

**CABINET**

Minutes of the Cabinet meeting held in the Conference Room 1, Council Offices, Ruthin on Tuesday 14 September 2004 at 11.00 a.m.

**PRESENT**

Councillors S A Davies, Lead Member for Business & Communications; P A Dobb, Lead Member for Health & Wellbeing; E C Edwards, Lead Member for Communities; M A German, Lead Member for Children and Young People; R W Hughes, Leader and Lead Member for Regeneration; P J Marfleet, Lead Member for Finance and Personnel; D Owens, Lead Member for Lifelong Learning; S Roberts, Lead Member for Promoting Denbighshire; J Thompson Hill, Lead Member for Property and Asset Management and E W Williams, Lead Member for Environment.

Observers: Councillors R E Barton, G C Evans, H H Evans, K N Hawkins, N Hugh Jones, D Jones, E R Jones, M M Jones and J A Smith.

**ALSO PRESENT**

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

**APOLOGIES**

Chief Executive.

**1 URGENT MATTERS**

- [i] Councillor S A Davies: Verbal report on recent meeting with First Minister, Rhodri Morgan AM.

## 2 MINUTES OF THE CABINET

The Minutes of the Cabinet meeting held on 20 July 2004 were submitted.

Item 8 Revenue Budget 2004-2005 - Members referred to the topslicing of £150k in respect of County Voice and asked that details of when and where the agreement had been made be provided for the next Cabinet meeting by the Assistant Chief Executive: Strategy, as originally the production of County Voice was to be self-financing.

Item 6 Changes to Delegations: In response to a query from Members, Councillor E W Williams said commuted sums consultation was being undertaken with the Community Councils and would be finalised as soon as possible.

Item 16 Acquisition of Former Gwasg Gee, 12-18 Chapel Street, Denbigh: Councillor P A Dobb said she had voiced her concerns regarding heritage works being undertaken, the lack of parking facilities in Denbigh and that there would not necessarily be any job creation.

***RESOLVED*** that subject to the above, the Minutes of the Cabinet meeting held on 20 July 2004 be approved as a correct record and signed by the Leader.

## 3 BEST VALUE REVIEW OF DEBT RECOVERY

Councillor P J Marfleet presented the report seeking Cabinet approval of the completed Best Value Review and the Revenues Improvement Action Plan for 2004-2007 Appendix 1 in the format specified by the Corporate Performance Management Unit. Members were also asked to monitor the key actions of the five year Action Plan for Revenues via the Quarterly Performance Report.

Councillor Marfleet informed Members that the Debt Recovery Team based at Rhyl is responsible for the collection of £70m income on behalf of the Authority and had achieved a 75% reduction in complaints from residents. They had, to date, won the National Direct Debit Council Tax Category Award and were currently on a national shortlist of three for an award from the Institute of Revenues, Rating and Valuation, which is the

professional body for all UK Local Authority Revenue Departments. He asked that Cabinet's congratulations be passed on to the Team.

Councillor E C Edwards and Councillor P A Dobb endorsed Councillor Marfleet's comments and said the work carried out by the Team was very impressive.

***RESOLVED*** that Cabinet approve the Best Value Review of Debt Recovery and the five year Action Plan.

#### **4 CORPORATE QUARTERLY PERFORMANCE REPORT AGAINST IMPROVEMENT PLAN 2004 / 2005**

Councillor P J Marfleet presented the report seeking Members' consideration of the Corporate Quarterly Performance Report against the Improvement Plan for 2004 / 2005 and monitor closely the progress being made against corporate and service risks with reference to local performance indicators with a view to considering any issue in greater depth as deemed necessary. Monitoring of progress towards target of the statutory performance indicators with a view to considering any issues in greater depth as deemed necessary was also required.

Councillor Marfleet stressed the need to address the measures where figures were unavailable. Unavailable figures could mean targets had not been set initially, lack of funding or a potential problem could be developing.

Members agreed the information be provided by the next Cabinet meeting.

***RESOLVED*** that Members note the progress on the Corporate Quarterly Performance report attached at Appendices I and II to the report.

#### **5 REVENUE BUDGET 2004-2005**

Councillor P J Marfleet presented the report for Members, in the light of the budget performance figures for the current financial year as detailed in the appendices attached to the report, to consider any actions necessary to reduce the balance of

overspending on services. Councillor Marfleet said the figures in the report were based at end July 2004.

Councillor Marfleet stressed that the current £571k overspend would need to be resolved, for example the Personal Services Directorate had an overrun in one area and a shortfall in another whilst the Environment Directorate needed to address the discrepancies in the ledger profile. The Chief Executive had assured Councillor Marfleet that the Chief Executive's department overspend of £83k would be addressed. He reminded Members that top slicing of Directorate budgets was not necessarily the way to address overspending issues and Departmental budget meetings were to be held in the coming weeks.

Councillor P A Dobb said she would welcome the opportunity to discuss the Personal Services budget in depth, particularly in regard to changes in nursing care etc.

Councillor E W Williams said the Environment Directorate's overspend of £78k was a very small percentage of the total £5m budget and the Directorate was on track to deal with the overspend.

***RESOLVED*** that Cabinet note the figures in the Appendices and agree the remedial actions to align projected spending levels with approved budgets.

Councillor R W Hughes, Leader took the opportunity to remind Observers that it was not appropriate for non Cabinet Members to speak on items on the Cabinet Agenda. Should this persist, the rules on speaking at Cabinet meetings would be reviewed and strengthened and a specified number of written questions only would be accepted. The Leader hoped this course of action would not prove necessary.

## **6 FINANCIAL REGULATIONS AND CONTRACT PROCEDURE RULES - AMENDMENTS**

Councillor P J Marfleet presented the report seeking Cabinet approval to the amendments to the Financial Regulations and Contract Procedure Rules for submission to County Council and inclusion in the Council's constitution. Further

amendments proposed by the Monthly Management Conference / Corporate Governance were submitted for Members' consideration.

The Deputy Chief Executive / Corporate Director: Resources thanked the Audit Manager and Solicitor for their work on the amendments to the Rules.

After discussion, Members:

**RESOLVED** that Cabinet recommend to Council the amendments, as detailed in Appendix A and the paper circulated at the meeting, to be incorporated into the Financial Regulations including Contract Procedure Rules, to be included in the Council's Constitution with effect from 1 October 2004.

## **7 APPROVAL OF SPG PARKING REQUIREMENTS IN NEW DEVELOPMENTS**

Councillor E W Williams presented the report seeking Members' recommendation that Council adopt the Supplementary Planning Guidance Note [SPG] No 21 Parking Requirements for New Developments [Appendix A], as a material consideration for use in both development plan policies and determining development control applications.

Councillor P A Dobb referred to paragraph 5.2 New Developments and stressed the need for more spaces at residential institutions as apartment style accommodation becomes more prevalent for sheltered housing. Complaints were also often received regarding insufficient room in disabled parking bays and she wondered whether 10% was sufficient for the provision of all car spaces provided to the mobility standard. Councillor Dobb also enquired whether the Disability Forum had been consultees.

Councillor M A German reminded officers of the need to provide spaces for motorised scooters.

The Head of Planning and Public Protection informed Members that sheltered housing needs would be considered again in light of comments by Councillor Dobb. The space allocated for disabled parking bays met the current national guidance. With

regard to the query on commuted sums, he said that not all new build would require parking spaces and if this was the case, these could be provided elsewhere which would result in commuted sums being paid.

Councillor P J Marfleet said parking was also becoming a requirement wherever possible in schools, both for staff and pupils and suggested this requirement should be incorporated into the report to Full Council.

**RESOLVED** that Members recommend Council adopt the Supplementary Planning Guidance Note [SPG] No 21 Parking Requirements for New Developments [Appendix A] as amended above, as a material consideration for use in both development plan policies and determining development control applications.

## **8 COLLABORATIVE PROCUREMENT - VEHICLES AND VEHICLE RELATED COMMODITIES**

Councillor E W Williams presented the report seeking Members' authorisation for the Fleet Manager to enter into collaborative procurement arrangements, along with other North Wales Authorities (Wrexham County Borough Council, Flintshire County Council, Conwy County Borough Council, Wirral Borough Council, North Wales Fire Service) and the All Wales Public Sector Fleet Procurement Project, for vehicles and vehicle related commodities. The process constituted a joint procurement arrangement as referred to in Section 7.1 of the Financial Regulations (CPRs).

**RESOLVED** that Cabinet authorise the Fleet Manager to enter into collaborative procurement arrangements, along with other North Wales Authorities (Wrexham County Borough Council, Flintshire County Council, Conwy County Borough Council, Wirral Borough Council, North Wales Fire Service) and the All Wales Public Sector Fleet Procurement Project, with a view to enabling joint procurement arrangements in respect of vehicles, bodywork, vehicles spares and consumables, fuels and lubricants and other related commodities.

## 9 CABINET FORWARD WORK PROGRAMME

Councillor R W Hughes informed Members that Councillor S A Davies was the Lead Member for Business and Communication and also the Cabinet Business Manager.

Councillor S A Davies presented the report and asked Members to ensure that in discussions with the Corporate Directors and Heads of Service that items are included in the Cabinet Forward Work Programme as soon as possible. It was essential that Lead Members were fully involved in developing the Cabinet work programme.

Councillor Davies took the opportunity of discussing the need for efficiencies and said the Authority was committed to providing better services. He suggested the number of hard copies of reports sent to Members for meetings be reviewed, and wherever possible, more use of electronic equipment should be made. Members also received hard copies of all the Delegated Decisions taken and this would also be reviewed.

Members agreed in principle that more use of electronic equipment should be made but emphasised that Members who did not wish to use such equipment should not have to do so.

Members agreed Councillor Davies write to all Members seeking their views on both electronic and hard copy provision of reports.

