/week. Reported upon Termly	Cllr R Hughes, leuan L Roberts	100%	100%	Spring 2003 100%			Summer 2003 100%		Autumn 2003 (See narrative)		100%
2.12 a	Percentage primary classes with more than 30 pupils - reception to year 2 inclusive. ANNUALLY - January	Cllr R Hughes, leuan L Roberts	2%	2%	(See Narrative) (NV * - 1.4%)						2%	
2.12 b	Percentage primary classes with more than 30 pupils - year 3 to 6. ANNUALLY - January	Cllr R Hughes, leuan L Roberts	8%	12.20%	(See Narrative) (NV * - 17.7%)						8%	
2.13 a	The number of statements issued during the year. ANNUALLY - February	Cllr R Hughes, leuan L Roberts	No target set	103	103						↑	97
2.13 b (i)	% of statements of special educational needs prepared within 18 weeks excluding those affected by the 'exceptions to the rule' under SEN code of practice. ANNUALLY - February	Cllr R Hughes, leuan L Roberts	75%	24.30%	24.30%						↓	100%
2.13 b (ii)	% of statements with special educational needs finalised within 26 weeks excluding those affected by the 'exceptions' to the rule under SEN code of practice. ANNUALLY - February	Cllr R Hughes, leuan L Roberts	Not set	46.60%	47.60%						↓	100%
Note:	NAWPI'S 2.13a - 2.13b are reported termly as local indicators and this data should be provided for this report.											

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
2.14 P A	The percentage of attendance, those present or on approved educational activities, in secondary schools. ANNUALLY Sept 2002 - May 2003	Cllr R Hughes, Ieuan L Roberts	Not applicable	89.80%			90%				↑	89.80%
SOCIAL SERVICES												
3.1	Stability of placements of children looked after by the authority by reference to the percentage of children looked after on 31 March in any year with three or more placements during the year. (Not cumulative - 3 monthly)	Cllr J Smith, Nicola Francis	<12%	20%	4.32%	8.7% *(see actuals below) and Appendix I	↓					<15%
*12 of 138 children had experienced 3 or more moves												
3.2 a	Educational qualifications of children looked after by reference to the percentage of young people leaving care age 16 or over with one or more GCSE's at Grade A* to Grade G or GNVQ equivalent one or more (Cumulative - 3 monthly)	Cllr J Smith, Nicola Francis	75%	17%	Not accessible	50%	↓					75%
3.2 b	Educational qualifications of children looked after by reference to the percentage of young people leaving care age 16 or over with two or more GCSE's at Grade A* to Grade G or GNVQ equivalent two or more (Cumulative - 3 monthly)	Cllr J Smith, Nicola Francis	50%	17%	Not accessible	50%	→					50%
3.3 P.A	The percentage of young people in care on their 16th birthday who have a care plan and/or pathway plan for their continuing care (Cumulative - 6 monthly reporting)	Cllr J Smith : Nicola Francis	100%	66%	Not accessible	23% See Appendix I	↓					75%
3.4 P.A.	The percentage of first placements (for looked after children) beginning with a care plan in place (Cumulative 6 monthly reporting)	Cllr J Smith : Nicola Francis	95%	33%	Not accessible	23% See Appendix I	↓					80%
3.5	Average weekly costs of services for children looked after in foster care or in a children's home (Cumulative - 3 monthly)	Cllr J Smith, Nicola Francis	£415	£338.57	Not collected	£510.78	↓					£415

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
3.6 a	Cost of providing social services to adults by reference to gross cost per week for residential and nursing home care (Expenditure Data = Cumulative, Activity Data = Not Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	£165	£269	£283	£313						£294 * (See note below)
* Targets for 3.6 as provisional as we are awaiting the final All Wales data for 02/03 from the Local Government Data Unit. We are not meeting our provisional targets - overspending on a) (though this was predicated due to changes in self funding) and underspending on b).												
3.6 b	Cost of providing social services to adults by reference to gross cost per week for home care (Expenditure Data = Cumulative, Activity Data = Not Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling		£86	£76	£62						£94
3.7 P.A.	The rate of older people (aged 65 or over) helped to live at home per 1,000 population aged 65 or over (Not Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	98	125.93	117.33	117.43	↓					126
3.8 P.A.	The rate of delayed transfers of care for social reasons per 1,000 population aged 75 and over (Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	2.53	2.08	0.1	0.42 See Appendix I	↑					2.53
3.9 P.A.	The percentage of adult clients receiving a written statement of their needs and how they will be met (Cumulative 6 monthly)	Cllr P Dobb, Neil Ayling	95%	97%	File audit currently being undertaken	File audit currently being undertaken						97%
3.10	The rate of assessments of people aged 65 and over per 1000 population aged 65 and over (Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	205	175.43	45.62	84.13	↑					160
3.11	Nights respite care provided or funded by authority per 1,000 population aged 18 or over (Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	145	132.32	43.08	91.03	↓					117
3.12	The percentage of Children on the CPR whose cases should have been reviewed that were reviewed (Not Cumulative - 3 monthly)	Cllr J Smith : Nicola Francis	100%	80%	77%	59% See Appendix	↓					95%
3.13 P.A.	The number of people aged 65 or over whom the authority supports in residential care homes or nursing homes per 1,000 population aged 65 or over (Not Cumulative - 3 monthly)	Cllr P Dobb, Neil Ayling	22	33.57	31.12	30.75 (incl. Preserved Rights) 25.28 (excl. Preserved Rights)	↓					22

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
3.14 a P.A.	The number of adults under 65 whom the authority helps to live at home per 1,000 adults (physical or sensory disabled) Not Cumulative - 3 monthly	Cllr P Dobb, Neil Ayling	3.46	10.07	7.53	7.57	↓					10.07
3.14 b P.A.	The number of adults under 65 whom the authority helps to live at home per 1,000 adults (learning disabilities) Not Cumulative - 3 monthly	Cllr P Dobb, Neil Ayling	4	2.89	1.83	2.84	↓					4
3.14 c P.A.	The number of adults under 65 whom the authority helps to live at home per 1,000 adults (mental health problems) 6 Monthly	Cllr J Smith, Neil Ayling	5.25	9.77	0.95 * see below	7.72						9.77
<p><i>* "Quarter 1 of the QPR reported a rate of 0.95 people with a mental health problem receiving help to live at home. This data reflected services provided via our Intake and Assessment teams at Social Services Local Offices. The data did not capture people who receive help arranged through our Community Mental Health Teams. Data for Community Mental Health teams is collected manually every 6 months. Consequently the data in quarter 1 was not an accurate reflection of the services provided."</i></p>												
3.15 a P.A.	Percentage of cases of children with an allocated social worker providing a service appropriate to need (children on the child protection register) Not Cumulative - 3 monthly	Cllr J Smith : Nicola Francis	100%	99%	100%	91.67% *(See actuals below)	↓					100%
<p><i>*48 children were on the Child Protection Register. 44 had an allocated social worker</i></p>												
3.15 b P.A.	Percentage of cases of children with an allocated social worker providing a service appropriate to need (children looked after excluding 3.15a) Not Cumulative - 3 monthly	Cllr J Smith : Nicola Francis	100%	95%	Not available	66.17% *(See actuals below)	↓					100%
<p><i>*133 children were looked after (excluding those on the child protection Register). 88 had an allocated social worker</i></p>												
3.15 c P.A.	Percentage of cases of children with an allocated social worker providing a service appropriate to need (children in need excluding 3.15 a and b) not cumulative - 3 monthly	Cllr J Smith : Nicola Francis	100%	69%	Not available	75.58% *(See actuals below)	↓					100%
<p><i>*525 were in need. 320 had an allocated social worker</i></p>												

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
HOUSING												
4.1 a	The percentage of unfit private sector dwellings made fit/demolished - direct LA action. Annually	Cllr P Dobb : Gary Sumner	7.79%	5.17%	Not applicable	Annual reporting						5.17%
4.1 b	The percentage of private sector dwellings vacant for 6mths+ reoccupied from LA action. Annually	Cllr P Dobb : Gary Sumner	0.11%	0.56%	Not applicable	Annual reporting						0.56%
4.2	Average SAP energy efficiency rating of LA owned dwellings	Cllr P Dobb, Paul Quirk	52	52	Annual reporting	Annual reporting						52
4.5 a	Rent arrears of current tenants as a percentage of rent roll	Cllr P Dobb : Paul Quirk	6.80%	4.90%	Annual reporting	Annual reporting						3.90%
4.5 b	Rent arrears of former tenants as a percentage of rent roll	Cllr P Dobb : Paul Quirk	1.50%	1.50%	Annual reporting	Annual reporting						1.30%
4.5 c	Rent arrears of current and former tenants written off as not collectable as a percentage of rent roll	Cllr P Dobb : Paul Quirk	1.50%	2.40%	Annual reporting	Annual reporting						0.90%
Note:	The data for NAWPI 4.5 a/b/c should be reported on a quarterly basis.											
4.6	Percentage of decisions on homelessness applications made and notified within 33 days	Cllr P Dobb, Paul Quirk	93%	99.30%	100%	99%	↑					93%
4.7	Average relet times for LA dwellings let during the financial year	Cllr P Dobb, Paul Quirk	46 calendar days	53 calendar days	43 calendar days	41 calendar days - See Appendix I	↑					46 calendar days
4.10 a	Percentage of repairs completed within target time (a) classed as emergency	Cllr P Dobb, Paul Quirk	100%	92.40%	91.50%	93% - See Appendix I	↓					95%
4.10 b	Percentage of repairs completed within target time (b) classed as urgent	Cllr P Dobb, Paul Quirk	90%	88.50%	74.40%	91% - See Appendix 1	↑					90%
4.11	Average time taken to complete non-urgent responsive repairs	Cllr P Dobb, Paul Quirk	50 days	54 days	44 days	42 days - See Appendix I	↑					50 days
4.12	Does the authority follow CRE's code of practice in rented housing?	Cllr P Dobb, Paul Quirk	Yes	No	Annual reporting	Annual reporting						Yes
4.13 a	Are there landlord wide Tenant Participation Compacts (TPCs)?	Cllr P Dobb : Paul Quirk	Yes	Yes	Yes	Yes						Yes

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
4.13 b	When was the most recent review of a landlord wide TPC in partnership with tenants?	ClIr P Dobb : Paul Quirk	2002	Quarterly Basis	Yes	Yes						Quarterly
4.13 c	What proportion of tenants are covered by local or group-specific TCPs?. Annual	ClIr P Dobb : Paul Quirk	5%	0%	-	-						5%
4.14	The number of homeless households placed by the authority in temporary housing for more than six months. Annual	ClIr P Dobb : Paul Quirk	Nil	1	Annual reporting	1	↓					0
4.15	Average rent lost per tenant through dwellings being left vacant during the financial year. Annual	ClIr P Dobb, Paul Quirk	£30.77	£34.17	Annual reporting	Annual reporting						£32.81
ENVIRONMENTAL SERVICES												
5.1 a (i) P.A.	Percentage of municipal waste recycled or reused. Quarterly	ClIr M German, Gary Sumner	5%	4.70%	3.49%	5.27%	↑					7.50%
5.1 a (ii) P.A.	Percentage of incinerator residues, beach cleansing wastes, rubble and abandoned vehicles recycled. Quarterly	ClIr M German, Gary Sumner		67.50%	64.09%	71.67%	↑					70%
5.1 b P.A.	Percentage of municipal waste composted. Quarterly	ClIr M German, Gary Sumner	5%	4.40%	6.58%	7.37%	↑					7.50%
5.1 c P.A.	Percentage of municipal waste used to recover heat, power and other energy sources. Quarterly	ClIr M German, Gary Sumner	0%	0%	0%	0%						0%
5.1 d P.A.	Percentage of municipal waste landfilled. Quarterly	ClIr M German, Gary Sumner	88%	87.50%	87.12%	83.24%	↓					82%
5.5 P.A.	Percentage of highways and relevant land inspected of a high or acceptable standard of cleanliness. Quarterly	ClIr M German, Gary Sumner	97%	94.40%	96.90%	96%	↑					95%
5.6 P.A.	Number of collections missed per 100,000 collections of household waste. Quarterly	ClIr M German : Ken Ewing	78	506.6	96	98	↓					95
5.7 P.A.	The percentage of population served by kerbside collection of recyclables. Quarterly	ClIr M German : Gary Sumner	0%	0%	0%	0% - See Appendix I	↓					44%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
TRANSPORT												
6.1	Cost of highway maintenance per km on principal roads. Annually	Cllr M German, Steve Kent		£14,265 Provisional	Annual reporting	Annual reporting						£12,365
6.2	Cost per passenger journey of subsidised bus services. Annually	Cllr M German, Steve Kent	£1.98	£1.96 Provisional	Annual reporting	Annual reporting						£1.46
6.3 a	Condition of principal roads. Annually	Cllr M German, Steve Kent	Not set	11.40%	Annual reporting	Annual reporting						Not set
6.3 b	Condition of non-principal roads. Annually	Cllr M German, Steve Kent	Not set	27.70%	Annual reporting	Annual reporting						Not set
6.4	Percentage of street lamps not working. Quarterly	Cllr M German, Steve Kent	Steve Kent	0.72%	0.60%	0.69% 0.65% cumulative	↓					0.50%
6.5 a (i)	Number of pedestrians killed / seriously injured per 100,000 population. Annually	Cllr M German, Steve Kent	11	17	Annual reporting	Annual reporting						16
6.5 b (i)	Number of pedal cyclists killed / seriously injured per 100,000 population. Annually	Cllr M German, Steve Kent	4	5	Annual reporting	Annual reporting						5
6.5 c (i)	Number of two wheeled vehicle users killed / seriously injured per 100,000. Annually	Cllr M German, Steve Kent	15	20	Annual reporting	Annual reporting						20
6.5 d (i)	Number of car users killed / seriously injured per 100,000. Annually	Cllr M German, Steve Kent	37	25	Annual reporting	Annual reporting						24
6.5 e (i)	Number of other vehicle users killed / seriously injured per 100,000. Annually	Cllr M German,	2	5	Annual reporting	Annual reporting						5
6.5 a (ii)	Number of pedestrians slightly injured per 100,000 population. Annually	Cllr M German, Steve Kent	64	61	Annual reporting	Annual reporting						61
6.5 b (ii)	Number of pedal cyclists slightly injured per 100,000 population. Annually	Cllr M German, Steve Kent	33	19	Annual reporting	Annual reporting						19
6.5 c (ii)	Number of two wheeled vehicle users slightly injured per 100,000. Annually	Cllr M German, Steve Kent	23	32	Annual reporting	Annual reporting						32
6.5 d (ii)	Number of car users slightly injured per 100,000. Annually	Cllr M German, Steve Kent	475	410	Annual reporting	Annual reporting						406
6.5 e (ii)	Number of other vehicle users slightly injured per 100,000. Annually	Cllr M German, Steve Kent	76	39	Annual reporting	Annual reporting						38
	Total Children = 115 (12 killed or seriously injured and 103 slightly injured - figures not supplied to the authority broken down as requested in the following criteria). Annually	Cllr M German, Steve Kent		See note								
6.5 a (iii)	Number of pedestrians - children killed / seriously injured per 100,000 population. Annually	Cllr M German, Steve Kent		Not applicable	Annual reporting	Annual reporting						