**RESOLVED** that Cabinet note the contents of the Forward Work Programme.

## 10 URGENT ITEMS

### MEETING WITH RHODRI MORGAN AM, FIRST MINISTER

Councillor S A Davies had represented the Leader at a meeting with Rhodri Morgan AM, First Minister on 3 September 2004 with Leaders of the other Local Authorities in Wales. The meeting had been informative and would in future take place twice a year.

Councillor Davies reported that although he had suggested some of the funding and relevant work of the WTB, ELWa and

WDA (to be incorporated into the Welsh Assembly Government) be devolved to Local Authorities, this would not prove possible.

Councillor Davies had also spoken with the First Minister on Denbighshire's innovative Area Partnerships and Community Strategies and had agreed to send the Plans to the Assembly. Councillor Davies has also asked for funding to further the Plans.

**RESOLVED** that Members note the report.

## **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 paragraph 8 of Part 1 of Schedule 12A of the Local Government Act 1972.

## **PART II**

### **11 IBM SINGLE TENDER APPROVAL**

Councillor S A Davies presented the report seeking Members' agreement to the ICT Department obtaining an exemption from seeking quotations for the procurement of Enterprise backup, server consolidation and archiving solutions as IBM, the preferred supplier, has already been properly tendered for by another body, GCAT. [GCAT - a catalogue of prime suppliers that have met exacting standards set by the Government to provide the best contractual/price/quality requirements to supply to government bodies.]

**RESOLVED** the agrees the single tender agreement to use IBM as the prime contractor for the procurement of Enterprise Backup, Server Consolidation and Archiving Solutions.

The meeting concluded at 12 noon.

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## **AGENDA ITEM NO: 3**

**Report to:** Cabinet

**Cabinet Member:** Cllr Pauline Dobb Lead Member for Health and Well Being

**Date:** 28th September 2004

**Subject:** Local Housing Strategy

### **1. Decision Sought**

To recommend to Council that the Denbighshire Local Housing Strategy be adopted.

### **2. Reason for Seeking Decision**

- 2.1 To comply with the statutory requirement that all Welsh local authorities must produce a Local Housing Strategy for their area. The strategy sets out the current local housing situation across all tenures in Denbighshire and provides strategic direction for the next five years.
- 2.2 The recent Denbighshire Local Housing Needs Assessment undertaken by Fordham Research has shown very high levels of housing need in Denbighshire.
- 2.3 The strategy covers many key housing issues including homelessness, the condition of the county's housing stock and affordability. Progress upon key actions within the strategy will be regularly reviewed through reports to Personal Services Scrutiny, the Affordable Housing Working Group, annual Housing Strategy conference, area partnerships and other key stakeholder groups.
- 2.4 The Executive Summary (2 pages) and the Strategic Assessment and Action Plan (Section 12) of the Local Housing Strategy are attached. The full document is available from Housing Services.

### **3. Power to make the decision**

Local Government Act 2003 – Part VII

#### **4. Cost Implications**

The proposals contained within the strategy's action plan (see Appendix A) will have a range of cost implications. It is proposed that where alternative sources of funding cannot be identified for key projects, then these will be prioritised and submitted to Cabinet to enable consideration as part of future budget processes.

#### **5. Financial Controller Statement**

The Council has a huge backlog of maintenance works to its own stock of assets i.e. property, highways and structures. The Council has therefore adopted a policy of achieving £3 million per annum from the sale of surplus assets to help fund the works outstanding. The provision of financial assistance for private housing schemes directly by the Council could only take place at the expense of works to the Council's own assets.

The Assembly encourages Councils to maximise the delivery of capital receipts from sales to maintain other assets through the Asset Management Planning Initiative. It is likely that an assumption is made of the potential for asset sales when the overall level of capital funding for Welsh Councils is considered.

#### **6. Consultation Carried Out**

There has been extensive consultation with Members, stakeholder organisations, the general public and the Welsh Assembly Government. A draft of the strategy was published in April 2004 and comments received have been considered and incorporated into this final version as appropriate.

Personal Services Scrutiny Committee considered the Local Housing Strategy in January 2003 and April 2004. The strategy's action plan has undergone a further round of consultation including all Members of the Council in August 2004. The adopted strategy must be submitted to and endorsed by the Welsh Assembly Government.

## **7. Implications For Other Policy Areas Including Corporate**

Access to affordable housing is a critical issue affecting the economic, social and cultural wellbeing of the County. Progress upon the strategy will run in conjunction with work being undertaken by both the Affordable Housing and UDP review working groups. Improvements to housing stock condition in the public and private sector will affect energy conservation and sustainable development policies.

## **8. Recommendations**

It is recommended that:

Cabinet formally recommend that Council adopt the Denbighshire Local Housing Strategy

SK/SL/27.08.04

### 1. Executive Summary

1.1 The Local Housing Strategy (LHS) sets out the current local housing situation across all tenures in Denbighshire and provides strategic direction for the next five years. This formal version of the Local Housing Strategy will be reviewed regularly.

1.2 It has been prepared with reference to:

- Extensive stakeholder and general public consultation
- National strategies including Better Homes for People in Wales
- Denbighshire Community Strategy
- Denbighshire Unitary Development Plan
- Private Housing Condition Survey - Michael Howard Associates Ltd. (2002)
- Council Housing Condition Surveys – F.P.D. Savills (2000 and 2004)
- Housing Needs Survey – Fordhams (2004)
- Homelessness Strategy
- Other relevant documents.

1.3 The LHS responds to local conditions of the County and covers all housing tenures. Housing interlinks with a wider agenda including economic, health and education issues. The development of the LHS has been through extensive consultation and the appreciation of a wide range of research/plans/strategies.

1.4 The LHS vision is:

“To aim to ensure that existing and future residents of Denbighshire have the opportunity to access a range of housing whether they rent or own their home which is:

- affordable
- of an acceptable quality and quantity
- appropriate to their needs
- contributes towards sustainable neighbourhoods.”

1.5 The local housing system is complex and further details are provided in **Section 6**. The interaction of the different tenures play a crucial part and these are broken down as follows:

Tenure Type	% in Denbighshire	% in Wales
Owner Occupier	71.5	70.8
Private Rented	10.8	7.4
Local Authority	9.5	13.7
Housing Association (RSL)	3.7	4.2
Shared Ownership	1.0	0.5
Other	3.5	3.3

1.6 A range of key statistics provide a useful insight into the housing situation of the County:

- A slowly increasing population with 93,065 persons (Census 2001), made up of 40,005 households (Fordhams 2004)
- Extremely high levels of housing need, which is outstripping supply (Fordhams)
- High levels of unfitness in the private rented sector, 22.9% are unfit (approximately 950 properties)
- Relatively high levels of unfitness in the owner occupation sector, 5.4% (approximately 1550 properties).
- Acute need for the modernisation of Council Housing
- Increasing levels of homelessness
- An ageing population, with nearly 40% of persons being 50 years old or older and a marked increase in the number of people aged over 85
- 19.1% of households contain one or more persons with a special need.

Further details are provided in **Section 5**.

1.7 The key housing issues facing Denbighshire are as follows:

- Insufficient affordable housing especially within the social rented sector
- Relatively poor condition of some housing stock
- Increasing levels of homelessness
- Provision of housing for both young persons and the increasing numbers of older persons
- The need to eliminate inequality and provide housing to meet specialised needs
- The need to meet energy efficiency and fuel poverty targets
- Community safety issues.

**Section 11** provides a discussion of these key housing issues include the impact on health.

1.8 The Strategic Assessment in **Section 12** sets out the:

- Housing Vision (**Page 28**)
- General Option Analysis (**Page 28**)
- Values and Principles (**Page 29**)
- Strategic Objectives (**Page 29**)
- Action Plan (**Page 30**)

1.9 The development of the LHS has been led by Denbighshire County Council in consultation with a wide range of individuals/groups in Denbighshire. Regular meetings of the Housing Strategy Working Group with support from the Housing Strategy Officer have aided the development of the LHS. A newly appointed Housing Strategy Manager (May 2004) will oversee the implementation.

### 12. Strategic Assessment

12.1 Many different parties use various terms in relation to strategic assessment. For the purposes of this strategy the process has been simplified by using a number of stages:

- Housing Vision (highest strategic level);
- General Option Analysis;
- Values and Principles;
- Strategic objectives;
- Action Plan (lowest strategic level);
- Current resource availability.

#### 12.2 What is our ultimate aim?

All strategies should have an ultimate aim to be working towards. The ultimate aim for the LHS, in ten to fifteen years time, is to achieve all components of the housing vision, which is:

To aim to ensure that existing and future residents of Denbighshire have the opportunity to access a range of housing whether they rent or own their home which is:

- affordable;
- of an acceptable quality and quantity;
- appropriate to their needs;
- contributes towards sustainable neighbourhoods.

#### 12.3 General Option Analysis

Denbighshire's housing system can be understood as a series of issues and opportunities. The general option analysis examined a range of variables including amongst others the scale of intervention and timescales as recommended in the LHS guidance. A wide ranging consideration of all possible strategic options for housing has been undertaken and most appropriate chosen. The Housing Strategy Working Group carried out a preliminary discussion of options followed by a detailed focus day led by an independent consultant involving a wider range of organisations and groups.

Four fundamental issues arise from the general strategic option analysis:

- Has the strategic assessment taken due account of consultation, the Corporate agenda and wider influences on local housing issues? The LHS has utilised consultation with a wide range of organisations and individuals throughout the development of the formal LHS. Housing has and needs to continue to appreciate the corporate agenda and even wider issues e.g. health, which have a profound influence on housing issues.
- Where resources should be targeted? The greatest housing needs exist in Rhyl and other urban areas, but the housing needs of rural areas are also of fundamental importance. Resources need to be allocated to both in the challenge of meeting housing need. Another consideration for resources is which group they should be targeted at. Given the finite resources available vulnerable groups will be the priority.
- How can housing issues are best addressed? Though joint working with key partners such as Social Services, Regeneration, Planning and Registered Social Landlords. Some of the key issues for Denbighshire are affordable housing, bringing empty homes back into use, improving housing conditions and meeting the demand for adaptations.
- Given the level of resources available, is the Action Plan realistic? The Action Plan has been evaluated according to specific, measurable, achievable, realistic and timebound criteria.