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
6.5 b (iii)	Number of pedal cyclists - children killed / seriously injured per 100,000 population. Annually	Cllr M German, Steve Kent		Not applicable	Annual reporting	Annual reporting						
6.5 c (iii)	Number of two wheeled vehicle users - children killed / seriously injured per 100,000. Annually	Cllr M German, Steve Kent		Not applicable	Annual reporting	Annual reporting						
6.5 d (iii)	Number of car users - children killed / seriously injured per 100,000. Annually	Cllr M German, Steve Kent		Not applicable	Annual reporting	Annual reporting						
6.5 e (iii)	Number of other vehicle users - children killed / seriously injured per 100,000. Annually	Cllr M German, Steve Kent		Not applicable	Annual reporting	Annual reporting						
6.6	Number of days of temporary traffic controls or road closures caused by LA road works per km of traffic sensitive road. Quarterly	Cllr M German, Steve Kent	1.52	0.88	0.44 (cumulative)	0.55 0.99 (cumulative) - See Appendix I	↓					0.57
6.8	The Percentage of incidents of dangerous damage to roads and pavements made safe within 24 hours. Quarterly	Cllr M German, Steve Kent	98%	95%	94%	88% (91% cumulative)	↓					98%
6.9	The percentage of pedestrian crossings with facilities for disabled people. Quarterly	Cllr M German, Steve Kent	76%	77%	77% (cumulative)	81% cumulative	↑					81%
6.10	The percentage of total length of footpaths and other rights of way easy to use by the public. Annually	Cllr M German, Steve Kent	55%	62%	47% (half sample)							65%
Transport Policy Agreement	<p>Transport Policy Agreement - In order to develop a better co-ordinated and sustainable transport system to support local communities the Welsh Assembly has presently agreed the Local Authorities can develop their own baseline data to measure changes in public transport patronage around key travel centres. In the longer term The North Wales Economic Forum (the Taith Consortium) will develop a North Wales Transport Model to provide input to future policy agreements. As part of the current arrangement the county will undertake the following steps:- 1. Measure public transport patronage at the key centres of Rhyl town centre, Glan Clwyd Hospital and St Asaph Business Park. 2. Discussions will take place with the main public transport operators to measure patronage based on ticket information for the "neutral month of October. Should agreement not be possible the Council will establish its own cost effective monitoring system. 3. Baseline figures will be collected in October 2001, These will then be used together with other relevant data on fares, service frequencies and aspects of competing modes (e.g. petrol and parking costs for private motorists) to seek to understand future changes in patronage. 4. On the basis of the trend</p>											

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
QTR 1 April 2003 Update	<p>The Council has been involved in discussions to promote the use of public transport to and from Glan Clwyd Hospital and St Asaph Business Park. The Local Transport Plan contains a target "to increase the number of passengers on services subject to Quality Bus Partnerships (QBP) by 10% over a five year period". The QBPs are centred on Rhyl, the first has been developed for the coast road corridor through Rhyl and Prestatyn. 2. Discussions have taken place with the main bus operator, Arriva Cymru, to measure patronage based on ticket information for the "neutral" month of October. 3. Baseline figures have been collected for October 2001 and a second set of figures for October 2002. When three years worth of patronage data have been collected these will be used, together with other relevant data on fares, service frequencies and aspects of competing modes (e.g. petrol and parking costs for private motorists) to seek to understand future changes in patronage. 4. On the basis of the trends established to set a target for public transport patronage within the three year period covered by the agreement. The patronage figures collected for the two years 2001 and 2002 are as follows:</p>											
	Location	Number of passengers										
		2001	2002									
	Rhyl	53,945	68,791									
	Glan Clwyd Hospital	3,169	3,965									
	St Asaph Business Park	31	28									
QTR 2 October 2003 Update	The data has not yet been received from Arriva and will require validation.											
PLANNING												
7.1 a	Does the authority have a Unitary Development Plan in place? If no, go to (b) and (c)	Cllr M German, Mike Pender	Yes	Yes	Yes	Yes						Yes
7.1 b	Is there a deposit Unitary Development Plan in place?	Cllr M German, Mike Pender	Not applicable	Not applicable	Not applicable	Not applicable						Not applicable
7.1 c	What percentage of the population of the authority is covered by local plans which were adopted in the last 5 years?. Annually	Cllr M German, Mike Pender	Not applicable	Not applicable	Not applicable	Not applicable						Not applicable
7.3	The number of advertised departures from the adopted development plan approved by the authority as a percentage of total permissions granted	Cllr M German, Mike Pender	3%	0.85%	0.71%	1.16% - See Appendix I	↑					3%
7.4	The percentage of planning applications determined within 8 weeks. Quarterly	Cllr M German, Mike Pender	75%	66.70%	72%	73%	↓					75%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
7.6	Quality in customer service (Planning Officers Society Wales checklist). Quarterly	Cllr M German, Mike Pender	11	11	11	11	→					11
ENVIRONMENTAL HEALTH & TRADING STANDARDS												
8.1 a	The percentage of food premises inspections that should have been carried out that were for high-risk premises. Quarterly	Cllr E Edwards, Gary Sumner	100%	42.30%	66%	54% - See Appendix I	↓					100%
8.1 b	The percentage of food premises inspections that should have been carried out that were for other premises. Quarterly	Cllr E Edwards, Gary Sumner	100%	100%	100%	6% - See Appendix I	↓					100%
8.2 a	Score against the checklist of enforcement best practice for environmental health standards.	Cllr E Edwards, Gary Sumner	9	8.6	8.6	8.6	↓					9
8.2 b	Score against the checklist of enforcement best practice for trading standards.	Cllr E Edwards, Gary Sumner	9	8.6	8.6	8.6	↓					9
CULTURAL SERVICES												
7.8 a	Is a local biodiversity action plan in place for the authority's area? If no, go to (b)	Cllr G Kensler, Ann Gosse		No	Plan launched June 2003	Yes						Yes
7.8 b	Will there be such a plan in place within the next 12 months?	Cllr G Kensler, Ann Gosse		Yes	Yes	Yes						Yes
9.1	The number of pupils visiting museums and galleries in organised school groups. CUMULATIVE	Cllr G Kensler, Ann Gosse	9286	8151	3165	4321	↑					9379
9.2	The number of visits to public libraries per 1,000 population CUMULATIVE	Cllr G Kensler, Ann Gosse	5426	6113	N/A	3359	↑					6300
9.3	The number of swims and other visits to swimming pools and sports centres per 1,000 population CUMULATIVE	Cllr G Kensler, Ann Gosse	9295	9044	2202	4895	↑					9388
9.4 a	The number of playgrounds and play areas provided by the authority, per 1,000 children under 12	Cllr M German, Gary Sumner	4	4	4	4	→					4
9.4 b (i)	The percentage of playgrounds & play areas which conform to national standards for local unequipped play areas	Cllr M German, Gary Sumner	0%	0%	0%	0%						0%

Please note: Trend analysis cannot be shown for Quarter 1.

Policy Agreement (PA) Indicators are in bold.

NAWPI	Description	Responsible Member & Officer	2002/03 Target	2002/03 Data	Data Quarter 1 03/04	Data Quarter 2 03/04	Performance	Data Quarter 3 03/04	Performance	Data Quarter 4 03/04	Performance	2003/04 Target
9.4 b (ii)	The percentage of playgrounds & play areas which conform to national standards for local equipped play areas	Cllr M German, Gary Sumner	6%	11%	11%	11%	↓					14%
9.4 b (iii)	The percentage of playgrounds & play areas which conform to national standards for larger, neighbourhood equipped play areas	Cllr M German, Gary Sumner	4%	13%	13%	13%	↓					14%

AGENDA ITEM NO: 6 [CABINET 2003 - 185]

REPORT TO CABINET

CABINET MEMBER: Councillor E Williams Leader

DATE: 16 December, 2003

SUBJECT: Policy Agreement Prospectus

1 DECISION SOUGHT

- 1.1 To agree to participate in the next round of policy agreements 2004 – 2007**
- 1.2 To respond to the attached prospectus positively, but, nevertheless, indicating to the Assembly the difficulty of adhering to the deadline requirements.**
- 1.3 To agree that a report should be prepared outlining the initial proposals on all of the indicators by the next cabinet meeting.**

2 REASON FOR SEEKING DECISION

- 2.1 The Welsh Assembly Government (Assembly) is asking each authority in Wales to respond to attached prospectus by the end of December.
- 2.2 The prospectus details the nature of the second round of policy agreements as well as the measures upon which targets will be agreed.
- 2.3 Following discussion with the Partnership Council the Assembly has opted for a dual approach setting national prescribed measures which authorities will provide targets on and local measures which they may determine a measure from a broad range of issues and set targets.
- 2.4 Overall, there are 16 measures: 8 national prescribed measures and 8 local ones. In order to meet the Assembly's requirement the authority will have to provide information on the following by the end of December.

- Baseline data and targets where the measure relates to an existing NAWPI indicator. (Relatively straightforward.)
- Baseline data and targets for new indicators.
- Local measures, providing baseline data and targets.

The 8 national measures are as follows

1. Increase in rates of attendance (those present or on approved educational activities) in secondary schools
2. A reduction in the number and percentage of 15 year olds (and within that, those in local authority care) leaving full time education without a recognised qualification.
3. Eliminating the use of bed and Breakfast accommodation for homeless families except in emergencies; and reducing the average length of time people spend in temporary accommodation by 50% during the period of the agreement
4. Percentage reductions in carbon emissions in the non domestic public housing stock
5. Number of homes achieving efficiency element of Welsh housing Quality Standard.
6. The rate of delayed transfers of care for social care reasons per 1000 population aged 75 or over.
7. The number of older people (aged 65 or over) helped to live at home per 1000 population aged 65 and over and the number whom the authority supports in residential care or nursing homes per 1000 population aged 65 or over.
8. The percentage of first placements of looked after children during the year that began with a care plan in place.
9. Percentage of children looked after at 31st March who have experienced one or more changes of school, which were not transitional arrangements or sixth form college.

8 Local Measures

- 1 drawn from community learning/ adult literacy and numeracy/ expanding childcare provision/ community based regeneration/ social enterprises, intermediate employment/ narrowing gap between best and worst performing schools/ procurement policies / transport.
- 2 local indicators supported by local communities e.g. percentage of residents who feel satisfied with neighbourhood as a place to live; or specifics on local environment/ housing/ youth services/ support for vulnerable young people/support for thriving voluntary organisations and volunteering.

- Wider health indicator e.g. related to physical activity
- 2 local indicators around creating better jobs and skills on ICT development; graduate opportunities; quality of the local environment, both built and natural
- 2 local indicators on fundamental themes to reflect sustainability and equality issues e.g. achievements in the generic equalities standard or in identifying areas of fresh action in relation to sustainable development.

2.5 £30m has been included in the Assembly budget for policy agreements for 2004/05 and will be allocated on the same formula basis as for the previous agreement. If the policy agreement is signed before April 2004, then the grant available for Denbighshire [approximately £1m] will be paid at the start of the financial year. In future years the grant will be paid in late autumn following evidence of satisfactory performance against target.

2.6 When assessing performance the Assembly will recognise that target setting is not an exact science and will use comparative data in order to produce a balanced picture.

2.7 Despite the difficulty in meeting the deadline there is every reason to participate in the next round of agreements. However it is worth pointing out to the Assembly

- That there are more national indicators than the 8 claimed and some have 2 parts. (see national measure 7 above)
- Where the indicators are new or where the Authority will itself determine the measure, there is clearly more work required

2.8 Despite these reservations I recommend that the Authority should make every effort to sign the agreement before April 2004.

3 POWER TO MAKE THE DECISION

Section 111 Local Government Act 1972 Subsidiary Powers of Councils.

4 COST IMPLICATIONS

4.1 The provisional settlement indicates a figure of £1m available for policy agreements producing an average of £62.5k for each target.

- 4.2 It will be necessary to determine the basis for any allocation; however it is worth pointing out that the grant may be used to part fund a bid which has already been identified in the budget round and assists in the delivery of the target.
- 4.3 It also needs to be recognised that there is a potential that the delivery of a target may impact on other services not receiving the additional funding as resources become focused on specific areas in order to draw down the funding.

5 FINANCIAL CONTROLLER STATEMENT

The level of funding available for 2004/5 has been confirmed in the Assembly's final settlement details as the same figure as for the current financial year namely, £993k.

The review of bids for additional funding for 2004/5, following the latest series of meetings of Lead Members and officers, will focus on the potential for funding being provided through the policy agreement route.

6 CONSULTATION CARRIED OUT

- 6.1 CET has been consulted on the draft and has been alerted to the timetable requirements.
- 6.2 Before the agreement is signed the proposals will have to be discussed with our Community Strategy Partners and some of the local measures, in particular, will be included in the Community Strategy.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1 Targeted funding can skew authorities' responses towards a narrow set of targets, thereby producing an imbalance in its service delivery planning. It is welcome however that this new agreement incorporates local measures to be determined by authorities themselves, thereby enabling the agreement to reflect local priorities.

8 RECOMMENDATIONS

- 8.1 To agree to participate in the next round of policy agreements 2004 – 2007**
- 8.2 To respond to the attached prospectus positively, but, nevertheless, indicating to the Assembly the difficulty of adhering to the deadline requirements.**
- 8.3 To agree that a report should be prepared outlining the initial proposals on all of the indicators by the next Cabinet meeting.**

APPENDICES NOT AVAILABLE IN ELECTRONIC FORM

AGENDA ITEM NO: 7 [CABINET 2003 - 186]
REPORT TO CABINET

**CABINET MEMBER: CLLR M GERMAN, LEAD MEMBER FOR
SUSTAINABLE DEVELOPMENT AND
ENVIRONMENT**

DATE: 16 DECEMBER 2003

SUBJECT: NEW VEHICLE MAINTENANCE WORKSHOPS

1 DECISION SOUGHT

1.1 Members approval of the provision of funding to erect a new centralised workshop facility in Bodelwyddan Depot. The funding to be allocated from within the Council's Capital plan.

2 REASON FOR SEEKING DECISION

2.1.1 Members have agreed on 22.07.03 that a new centralized workshop should be provided. The remaining decision that is required is to agree that the requisite capital funding should be incorporated in the Capital Plan for 2004/05.

2.1.2 In determining the amount of funding required two options have been considered.

2.1.2 Members are informed on possible contingency arrangements and the need to revisit the best value review in the event of funding not being available.

2.2 INITIAL SERVICE DELIVERY PROPOSALS (OPTION 1)

- In line with the resolutions made by Cabinet on 22nd July 2003, officers initially drew up plans for the proposed new single-site facility at Kinmel Park, Bodelwyddan.
- The overall cost of providing this facility is estimated at £1,909,550. A more detailed breakdown of this option and cost estimate is contained in Appendix 1.

2.3 REVISED SERVICE DELIVERY PROPOSALS (OPTION 2)

- During the initial round of discussions regarding capital funding for 2004/05, considerable concern was expressed at the magnitude of cost associated with providing the new facility in accordance with the desired specification. It was therefore agreed that officers would revisit the proposals and identify/cost a reduced facility.
- To this end, the Council's Consultancy Services have produced a revised outline plan and estimate, based on a workshop comprising only 5 bays. The cost of the revised facility is estimated as £1,482,200. A more detailed breakdown of this option and cost estimate is contained in Appendix 1.

2.4 CONTINGENCY ARRANGEMENTS

Should sufficient capital funding not be available to enable either of the Options detailed above to go ahead the following contingency arrangements will have to be put in place immediately:

2.4.1 Short term procurement, on an ad hoc basis, of vehicle service and maintenance services from local private sector providers.

2.4.2 Long term procurement utilising one of the alternative methods considered within the Best Value Review.

3 POWER TO MAKE THE DECISION

Section 111 Local Government Act 1972.

4 COST IMPLICATIONS

4.1 The requirement on capital funding for the initial 7 bay workshop proposal (Option 1) is £1,909,550. This option would result in an initial relatively low level income stream from private testing services, which could be increased to embrace other Council licensed vehicles, e.g. taxis. Operating costs under the revised working arrangements are anticipated to remain constant, with any staff cost savings being absorbed by increased shift operating costs. It is anticipated, however, that there would be

long term cost savings arising out of improved operational efficiencies and fleet optimization opportunities.

4.2 The requirement on capital funding for the 5 bay workshop (Option 2) proposal is £1,482,200. This facility does not contain the capacity to generate an income stream from the private sector. Operating benefits are anticipated to be similar to those procured with Option 1.

4.3 The financial implications associated with both the short term contingency arrangements and alternative long term service delivery options are difficult to quantify. Whilst procurement of some / all service elements from the private sector could result in lower unit costs for smaller, common vehicles, it is likely that service costs for specialist vehicles, e.g. refuse freighters and gritting vehicles would increase. There is also the possibility of service dislocation due to the need to use disparate service locations. There would also be pressure on the overall management budget, associated with the need to manage several separate contracts.

5 FINANCIAL CONTROLLER STATEMENT

The Assembly's settlement for the Council for next financial year details a switch of Capital resources from general schemes to HRA to tackle the backlog of works on the housing stock. The switch is £1.2m or 15% compared with the current year.

The Assembly has also slowed down the growth in special Capital funding for major works to schools.

At the same time pressures are increasing on the backlog of works on both property and highways. Statutory pressures such as asbestos removal, disabled access and health & safety are also increasing with statutory deadlines arriving next year. Funding for all these pressures is inadequate even before the switch of resources to HRA.

The Council's main source of additional capital resources is from capital receipts from the sale of surplus assets.

A number of sales are in the pipeline currently and should deliver before the end of next financial year.

Cabinet will receive a report on a draft capital programme shortly which will need to take account of all these issues, together with the potential for the use of prudential borrowing. The report is likely to highlight that schemes such as this one can only be accommodated by reducing the level of block funding for major maintenance works initially, until such time as capital receipts are generated. The block provisions can then be reinstated to current levels although many of these will still be inadequate.

6 CONSULTATION CARRIED OUT

Cabinet, as part of the reports presented and accepted 28/1/2003 and 22/7/2003.

Corporate Transport User Group, discussed at group meetings.

The Fright Transport Association, who produced the Best Value report on the service and whose recommendations Members have resolved to accept and implement.

Environment Services Department as agreed at meeting dated 10/10/2003

Audit Commission, who supported the F.T.A. recommendation and the approved Action Plan.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

Failure to provide adequate vehicle maintenance could result in the loss of the Authority's Operators Licence and in turn prevent it delivering front line services that rely on the operation of vehicles in excess of 3.5 tonnes.

8 RECOMMENDATION

8.1 That Members agree to the allocation of capital funding to enable the construction of new workshop facilities in the Bodelwyddan Depot, with the lower cost option (Option 2 in the report) being preferred.

Notwithstanding 1 above, should funding not be allocated for this purpose, Members are recommended to approve the following contingency arrangements:

- 8.2 Officers should revisit the Best Value Review report and explore / evaluate the other service delivery options identified in the report, with the outcome of the exercise to be the subject of a further report and recommendation to Members.
- 8.3 Officers should immediately act to put in place short term service continuity arrangements to cover a possible period between loss of the existing maintenance facilities and procurement of the long term service delivery solution.

BACKGROUND

1.1 As a result of a Council Cross Cutting review carried out into this area of Transport Operations, a report was presented to Members on the 28th January, 2003. Members resolved that the recommendations contained within the Transport Operations (Fleet Management/Vehicle Maintenance) Best Value Review should be implemented.

1.2 A copy of the Review Action Plan is attached at Appendix 2 to this report. Contained within the Plan are details of three primary actions, the achievement of which is necessary in order to deliver the preferred service delivery option identified in the Review. Actions 02 and 03, the merging of the Fleet Management/Vehicle Maintenance Organisation and the introduction of new working practices relating to shift work at the new workshops, respectively, have both been achieved already. The first (Action ref. 01) is the amalgamation of the two existing workshops onto a single site, the funding of which comprises the reason for this report.

1.3 Members resolved in July 2003 that the new facility should be sited within the existing Kinmel Park depot at Bodelwyddan and that funding of the new workshop be addressed in the capital plan for 2004/05.

A1. CURRENT POSITION

- The Council presently holds a Standard National Operators License which permits the Authority to operate vehicles in excess of 3.5 tonnes for Hire and Reward. The Operators License system is administered by the Traffic Commissioner and the Authority is required to give assurances to the Commissioner that it will control effectively the maintenance of its vehicles and that drivers will obey the law with regards to drivers' hours, parking, speeding, defects reporting and overloading.
- Vehicle maintenance on the Council's fleet of 300 + vehicles and plant is currently carried out in two workshops, situated in Ruthin and Prestatyn. The work force comprises two senior supervisors, two workshop foremen, eight mechanics and two labourers.

- Vehicle maintenance is operating from workshops in Prestatyn and Ruthin. The Ruthin workshop is situated in Lon Parcwr Depot, which is schedule to be affected by construction of the proposed Glasdir Link Road, at which time service delivery from this location will cease to be practicable. A date for commencement of the Link Road has yet to be determined but, given that a planning application for the scheme has recently been submitted, the ability to maintain vehicles here beyond July 2004 is uncertain.
- The second workshop is currently operating from premises in Prestatyn. The facility is leased from Somerfield/Kwiks and the existing lease is due for renewal in June 2004. Although the Council has received indications that the company are prepared to given an extension, it is likely that this will be on the basis of a 12 month lease with a 3 month rolling break clause. For this reasons, similar uncertainly exists over the Council's ability to maintain vehicles here beyond this date.

A2. OPTION APPRAISAL

OPTION 1

- The Option 1 plans were based on a workshop which would have 7 service bays plus office, stores and messing facilities. Of these 7 bays, 2 had been identified for use in connection with the 'testing' of a wide range of vehicles [Heavy Goods Vehicles, Passenger Carrying Vehicles, Class 4, 5, and 7 vehicles, Hackney Carriage and Private Hire]. This level of provision would be consistent with the desire to provide all vehicle maintenance requirements for the existing fleet and, at the same time, provide sufficient facility, in the form of the 2 testing bays, to enable an external income stream to be created. Initially, it is envisaged that the income stream created this way would be worth approximately £12k - £15k per annum, although the potential to increase this could be increased by the introduction of a requirement to have all County owned and licensed vehicles tested at these facilities.

OPTION 2

- This option is based on a reduced facility, but one that would fulfill the minimum requirements of service delivery, whilst at the same time retaining the potential to be expanded in the future to attain the full service aspirations contained within the original proposal. By reducing the extent of enabling/access works it has been possible to achieve a further reduction in overall cost. It should be noted, however, that this will impact to some extent on the operational efficiency of the new facility. Additionally, this workshop does not have the initial capacity to enable an income stream to be established through testing of private vehicles, although the potential exists to expand in the future to accommodate this facility. In addition, the testing of Council vehicles would also have to be carried out elsewhere.

TABLE 1
OPTION 1/OPTION 2 – ESTIMATED COST COMPARISON

NEW WORKSHOP ELEMENT	ESTIMATED COST OF INITIAL (7 BAY) PROPOSAL	ESTIMATED COST OF REVISED (5 BAY) PROPOSAL
	OPTION 1	OPTION 2
Construct building, including design, preliminaries and fees	£1,330,250	£1,071,400
Workshop fit out costs, including re-use of existing equipment where possible / appropriate	£335,000	£255,500
IT / Telecoms costs	£15,000	£15,000
Access roads & standing areas	£135,000	£46,000 (use existing access roads)
Vehicle washing facilities	£94,300	£94,300
Total	£1,909,550	£1,482,200

A3. WORK FORCE TERMS AND CONDITIONS

- With regard to this consideration (Action ref. 03), the proposed revision of working practices and new terms and conditions for the mechanics, officials from the TGWU and Officers have been in discussion over a period of time on proposals for the introduction of a 'shift' system into the workshops. This new system looks to extend the workshop 'opening' hours until 21.00 hours (Monday – Friday) thus allowing the servicing and repair of Authority vehicles to take place outside the normal working day [08.00 hours-16.30 hours], and in so doing increase productivity for vehicle users and also allow for the possible reduction in fleet size.

- As outlined above, and after further consultation, final proposals were issued to all mechanics on the 9th October 2003. Following this, the mechanics held a meeting with an officer of TGWU to discuss the proposals. The Union has confirmed in writing (see Appendix 3) that these terms and conditions have been accepted and will be implemented upon workshop amalgamation

A4. SERVICE DELIVERY CONTINGENCY

Realisation of the Best Value Review preferred service option is wholly dependent upon the procurement of a new, single site facility for vehicle maintenance. Recognising that the level of demands this requirement places upon available funding, it is necessary to consider the contingency arrangements that would be required, both in the short and long terms, should it not be possible to proceed with this option.

- A4.1 SHORT TERM: Whichever long term service provision option is eventually chosen, it will be necessary, not least because of the circumstances outlined above regarding the short term tenure at both Lon Parcwr and Prestatyn, to put in place short term contingency arrangements to cover a possible situation whereby service continuity is threatened by the loss of one or more of the existing facilities within the time scale for procurement of the long term solution. This should be achieved by the immediate procurement of appropriate local service providers in the form of an approved list of contractors who would be called upon to maintain service continuity in the interim period.
- A4.2 LONG TERM: On the assumption that at some point in the future, both the Lon Parcwr and Prestatyn (Kwiks) facilities will no longer be available as bases from which to provide this service, it will be necessary to explore and evaluate the alternative means of providing service identified within the best value Review. This might involve delivery of the service by private sector providers, either on a contracted or partnership basis, with the possible involvement of partner public sector providers.

ACTION PLAN

Appendix 2

TRANSPORT OPERATIONS - FLEET MANAGEMENT/MAINTENANCE 2003/2008

YEAR 2003 - 2008									
ACTION NO	KEY ACTION	CORP OBJ. SUPPORTED	SERVICE OBJ. SUPPORTED	PI SUPPORTED	TARGET	START DATE	END DATE	PERSON RESPONSIBLE	IMPACT ON OTHER SERVICES
01	Workshop Centralisation. Relocate the two existing workshops from Prestatyn and Ruthin to a new central workshop at the County Depot, Bodelwyddan.	B2 B3	HT1 HT2 HT11 HT13	No	1. Acquire Member approval for central workshop funding arrangements	2003	Jan 2003 (Agreed by Cabinet 28/1/03)	IPJ	The bringing together of staff, equipment & skills will increase availability of vehicles to users by providing shift working arrangements for servicing and repairs outside the normal working day.
					2. Manage process and set up Project Team	2003	28/02/03	IPJ	
					3. Produce a costed works programme	2003	30/04/03	IPJ	
					4. Cabinet to agree actual programme	2003	June 03	IPJ	
					5. Construct new workshop and commission	2004	October 04		
02	Merge together the Workshop and Fleet Management Structures into a single business unit to make best use of staff resources & simplify systems	A3 B3	HT1 HT3 HT5 HT10 HT11 HT12 HT13	No	1. Produce draft new management structure	2003	March 03	IPJ	The removal of the old C.C.T. Arrangements (Client Contractor split) will provide a single point of contact for users and allow the operation of more defined commercial/simplified
					2. Consult staff and Unions on new management structure by holding joint meetings.	2003	June 2003	IPJ	
					3. Implement new management structure	2003	July 2003	IPJ	
03	Provide more flexible inspections and vehicle servicing arrangements to reduce constraints on users by revising workshop staff terms and conditions and operating practises.	B3 C2 C5 C6	HT1 HT3 HT5 HT10 HT11 HT12 HT13	No	1. Fleet User Group to agree the required changes in working practices	2003	April 2003	PB/KB	Reduce vehicle downtime. Increase vehicle availability in the working day. Better use of capital outlay for vehicle provision when costed against the service.
					2. Produce new terms and conditions and associated working practices including the introduction of 2 shift working system	2003	June 2003	PB/KB	
					3. Consult and agree proposed changes with staff and Unions.	2003	October 03	PB/KB	
					4. Introduce new workshop staff terms and conditions and operating practices	2003	October 04	PB/KB	