## 12.4 Values and Principles

Within the context of the housing vision, the LHS has a range of values and principles, which underpin the strategic objectives in 12.5. These are:

- A home is a **basic right** for all people of Denbighshire.
- All residents of Denbighshire should have **equal opportunity** to access housing of adequate quality to meet their needs.
- There should be **choice** of housing for all residents of Denbighshire.
- A home or a lack of a home has a fundamental impact on a wide range of factors which significantly influence any individual's **quality of life** such as health and well-being, educational achievement and economic circumstances.
- A **socially inclusive** approach will assist in **sustaining** communities.
- Meeting **local needs** is a key part of this strategy.
- Ongoing **quality consultation** is required to determine needs and identify gaps in service provision.

## 12.5 Strategic Objectives

The strategic objectives set out the direction for the LHS within the context of the vision and values and principles. These are:

1. To increase the supply of new affordable accommodation in locations throughout the County in accordance with housing need.
2. To improve the quality of the housing throughout Denbighshire across all housing tenures.
3. To prevent homelessness and provide a wide range of accommodation for homeless persons when homelessness is unavoidable.
4. To ensure the Council Housing is brought up to the Welsh Housing Quality Standard by 2012 and fully investigate the alternative options for funding this modernisation.
5. To improve partnership working with communities and a range of organisations/agencies.
6. To provide a wide range of housing based support and maximise services through Supporting People for vulnerable persons.
7. To work with communities to preserve the Welsh Culture and ensure they are sustainable.
8. To ensure a wide range of housing options are available within the County and ensure there is no discrimination or disadvantage on the basis of age, disability, marital/family status, race, religion, gender, gender identity, sexuality or language.
9. To make the best use of the existing housing by reducing levels of underoccupation and overcrowding.
10. To improve community safety through working with communities.
11. To improve the energy efficiency of all housing tenures and eliminate fuel poverty.
12. To fully appreciate the current and future effect of housing on training and job creation especially within the construction/improvement sector.

## 12.6 Action Plan

The following tables develop strategic objectives into specific actions that are also measurable, achievable, realistic and time bound. The Action Plan will be regularly monitored and reviewed through the Area Partnerships and annual conferences (Section 13).

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to other strategic objectives
<p><b>1</b></p> <p><b>Affordable Housing</b></p> <p>To increase the supply of new affordable accommodation in locations throughout the County in accordance with housing need</p>	<ol style="list-style-type: none"> <li>1. To negotiate an element of affordable housing on all new sites.</li> <li>2. Formalise Denbighshire County Council policy on affordable housing through production of a new supplementary planning guidance.</li> <li>3. Review the existing housing land allocation within the Unitary Development Plan.</li> <li>4. To maximise provision of affordable properties through Social Housing Grant.</li> <li>5. To review the allocation of Social Housing Grant to maximise the use of resources.</li> <li>6. To establish a Rural Housing Enabler project.</li> <li>7. To review existing low cost home ownership scheme.</li> <li>8. To evaluate schemes to limit the effect of the Right to Buy and the repurchase of properties</li> <li>9. To investigate developing a register of interest in low cost home ownership.</li> </ol>	<p>Consultation and high levels of housing need in County. Cabinet decision for 30% affordable housing on all new sites. This is an Interim decision until the Supplementary Planning Guidance on Affordable Housing is formally adopted. Provision through the County.</p>	<ol style="list-style-type: none"> <li>1. 30% affordable housing on all new sites, with emphasising on-site provision (interim decision).</li> <li>2. By May 2005.</li> <li>3. Final version by January 2008.</li> <li>4. Develop 90 properties per year.</li> <li>5. By April 2005.</li> <li>6. By December 2004.</li> <li>7. By June 2007.</li> <li>8. By June 2005.</li> <li>9. By July 2007.</li> </ol>	<p>Planning, Housing Services, County Councillors, Town/Community Councils, Registered Social Landlords, private developers/builders, Welsh development Agency, Welsh Assembly Government, Area Partnership Manager</p>	<p>5, 7, 12</p>



Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to other strategic objectives
<p><b>2</b></p> <p><b>Housing Condition</b></p> <p>To improve the quality of the housing throughout Denbighshire across all housing tenures.</p>	<ol style="list-style-type: none"> <li>1. To reduce the number of unfit properties.</li> <li>2. To increase the number of Houses in Multiple Occupation included in the Registration Scheme or new licensing scheme when implemented.</li> <li>3. To ensure an improvement in energy efficiency across all tenures of housing in the County.</li> <li>4. To develop a Home Improvement pack for owner occupiers.</li> <li>5. To increase the membership of the Private Landlord Forum.</li> <li>6. To support investment projects of the Rhyl Going Forward including possible compulsory purchase.</li> <li>7. To develop a voluntary private landlord accreditation scheme.</li> <li>8. To develop an Empty Homes Strategy.</li> <li>9. To investigate the possibility of equity release for owner occupiers.</li> <li>10. To investigate loans/grants to improve properties in the private rented sector, in return for nomination rights (linked to the Empty Homes Strategy)</li> </ol>	<p>High proportion of private rented sector dwellings are unfit. However, the actual number of unfit properties is higher in the owner occupier sector. Target grants at Renewal Areas and at Owner Occupiers in the greatest need throughout the County. Target Enforcement and grants at houses in Multiple Occupation. There is also a need to improve energy efficiency in all tenures.</p>	<ol style="list-style-type: none"> <li>1. By 130 properties per year.</li> <li>2. Register an additional 25 properties per year.</li> <li>3. 6% improvement by 2007.</li> <li>4. By June 2006.</li> <li>5. 80 landlords by April 2005.</li> <li>6. Ongoing.</li> <li>7. By June 2008.</li> <li>8. By June 2005.</li> <li>9. By June 2008.</li> <li>10. By July 2008.</li> </ol>	<p>Private landlords, Owner occupiers, Denbighshire County Council, Care &amp; Repair, Home Energy Efficiency Scheme, Utility companies Welsh Development Agency and others involved in Rhyl Going Forward</p>	<p>4, 5, 7, 9, 10, 11, 12</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>3</b></p> <p><b>Homelessness</b></p> <p>To prevent homelessness and provide a wide range of accommodation for homeless persons when homelessness is unavoidable</p>	<ol style="list-style-type: none"> <li>1. To explore alternative forms of accommodation for homeless persons.</li> <li>2. To eliminate the use of Bed and Breakfast accommodation for homeless families, except for emergencies.</li> <li>3. To reduce the average time spent in temporary accommodation.</li> <li>4. To develop a general floating support to assist homeless persons in temporary accommodation.</li> <li>5. To provide a homefinder service to assist homeless persons to access suitable accommodation and advice</li> </ol>	<p>Increasing levels of homeless presentations throughout the County. Legislative changes have meant accommodation must be offered to a wider range of homeless persons. Denbighshire Homelessness Strategy emphasises prevention of homelessness and also requires that homeless persons have sufficient, suitable emergency accommodation with support. Pressures to reduce Bed and Breakfast accommodation identified in the Community Strategy from local people and the Welsh Assembly Government.</p>	<ol style="list-style-type: none"> <li>1. By March 2005.</li> <li>2. By April 2007.</li> <li>3. Average of 20 weeks by July 2007.</li> <li>4. By March 2005.</li> <li>5. By June 2008.</li> </ol>	<p>Homeless persons, Nightshelter, Housing Services, Social Services, Voluntary agencies, Registered Social Landlords</p>	<p>5, 7, 9</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>4 Council Housing</b></p> <p>To ensure the Council Housing is brought up to the Welsh Housing Quality Standard by 2012</p>	<ol style="list-style-type: none"> <li>1. If chosen as preferred stock option, to ballot tenants on Stock Transfer to Dyffryn Community Housing.</li> <li>2. To investigate the possible impact of Stock Transfer on services currently provided by Housing Services.</li> <li>3. To implement a programme of improvements if stock retention with Prudential Borrowing is chosen as a preferred option.</li> <li>4. To negotiate community guarantees such as training and jobs if Stock Transfer proceeds.</li> <li>5. To investigate the possibility of a Local Lettings Policy.</li> </ol>	<p>Welsh Assembly Government requires that properties are brought upto the Welsh Housing Quality Standard by 2012. Relatively poor condition of Council properties. Clear links between housing condition and health.</p>	<ol style="list-style-type: none"> <li>1. By March 2005.</li> <li>2. By March 2005.</li> <li>3. By 2012.</li> <li>4. By January 2006.</li> <li>5. Decide by June 2006.</li> </ol>	<p>Council tenants, Voluntary agencies, All relevant Council Departments, Consultants, Welsh Assembly Government</p>	<p>1, 2, 5, 7, 8, 9, 11, 12</p>
<p><b>5 Partnership/ working together</b></p> <p>To improve partnership working with communities and a range of organisations/ agencies</p>	<ol style="list-style-type: none"> <li>1. To investigate and identify additional sources of funding for projects identified in this action plan.</li> <li>2. To utilise annual conferences and Area Partnerships to monitor/evaluate the Local Housing Strategy.</li> <li>3. To consider good practice from other Local Authorities and other agencies, i.e. Rural Housing Authorities Network.</li> <li>4. To ensure access to free, quality advice on a wide range of housing topics.</li> <li>5. To develop a Health Impact Assessment on the Local Housing Strategy.</li> </ol>	<p>Partnership working has the potential to significantly improve the County and communities of Denbighshire.</p>	<ol style="list-style-type: none"> <li>1. Ongoing process.</li> <li>2. First annual conference in July 2005.</li> <li>3. Ongoing process.</li> <li>4. Ongoing process.</li> <li>5. By June 2006.</li> </ol>	<p>Community groups and residents/tenants, Community Agency, County and Town/Community Councils, Registered Social Landlords, Care &amp; Repair All Council Departments, Voluntary Agencies, Community Legal Services Partnership</p>	<p>All strategic objectives</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>6. Supporting People</b></p> <p>To provide a wide range of housing based support and maximise services through Supporting People for vulnerable persons</p>	<ol style="list-style-type: none"> <li>1. To develop a general floating support scheme (see Action 3.4)</li> <li>2. To develop a directory of support service providers.</li> <li>3. To develop six dispersed units of accommodation for vulnerable people with drug/alcohol issues.</li> </ol>	<p>High levels of need from vulnerable people. Recognition of different groups of people requiring support. Promote independent living</p>	<ol style="list-style-type: none"> <li>1. By March 2005.</li> <li>2. By March 2005.</li> <li>3. By July 2005.</li> </ol>	<p>Vulnerable persons, Supporting People, Housing Services, Social Services, Voluntary agencies</p>	<p>3</p>
<p><b>7. Sustainability and Welsh Culture</b></p> <p>To work with communities to preserve the Welsh Culture and ensure they are sustainable</p>	<ol style="list-style-type: none"> <li>1. Review the Unitary Development Plan (see Action 1.3)</li> <li>2. To ensure the character and viability of existing settlements, especially in rural areas, e.g. affordable housing policy</li> </ol>	<p>To ensure housing provision throughout the County.</p>	<ol style="list-style-type: none"> <li>1. Devise the main draft by November 2005.</li> <li>2. Ongoing process.</li> </ol>	<p>Community Groups, Residents, Area Partnerships, Town/Community and County Councillors, Planning, Housing Services</p>	<p>All strategic objectives</p>
<p><b>8. Wide range of housing and equal opportunities</b></p> <p>To ensure a wide range of housing options are available within the County and ensure there is no discrimination or disadvantage on the basis of age, disability, marital/family status, race, religion, gender, gender identity, sexuality or language</p>	<p><b>Older Persons</b></p> <ol style="list-style-type: none"> <li>1. To assist in developing a pilot project of extra care sheltered housing.</li> <li>2. To pilot a warden cover scheme for people living in their own homes.</li> <li>3. To investigate incentive schemes to assist a move to more appropriate accommodation.</li> </ol>	<p>High levels of need for housing from a diverse range of groups. Throughout the County. Consultation with relevant groups is essential.</p>	<ol style="list-style-type: none"> <li>1. By April 2007.</li> <li>2. 60 private sector properties by March 2005.</li> <li>3. By July 2008.</li> </ol>	<p>Older persons, disabled persons, families, young persons, black and ethnic minority and other relevant groups; Social Services, Voluntary Agencies, Care and Repair</p>	<p>1, 2, 5, 7</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>8 -Continued</b></p> <p><b>Wide range of housing and equal opportunities</b></p> <p>To ensure a wide range of housing options are available within the County and ensure there is no discrimination or disadvantage on the basis of age, disability, marital/family status, race, religion, gender, gender identity, sexuality or language</p>	<p><b><u>Young Persons</u></b></p> <ol style="list-style-type: none"> <li>To expand the Kickstart Scheme, which assists young persons under 25 to sustain a new tenancy.</li> <li>To increase the number of bedspaces within the Foyer project.</li> <li>To assist young persons in housing need, specifically those leaving care, to obtain suitable accommodation.</li> </ol> <p><b><u>Disabled Persons</u></b></p> <ol style="list-style-type: none"> <li>To provide suitable accommodation through adaptations/alternative accommodation.</li> </ol> <p><b><u>Families</u></b></p> <ol style="list-style-type: none"> <li>To devise policies such as affordable housing (see Actions 1.1 - 1.9)</li> </ol> <p><b><u>Black and minority ethnic</u></b></p> <ol style="list-style-type: none"> <li>To continue to implement the Black and minority ethnic Housing Action Plan.</li> <li>To provide race awareness training to all Housing Services staff.</li> <li>To fully participate in Denbighshire County Council's corporate equalities agenda.</li> </ol> <p><b><u>Others</u></b></p> <ol style="list-style-type: none"> <li>To support Rhyl Going Forward projects for Rhyl West.</li> </ol>	<p>High levels of need for housing from a wide range of groups. Increasing difficulties access housing in rural areas</p>	<p><b><u>Young Persons</u></b></p> <ol style="list-style-type: none"> <li>By March 2005.</li> <li>Fifteen additional bedspaces by April 2006.</li> <li>Ongoing process.</li> </ol> <p><b><u>Disabled Persons</u></b></p> <ol style="list-style-type: none"> <li>Ongoing process.</li> </ol> <p><b><u>Families</u></b></p> <ol style="list-style-type: none"> <li>Ongoing process.</li> </ol> <p><b><u>Black and minority ethnic</u></b></p> <ol style="list-style-type: none"> <li>Ongoing process.</li> <li>Completion by October 2005.</li> <li>Ongoing process.</li> </ol> <p><b><u>Others</u></b></p> <ol style="list-style-type: none"> <li>Ongoing process.</li> </ol>	<p>Social Services, Voluntary Agencies, Registered Social Landlords, Cross boundary working Welsh Development Agency and other partners involved in Rhyl Going Forward.</p>	<p>1, 2, 5, 7</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>9</b></p> <p><b>Existing housing</b></p> <p>To make the best use of the existing housing by reducing levels of underoccupation and overcrowding</p>	<ol style="list-style-type: none"> <li>1. To develop a new County wide mutual exchange scheme for Council and Registered Social Landlord tenants.</li> <li>2. To develop an Empty Homes Strategy (see Action 2.8).</li> <li>3. To develop a private landlord voluntary accreditation scheme (see Action 2.7).</li> <li>4. To investigate the possibility of developing a common housing waiting list.</li> <li>5. To investigate the possibility of developing an adaptations register and use information to assist matching needs with appropriate properties.</li> </ol>	<p>Relatively large numbers of empty homes within the County, particularly in the private sector</p>	<ol style="list-style-type: none"> <li>1. By April 2006.</li> <li>2. By June 2006.</li> <li>3. By June 2007.</li> <li>4. By April 2007.</li> <li>5. By April 2008.</li> </ol>	<p>Housing Services, Private Sector Team, Voluntary agencies, Care and Repair, Registered Social Landlords</p>	<p>1, 2, 3, 5, 7, 9</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>10</b></p> <p><b>Community Safety</b></p> <p>To improve community safety through working with communities</p>	<ol style="list-style-type: none"> <li>1. To continue with the alleygate initiative.</li> <li>2. All Social Landlords to be committed to tackling anti-social behaviour effectively and making use of new legislation and guidance.</li> <li>3. To support the Rhyl Going Forward initiatives to improve community safety.</li> <li>4. To investigate the use of secure by design and Egan principles for new social housing.</li> </ol>	<p>Consultation has highlighted community safety as being important.</p>	<ol style="list-style-type: none"> <li>1. Ongoing project.</li> <li>2. Regular attendance of the Anti-social Behaviour Order Group held every 2 months.</li> <li>3. Ongoing.</li> <li>4. By March 2007.</li> </ol>	<p>Community Agency/groups, Resident/tenant Associations, Police, Crime and Disorder Partnership, Housing Services, Welsh Development Agency and other partners involved in Rhyl Going Forward</p>	<p>2, 3, 5, 7, 9</p>

Strategic Objective	Action	Reason (s)	Target and Timescale	Resource/ Partners	Links to strategic objectives
<p><b>11. Energy Efficiency</b></p> <p>To improve the energy efficiency of all housing tenures and eliminate fuel poverty</p>	<ol style="list-style-type: none"> <li>To improve the number of homes achieving the energy efficiency element of the Welsh Housing Quality Standard.</li> <li>To develop an Home Improvement pack.</li> </ol>	<p>The energy efficiency of the housing stock has the potential to be significantly improved. There are clear links between energy efficiency and health.</p>	<ol style="list-style-type: none"> <li>By 2% per annum in private sector and 400 Council homes per year.</li> <li>By June 2006</li> </ol>	<p>Home Energy Efficiency Scheme, Denbighshire County Council, Utility companies,</p>	<p>2, 4, 5, 9</p>
<p><b>12. Training and jobs</b></p> <p>To fully appreciate the current and future effect of housing on training and job creation especially within the construction/improvement sector</p>	<ol style="list-style-type: none"> <li>To develop a policy for training and jobs as part of modernising the Council Housing stock.</li> </ol>	<p>Could be a significant opportunity to provide more jobs and training within the construction industry, a national shortage exists.</p>	<ol style="list-style-type: none"> <li>Ongoing process.</li> </ol>	<p>Local colleges, Training agencies, Denbighshire County Council</p>	<p>2, 4</p>



## 12.6 Resource availability

The availability of resources plays a key role in influencing the degree of success with the selected strategic options. Denbighshire needs to undertake an extensive review of the resources received and investigate further potential resources to ensure maximum benefit. Some areas of particular concern that have been identified include improving the condition of private sector properties, increasing demands for adaptations and for affordable housing.

The remainder of this section will discuss Denbighshire County Council's resources in relation to housing and housing related support. Local Authority resources in terms of housing can be divided up into:

- Capital Resources and
- Revenue Resources

The data examined in the following tables uses actual data for finance and deliberately avoids using projections for resources in light of current funding changes in the pipeline by the Welsh Assembly Government and within Denbighshire County Council.