ACTION PLAN

Appendix 2

TRANSPORT OPERATIONS - FLEET MANAGEMENT/MAINTENANCE 2003/2008

YEAR 2003 - 2008									
ACTION NO	KEY ACTION	CORP OBJ. SUPPORTED	SERVICE OBJ. SUPPORTED	PI SUPPORTED	TARGET	START DATE	END DATE	PERSON RESPONSIBLE	IMPACT ON OTHER SERVICES
04	Introduce and review new corporate procedures for managing the Council's Fleet	A3	HT11 HT10 HT13	No	1. Agree user and 'O' Licence requirements	May 03	Sept 03	GT	Provide a framework connecting the Council's Mission Statement with the provision of transport services. Ensure vehicle type and use meets the needs of the services required by the Community.
					2. Produce a draft procedure manual for the service	Sept 03	Dec 03	GT	
					3. Consult with Fleet User Group and produce final version of the Procedures Manual	Dec 03	Jan 04	GT	
					4. Corporate management to approve and implement new procedures	Jan 04	April 2004	GT	
05	Introduce new Fleet Performance Management Information System	A3	HT 1	No	1. Set performance targets and associated data sources	04/03	Dec 03	GT	Performance management information will provide financial and efficiency measurement - of the transport service
					2. Fleet User Group to review and agree Performance Targets and system arrangements	09/03	January 04	GT	
06	Establish and introduce information/communication procedures required by users and Fleet Management	B2	HT3	No	1. Fleet User Group to review current customer information practises.	04/03	Ongoing	GT	Improved information for vehicle users and fleet management staff will enable effective service decisions to be made
					2. Fleet User group to regularly review communication procedures ensuring any changes or new requirements are identified and evaluated.	05/03	Ongoing	GT	
07	Introduction of monthly invoicing system	B3	HT1 HT 3 HT13	No	1. Check current financial systems to identify necessary practical changes	04/03	Ongoing	GT	Improved information for vehicle users and fleet management staff to support and improve service requirements and identify real time cost profiles
					2. Agree changes with finance and operational staff	05/03	Ongoing	GT	
					3. Introduce monthly invoicing	06/03	Ongoing	GT	
08	Introduction of a fully integrated fuel management information system to monitor vehicle fuel usage rates.	B3	HT3	No	1. Check existing practices of fuel monitoring and identify system requirements	02/03	Dec 03	GT	Provide Service Managers with improved financial information and Fleet with improved cost monitoring data
					2. Develop and Implement a new Fuel Management System	Jan 04	Feb 04- Apr 04	GT	

ACTION PLAN

Appendix 2

TRANSPORT OPERATIONS - FLEET MANAGEMENT/MAINTENANCE 2003/2008

YEAR 2003 - 2008									
ACTION NO	KEY ACTION	CORP OBJ. SUPPORTED	SERVICE OBJ. SUPPORTED	PI SUPPORTED	TARGET	START DATE	END DATE	PERSON RESPONSIBLE	IMPACT ON OTHER SERVICES
09	Introduction of an impressed stores system for vehicle parts & sundries	B6	HT1 HT3 HT13	No	1. Evaluate current stores arrangements and overprint an impressed stores system	05/03	Sept 03	GT	Reduce vehicle down time - waiting for spares More consistent turn around of servicing periods reducing disruption to users
					2. Introduce new impressed stores system	10/03	Ongoing	GT	

KEY	
IPJ	Corporate Director Environment
PSB	Head of Highways & Transportation
GT	Fleet Manager

MTO.1199/AH
13th November 2003

Mr. G. Taylor
Transport Manager
Denbighshire County Council
Caledfryn
Smithfield Road
DENBIGH
LL16 3RJ

By E-Mail: graham.taylor@denbighshire.gov.uk

Dear Graham

Re: VEHICLE MAINTENANCE AGREEMENT

Following discussions this week with our members I can now confirm they have agreed to accept the new Terms & Conditions as discussed previously with the representatives and me.

This Agreement would come into force as and when either the new Maintenance Depot is established or alternatively, the Ruthin and Prestatyn workfoces are brought together in one establishment.

I would be grateful if you would enclose a copy of this letter in your Report for the attention of the Director.

Yours sincerely

M.T. O'Leary

M.T. O'Leary
Regional Services Sector Officer

Copy: Dave Hughes

AGENDA ITEM NO: 8 [CABINET 2003-187]
REPORT TO CABINET

CABINET MEMBER: Councillor Ann Owens - Cabinet Lead
Member for Finance

DATE: 16 December 2003

SUBJECT: Capital Plan 2003/04 & 2004/05

1 DECISION SOUGHT

1.1 To note the latest revisions to the 2003/04 General Funded element of the Capital Plan and to recommend to Council the strategy proposals as set out in paragraph 8 below.

2 REASON FOR SEEKING DECISION

2003/04 Capital Plan - Slippage.

2.1 Council at its meeting of 18 November 2003 was presented with an update of the 2003/04 General Funded element of the Capital Plan. Slippage into 2004/05 had been identified amounting to just over £1.0m, consisting of the following:-

	£m
Rhyl Leisure Centre Community Access Project	- 0.462
Asbestos Survey & Removal Programme	- 0.250
P.F.I. Offices - Fees & Associated Works	- 0.100
Business Development Grants	- 0.100
Industrial Sites	- 0.090
Health & Safety Requirements - Safety Glass	- 0.070

2.2 It must be noted that scheme costs have not reduced, but that payments will now fall in 2004/05 instead of 2003/04 as originally planned. This provides opportunities to allow projects scheduled for commencement in 2004/05 to commence in the current financial year.

- 2.3 The Capital Plan for 2003/04 was approved by Council at its meeting of 18 March 2003. Each year Council has adopted a policy of approving block allocations towards meeting items such as capitalised enhancement works to school premises and highway infrastructure. Council, in approving the 2003/04 Capital Plan, did not however approve the Block Allocations for 2004/05. These amount to a total of £4.890m.
- 2.4 It is recommended that to make further progress with this element of the Capital Plan and to assist forward planning Council is requested to approve 40% (£1.956m) of the 2004/05 Block Allocations. Payments up to a maximum of £1.0m could be incurred in 2003/04, financed from the slippage identified in the current Capital Plan.

2004/05 General Funded Capital Plan

- 2.5 The Capital Plan (and any amendments) currently need to be agreed by Council and the next opportunity is at its January meeting. Whilst this paper starts to set the scene for a Three-year capital plan, a further paper will be brought to the Special Budget Cabinet meeting in January. This will form the basis of the recommendations to Council. The January Cabinet paper will include details from the Service Asset Management Plans that are currently being finalised.
- 2.6 It will be noted from Appendix 1 that general funding resources for 2004/05 are estimated at £7.950m which are sufficient to meet the estimated costs relating to current capital schemes and block allocations. The level of general financial support from the Welsh Assembly Government (WAG) has however reduced by nearly £1.2m (after allowing for General Capital Grant carried forward from 2002/03) when compared with 2003/04. This reduction has arisen because WAG has financed the introduction of the Major Repairs Allowance for the Housing Revenue Account from general funding resources.

- 2.7 Work has commenced in producing Service Asset Management Plans. These identify requirements for capital expenditure to property assets which are necessary for the continued delivery of Council services. In addition to the schemes identified in the Service Asset Management Plans there are requirements for capital expenditure in respect of infrastructure, vehicles and equipment, as well as computer hardware and software.
- 2.8 Examples of identified requirements for capital expenditure identified to date are presented at Appendix 2. The analysis includes the anticipated profile of spending for 2004/05 and future years. It should be noted that the amounts quoted are in some cases preliminary and will require further verification before they can be regarded as definitive. It is evident however that, as expected, there are significant requirements for capital expenditure. These can only be financed by the generation of capital receipts from asset sales, or by reducing the Block Allocations, (or a combination of both). This demonstrates the importance of continuing to identify assets for disposal in order to support capital investment.

Prudential Borrowing

- 2.9 Legislation has now been introduced amending the controls exercised by central government over local authority capital expenditure. The new system (referred to as the Prudential Borrowing system) is effective from 1 April 2004. The main impact is that central government will no longer set a limit on the amount of borrowing which a local authority can undertake to finance capital spending. WAG has notified the Council of the level of capital borrowing it is prepared to support through the Revenue Support Grant (RSG) system (Unhypothecated Supported Borrowing - USB). For 2004/05 this has been set at £5.720m.

- 2.10 Local authorities will be free to determine their own levels of capital borrowing, but in doing so must have regard to affordability, prudence and sustainability. Any borrowing undertaken in excess of USB will not attract RSG and the full revenue cost will have to be met from an identified ongoing Revenue stream. The main constraint over borrowing levels will be determined by the capacity within the Revenue budget to meet ongoing costs (loan principal and interest) related to capital borrowing. In practice this will mean that capital spending can only increase over current levels where it can be demonstrated that the additional principal and interest can be offset by revenue savings. Examples of projects identified to date which potentially meet this requirement are presented at Appendix 3.

Special Funding

- 2.11 A significant element of capital spending is financed from grants and contributions from external organisations such as the Welsh Assembly Government. These resources can only be used for the specific projects for which they have been awarded. The position for 2004/05 will become clearer as awarding organisations make announcements of funding levels made available to the Council.

3 POWER TO MAKE THE DECISION

- 3.1 Part IV of the Local Government & Housing Act 1989 sets out the arrangements for 2003/04 under which local authorities can capitalise expenditure and how such expenditure can be financed. Part I of the Local Government Act 2003 determines the arrangements for capital financing from 2004/05 onwards.

4 COST IMPLICATIONS

- 4.1 The development of the Capital Plan will assist in ensuring that capital resources available for use in 2003/04 are fully utilised. Appendix 4 reflects the early stages of the development of the Capital Plan and will be expanded in the January paper.

5 FINANCIAL CONTROLLER STATEMENT

- 5.1 Council must ensure that there are sufficient resources in place to meet anticipated capital spending.

6 CONSULTATION CARRIED OUT

- 6.1 Projects are prepared and subsequently monitored in consultation with service managers.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1 Projects have been reviewed to ensure that they satisfy the Council's Corporate Objectives.

8 RECOMMENDATION

- 8.1 That Cabinet notes the revisions to the General Funded element of the 2003/04 Capital Plan and recommends to Council the proposal to approve 40% of the Block Allocations in respect of 2004/05.
- 8.2 That Cabinet notes the currently identified new projects listed in Appendix 2 and the potential Prudential Borrowing schemes listed in Appendix 3 and that they are considered for inclusion in the Capital Plan strategy for 2004/05 and future years.

DENBIGHSHIRE COUNTY COUNCIL GENERAL FUNDED CAPITAL PLAN	Estimated General	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated General	Estimated Block	Total Estimated General	Estimated General	Estimated Block	Total Estimated General
	Payments		Payments	Payments Slippage	Payments Rollover	Allocations	Payments	Payments Rollover	Allocations	Payments
	2003/04	2003/04	2003/04	2004/05	2004/05	2004/05	2004/05	2005/06	2005/06	2005/06
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Environment Directorate										
Highways and Transportation										
Flood damage reinstatement - SWG	214		214		250		250			0
Flood prevention schemes - WAG Grant 85%	1,719		1,719		750		750			0
Structural maintenance,bridges etc	995	150	1,145			800	800		800	800
Vehicle Emissions Reduction - Match Funding			0				0		22	22
Sea Defence works	54		54		54		54			0
	2,982	150	3,132	0	1,054	800	1,854	22	800	822
Public Protection & Community Services										
Housing Improvement Grants	2,088	50	2,138		188	1,900	2,088		1,900	1,900
Public Conveniences Refurbishment Programme.	136		136			130	130		130	130
Playgrounds Improvement Programme	180		180			150	150		150	150
	2,404	50	2,454	0	188	2,180	2,368	0	2,180	2,180
Economic Regeneration										
Business Development Grants	130		130	100			100	100		100
Industrial Sites	20		20	90			90	4		4
Marine Lake - Match Funding	34		34				0			0
DUNE	25		25		25		25			0
Objective One - Match Funding	83		83			150	150		150	150
	292	0	292	190	25	150	365	104	150	254
Planning Services										
Denbigh THI	78		78		60		60	20		20
Rhyl THI	10		10		10		10	10		10
Planning Software	25		25				0			0
	113	0	113	0	70	0	70	30	0	30
Design and Construction										
Agricultural Estates - Ty Coch Farm Improvement Works	70		70				0			0
Agricultural Estates - Renovation Works (Perrone, Morfa Lodge & Maes-y-Groes Farms)		49	49				0			0
Property - Block Allocation	150		150			150	150		150	150
Health & Safety - Requirements - DDA	810		810		300		300			0
Health & Safety - Requirements - Safety Glass	70		70	70			70			0
Asbestos Survey & Removal Programme	200		200	250			250			0
Prestatyn CCTV	15		15				0			0
46 Clwyd St Office Improvements	4		4				0			0
Russell House	4		4				0			0
Fronfaith Office Conversion	3		3				0			0
	1,326	49	1,375	320	300	150	770	0	150	150
Total - Environment	7,117	249	7,366	510	1,637	3,280	5,427	156	3,280	3,436

DENBIGHSHIRE COUNTY COUNCIL GENERAL FUNDED CAPITAL PLAN	Estimated General	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated General	Estimated Block	Total Estimated General	Estimated General	Estimated Block	Total Estimated General
	Payments		Payments	Payments Slippage	Payments Rollover	Allocations	Payments	Payments Rollover	Allocations	Payments
	2003/04	2003/04	2003/04	2004/05	2004/05	2004/05	2004/05	2005/06	2005/06	2005/06
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Lifelong Learning Directorate										
Schools										
Furniture Block Allocation	100		100			100	100		100	100
School Buildings Improvement	900	200	1,100			900	900		900	900
School DDA Works - (Revenue Funded Capital Works)	25		25				0			0
	1,025	200	1,225	0	0	1,000	1,000	0	1,000	1,000
Lifelong Learning Directorate										
Culture & Leisure										
Llangollen Old Chapel	136		136				0			0
Plas Newydd Garden Restoration	182		182				0			0
Rhyl Leisure Centre - Community Access Project	30		30	462			462			0
Castell Dinas Bran - Match Funding	17		17		17		17			0
Hiraethog Development Project - Match Funding			0		30		30			33
Countryside Grants Scheme - Match Funding			0		35		35			35
Ruthin Gaol Archive & Visitor Attraction	66		66				0			0
	431	0	431	462	82	0	544	68	0	68
Total - Lifelong Learning	1,456	200	1,656	462	82	1,000	1,544	68	1,000	1,068
Personal Services Directorate										
Strategic Planning										
Adaptations to homes of disabled	79		79			80	80		80	80
West Rhyl Community Strategy	5		5				0			0
Care.com	32		32				0			0
	116	0	116	0	0	80	80	0	80	80
Total - Personal Services	116	0	116	0	0	80	80	0	80	80

DENBIGHSHIRE COUNTY COUNCIL GENERAL FUNDED CAPITAL PLAN	Estimated General	Schemes Financed by Capital Receipts	Total Estimated
	Payments		Payments
	2003/04	2003/04	2003/04
	£000s	£000s	£000s
Chief Executive,Resources and Corporate & Miscellaneous			
County Clerk's Department			
Mobile Translation Equipment	5		5
Resources Directorate			
Cash Office facility - St. Asaph Library	26		26
Cash Office facility - Denbigh (2002/03 Rollover)	30		30
Corporate Property Database	38		38
Pre-contract feasibility studies		100	100
Temporary Office Accommodation - Zurich Offices, Prestatyn			0
Office Accommodation - Canol-y-Dre	135		135
Temporary Office Accommodation - Rhyl	75		75
	304	100	404
Corporate & Miscellaneous			
Community Projects - Block Allocation - 2001/02 Rollover	25		25
Community Projects - Block Allocation - 2002/03 Rollover	345		345
Community Projects - Block Allocation - 2003/04	225	100	325
Community Projects - Block Allocation - 2004/05	0		0
Match Funding - Block Allocation	155		155
PFI Offices - Provision for fees and associated works (net cost)	100		100
Essential IT systems	300		300
	1,150	100	1,250
Total Chief Executive,Resources and Corporate & Miscellaneous	1,459	200	1,659
Contingency	10,148	649	10,797
	85		85
Total Capital Plan	10,233	649	10,882