### Capital Resources

<b>Resources Type</b>	<b>Estimated Outturn 2002/3</b>	<b>Estimated Outturn 2003/4</b>	<b>Estimated Outturn 2004/5</b>
<b><u>Private Sector Housing</u></b>			
- Grants	£1.9 million	£1.9 million	£1,712,000
- Strategic Schemes (grants)	£720,000	£553,000	Nil
- Renewal Areas	£1.6 million	£1.7 million	£1.8 million
- Strategic Housing Schemes	£225,000	£250,000	Nil
<b><u>Council Housing</u></b>			
Capital Expenditure	£2.56 million	£2.7 million	£3.7 million
<b><u>Social Housing Grant</u></b>			
Used by Registered Social Landlords	£2.4 million	£2.4 million	£2.38 million

## Revenue Resources

<b>Resources type</b>	<b>Estimated outturn 2002/3</b>	<b>Estimated outturn 2003/4</b>	<b>Estimated outturn 2004/5</b>
<b><u>Housing Revenue Account (Council Housing)</u></b>			
- Income	£11.7 million	£11.5 million	£8.4 million
- Expenditure	£11.6 million	£11.4 million	£8.3 million
<b><u>General Fund Revenue</u></b>			
- Homelessness, etc.	£117,000	£216,000	£200,000
<b><u>Housing Enforcement/ Registration</u></b>			
- General housing enforcement	£103,366	£117,610	£157,141
- Houses in multiple occupation	£30,679	£32,146	£74,761
<b><u>Supporting People Revenue Grant (includes Supporting People Grant)</u></b>	Supporting People did not exist	£7,183,353.02 for 2003/4 and 2004/5	£7,183,353.02 for 2003/4 and 2004/5

**REPORT TO CABINET**

**CABINET MEMBER:** Lead Member for Health and Wellbeing  
Lead Member for Finance and Personnel

**DATE:** 28 September 2004

**SUBJECT:** IMPROVING THE COUNCIL HOUSING STOCK:  
UPDATE

**1 DECISION SOUGHT**

To agree to receive a detailed report on Housing Stock Transfer at Cabinet in October 2004, in light of the points raised in this report.

**2 REASON FOR SEEKING DECISION**

It had been intended to present a report to this Cabinet meeting which recommended to Council that Housing Stock Transfer should be finalised as the preferred option for improving the Council Housing Stock, adopted the Offer Document and confirmed the financial arrangements.

The aim of Housing Stock Transfer is to deliver the Welsh Housing Quality Standard by 2012. Care must be taken to ensure that this objective is not lost by extensive further delay, given the lengthy discussion that has already taken place. It is also important to recognise that the Council's decisions impact upon tenant homes and therefore must be communicated in a clear and timely way.

However several key pieces of information are still outstanding and as a consequence it has not been possible to finalise the report.

The previous Council adopted Housing Stock Transfer as its preferred option at its meeting in February 2004, and the Council has been working since on putting in the necessary arrangements, including staff appointments, to support this intensive transfer process.

Since this date no work of any significance has been undertaken on the alternative option of funding the improvements by utilising Prudential Borrowing. In Wales there appears to be no other options other than Stock Transfer or Prudential Borrowing, or a modified version of the two.

## **Current Preferred Option**

At its meeting in July 2004, Cabinet agreed that a comprehensive report on housing stock transfer should be considered at September Cabinet rather than in July as originally envisaged. Deferment of consideration of the report was primarily for two reasons:

- i) the complexity of the issues to be considered by a new Council and the need to ensure Members were appropriately briefed, and
- ii) key financial information gaps which it was expected would be filled over the summer.

### **i. Member training**

During August, a programme of seminars for Members has been undertaken, both to explain the basics of Stock Transfer and to provide more detailed information. These seminars have been attended by a core of previous Members and three quarters of new Members.

This is the first opportunity that Members have had to discuss Housing Stock Transfer or the alternative options

### **ii. Additional financial information**

There are several areas where required information is outstanding:

1. In terms of financial information gaps, information on the costs of certain key liabilities were expected in August but have still not been received. This particularly relates to

a) the costs of pension backfunding for housing services and building maintenance staff affected by the transfer. This should be available by the end of September 2004.

b) the cost of environmental warranties. There is a risk that this will not be ready until the end of October 2004, although every effort will be made to obtain this information.

2. The final report of a Due Diligence exercise focusing on the valuation model is also still awaited. This should be available by 14 October 2004 and further action cannot be determined until the outcome report is

known. The Council needs to have confidence that the information used is realistic.

3. Work has continued to identify ways of reducing potential residual/ongoing costs to the Council post Housing Stock Transfer. There is significant potential to do this but it is clear that some element of residual costs will need to be borne by the Authority.

4. Though there would be an ongoing revenue cost to the Council if Housing Stock Transfer proceeded, there could be benefits through a significant ongoing capital windfall arising from a sharing agreement on right to buy sales post transfer.

5. The valuation of housing stock continues to fluctuate. The present valuation is that the housing stock is worth some £300k. This position would be unacceptable to the Council since benefits arising from sales of council housing would be lost. Specialist advice is being sought on arrangements for a "VAT shelter" which could enable the valuation to increase.

Estimated costs incurred on the housing stock transfer process since the decision to adopt Housing Stock Transfer are approximately £200k to date. In situations where local authorities have adopted Housing Stock Transfer as their preferred option and a ballot is subsequently lost, the Assembly covers half of pre-ballot costs. It is considered that the Assembly will not cover the costs if the Council decided to change its preferred option at this point.

The impact of the current delay to final consideration of the Council's preferred option is that the earliest likely transfer date is now April 2006. This may be helpful in removing any impact on Council Tax in 2005/06 and in enabling further financial planning and prudent housekeeping measures to manage the consequences of transfer.

It is anticipated that officers will be ready to provide a comprehensive report to Cabinet, covering the outstanding items, in October 2004. The financial impact of Housing Stock Transfer on the Authority is great. Whilst as a result of the previous Council's decision Housing Stock Transfer is the Council preferred option, Members may wish to consider whether they want to see an updated report on the other main option, prudential borrowing and information on approaches being considered by other Authorities across Wales in order to meet the Welsh Housing Quality Standards by 2012.

### **3 POWER TO MAKE THE DECISION**

Part II of the Housing Act 1985, Provision of Housing Accommodation.

### **4 COST IMPLICATIONS**

There are no apparent significant financial implications arising from this decision to delay the matter one month. The impact is that it appears unlikely that stock transfer could happen until April 2006.

It should be emphasised that the process of agreeing a stock transfer is very much one of negotiation, on terms that are acceptable to the Council as well as the Housing Association. Although not clearcut, the advice of some consultants is that the Council team needs to be fully independent of housing transfer team. This negotiation should take place before progress is made towards ballot.

### **5 FINANCIAL CONTROLLER STATEMENT**

While the delay of one month in considering the best option has a small impact on the timetable for achieving the Welsh Quality Housing Standard, the issue is of such importance that it is essential that all relevant information is available to Members at the time of the debate.

### **6 CONSULTATION CARRIED OUT**

Since this is an update paper, there has not been any consultation. However interested parties have been made aware of this delay.

### **7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE**

There are no additional implications on other policy areas from this paper.

### **8 RECOMMENDATION**

To agree to receive a detailed report on Housing Stock Transfer at October Cabinet, in light of the points raised in this report.

**REPORT TO CABINET**

**Report by: COUNCILLOR R W HUGHES, LEADER**  
**Subject: APPOINTMENTS TO OUTSIDE BODIES**  
**Date: 28 SEPTEMBER 2004**

**1. Decision Sought**

- 1.1 To revoke the previous delegation to Cabinet Members to make appointments to outside bodies subject to the exceptions listed in paragraph 2.4 below.
- 1.2 Subject to agreement to the above for Cabinet to make appointments to outside bodies as identified on the attached list in appendix 1.

**2. Reason for Seeking Decision**

- 2.1 The sheer volume of decisions regarding appointments to outside bodies following an election has necessitated a rethink on the current Cabinet delegation for these matters which was agreed in 2002.
- 2.2. This gave authority for all Cabinet Members “to make appointment to external bodies whose remit lies wholly within the Cabinet Member’s portfolio.”

There are also separate delegations to the Leader to make appointments to joint committees with other local authorities under section 101 of the Local Government Act 1972 and

- appoint to the North Wales Fire Authority,
- the joint committee under schedule 2 to the Police act 1996 which appoints Councillors to the North Wales Police Authority, including any nomination which may be requested by that committee
- and the Council of the Welsh Local Government Association and the General Assembly of the Local Government Association

- the Coordinating Committee of the WLGA
- 2.3 I propose instead that appointments to external bodies should generally become a cabinet decision allowing appointments to outside bodies to be considered as a totality rather than singly. This has three advantages:
1. It reduces the number of separate decisions and therefore saves time and paperwork
  2. It allows for an overview of all appointments with the selection of nominations having regard to workload and relevance.
  3. While political balance is required for only some of the appointments, we can look at the overall picture to ensure that there is a reasonable share of appointments for each political group.
- 2.4 Nevertheless, there will be certain exceptions to the above due to urgency, volume of decisions and the adhoc nature of requests for nominations:
- a. Appointments that are made by the Leader to joint committees, Fire Authority etc., I would propose that these arrangements should continue
  - b. Appointments of school governors as these occur all the time. I propose that these should continue to be dealt with by the Lead Member for Lifelong Learning
  - c. Vacancies that occur in any of the bodies previously appointed to e.g. because of resignation or because the body concerned requests additional representation
  - d. Requests for nomination from bodies not previously included in the list

For c & d the alternatives I propose that these appointments continue to remain with the relevant Lead Member

- 2.5 Whatever body is attended by Members it should be normal practice for a short report to be produced by the attendee for the relevant Lead Member outlining the main issues discussed at the meeting and any implications for the Authority. This will enable the County's membership of such bodies to be reviewed in 12 months' time.



- 2.6 Appendix 1 lists the bodies where appointments have yet to be made. Appendix 2 lists appointments that have already been made since the elections under delegated powers

### **3. Power to Make Decision**

Article 7.6 of the constitution, in terms of setting delegations for Cabinet Members. The powers to appoint to individual bodies generally appear in their constitutions, memoranda of association, charters, etc.

### **4. Cost Implications**

- 4.1 No additional cost implications. The Members' budget currently covers any travel costs involved in such appointments. In some cases the costs are also covered by the organisations themselves e.g. WLGA, LGA and WJEC.

### **5. Financial Controller Statement**

- 5.1 There are no obvious, significant financial implications resulting from this matter.

### **6. Consultation**

- 6.1 Groups and all Councillors on specific appointments.
- 6.2 On the mechanisms for decision making - Cabinet Members and CET, 3 September

### **7. Implication for other policy areas**

- 7.1 The appointment to outside bodies enables Members to not only represent the Council on those bodies but also to gain an insight into their work, enabling a wider perspective to feed back into the Council's policy making.

## **8. Recommendation**

- 8.1 That Cabinet agrees to revoke the delegation to all Members “to make appointment to external bodies whose remit lies wholly within the Cabinet Member’s portfolio.”
- 8.2 That Cabinet agrees a new delegation to the Leader and Cabinet Members in respect of external bodies whose remit lies wholly within the Cabinet Members’ portfolio] to make appointments to fill any vacancies that occur before the next ordinary election of Councillors.
- 8.3 That following attendance at meetings of outside bodies short reports should be produced by the nominated representative for the relevant Lead Members, outlining the key issues discussed and any implications for the Authority, enabling a review of the Council’s membership of these bodies to be reviewed in 12 months’ time.
- 8.4 To agree appointments to the bodies detailed on the attached list in Appendix 1.

Appendix 1	National Bodies									
Portfolio Area	Name of Body	Number of Reps	Interested Members	Recommendation	Purpose of Group	Term of Office	Details of Meetings etc.	Role of Member	Previous Reps	Comments
Finance & Personnel	Territorial Auxiliary and Volunteer Reserve Association for Wales	1	Elwyn Edwards	Elwyn Edwards	To manage personnel and property for TA units and Cadet Forces	At discretion of Council	NE Wales area twice a year - AGM - Mid Wales	Representative	Alby Roberts	Travelling expenses and subsistence paid, body funded by MOD but run independently, invitation to provide input / keep abreast of TA / Cadet in local authority area, councillor ideally should be under 60 on appointment and retire at 65
Leader	Welsh Centre for International Affairs (Vice-President)	??		Not to appoint	To foster among the people of Wales an understanding of global issues and to encourage a national sense of belonging to the international community					
Leader	Welsh Centre for International Affairs Standing Conference	1		Not to appoint	To foster among the people of Wales an understanding of global issues and to encourage a national sense of belonging to the international community	At discretion of Council	Standing Conference - annually in Cardiff - other events by invitation throughout Wales are sent to representative	Representative	Ken Wells	Registered Charity, appointment by invitation, no expenses paid by outside body
Environment	Road Safety Council for Wales	1	Brian Blakeley, Ken Hawkins		Promotion of Road Safety on an all Wales basis	3 years	2/3 times a year	voting capacity	Peter Williams	Partnership of all local authorities. Police forces, WAG and Rospa; appointment by invitation as per constitution
Environment	Wales Home Safety Council	1	Neville Hugh Jones	Neville Hugh Jones	To promote home safety.		Quarterly meetings held in north and south	voting capacity	Neville Hugh Jones	Work in partnership with the Royal Society for the Prevention of Accidents (RoSPA)
Environment	Wales Nuclear Free Forum	3 (only 1 to attend)	Neville Hughes	Neville Hughes	See title of group				Mike German, Tom Parry, Glyn Jones	
Finance and Personnel	Joint Council for Wales	2	Glyn Williams, Paul Marfleet, Gareth Rowlands	Paul Marfleet	To provide an all Wales forum for Local Authority Employers and Trade Unions to meet for the purposes as specified in the Constitution	One year	Twice annually - venue varies		Glyn Williams, Mike German	Appointees must be councillors, no indication of expenses being paid
Health and Well-being	Age Concern Cymru	2	Brian Blakeley, Ray Bartley		To further the welfare of the elderly.				Tom Parry, Frank Shaw	
Health and Well-being	Wales Council for the Blind	1	Tom Hodgson, John Smith		To further the welfare of the blind.				John Smith	
Health and Well-being	Wales Council for the Deaf	1	Pauline Dobb, Lloyd Williams		To further the welfare of the deaf.				Phil Williams	
Leader	Local Government Association - Rural Commission	2	Elwyn Edwards, Eryl Williams (Ind)	No appointment - body no longer in operation	Considers rural issues.				Elwyn Edwards, Eryl Williams	
Leader	Local Government Association - Urban Commission	1	Ken Hawkins	No appointment - body no longer in operation	Considers urban issues.				Ken Hawkins	Previous rep queried whether continued membership was worthwhile
Lifelong Learning	Coleg Harlech - Court of Coleg Harlech	1	Bob Barton, Dewi Owens	Appointment to be deferred pending further review	Education				vacancy	
Lifelong Learning	University of Wales - Court of Governors	3	Bob Barton, Nigel Roberts	Appointment to be deferred pending further review	Education	3 years - at this stage until 31 March 2005	One per annum	Representative	Meirick Lloyd Davies, Neville Hugh Jones, Vacancy	Normally Councillors appointed, appointment by statute, expenses paid by body

Lifelong Learning	University of Wales, Aberystwyth - Court of Governors	1	Morfudd Jones, Dewi Owens, Hugh Evans	Appointment unlikely to be required - body reviewing basis of appointments	Education				Tom Parry	Appointment unlikely to be required - body reviewing basis of appointments
Lifelong Learning	University of Wales, Bangor - Council of the University	1	Morfudd Jones, Dewi Owens, Nigel Roberts	Appointment to be deferred pending further review	Higher Education				Tom Parry	
Lifelong Learning	University of Wales, Bangor - Court of the University	5	Bob Barton, Morfudd Jones, Dewi Owens, Nigel Roberts	Appointment to be deferred pending further review	Higher Education	3 years but they may be re-appointed	1 annual meeting per year	Other Decision making capacity	Tom Parry, Gwyneth Kensler, Don Holder, Vacancy	Could be Councillors / Officers as long as appointed by Council, appointment by Royal Charter and supporting statutes, indemnity cover in place, expenses paid by outside body
Lifelong Learning	Welsh Books Council	1	Meirick Lloyd Davies, Morfudd Jones		To improve standards of book production & publication in both Welsh & English				Meirick Lloyd Davies	
Promoting Denbighshire	British Resorts Association Policy Committee	2 (Member and officer)	Sue Roberts	Sue Roberts	The national (UK) trade association representing authorities with substantial tourism interests	2 year committee cycle next appointments 2005 for 2005/2007	3 - London, 1 concurrent with Annual Conference	Non - financial decision making capacity	vacancy	Subscription based membership organisation, appointment by basis of Denbighshire as a member of the organisation, no expenses paid, Councillor serves on Policy Committee, Officer to Officers Advisory Committee
Regeneration	Welsh Development Agency - Development Forum	4	Neville Hughes, Joan Butterfield, Glyn Pickering, Elwyn Edwards, Rhiannon Hughes	No appointment - body no longer in operation	Economic development				Derek Davies, Elwyn Edwards, Neville Hughes, Rhys Webb	
Regeneration	Coalfields Communities Campaign Committee	1	Stuart Davies	Stuart Davies	Association of local authorities in present and former mining areas				Ken Wells	
<b>Regional Bodies</b>										
Suggested Portfolio	Name of Body	Number of Reps	Interested Members	Recommendation	Purpose of Group	Term of Office	Details of Meetings etc.	Role of Member	Previous Reps	Comments
Business and Communications	North Wales Bilingual Forum	2	Morfudd Jones, Cefyn Williams, Dai Jones	Dai Jones & Officer	To discuss and influence progress in fostering Bilingualism in North Wales	Not specific	3 / 4 meetings of the forum and potentially 4 - 5 meetings of the Executive Committee	Representative	Dai Jones	Subscription paid (£2,500 per annum, no expenses paid, appointments a member and an officer, member since 97/98 (when founded)
Environment	Area Environment Group	1	Richard Jones	Richard Jones	Environmental regulation to secure sustainable development	Up to three years normally, but at Council's discretion	Usually at agency office Bangor, meetings on a needs basis for focus groups; works out about quarterly	Representative	vacancy - independent group	Status of appointment at Council's discretion but technical competency required, NDPB of Environment Agency Wales, appointment by invitation to promote implementation of "Working Better Together", travelling expenses and subsistence paid by outside body
Environment	Dee and Clwyd Local Flood Defence Committee	2	Tom Hodgson, Lloyd Williams, Gareth Rowlands		Flood defence				Lloyd Williams, vacancy	
Environment	Dee Estuary Local Authority Liaison	2	Neville Hugh Jones	Neville Hugh Jones & vacancy	Liaison group				Ken Wells, vacancy	
Environment	Dumping in the Irish Sea - Inter Authority Action	1	Neville Hugh Jones, Dewi Owens		See title				vacancy	
Environment	Green Sea Partnership	1	Eryl Williams (Ind)	Eryl Williams					David Morris	
Environment	Liverpool Bay Coastal Forum	2	Richard Jones	Richard Jones & vacancy					Mike German, Andrew Thomas	
Environment	Llanddulas Quarry and Landfill Site Joint Liaison Group	1	Eryl Williams (Ind), Richard Jones		See title				David Morris	