Estimated General	Estimated General	Estimated Block	Total Estimated General
Payments Slippage 2004/05	Payments Rollover 2004/05	Allocations	Payments
2004/05	2004/05	2004/05	2004/05
£000s	£000s	£000s	£000s
			0
			0
			0
			0
	125		125
			0
			0
			0
	125		125
			0
			0
		330	330
	26	100	126
100			100
			0
100	26	430	556
100	151	430	681
1,072	1,870	4,790	7,732
		100	100
1,072	1,870	4,890	7,832

Estimated General	Estimated Block	Total Estimated General
Payments Rollover 2005/06	Allocations	Payments
2005/06	2005/06	2005/06
£000s	£000s	£000s
		0
		0
		0
		0
		0
		0
		0
		0
		0
		0
		0
	330	330
	100	100
		0
		0
0	430	430
0	430	430
224	4,790	5,014
	100	100
224	4,890	5,114

Finance:

BCA	4,294		4,294
USB			0
GCG - B/F from 2002/03	753		753
GCG - 2003/04	3,769		3,769
Total Assembly Supported General Funding	8,816	0	8,816
Capital Receipts - B/F from 2002/03	1,769		1,769
Capital Receipts - 2003/04		650	650
Mwrog Street Reserve	386		386
Flood Alleviation Works - Additional Grant	255		255
CERA	25		25
Contribution	45		45
Total Finance	11,296	650	11,946

	5,720
	6,886
	1,064
	7,950

Surplus/ -Insufficient Resources	1,063	1	1,064
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	118
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Key:
 BCA: Basic Credit Approval
 GCG: General Capital Grant
 CERA: Capital Expenditure Financed from Revenue
 USB: Unhypothecated Supported Borrowing
 MRA: Major Repairs Allowance

DENBIGHSHIRE COUNTY COUNCIL
GENERAL FUNDING - CAPITAL PLAN

Appendix 2

Identified Potential New Capital Schemes for commencement in 2004/05

Total	Estimated Payments			
	2004/05	2005/06	2006/07	Future Years
£000s	£000s	£000s	£000s	£000s
Works to premises to comply with Disability Discrimination Act legislation.	1,000	1,000		
Information Technology networks hardware & software	1,000	250	250	250
Development of One Stop Shops in Rhyl and Prestatyn.	427		207	220
Upgrading CCTV facilities	500	250	250	
Development of an Intensive Support Unit for Ysgol Plas Brondyffryn special sch	500	500		
Health and Safety works to Care Homes.	292	292		
Upgrading of Care Homes to comply with Care Standards	3,816		1,272	1,272
Health and Safety works to Schools.	300	300		
Provision of a new Vehicle Maintenance Depot.	1,500	1,500		
Development of facilities at Corwen Pavilion.	250	250		
Provision of new Registrar facilities in Rhyl.	150	150		
Software development for Care.com.	136	136		
Scala Cinema	3,000	1,000	2,000	
Leisure Centres Improvement Programme	1,376	504	218	436
	14,247	6,132	4,197	1,960
				1,958

Note 3

Note 1: In addition to these individual projects it should be noted that maintenance backlogs exist in respect of:

	£000s
School & Other Buildings	16,700
Highway Infrastructure	20,000
	36,700

Note 2: The Service Asset Management Plans currently being prepared will identify a comprehensive listing of capital works required to be undertaken on Council properties over a five year period.

Note 3: Provision of a new Vehicle Maintenance Depot. - Capital receipts from the sale of the Glasdir site and DSO reserves may be available to meet a proportion of the costs of this project

DENBIGHSHIRE COUNTY COUNCIL

GENERAL FUNDING - CAPITAL PLAN - PRUDENTIAL BORROWING

Potential New Capital Schemes for commencement in 2004/05

- Ysgol Tir Morfa Special School.
- Information Technology PC hardware and software purchases
- Leisure Centre improvements
- School Buildings Improvement Works

Total	Estimated Capital Payments				Notes
	2004/05	2005/06	2006/07	Future Years	
£000s	£000s	£000s	£000s	£000s	
6,500	1,000	3,000	2,000	500	1
2,000	1,000	1,000			2
500	250	250			3
2,000	500	1,000	500		4
11,000	2,750	5,250	2,500	500	

Notes:

- 1 Borrowing costs offset by savings in fees incurred for Out of County placements.
- 2 Centralisation of existing Revenue budget of £0.450m to provide revenue support to finance capital borrowing. These can only be financed over a short period of time.
- 3 Increases in Revenue income to finance additional borrowing.
- 4 Repayment of Deferred Purchase agreement in respect of the Rhyl Pavilion Theatre, the resultant revenue savings of £0.2m being applied to meet borrowing costs of up to £2.0m to finance capital works such as improvements to school buildings.

DENBIGHSHIRE COUNTY COUNCIL CAPITAL PLAN	Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated General	Estimated Block	Total Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated Block	Estimated Special	Total Estimated
	Payments	Payments	Receipts	Payments	Payments	Payments	Allocations	Payments	Payments	Receipts	Payments	Payments	Allocations	Payments	Payments
	2003/04	2003/04	2003/04	2003/04	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2005/06	2005/06	2005/06	2005/06
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Environment Directorate															
Highways and Transportation															
Flood damage reinstatement - SWG	214	800		1,014		250		250	574		824				0
Flood prevention schemes - WAG Grant 85%	1,719	2,234		3,953		750		750	128		878				0
Structural maintenance, bridges etc	995		150	1,145			800	800			800		800		800
Sea Defence works	54	41		95		54		54			54				0
Local Road Maintenance Grant		438		438				0			0				0
Local Road Safety Grant		260		260				0			0				0
WDA Schemes		401		401				0			0				0
Vehicle Emissions Reduction - Match Funding				0				0			0			22	67
Transport Grant Schemes		2,186		2,186				0	737		737				349
	2,982	6,360	150	9,492	0	1,054	800	1,854	1,439	0	3,293	22	800	416	1,238
Public Protection & Community Services															
Housing Improvement Grants	2,088	54	50	2,192		188	1,900	2,088			2,088		1,900		1,900
Strategic Housing Schemes		935		935				0	250		250				0
Renewal Areas		2,386		2,386				0	2,532		2,532				0
Waste Management Strategy		276		276				0			0			173	173
Public Conveniences Refurbishment Programme	136	185		321			130	130			130		130		130
Playgrounds Improvement Programme	180			180			150	150			150		150		150
	2,404	3,836	50	6,290	0	188	2,180	2,368	2,782	0	5,150	0	2,180	173	2,353
Economic Regeneration															
Business Development Grants	130	57		187	100			100	97		197	100		97	197
Community/Rural Key Fund		460		460				0			0				0
Industrial Sites	20	1,557		1,577	90			90	1,242		1,332	4		563	567
76-82 West Parade		200		200				0			0				0
Marine Lake - Match Funding	34	119		153				0			0				0
DUNE	25	66		91		25		25	66		91				91
Denbigh Town Hall		3		3				0			0				0
Objective One - Match Funding	83			83			150	150			150		150		150
	292	2,462	0	2,754	190	25	150	365	1,405	0	1,770	104	150	660	914
Planning Services															
Denbigh THI	78	208		286		60		60	300		360	20		300	320
Rhyl THI	10			10		10		10	313		323	10		313	323
Planning Software	25			25				0			0				0
	113	208	0	321	0	70	0	70	613	0	683	30	0	613	643
Design and Construction															
Agricultural Estates - Ty Coch Farm Improvement Works	70			70				0			0				0
Agricultural Estates - Renovation Works (Perrone, Morfa Lodge & Maes-y-Groes Farms)			49	49				0			0				0
Park Road Depot, Ruthin - Demolition		7		7				0			0				0
Lon Parcwr Depot, Ruthin		31		31				0			0				0
Property - Block Allocation	150			150			150	150			150		150		150
Health & Safety - Requirements - DDA	810			810			300	300			300				0
Health & Safety - Requirements - Safety Glass	70			70	70	300		70			70				0
Asbestos Survey & Removal Programme	200			200	250			250			250				0
Prestatyn CCTV	15			15				0			0				0
46 Clwyd St Office Improvements	4			4				0			0				0
Russell House	4			4				0			0				0
Fronfaith Office Conversion	3			3				0			0				0
	1,326	38	49	1,413	320	300	150	770	0	0	770	0	150	0	150
Total - Environment	7,117	12,904	249	20,270	510	1,637	3,280	5,427	6,239	0	11,666	156	3,280	1,862	5,298

DENBIGHSHIRE COUNTY COUNCIL CAPITAL PLAN	Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated General	Estimated Block	Total Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated Block	Estimated Special	Total Estimated
	Payments	Payments	Receipts	Payments	Slippage	Rollover	Allocations	Payments	Payments	Receipts	Payments	Payments Rollover	Allocations	Payments	Payments
	2003/04	2003/04	2003/04	2003/04	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2005/06	2005/06	2005/06	2005/06
Lifelong Learning Directorate															
Schools															
Furniture Block Allocation	100			100			100				100				100
School Buildings Improvement	900		200	1,100			900				900		100		900
School Buildings Improvement Grant Schemes		1,673		1,673			0		1,091		1,091				0
School Buildings - Additional £9m Capital Funding				0			0				0			1,500	1,500
Plas Brondyffryn - Key Stage 3 & 4		1,068		1,068			0				0				0
Plas Brondyffryn - Key Stage 1 & 2				0			0		286		286				0
Integrated Centres - Christchurch, Rhyl		704		704			0				0				0
Integrated Centres - Bodnant , Prestatyn				0			0		200		200				0
Ysgol Tir Morfa -				0			0				0				0
New Opportunities Funding - PE & Sport				0			0		1,316		1,316				0
School DDA Works - (Revenue Funded Capital Works)	25			25			0				0				0
	1,025	3,445	200	4,670	0	0	1,000	1,000	2,893	0	3,893	0	1,000	1,500	2,500
Lifelong Learning Directorate															
Culture & Leisure															
Llangollen Old Chapel	136	129		265			0				0				0
Plas Newydd Garden Restoration	182	385		567			0				0				0
Rhyl Leisure Centre - Community Access Project	30	73		103	462		462		1,037		1,499				0
Castell Dinas Bran - Match Funding	17	17		34			17		17		34				0
Hiraethog Development Project - Match Funding				0			30				30		33		33
Countryside Grants Scheme - Match Funding				0			35		35		70		35		70
Greenseas Beach Infrastructure Project		29		29			0				0				0
Ruthin Gaol Archive & Visitor Attraction	66	48		114			0				0				0
	431	681	0	1,112	462	82	0	544	1,089	0	1,633	68	0	35	103
Total - Lifelong Learning	1,456	4,126	200	5,782	462	82	1,000	1,544	3,982	0	5,526	68	1,000	1,535	2,603
Personal Services Directorate															
Housing Revenue Account		2,346		2,346				0	2,200	800	3,000				0
Strategic Planning															
Adaptations to homes of disabled	79			79			80	80			80		80		80
West Rhyl Community Strategy	5			5			0	0			0				0
Care.com	32			32			0	0			0				0
	116	0	0	116	0	0	80	80	0	0	80	0	80	0	80
Total - Personal Services	116	2,346	0	2,462	0	0	80	80	2,200	800	3,080	0	80	0	80

DENBIGHSHIRE COUNTY COUNCIL CAPITAL PLAN	Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated General	Estimated Block	Total Estimated General	Estimated Special	Schemes Financed by Capital Receipts	Total Estimated	Estimated General	Estimated Block	Estimated Special	Total Estimated
	Payments	Payments	Receipts	Payments	Payments	Payments	Allocations	Payments	Payments	Receipts	Payments	Payments Rollover	Allocations	Payments	Payments
	2003/04	2003/04	2003/04	2003/04	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2004/05	2005/06	2005/06	2005/06	2005/06
Chief Executive,Resources and Corporate & Miscellaneous															
County Clerk's Department															
Mobile Translation Equipment	5			5				0			0				0
Resources Directorate															
Cash Office facility - St. Asaph Library	26			26				0			0				0
Cash Office facility - Denbigh (2002/03 Rollover)	30	5		35				0			0				0
e-Government		163		163				0	40		40				0
Corporate Property Database	38			38				0			0				0
Pre-contract feasibility studies			100	100				0			0				0
Temporary Office Accommodation - Zurich Offices, Prestatyn				0				125			125				0
Office Accommodation - Canol-y-Dre	135			135				0			0				0
Temporary Office Accommodation - Rhyl	75			75				0			0				0
	304	168	100	572				0	40	0	165			0	0
Corporate & Miscellaneous															
Community Projects - Block Allocation - 2001/02 Rollover	25			25				0			0				0
Community Projects - Block Allocation - 2002/03 Rollover	345			345				0			0				0
Community Projects - Block Allocation - 2003/04	225		100	325				0			0				0
Community Projects - Block Allocation - 2004/05	0			0			330	330			330		330		330
Match Funding - Block Allocation	155	211		366				126	78		204		330	100	100
PFI Offices - Provision for fees and associated works (net co	100			100				100			100				0
Essential IT systems	300			300				0			0				0
	1,150	211	100	1,461	100	26	430	556	78	0	634	0	430	0	430
Total Chief Executive,Resources and Corporate & Miscellaneous	1,459	379	200	2,038	100	151	430	681	118	0	799	0	430	0	430
Contingency	10,148	19,755	649	30,552	1,072	1,870	4,790	7,732	12,539	800	21,071	224	4,790	3,397	8,411
	85			85			100	100			100				100
Total Capital Plan	10,233	19,755	649	30,637	1,072	1,870	4,890	7,832	12,539	800	21,171	224	4,890	3,397	8,511

Finance:

BCA	4,294	1,146		5,440							0				
SCA		5,231		5,231					1,122		1,122				1,122
USB				0				5,720			5,720				5,720
GCG	4,522			4,522				1,166			1,166				1,166
MRA				0					2,200		2,200				2,200
Capital Receipts - B/F from 2002/03	1,769			1,769							0				0
Capital Receipts - 2003/04		726	650	1,376				1,064			1,064				1,064
Capital Receipts - 2004/05				0						800	800				800
Capital Grants		12,502		12,502					9,217		9,217				9,217
Mwrog Street Reserve	386			386							0				0
Flood Alleviation Works - Additional Grant	255			255							0				0
CERA	25	150		175							0				0
Contribution	45			45							0				0
Total Finance	11,296	19,755	650	31,701				7,950	12,539	800	21,289				21,289
Surplus/ -Insufficient Resources	1,063	0	1	1,064				118	0	0	118				118

Key:
 BCA: Basic Credit Approval
 GCG: General Capital Grant
 CERA: Capital Expenditure Financed from Revenue
 USB: Unhypothecated Supported Borrowing

AGENDA ITEM NO: 9 [CABINET 2003 - 188]

REPORT TO CABINET

CABINET MEMBER: Councillor E A Owens - Lead Member for Finance.