Environment	North Wales Regional Members' Waste Group	2	Selwyn Thomas, Paul Marfleet	Selwyn Thomas, Paul Marfleet	Responsible for the North Wales Regional Waste Plan				Mike German, FD Jones	
Environment	North Wales Strategic Planning Forum	?	Selwyn Thomas						?	
Environment	North Western and North Wales Sea Fisheries Committee	1	Dewi Owens, Stuart Davies		Inshore Fisheries Management	Quadrennial (Current Period 2001-2005)	6 per annum, County Hall, Mold	Other Decision Making Capacity	vacancy	Statutory Body, appointment by statute (SI 1999 No 1043), precept for representation as per SI, no expenses paid, indemnity provided
Environment	Regional Flood Defence Committee	1	"Flintshire"	"Flintshire"						Appointment between Flintshire, Denbighshire and Wrexham (Denbighshire due in 2005/2006)
Environment	Waste Management Forum	2	Bob Barton, Richard Jones, Paul Marfleet						vacancy, Neville Hugh Jones	
Health and Well-being	North Wales Deaf Association - Management Committee	1	Lloyd Williams	Lloyd Williams	To provide a range of services for people with a hearing loss living in North Wales	No time limit	Third Tuesday each month, meetings held at Quinton Hazell, Mochdre 4pm - 6 pm	Representative	Phil Williams	No expenses paid, Company limited by Guarantee registered charity, appointee to be a Councillor
Health and Well-being	North Wales Fund for Needy Psychiatric Patients (Ablett Fund)	1	Jeanette Chamberlain Jones, Ray Bartley		See title				Pip Stevens	
Health and Well-being	North Wales Society for the Blind - Executive Committee	1	Tom Hodgson, Neville Hughes, John Smith		See title				Frank Shaw	
Health and Well-being	Wales Consortium for Asylum Seekers - Sub Regional Group	1	Joan Butterfield (Ind)	Joan Butterfield	See title				Joan Butterfield	
Leader	Leader Plus	1	Gwyneth Kensler, Dai Jones, Stuart Davies, Rhiannon Hughes	Stuart Davies	Develop community projects.				Dai Jones, Eryl Williams, Alby Roberts, Lloyd Williams	
Lifelong Learning	Careers Company	1	Neville Hugh Jones, Huw Evans	No appointment	See title				Tom Parry	
Lifelong Learning	Coleg Lllysfasi - Governing Body	1	Dewi Owens, Hugh Evans		Supports life-long learning & education				Ken Wells	
Lifelong Learning	Llandrillo College F.E. Corporation	1	Dewi Owens	Dewi Owens	Further education	4 year period	6 meetings each year, current rep is also on employment policy committee which meets 6 times per year	Operation Board Member	Rhiannon Hughes	Appointment by invitation to join Llandrillo College FE Corporate Board, Charity status, indemnity provided, travelling and subsistence paid
Lifelong Learning	Llandrillo College Working Group	1	Bob Barton, Sue Roberts		Further education				vacancy	
Lifelong Learning	Llandrillo College Working Party (re: Rhyl College expansion)	1	Sue Roberts		See title				vacancy	
Lifelong Learning	Welsh College of Horticulture, Northop Governing Body	1	Gwilym Evans	Gwilym Evans	See title				Lloyd Williams	
Lifelong Learning / Promoting Denbighshire	ECTARC	1	Rhiannon Hughes	Rhiannon Hughes					Rhiannon Hughes, Paddy Tobin	
Promoting Denbighshire	Arts Council for Wales (North Wales Regional Board)			No appointment as nominations via WLGA	See title				Rhiannon Hughes (Neville Hugh-Jones reserve)	
Promoting Denbighshire	Association for Areas of Outstanding Natural Beauty	1	Hugh Evans, Gwilym Evans, Sue Roberts, Lloyd Williams	Sue Roberts	See title				Chair or Vice Chair of AONB JAC	

Promoting Denbighshire	Bodelwyddan Castle Trust		Jeanette Chamberlain Jones, Rhiannon Hughes, Sue Roberts, Julian Thompson Hill	Rhiannon Hughes, Sue Roberts	Management of Bodelwyddan Castle on behalf of the local authority	Not specified	Approximately 4 per year at Bodelwyddan Castle	Director and Trustee	Rhiannon Hughes, Richard Jones (Rhiannon Hughes - Chair)	Limited Company Registered Charity, appointment requirement within Constitution - an arrangement put in place by the local authority, travelling expenses and subsistence paid
Promoting Denbighshire	Clwyd - Powys Archaeological Trust	1	Lloyd Williams	Lloyd Williams	See title				Rhys Webb	
Promoting Denbighshire	Clwyd Fine Arts Trust	1	Sue Roberts	Sue Roberts	Promotion of Fine Arts in North East Wales through collections of works of art and provision of art education	Not specified	Approximately 4 per year at Bodelwyddan Castle	Director and Trustee	Rhiannon Hughes	No expenses paid, Charity status, appointment by invitation as set out in constitution
Promoting Denbighshire	North Wales Regional Tourism Partnership	1	Glyn Pickering, Sue Roberts	Sue Roberts	To co-ordinate expenditure for the Wales Tourist Board in Wales				Rhiannon Hughes (as member for Culture, Tourism and Leisure)	Appointment in January 2002 under old system need to check basis of appointment
Promoting Denbighshire	North Wales Tourism	0	Glyn Williams, Sue Roberts	No direct appointment via local authority	See title				Glyn Williams, David Morris	Company now a trade body - local authority representatives may be nominated and appointed as director under the same voting process as trade directors
Promoting Denbighshire	North Wales International Music Festival	Awaiting clarification	Neville Hughes, Dewi Owens, Sue Roberts, Colin Hughes	Sue Roberts, Dewi Owens						Music festival held at St. Asaph Cathedral.
Property and Asset Management	North Wales Valuation Tribunal - Joint Appointment Panel	1	Cefyn Williams	Cefyn Williams	To consider appointments to the Valuation Tribunal				Cefyn Williams	
Property and Asset Management	North Wales Valuation Tribunal	1			To determine appeals against property valuations for Rating or Council Tax as well as people's liability for local taxes and other related matters					
No details	Regional Environmental Protection Advisory Committee (REPAC)									
No details	Strangways and Vaughan Charity	1	Elwyn Edwards	Elwyn Edwards					Rhys Webb	
<b>County Bodies</b>										
<b>Suggested Portfolio</b>	<b>Name of Body</b>	<b>Number of Reps</b>	<b>Interested Members</b>	<b>Recommendation</b>	<b>Purpose of Group</b>	<b>Term of Office</b>	<b>Details of Meetings</b>	<b>Role of Member</b>	<b>Previous Reps</b>	<b>Comments</b>
Children and Young People	Denbighshire Childcare Partnership	2	Colin Hughes, Gwilym Evans, Diana Hannam	No appointment	See title				John Smith, Alby Roberts	
Children and Young People	Denbighshire Leaving Care Project Committee	1	Mark Webster, Diana Hannam	No appointment	See title				Joan Butterfield (Ann Owens named sub)	
Children and Young People	NCH Action for Children Cymru - Glan Y Mor Family Centre	2	John Smith, Neville Hughes (Ind)	John Smith, Neville Hughes (Ind)	See title				John Smith, Neville Hughes	
Children and Young People	NCH Cymru Denbighshire Young Carers Project Committee	2	Diana Hannam	Diana Hannam, Vacancy	See title				John Smith, Pat Jones	
Children and Young People	Reaching Out	1	Gwilym Evans	No appointment					Alby Roberts	
Communities	Community Legal Services Partnership	1	Elwyn Edwards	Elwyn Edwards					Elwyn Edwards	
Communities	Denbighshire (North) CAB Management Committee	1	Diana Hannam	Diana Hannam	Generalist Advice Service	Annually	Rhyl / Prestatyn 4 - 6 times a year	Trustee	Pat Jones, Nancy Fletcher Williams	Charity, appointment as a funder, travelling expenses and subsistence paid by body
Communities	Denbighshire (South) CAB Management Committee	2	Dai Jones, Ken Hawkins	Dai Jones, Ken Hawkins	Citizens Advice Bureau	1 year	Every two months	not specified	Dai Jones, Ken Hawkins	Charity, appointment by invitation
Communities	Denbighshire Voluntary Services Council	1	Sharon Frobisher, Colin Hughes, Ken Hawkins		See title				vacancy	

Communities	Voluntary Sector Liaison Group	6	Bob Barton, Mark Webster, Glyn Pickering, Elwyn Edwards, Stuart Davies	Stuart Davies, Elwyn Edwards, Independent Vacancy, Labour Vacancy, Conservative Vacancy, Plaid Cymru Vacancy					Elwyn Edwards, Don Holder, Gwyneth Kensler, David Morris, Ann Owens, Eryl Williams	
Environment	Vale of Clwyd Environmental Group - ENTRUST ( was Environ. Enrolled Body)	3	Richard Jones, Peter Duffy	No appointment - body no longer in operation					Joan Butterfield, vacancy, Andrew Thomas	
Finance and Personnel	Rhyl & District Benefit Advice Shop	1	Glyn Williams, Dai Jones, Diana Hannam	Glyn Williams, Diana Hannam	See title				Dai Jones	require clarification from Body
Health and Well-being	Advisory Committee of the Denbighshire Care & Repair Agency	2	Mark Webster, Bob Barton, Ken Hawkins		See title				Joan Butterfield, Nancy Fletcher Williams	
Health and Well-being	Clwyd Alyn Housing Association - Liaison Panel	5	Colin Hughes, Mark Jones, Morfudd Jones		To assist with the development and management of Social Housing in the County	To be agreed but can be for duration of Council	Half Yearly	Representative	Joan Butterfield, vacancy, David Morris, Gwyneth Kensler, Mike German	Travelling expenses and subsistence paid by outside body
Health and Well-being	Community Health Council (Clwyd) - period of appointment 2004 - 2008	1	Glyn Williams	Glyn Williams	Acts on behalf of NHS patients	4 year period			Glyn Williams, Lloyd Williams, Cefyn Williams	
Health and Well-being	Cymdeithas Tai Clwyd - Liaison Panel	5	Dai Jones, Neville Hughes, Colin Hughes, Ray Bartley		To assist with the development and management of Social Housing in the County	To be agreed but can be for duration of Council	Half Yearly	Representative	Dai Jones, Alby Roberts, Phil Williams, Jeff Jones and Mike German	Travelling expenses and subsistence paid by outside body
Health and Well-being	Dyffryn Housing - Shadow Board	5	Neville Hughes, Jeanette Chamberlain Jones, Mark Webster, Ken Hawkins, Hugh Evans, Julian Thompson Hill	Ken Hawkins, Hugh Evans, Neville Hughes, Julian Thompson Hill, Labour vacancy					Ken Hawkins, Glyn Jones, Pat Jones, Paddy Tobin, Joan Butterfield	
Health and Well-being	Wales and West Housing Association - Liaison Panel	5	Neville Hughes, Bob Barton, Diana Hannam		To assist with the development and management of Social Housing in the County	To be agreed but can be for duration of Council	Half Yearly	Representative	Joan Butterfield, Neville Hughes, Neville Hughes, Paddy Tobin, Jeff Hughes	Travelling expenses and subsistence paid by outside body
Leader	Local Health Board	4	Tom Hodgson, Elwyn Edwards, Sharon Frobisher		Commissioning Healthcare Services for the population of Denbighshire	3 years (appointments made 2002)	6 formal per year - 6 informal per year - various committees (15 or so)	Full Member of Board	Pauline Dobb, vacancy, CD - PS, CD - Env	Statutory Body by legislation SI 2003 149 / 149 / 150 vacancy (Councillor was previous Chair of Personal Services Scrutiny Committee)
Leader	Objective One Key Fund Steering Group	2	Gwyneth Kensler, Bob Barton, Elwyn Edwards, Glyn Pickering	Rhiannon Hughes, Glyn Pickering	Objective One steering group					
Leader	Objective One Executive	4	Gwyneth Kensler, Sharon Frobisher, Peter Owen, Colin Hughes, Elwyn Edwards, Rhiannon Hughes	Peter Owen, Rhiannon Hughes, Elwyn Edwards, Glyn Pickering	Objective One body					Appointments must include at least 2 non-executive Members. Also, 1 Member should represent the ward of Upper Denbigh, West Rhyl, South West Rhyl or Meliden.
Leader	Denbighshire Enterprise Agency (formerly Clwydfro Ent. Agency) - Board of Directors	8	Dai Jones, Glyn Pickering, Gwyneth Kensler, Bob Barton, Lloyd Williams, Stuart Davies, Gwilym Evans, Elwyn Edwards	Gwyneth Kensler, Bob Barton, 3 Independents, Labour, Conservative, DAW	Local Enterprise Agency approved by Welsh Assembly Government	Normally for a Councillors elected term of office - 4 years but with power of replacement by Council	Quarterly - Rhyl & Ruthin	Director	Mike German, Dai Jones, Gwyneth Kensler, David Morris, vacancy, Rhys Webb, Eryl Williams, Lloyd Williams	Local authority controlled limited company, memorandum and articles require DCC nominees to be appointed to the Board of Directors, indemnity cover, no expenses paid