DATE: 16 December 2003

SUBJECT: Revenue Budget 2003/04

1 DECISION SOUGHT

That all pressures identified in the latest budget performance figures for the current financial year (as detailed in the attached appendices) should be absorbed by services.

2 REASON FOR SEEKING DECISION

The need to deliver the Council's agreed budget strategies.

3 POWER TO MAKE THE DECISION

Local Authorities are required under section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs.

4 COST IMPLICATIONS

The projections undertaken based on budget monitoring at the end of November show current pressures on services at £549k (£602k at the end of October).

The review of School & College Transport and Special Education Needs has concluded that the projected overspends will be met from Directorate reserves, with any remaining balance being carried forward as a first call against service budget allocations for 2004/05. Efficiency savings are now expected to be delivered, producing a reduction in the projected budget overspend within the Lifelong Learning Directorate.

Pressures are continuing to be identified within non-HRA Housing arising from the Homelessness service. In addition, uncertainty remains regarding the actual level of grant that will be obtained in respect of the Supporting People initiative within the Personal Services Directorate. Work has recently commenced with the external audit of Transitional Housing Benefit claims, the outcome of which may reduce actual grant levels. This could result in an adverse impact on the final budgetary position.

5 FINANCIAL CONTROLLER STATEMENT

The Council's financial strategy for the year requires a contribution of £1.0m to be made to balances in 2003/04. Services continue to identify pressures which must be accommodated within existing budget provisions by adjusting spending priorities. Any adverse deviation from agreed budgets will endanger achievement of this objective.

6 CONSULTATION CARRIED OUT

Lead Cabinet Members are consulting on an ongoing basis with Heads of Service to agree necessary remedial action to prevent overspends in 2003/04.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

The level of funding available to services together with budgetary performance impacts upon all services of the Council.

8 RECOMMENDATION

8.1 That Members note the figures in the appendices.

8.2 That Members consider actions to ensure the achievement of the 2003/04 Revenue Budget strategy to contribute £1.0m to balances.

MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2003/04
Summary of Pressures
POSITION AS AT END NOVEMBER 2003

Directorate	- Year to Date -			- 2003/04 Totals -				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Nov 03 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Nov 03	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Lifelong Learning (excluding schools delegated)	11,408	9,218	-2,190	16,899	17,710	18,084	374	452
Environment	12,129	12,032	-97	18,613	19,396	19,403	7	7
Personal Services	18,335	17,957	-378	25,852	26,040	26,208	168	143
Chief Executive	1,477	1,367	-110	2,243	2,409	2,409	0	0
Resources	3,897	3,404	-493	4,937	5,160	5,160	0	0
Corporate, Miscellaneous & Benefits	8,291	8,112	-179	3,870	3,556	3,556	0	0
	55,537	52,090	-3,447	72,414	74,271	74,820	549	602
Non - Service Items:								
				100	0	0	0	0
				11,283	11,206	11,206	0	0
				4,435	4,435	4,435	0	0
				1,000	1,000	1,000	0	0
				89,232	90,912	91,461		
						Total Variance	549	602

Note: The Management Accounting rules of the Council require debtor account entries to be reversed in respect of amounts outstanding for more 30 days after the due date. In the event that debts cannot be collected Services will be required to meet the cost of the debt write-off. This may impact on the actual outturn achieved by Services at the year end.

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2003/04
LIFELONG LEARNING
POSITION AS AT END NOVEMBER 2003**

	- Year to Date -			- 2003/04 Totals -				Projected Variance (Previous Report)
	Budget Profile	Actual to End Nov 03 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Nov 03	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Individual Schools Budget	28,655	22,994	-5,661	39,975	39,936	39,936	0	0
School Funds Held Centrally	6,404	4,716	-1,688	10,004	10,721	11,010	289	407
Non school Funding	192	432	240	388	389	453	64	24
Leisure Services	2,484	1,923	-561	3,086	3,132	3,141	9	9
Culture	1,503	1,505	2	2,414	2,468	2,468	0	0
Countryside	479	392	-87	434	441	441	0	0
Youth	346	250	-96	573	559	571	12	12
	11,408	9,218	-2,190	16,899	17,710	18,084	374	452
Total Lifelong Learning	40,063	32,212	-7,851	56,874	57,646	58,020	374	452

Notes:

<u>Comments</u>	Current Month	Previous Month
	£ 000s	£ 000s
Education Pressures		
<u>School Funds Held Centrally</u>		
School Transport -		
Impact of variations since budget setting	144	157
SEN -		
Impact of variations since budget setting	250	250
Less Efficiency savings/Use of Reserves	-100	
Management & Administration	-5	
	289	407
<u>Non School Funding</u>		
College Transport - per report to Cabinet	64	24
	64	24
<u>Culture and Leisure</u>		
<u>Leisure Services Pressures</u>		
Pool Hoists for Disabled Persons (DDA)	9	9
	9	9
<u>Youth</u>		
Prestatyn Youth Centre - Essential Repairs & Maintenance	5	5
Backdated Superannuation Contribution	7	7
	12	12
Directorate Total	374	452

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2003/04
ENVIRONMENT
POSITION AS AT END NOVEMBER 2003**

	- Year to Date -			- 2003/04 Totals -				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Nov 03 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Nov 03	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Consultancy Services	1,914	1,878	-36	1,095	1,225	1,231	6	6
Economic Regeneration	891	863	-28	914	952	952	0	0
Highways and Transportation	3,418	3,413	-5	6,697	6,806	6,806	0	0
Planning Services	429	443	14	935	935	942	7	7
Public Protection & Regulatory Services	4,820	4,783	-37	7,903	8,288	8,288	0	0
Support Services	453	448	-5	797	918	912	-6	-6
Contract Services	204	204	0	272	272	272	0	0
Total Environment	12,129	12,032	-97	18,613	19,396	19,403	7	7

The overspend on Economic Regeneration is caused by a delay in receipt of grant against profile.
The projected overspend on Planning Services is the result of two successful planning appeals.

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2003/04
PERSONAL SERVICES
POSITION AS AT END NOVEMBER 2003**

	- Year to Date -			- 2003/04 Totals -				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Nov 03 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Nov 03	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Children Services:								
Children and Families Services	4,135	3,946	-189	4,094	4,975	4,849	-126	-126
Community Development	163	146	-17	274	261	258	-3	-3
Performance Management & Support	231	169	-62	381	348	316	-32	-33
Adult Services:								
Intake A & C M (North)	4,561	4,985	424	5,333	6,895	7,825	930	916
Preserved Rights/RCA	2,015	1,642	-373	3,404	3,086	2,391	-695	-694
Intake A & C M (South)	2,571	2,492	-79	3,772	3,809	3,656	-153	-32
Adult Services (Provider)	4,036	4,024	-12	5,682	5,715	5,816	101	78
Performance Management & Support	1,499	1,291	-208	1,515	2,179	2,017	-162	-122
Business Support & Development	973	970	-3	1,313	1,458	1,598	140	16
Supporting People	1,249	1,249	0	0	1,874	1,874	0	0
Management & Administration	0	0	0	0	0	0	0	0
	21,433	20,914	-519	25,768	30,600	30,600	0	0
Supporting People Grant	-3,133	-3,133	0	0	-4,700	-4,700	0	0
	18,300	17,781	-519	25,768	25,900	25,900	0	0
Non HRA Housing	35	176	141	84	140	308	168	143
Total Personal Services	18,335	17,957	-378	25,852	26,040	26,208	168	143

Children and Families

As in 2002/03, Fostering will be the major drain on the 2003/04 budget.

Intake A & C M (North & South)

Domiciliary and day care spend may be underestimated as there is a backlog of paperwork at local offices

Spend within Community Care PD in the North is steadily increasing, however there is an underspend in the South

For reporting purposes Residential Care Allowance budget and spend has been moved to Community Care (Older People).

Outturn assumes 1% fee increase to independent sector providers of care. Also Preserved Rights to be uplifted to SSD rates.

Adult Services - Provider

Elderly Residential Services continue to be a major pressure area circa £154k.

Potential savings regarding the loan facility in respect of Llys Marchan Residential home circa £80k

Homecare is underspending due to less demand

A High Court judgement means there is the potential that DCC may get claims for refunds of fees for residential care

for people under Section 117 of the Mental Health Act.

These claims so far have been identified as approximately £3-£5k per individual but further work is being undertaken in order to see what the full impact would be if all those eligible to claim

Business Support & Development.

Pressure areas include IT and central telephone recharges.

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2003/04
CHIEF EXECUTIVE, RESOURCES, CORPORATE & MISCELLANEOUS
POSITION AS AT END NOVEMBER 2003**

	- Year to Date -			- 2003/04 Totals -				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Nov 03 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Nov 03	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Chief Executive's Dept	1,477	1,367	-110	2,243	2,409	2,409	0	0
Resources Directorate:								
Finance	1,878	1,726	-152	2,115	2,351	2,351	0	0
Audit	233	215	-18	299	312	312	0	0
I.T	1,204	988	-216	1,649	1,622	1,622	0	0
Personnel	582	475	-107	874	875	875	0	0
Total	3,897	3,404	-493	4,937	5,160	5,160	0	0
Corporate & Miscellaneous Benefits	1,016	1,269	253	3,386	2,772	2,772	0	0
	7,275	6,843	-432	484	784	784	0	0
Total	8,291	8,112	-179	3,870	3,556	3,556	0	0
Total Chief Executive's, Resources, Corporate & Misc. and Benefits	13,665	12,883	-782	11,050	11,125	11,125	0	0

**AGENDA ITEM NO: 10 [CABINET 2003 - 189]
REPORT TO CABINET**

DATE : 16 DECEMBER 2004

**REPORT BY : COUNCILLOR E A OWENS, LEAD
MEMBER FOR FINANCE**

**SUBJECT : STANDSTILL BUDGET REQUIREMENT
FOR 2004/5**

1. Decision Sought

- 1.1 That Members note the details of the final Assembly settlement for next financial year.
- 1.2 That Members note the impact on the standstill position for the authority's overall budget for 2004/5.
- 1.3 That Members provide a steer as to the basis for funding further service development.

2. Reason for seeking decision

- 2.1 The Assembly has released the final details of the settlement for Welsh Councils for 2004/5. The Cabinet therefore needs to continue the process of developing and recommending budget proposals for approval by Council.

Settlement details

- 2.2 The level of Revenue Support Grant and allocation of Business Rate is set at £106.492m, an increase of £3.593m, 3.48%, over the current financial year but a reduction of £1.236m over the provisional settlement. This reduction is due to the transfer out of the settlement of Assembly funding for Housing and Council Tax Benefit (100% funded via DWP from April 2004), and an adjustment resulting from the increase in the Council Tax base, partly offset by additional support for specific services of £85k.

- 2.3 The element of the Assembly funding available to support the impact of pay awards and price increases, the impact of borrowing in connection with the Capital Programme and the full year impact of pressures from the current year is £3.165m and represents an increase in 'core funding' of 3.1%.

Growth & Service Development

- 2.4 The settlement provides little scope for growth in expenditure for service development. If Council Tax levels are to be kept to a reasonable level for the next financial year the only additional funding would be economies from current service provision costs (£650k for 1% efficiency measures excluding schools, corporate and children's services), service specific reserves that are not required immediately together with the potential of up to £1m from the next round of Performance Incentive Grant . Such a strategy has the disadvantage of effectively committing budget increases into 2005/06 for growth that is funded by service cost reductions that are one off, by the use of reserves or from Performance Incentive Grant.

This strategy has been followed over the last few weeks in meetings with Directorates to produce recommended budget bids for 2004/5. Bids for additional resources will be considered by Scrutiny Committees during December to review in particular the prioritising of the bids by officers.

Specific Grants

- 2.5 The detail of most specific grant allocations to the Council are still awaited however it is clear that some grant levels are likely to be increased above inflation or are new money eg. Children First and Wanless while other grants are likely to be reduced eg GEST and Learning Difficulties Strategy.

Capital Programme

- 2.6 The final level of general capital expenditure that will be supported by the Assembly in 2004/5 is £6.886m, compared with £8.063m in the current year. The ring fenced support for HRA borrowing is increased to £2.3m, from £1.146m by the introduction of the Major Repairs Allowance.

An assessment of the potential for increasing the size of the Capital Programme through the use of the new Prudential Borrowing code will be carried out and reported later in the budget setting exercise. The code enables the Council to increase borrowing beyond the level supported within the Assembly settlement provided affordability in the medium term can be demonstrated.

3. Power to make decision

Section 151 of the Local Government Act 1972.

4. Cost implications

See attached appendix

5. Financial Controller Statement

This report is a follow up to the report on the provisional settlement that was presented to the last Cabinet.

The delivery of the final stage of the Council's Financial Recovery Plan requires the topping up of balances to £3m by the end of 2004/5 although this may be largely achieved by 31 March 2004. To achieve this position strict budgetary control at all times will be essential.

6. Consultation carried out

Regular meetings are currently taking place between Lead Cabinet Members, Directors, Heads of Service and senior finance staff to develop a recommended budget position for 2004/5.

Members are requested to refer to the report on the provisional settlement presented to the last Cabinet.

7. Implications on other policy areas including corporate

The level of funding available, together with budgetary performance, impacts upon all policies of the Council.

8. **Recommendations**

That Members:

- 8.1 note the details of the final Assembly settlement for 2004/5,
- 8.2 consider the content of the attached appendix showing the anticipated standstill position for next financial year and agree the methodology for establishing the standstill base and
- 8.3 provide a steer as to the basis for funding further service development.

DENBIGHSHIRE COUNTY COUNCIL

STANDSTILL BUDGET REQUIREMENT FOR 2004/05

1. Budget Requirement

	-1- 2003/04 Base Budget £000	-2- 2004/5 Changes Agreed £000	-3- 2004/05 Inflation (provisional) £000		-4- Transfers of funding £000	-5- 2004/05 Commitments £000	-6- 2004/05 Standstill Base £000
Schools delegated budgets	39,948	0	1,198 (3%)		1,653	0	42,799
Lifelong Learning	17,150	330	524 (3%)		0	0	18,004
Environment	18,692	170	566 (3%)		-819	0	18,609
Personal Services	25,913	750	900 (3%)		-960	0	26,603
Resources	4,979	145	154 (3%)		0	0	5,278
Chief Executive	2,243	0	67 (3%)		0	0	2,310
Corporate	3,124	110	97 (3%)		-759	0	2,572
Precepts/levies	4,435	0	310 (7%)		0	0	4,745
Capital Financing Charges	11,624	0	0		0	250	11,874
Contribution to balances	1,000	0	0		0	-950	50
PFI Unitary Charge	0	0	0		0	1,740	1,740
- PFI Funding Reserve	0	0	0		0	430	430
Contingency	100	0	0		0	-100	0
	----- 129,208	----- 1,505	----- 3,817		----- -885	----- 1,370	----- 135,015

2. Level of Funding

Revenue Support Grant	83,697		2,725		-1,322	0	85,100
- RSG PFI	0		0			1,750	1,750
NNDR	19,202		440			0	19,642
Deprivation grant	153		0			0	153
	----- 103,052	----- 0	----- 3,165		----- -1,322	----- 1,750	----- 106,645
Council Tax	26,156	1,350	864				28,370
	----- 129,208	----- 1,350	----- 4,029		----- -1,322	----- 1,750	----- 135,015

AGENDA ITEM NO: 11 [CABINET 2003 - 190]

REPORT TO CABINET

CABINET MEMBER: Corporate Director: Environment

DATE: 16 December 2003

SUBJECT: LON PARCWR CAR PARK, RUTHIN

1. DECISION SOUGHT

1.1 That Members declare the Lôn Parcwr Car Park surplus to requirements, and commence marketing the site for disposal on the open market to obtain 'expressions of interest' which will be reported to the Asset Management Committee in due course.

2. REASONS FOR SEEKING DECISION

2.1 The Council has been approached by a company seeking to acquire the land for development purposes when the site becomes vacant. The land is shown outlined in red on the attached plan (Appendix 1). The County Clerk has recommended that the site, subject to Members' approval, be marketed and sold on the open market for development as soon as the existing use comes to an end.

2.3 The site is currently being used as a temporary car parking facility, until the new PFI scheme is complete. This use will come to an end in August 2004, and it is suggested that the site be marketed, with a view to securing expressions of interest from interested parties for a disposal in advance of that date.

3. POWER TO MAKE THE DECISION

3.1 Section 123 of the Local Government Act 1972 gives the power to dispose of land.

4. COST IMPLICATIONS

4.1 None

5. FINANCIAL CONTROLLER STATEMENT

5.1 The generation of capital receipts from the sale of surplus assets is the only source of substantial additional resources for the Council's capital programme. The Assembly support for the funding of capital projects will be reduced by 15% in 2004/5 with the planned increase in special funds for major schools maintenance also being delayed. Several statutory deadlines for the completion of works in respect of Health & Safety, Disabled Access and Asbestos Removal occur next year. These pressures together with the level of backlog of works for property and highway maintenance mean the Council's resources will be inadequate to fund a reasonable programme without major additional funding coming from asset sales.

6. CONSULTATION CARRIED OUT

6.1 *Ruthin Local Members*

Cllr Elwyn Edwards

Agreeable to proposal, subject to a study of public and Council staff parking requirements to determine whether the area should be retained as a car parking facility.

Cllr Ken Hawkins

Awaited - consultation deadline 11 December 2003.

Cllr Morfudd Jones

Awaited - consultation deadline 11 December 2003.

6.2 *Highways*

This section of Lon Parcwr will become busy with the new Glasdir link road. Any access to a development needs to be sited as far from the roundabout as possible. The highways impact of proposals that emerge will be assessed and reported to Members as part of the assessment of the bids.

6.3 Corporate Executive Team and County Landlord

The site has the potential to generate a significant capital receipt in support of the Capital Programme. Support the disposal.

6.4 Planning

The site has no specific designation/allocation/safeguarding. The Planning Committee will be advised on the planning implications of any development once a formal planning application is submitted.

7. IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1** The loss of the car parking facilities may be an issue. The PFI building will provide over 200 spaces for staff and visitors. It is considered that alternative car parking facilities are available in the near vicinity. Alternative arrangements may also need to be made for the recycling facilities.

8. RECOMMENDATION

- 8.1** It is recommended that Members:

- (a)** Declare the site surplus
- (b)** Approve the marketing of the site on the open market to obtain expressions of interest for a disposal, at best consideration
- (c)** Note that the results of the marketing campaign will be reported to Asset Management Committee/Cabinet for a decision in due course.

REPORT TO CABINET

CABINET MEMBER: Councillor D M Morris, Lead Member for Communications

DATE: 16 December 2003

SUBJECT: Llais y Sir / County Voice

1 DECISION SOUGHT

1.1 To secure a regular method of communication and consultation with the public through the publishing of Llais y Sir/County Voice on a monthly basis, funded from existing departmental advertising/publicity budgets

2 REASON FOR DECISION

2.1 The Council needs a regular method of communicating to the public on a number of issues including:

Council priorities
Service issues
Public meetings
Public work programmes
General interest issues.

Additionally, it is required to consult the people of Denbighshire on a range of issues relating to service performance or policy issues. Having a monthly newspaper would provide a useful vehicle to deliver on these aims.

2.2 As the principle of having a Denbighshire County Council newspaper has already been agreed, the two issues to determine are whether it should move to be a monthly publication and, if so, how it might be financed.

2.3. The argument of this paper is simple: a monthly newspaper provides for flexibility in communicating with the people of Denbighshire. It provides for relatively important information to be made available when people need it and it allows the Council to plan its consultation programme.

- 2.4 To finance this venture it is proposed to use existing advertising/publicity expenditure to fund running costs and the cost of producing a monthly publication.
- 2.5 The Public Relations Unit has researched the proposal and has evidence of costings and the financial viability of the proposal from authorities who produce similar publications. Initial informal soundings have indicated that there would be a market locally and beyond to produce a newspaper for Denbighshire on a similar basis.

2.6 **Issues**

Requiring departments to advertise in Llais y Sir

The publication would be financed by advertising and this implies that it would become the major vehicle for the advertising of situations vacant and for general Council publicity. It is recognised that not all advertising could be done through the vehicle of Llais y Sir. Those which could are:

All local recruitment advertising.

Incidental advertisements and features (eg fostering and adoption campaign, business features).

Public notices which are not time dependent and for which there is no statutory requirement to be published in a registered newspaper

Events/meetings.

Those which would still be put out to other publications are:

Notices which there is a statutory requirement to publish in a registered newspaper.

Advertisements for specialist/professional posts.

For those adverts which would be placed only in Llais y Sir the system would have to be mandatory to enable the newspaper to be funded from within existing expenditure. Website and signposting advertising could supplement Llais y Sir, but would have to be funded from existing budgets.

If we were to enter into an agreement with a newspaper company which produces other publications, it could be possible for senior/specialist posts to be advertised in their other associated publications as well as in Llais y Sir. This is the case in Bolton where the Bolton Evening News works closely with the authority.

Timetabling

Departments would have to plan their recruitment around the monthly publication timetable. Changes have been made to speed up the current system of approval for externally advertising posts.

Recruitment Strategy

Many senior or specialist jobs would continue to be advertised in professional journals and so on. Therefore this proposal will mainly affect less senior posts.

Implementation date

To start when an annual contract with Royal Mail is achievable. (Current talks with Royal Mail indicate that many months for 2004 are already at capacity). Should Cabinet want the monthly publication to start immediately additional funding will be needed for alternative distribution which is £7k per edition.

3 Power to make Decision

- 3.1 Local Government Act 1972 - section 142 (Provision of information, etc., relating to matters affecting local government)

4 Cost Implications

4.1 ESTIMATED COSTS

A) Present budget 2003/04

	£
Administration staff	8,470
Income from advertising	(14,000)
Llais Y Sir	19,000
Llais Y Sir - additional budget 2002/03 Only	15,000
Total	28,470

B) Estimated Budget Required 2004/05

	£
Senior Media Officer - SO1	29,913
Media Officer - Scale 6	26,986
Administration Staff	8,724
Telephones etc	2,500
Publication and Printing of Llais Y Sir	96,000
Total	164,123

The only budget available would be £ 13,724, after taking account the loss of current advertising income, therefore the shortfall in funding the project is £150,399

Although two new members of staff have been included in the above, the proposal for the pilot period is for one new member of staff on SO1, with a review after six months.

4.2 ANALYSIS OF 2002/03 SPEND ON STAFF ADVERTISING AND PUBLICITY

A detailed review of the actual spend in 2002/03 was made and the findings are shown in Appendix 1. It revealed the following spend in the three main publications:

	Group 1	Group 2	Group 3
	£	£	£
Staff Advertising	15,089	11,303	101,806
Non staff advertising	26,778	45,981	39,691
Publicity	746	6,263	3,426
Total	42,613	63,547	144,923

An analysis of actuals over the financial year 1996 - 2002 revealed a fluctuation in the actuals for staff advertising and a variance with budget. This is due to the fact that new posts and vacancies are usually funded by savings within the staffing budget and not from existing advertising budgets.

Examples of actual monthly expenditure

The random recent examples below relate only to advertising which could realistically be transferred to Llais y Sir. Additional incidental advertising/publicity over the same period has not been taken into account. Tenders and public notices have been excluded because Llais y Sir is not a registered newspaper. Some could be included, but for the purposes of this exercise we have under stated the potential revenue as, at this stage, it is not possible to say what could and could not be included in Llais y Sir. Should it become registered the scope for including additional advertising from the Authority will increase by an average of £1k a month.

April 2003

25 situations vacant totalling £9,186

August 2003

27 situations vacant totalling £17,392

(cost variance from similar size sample above is due to size of advertisements and more use of Daily Post)

October 2003

45 situations vacant totalling £11,000

The number of advertisements could be accommodated in a monthly Llais y Sir and the current spend, although variable, suggests that costs could be covered from existing expenditure.

Initial soundings from partner organisations suggest that there would be considerable interest in buying into Llais y Sir for publicity purposes.

4.3 METHODS OF FUNDING

There are four options to be considered to fund the shortfall of £150,399:

Option 1. To top-slice all Directorates budgets (excluding schools) based on staffing budgets and non staff advertising.

Advantage

- the money available to fund County Voice would be known
- there would not be any reduction on spending on services as this amount of money is already spent on advertising/publicity.

Disadvantages

- No obvious disadvantages

Please note that Directorates' average spend over a two year period would be used to calculate the figure to be top sliced to take into account the fluctuations in their advertising/publicity expenditure.

Option 2. To bid for the 2004/05 contingency money as part of the budget cycle.

Advantage

- the money available would be known.
- Directorates' budgets would not be affected and the Directorates could add the corresponding savings to their efficiency savings required to fund growth.

Disadvantages

Tight financial settlement. There are likely to be higher priorities for growth in funding.

Option 3. To continue to use present system of recharging individual user's budget.

Advantage

- users are used to the system

Disadvantage

- Level of income is not definite and may be subject to fluctuation.
- this system requires a great deal of administration.

Option 4. To agree an SLA with users of the service and a set amount for a number of adverts. Any additional adverts would be recharged at a standard rate.

Advantage

- Directorates would agree to use the service the start.

Disadvantage

- Income is not certain because of the fluctuations of staff advertising.
- The system would require additional administration.

4.4 OTHER ISSUES

- advertising in options 1, 2 and 4 would only cover usual day to day advertising, situations vacant, meetings etc. Any other one-off advertising, such as fostering and adoption, would be met at cost, based on production costs per page and broken down pro rata, plus administration fee.

- there would still be a need to advertise in other publications. For example, professional press and journals or when deadlines dictate publication. Again these costs would have to be met by the directorates themselves.

- the position will be reviewed at the end of the first year

- additional value added benefits to the Authority, in terms of the extra news coverage from its own publication delivered monthly to every household in the county, is immeasurable.

5 FINANCIAL CONTROLLER STATEMENT

- 5.1 As the report states funding for advertising for vacant posts is mainly provided from the budget saving generated by the vacancy. At a service level this is likely to fluctuate year on year, however taken at a directorate level the fluctuations may well be less significant. More work needs to be done with directorates to agree the allocation of the budget top slicing recommended in option 1 based on the relevant level of posts to be advertised in this way to ensure an equitable split.
- 5.2 Non staff advertisements may be less problematic as they may be less prone to fluctuating levels and are certainly ideal for including in a publication that goes to every household and the costs tend to be funded from specific budgets. Further work will still be necessary with directorates to agree the necessary virement.

6 CONSULTATION CARRIED OUT

- 6.1 Advertising users group - Concerns expressed about the equality of opportunity as effectively only people resident in the county would see advertisements placed only in Llais y Sir.
- 6.2 Response: A solution could be to take out a small monthly advertisement in the Daily Post sign posting people to Denbighshire vacancies on the website, in Llais y Sir and the Jobcentre. There may also be scope for distributing Llais Y Sir through partner organisations in neighbouring counties to ensure a wider distribution. The flip side to the argument is that there may be people who currently do not have access to the web site or who do not buy newspapers, who may see a job advert in a publication delivered to their home.
- 6.3 **Corporate Executive Team** - Supports the principle of the proposal although some concerns from directorates which are experiencing difficulties in recruiting staff.

7 IMPLICATIONS ON OTHER POLICY AREAS

- 7.1 The development of Llais y Sir/County Voice will impact on all policy areas giving all directorates a more direct platform for getting messages across to the public.

8 RECOMMENDATION

- 8.1 That Cabinet agree to the monthly publication of Llais y Sir
- 8.2 That Cabinet agree to Option 1 - top slice directorate budgets to finance the monthly publication

ADVERTISING COSTS
2002/03

Appendix 1

Analysis by Directorate

	Staff £	Non Staff £	Publicity £	Total per Directorate £
Lifelong Learning	74,522.65	74,603.29	1,025.01	150,150.95
Policy, Finance & Resources	22,261.35	7,021.19	413.11	29,695.65
Environment	20,734.85	63,101.06	17,236.62	101,072.53
Personal Services	84,699.95	11,284.84	1,179.90	97,164.69
	202,218.80	156,010.38	19,854.64	378,083.82
Contract Services	6,670.44	144.94	0.00	6,815.38
	6,670.44	144.94	0.00	6,815.38
Total	208,889.24	156,155.32	19,854.64	384,899.20

Analysis of the 3 main publications

	Group One £	Group two £	Group Three £	Other Advertising £	Total per Directorate £
Lifelong Learning	23,844.16	21,722.91	75,089.47	29,494.41	150,150.95
Policy, Finance & Resources	1,615.41	3,890.52	16,936.17	7,253.55	29,695.65
Environment	1,537.42	22,839.76	22,333.93	54,361.42	101,072.53
Personal Services	12,466.22	8,297.08	27,543.75	48,857.64	97,164.69
	39,463.21	56,750.27	141,903.32	139,967.02	378,083.82
Contract Services	293.08	3,502.56	3,019.74	0.00	6,815.38
	293.08	3,502.56	3,019.74	0.00	6,815.38
Total	39,756.29	60,252.83	144,923.06	139,967.02	384,899.20

AGENDA ITEM NO: 13 [CABINET 2003 - 192]

REPORT TO CABINET

CABINET MEMBER: COUNCILLOR G M KENSLER, LEAD MEMBER FOR PROMOTING DENBIGHSHIRE

DATE: 16 DECEMBER 2003

SUBJECT: DENBIGHSHIRE EVENTS 2003/04 : INTERIM EVALUATION

1 DECISION SOUGHT

1.1 To consider and note the findings of an interim evaluation of the enhanced programme of events for 2003-04.

2 REASON FOR SEEKING DECISION

2.1 In May 2003 Cabinet approved the allocation of an additional £50k from contingency funds to enhance the 2003-04 events programme. This included £15.5k specifically for the International Eisteddfod. Cabinet requested an evaluation of the enhanced programme, and an interim report is attached as Appendix 1. It is not possible to provide a complete evaluation at this stage given that the full programme of activities, notably those planned for the Christmas period, has not as yet been delivered.

2.2 From the attached report, Members will note that a wide range of events have been delivered or are planned as part of the enhanced programme. Highlights include the much improved Council presence at the Llangollen International Eisteddfod, including participation in and support for new activities such as 'Childrens Day'; the launch of Denbighshire's Walking Festival 'Step by Step', which also attracted substantial additional external funding to more than match the Council's contribution; the launch of 'active8' children's sports camps across the County; and an enhanced programme of activities at the Rhyl Events Arena.

3. POWER TO MAKE THE DECISION.

3.1 Section 2, Local Government Act 2000; power to promote the social, economic and environmental well being of the area.

4 COST IMPLICATIONS

- 4.1. The additional budget allocation was £50k. Planned expenditure is within the agreed allocation. This initiative has also been used as match funding to draw in additional external grants to further develop the programme. For example, Regional Tourism Partnership, Adfywio and Cadwyn grants amounting to £23,500 were secured for the walking festival, and Rhyl Town Council has provided additional support of £9000 for the enhanced programme of events in the town.
- 4.2. The budget setting exercise for 2004/05 has included discussions on the case for this one-off increase in the Council's events budget to be permanently incorporated into Culture and Leisure's base budget.

5 FINANCIAL CONTROLLER STATEMENT

- 5.1 The service benefited from an allocation of £50k in the current financial year from the Council Tax 'windfall' exercise. This additional funding was agreed for this year only and will therefore be considered for further funding as part of the budget setting exercise for 2004/5.

6 CONSULTATION CARRIED OUT

- 6.1 An officer task group was established to co-ordinate and deliver the enhanced programme. Consultation has also taken place with the Wales Tourist Board, Cadwyn and Rhyl Town Council.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1. The main impacts relate to improving the image of Denbighshire, and the promotion of tourism. Events is also part of your Culture and Leisure Strategy 'Pick and Mix', and the recently approved Cultural Tourism Strategy.

8 RECOMMENDATION

- 8.1. To note the findings of the interim evaluation report on the enhanced programme of events for 2003-04

Key messages

The allocation of additional funds to the Culture & Leisure Events Budget has enhanced the programme and secured equipment and support to improve efficiency and a better service for both residents and visitors.

In addition, this has facilitated the return of annual events and organisers who were previously unknown to the Authority have pledged to return.

Many events held for the first time have been extremely popular with the public, and enquiries have been made for next year's dates.

Many local businesses have benefited from the enhanced events programme through the increased spending of visitors and local residents who may not have normally attended.

The County-wide Christmas festivities are in the process of being arranged and the additional funding of £11,500 has allowed us to programme events in Ruthin and Llangollen. Additional support has enabled us to build on the success of the Winter Wonderland event in Rhyl, and has allowed us to expand the activities. This year the ice rink will visit Llangollen accompanied by appropriately themed activities.

The increase in publicity and goodwill is invaluable as nation-wide coverage by the media has reflected the positive images of the coastal resorts and Denbighshire as a County.

Investment by DCC in the Llangollen International Eisteddfod has a major impact both in the quality of DCC presence during the event and in the development of the Children's Day which attracted 5,500 children. The funding enabled new innovative programming, a stronger sense of community involvement in the Eisteddfod, greater partnership and profile for both the Eisteddfod and the County.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
Line Dancing Festival (July event)	4,000	National/Regional T.V., Radio and local Press	Leisure Events budget assisted by D.C.C. additional funding of £2,000	Established Annual Event additional budget investment saw an increase of an average of 1500 visitors on each of the 2 days	Event supported by, and well received by members of the line dancing community. Local guest houses and business reported an increase in bed bookings, in a number of cases guest houses were full for the 3 day weekend, with local shops acknowledging increased sales.
Race For Life	2,500	National/Regional T.V., Radio and local Press	Leisure Events Budget	Established Annual Event attendance has increased annual by an average of 25% Organisers have confirmed they will return for 2004 due to event support and fund-raising potential. Support of Prestatyn Running/Athletics Club is considerable in staging the event.	Cancer Research U.K. National event , exclusively organised for women. This years event has raised in excess of £55,000 to date, and attracted over 1000 competitors with in excess of 1,500 spectators. Support from local media and radio provides considerable regional coverage, with local business's supporting the event, and reporting increase in days trading, by 10-15%, specifically in catering.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
"Take the Challenge Fun Day"	1000	Local Press and Radio	Leisure Events budget assisted by D.C.C. additional funding.	Expressions of interest were received from various organisations and associations to be included in the event for 2004. The day provided fun for all the family with visual humour and audience participation, and practical demonstrations.	This inaugural event provided an ideal opportunity for emergency services to promote safety and public awareness. Services in attendance included. North Wales Police, Fire, and Ambulance. RNLI, along with Road Safety and Rescue Services. Feedback from services indicates that the event is an ideal vehicle for raising public awareness and perceptions of the services
Line Dancing Festival (August event)	6000	National/Regional T.V., Radio and local Press	D.C.C. additional funding with financial support from Rhyl Town Council	Established Annual Event now in it's 5th season. Additional event budget funding permitted and increase in activities and programmes, the net result being an increase of weekend visitors to the event of some 2000 on each day. Total attendance averaging 6000 per day.	Well supported and received by members of the line dancing community. With guest houses/hotels reporting increase in bookings and bed spaces taken up - With a number of venues stating they were full for the weekend. Local caravan and camp sites saw an increase of weekend bookings of between 10-15%, with local business's advising of a considerable increase of footfall within the town and the wider community. Local catering establishments were particularly pleased with the increase in business.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
Sound of Summer Popular Music Festival	1500	Local Press and Radio	D.C.C. additional funding of £1500 with financial support from Rhyl Town Council permitted the introduction of this specific music based new event.	This inaugural music event has the potential to develop further, and is ideally suited to the Rhyl Events Arena. Provided an opportunity to 7 local bands to perform publicly, and for some 1500 visitors to enjoy a free of charge open air event.	Varied styles of popular music entertained members of the local community and visitors to the resort. Outcome being that for a £1500 budget visitors number to the town were increased, with many of the events visitors shopping and eating with the local business's, as the event was spread over 8 hours.
Filipino Festival	4000	National/Regional T.V., Radio and local Press	Leisure Events budget assisted by D.C.C. Increase of £2000 along with Rhyl Town Council additional funding.	Established Annual Event with a substantial increase in visitor numbers averaging a daily increase of some 1500-2000. Visitors to the event were primarily Filipino Nationals, who came from across the UK. With many being 1st time visitors to Rhyl.	Cultural festival of authentic Filipino music and traditional dance. The calibre of entertainment exceeded all expectations, providing an educational and informative cultural event, that was well received by visitors and the local community, and ensured a successful public reception. Local businesses and accommodation providers reported increases in bed bookings, with many retailers indicating a substantial increase on the weekend business. The success of this years event has secured a 3 day festival for 2004

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
Haribo Sweets Truck Tour	2000	National/Regional T.V., Radio and local Press	Leisure Events budget assisted by D.C.C. Additional budget of £5000, along with Rhyl Town Council additional funding	An exclusive event for 2003, with Rhyl being the only Welsh resort visited. The success of which ensured the promotion companies involved have given a clear indication that they would return to Denbighshire with similar promotions and attractions. This new event provided an increase of some 2000-3000 visitors to the town for the 1 day event.	The Haribo promotions company have advised that the Rhyl events attendance figures of between 2000 and 3000 to this exclusive Welsh event, far exceeding other UK resorts namely, Blackpool and Skegness. This ensured the organisers realised/identified the potential of Rhyl and the Events Arena site. Although affected by poor weather on the day, local business saw an increase in trade and footfall.
Fire Walking Challenge	750	Local Press and Radio	D.C.C. additional funding of £2000 providing a unique and one of Fund raising event.	An inaugural event which provided fund raising opportunities for the local St Kentigern's Hospice and has the potential to evolve and become an annual event.	Organised by D.C.C. Leisure Services in partnership with St Kentigern Hospice. Substantial enquires have been received from the public in respect of opportunities to take part in the event in 2004, with anticipated number of approx. 30 participants and 1500 -2000 visitors. As a result of the DCC additional budget, some £6000 has been raised from the event for the St. Kentigern's Appeal. This appeal is supported annually by staff in Culture and Leisure.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
BBC Radio Wales Live Broadcast	1500	National/Regional T.V., Radio and local Press	Leisure Events budget assisted by D.C.C. Additional budget of £500 along with Rhyl Town Council additional funding	The Production company were delighted with the support given by Leisure Services and expressed an interest in returning to Denbighshire. Identified that both the town hall site and the Rhyl Events Arena, can provide considerable opportunities for future outside broadcasts.	National Live BBC Radio Wales Broadcast incorporating audience participation and prizes. Well received by the town centre audience of some 1500 plus, who combined a visit to the show with local shopping.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
B.B.C.1 Wales Just Up Your Street Auditions	500	National/Regional T.V., Radio and local Press	Leisure Events budget assisted by D.C.C. Additional budget of £500 along with Rhyl Town Council additional funding	The Production company were delighted with the support given by Leisure Services and expressed an interest in returning to Denbighshire.	The production team were overwhelmed by the number of participants and the standard of local talent . There is a high probability that a competitor from the Denbighshire auditions will appear in the National televised Finals. Event provided some 500 individuals with an opportunity to express their talent to a national broadcaster. This was the 1st event of it's kind held in Denbighshire, and was linked to two other such regional talent shows. While participants to the talent show were some 500, approx.' town centre visitor number were in excess of 1500+, as families and friends could not be accommodated in the town hall due to the high level of participant numbers.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
Denbighshire's Walking Festival	1500	80,000 leaflet print-run. National/Regional T.V., Radio and regional/local press.	Due to the cross cutting emphasis (arts, health & well-being, countryside) of the festival, DCC's £5,000 levered in funding from Adfywio (£9,400), Cadwyn Leader + (£7,600), Denbighshire Arts (£3,000) & the WDA's Rural Recovery Fund (£6,500)	Pilot weekend of walking and walk related events. Excellent feedback achieved. Dates for next year's festival are 17-19 September. Year 2 will move south with focus in Ruthin, Llangollen and Corwen.	As a pilot project it was a great success. A thorough evaluation was carried out as part of the process by an independent body. A full report is available on request. It was also thoroughly enjoyed by staff, as it provided lots of cross service networking/problem solving opportunities.
Jailhouse Jazz	211	Local Press, Posters, Radio, Jazz websites.	DCC Additional funding	Would undertake a similar venture again but need to look at separate marketing budget	Jailhouse Jazz was a trial event to evaluate the use of Ruthin Gaol courtyard for musical events. Despite late publicity and bad weather, the event was successful with 211 people attending. Entrance to the Jazz was free with a free admission pass to the Gaol included - 174 people used the free pass to visit the Gaol that afternoon.

Event	Estimated Attendance	Media Coverage	Financial Assistance	Development Potential	Feedback and Comments
WWII	In Preparation			<p>Many people do not realise that Ruthin Gaol was used as a munitions factory during WWII. To celebrate Ruthin's war effort we will be re-creating the sights and sounds of the 1940's at Ruthin Gaol on Saturday 21st February. This event launches a week of schools activities linked to the second world war.</p>	
Llangollen International Eisteddfod	5,500 Children	National/Regional. Local press coverage	DCC additional funding of £15,000 to enhance DCC presence on Eisteddfod, enhance children's day and create family day.	<p>The Children's Day created 4 satellite stages in the site focusing on different world dance traditions. 5,500 children were able to participate in workshops in Celtic, contemporary Welsh, Indian & Zulu dance. Integrating activities in the DCC marquee enabled 600 school children from Denbighshire to participate in workshops with artists. Creation of the family day on Saturday encouraged the participation of a new audience with field entertainment by nationally recognised street performers.</p>	<p>Children's Day was deemed to be the most successful with record attendance and a very enthusiastic response from both teachers and pupils.</p> <p>The DCC marquee was very busy throughout the week. The Marquee had an imposing presence on the field.</p> <p>The marketing of Saturday as a Family Day doubled the attendance on the field and research revealed that it introduced a new, younger first time audience to the Eisteddfod.</p>

AGENDA ITEM NO: 14 [CABINET 2003 - 193]

REPORT TO CABINET

CABINET MEMBER: **CLLR M GERMAN, LEAD MEMBER FOR
SUSTAINABLE DEVELOPMENT AND
ENVIRONMENT**

DATE: **16 DECEMBER 2003**

SUBJECT: **BUS SERVICE D6149.04 (A) – NANTGLYN
AREA - CONTRACT EXTENSION**

1. DECISION SOUGHT

To seek approval to vary the local bus service contract D6149.04 (A), operating in the Nantglyn area, to terminate 26 September 2004. The current contract is due to expire on 4 January 2004. Extension of the contract constitutes an exception to Contract Standing Orders (Ref 9.1(b))

2. REASON FOR SEEKING DECISION

To provide scope to consider alternative options for future provision of this service, and to allow further time for monitoring the impact of the current service pattern which was introduced in October 2003.

3. POWER TO MAKE THE DECISION

Local bus services are procured by local authorities under the Transport Act 1985, Section 63. Section 135 Local Government Act 1972 (Contracts of Local Authorities)

4. COST IMPLICATIONS

- The contract extension will be made at the same rate as currently applies.
- Re-tendering this contract would probably result in additional costs being incurred.
- The overall cost of the service is contained within the allocated revenue budget.

5. FINANCIAL CONTROLLER STATEMENT

The proposal delays the cost implications of retendering for a few months.

6. CONSULTATION CARRIED OUT

a) With existing contractor: Willing to accept contract extension at the existing rate.

b) With users of the service: Prior to introducing changes in October 2003 – Modifications made in accordance with their requests.

7. IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

Consistent with the objectives for public transport in Denbighshire within the Local Transport Plan.

8. RECOMMENDATION

To approve extending local bus service contract D6149.04 (A) to terminate on 26 September 2004.