Promoting Denbighshire	Clwyd Leisure Ltd.	2	Julian Thompson Hill, Neville Hugh Jones	Julian Thompson Hill, Neville Hugh Jones					Glyn Williams, Nancy Fletcher Williams	
Promoting Denbighshire	Denbighshire Sportlot Community Chest Panel	3	Julian Thompson Hill, Nigel Roberts or Neville Hugh Jones, Sue Roberts	Nigel Roberts	Grant aid scheme for local sport	4 years	Bi-monthly, held at Caledryn, Denbigh		Gwyneth Kensler, Sue Roberts, Rhiannon Hughes	Councillors required, travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Denbighshire Sports Association	2	Julian Thompson Hill, Neville Hughes, Bob Barton, John Smith, Neville Hugh Jones or Nigel Roberts	John Smith, Neville Hugh Jones					John Smith, vacancy	
Promoting Denbighshire	Heather and Hillforts Partnership Board	2	Bob Barton, Cefyn Williams, Sue Roberts	Bob Barton, Sue Roberts						
Promoting Denbighshire	Local Access Forum	1	Meirick Lloyd Davies, Ken Hawkins	Meirick Lloyd Davies, Ken Hawkins (sub)	A Forum for public access to land issues				Mike German	
<b>Local Groups</b>										
<b>Suggested Portfolio</b>	<b>Name of Body</b>	<b>Number of Reps</b>	<b>Interested Members</b>	<b>Recommendation</b>	<b>Purpose of Group</b>	<b>Term of Office</b>	<b>Details of Meetings etc.</b>	<b>Role of Member</b>	<b>Previous Reps</b>	<b>Comments</b>
	Canolfan Seion (Denbigh) Management Committee	1	Dai Jones	Dai Jones	See title				Dai Jones	
Health and Well-being	Clwyd Alyn Housing Association - Llys Marchan Residential Home	1	Ken Hawkins	Ken Hawkins	See title				Ken Hawkins	
Leader	Rhyl Athy Interreg Steering Group	2	Meirick Lloyd Davies, Rhiannon Hughes	Rhiannon Hughes, Glyn Pickering	Aims to promote projects between Rhyl and Athy (County Kildare) to revitalise both towns' economies and address socio-economic problems.				Leader, Glyn Williams	One member required from Rhyl
Lifelong Learning	Canolfan Addysg Bro Cinmerch Jt. Management Committee	2	Paul Marfleet and Gwilym Evans	Paul Marfleet and Gwilym Evans	See title				Alby Roberts, Phil Williams	
Lifelong Learning	Rhyl Christ Church Schools' Educational Foundation - Trustees	1			The benefit of children and young persons in Rhyl as per founding document	Until new appointment made	One or two per year in the autumn	Trustee	Nancy Fletcher Williams, vacancy	No expenses paid, no indemnity insurance - only dispensing investment income of £300 pa
Promoting Denbighshire	Aberduna Independent Trust	1	Bob Barton	Bob Barton					Don Holder	
Promoting Denbighshire	Brickfields Pond Local Nature Reserve Management Advisory Group	3	Tom Hodgson, David Thomas, Diana Hannam	Tom Hodgson, David Thomas, Diana Hannam	See title				Glyn Jones, Frank Shaw, vacancy	
Promoting Denbighshire	Corwen Leisure Centre User Forum	4	Nigel Roberts	Nigel Roberts, 3 vacancies	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre		Rhys Webb, Cefyn Williams	
Promoting Denbighshire	Denbigh Leisure Centre User Forum	4	Gwyneth Kensler, Colin Hughes, Dai Jones, Ray Bartley	Gwyneth Kensler, Colin Hughes, Dai Jones, Ray Bartley	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre		Robert Emlyn Jones, Dai Jones, Gwyneth Kensler	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Friends of Moel Findeg (Trustee)	1	Bob Barton	Bob Barton	See title				Don Holder	
Promoting Denbighshire	Gronant Dunes Local Nature Reserve Management Advisory Group	3	David Thomas, Neville Hugh Jones, Peter Duffy	David Thomas, Neville Hugh Jones, Peter Duffy	See title				Sophia Drew, Neville Hugh Jones, vacancy	



Promoting Denbighshire	Llangollen Leisure Centre User Forum	4	Rhys Hughes, Stuart Davies	Rhys Hughes, Stuart Davies, 2 vacancies	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre	Paddy Tobin, Rhys Webb, Don Holder	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Moel Findeg Local Nature Reserve Management Advisory Group	2	Bob Barton	Bob Barton, vacancy	See title			Don Holder, Alby Roberts	
Promoting Denbighshire	Prestatyn Leisure Centre User Forum	4	Glyn Jones, Peter Duffy, Neville Hugh Jones	Glyn Jones, Peter Duffy, Neville Hugh Jones, vacancy	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre	Neville Hugh Jones, Tom Parry, Ken Wells, Sophia Drew	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Rhyl Leisure Centre User Forum	4	Jeanette Chamberlain Jones, Glyn Pickering	Jeanette Chamberlain Jones, Glyn Pickering, 2 vacancies	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre	Nancy Fletcher Williams, vacancy, Frank Shaw, Joan Butterfield	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Rhyl Sport and Education Partnership	2	Sue Roberts	Sue Roberts, vacancy	See title			Gwyneth Kensler and Glyn Williams	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Ruthin Leisure Centre User Forum	4	Morfudd Jones, Bob Barton, Elwyn Edwards, Ken Hawkins, Hugh Evans	Morfudd Jones, Elwyn Edwards, Ken Hawkins, Hugh Evans	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre	Elwyn Edwards, Ken Hawkins, Glyn Jones	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	St Asaph Leisure Centre User Forum	4	John Smith, Dewi Owens	John Smith, Dewi Owens, 2 vacancies	To comply with best practice in consulting with user groups and interested parties	2 years	At least 1 per year, maximum of three per year held at Leisure Centre	Andrew Thomas, Meirick Lloyd Davies, John Smith	no travelling expenses and subsistence paid by outside body
Promoting Denbighshire	Pavillion Theatre User Group	3	Glyn Jones, Paul Marfleet, Sue Roberts, Diana Hannam, Colin Hughes	Paul Marfleet, Sue Roberts, Diana Hannam					
Promoting Denbighshire	Scala Advisory Group	3	James Davies, Julian Thompson-Hill, Rhiannon Hughes, Neville Hugh Jones, Peter Duffy	To be considered further by Prestatyn Members				2 Local Members and Lead Member for Promoting Denbighshire	Advisory group for former Prestatyn cinema.
Promoting Denbighshire	Marine Lake User Forum	2	Joan Butterfield (Ind)	Joan Butterfield			Maximum 4 at Rhyl Town Hall	Joan Butterfield and Derek Davies	no travelling expenses and subsistence paid by outside body

Appendix 2						
Portfolio Area	Name of Body	Representatives Appointed	Purpose of Group	Term of Office	Role of Member	Comments
Leader	Local Government Association - General Assembly	Lloyd Williams, Dewi Owens	Represents local authorities in England and Wales. The General Assembly acts as a 'parliament' for local government			
Leader	Welsh Local Government Association Council	Rhiannon Hughes, Lloyd Williams	The WLGA represents the interests of local government in Wales and promotes local democracy. The Council elects office-holders and agrees the Association's budget.			
Leader	Welsh Local Government Association Co-ordinating Committee	Rhiannon Hughes	The Co-ordinating Committee may consider and make decisions on all matters which relate to the objectives of the Association.			
Lifelong Learning	Welsh Joint Education Committee - Board of Directors	Dewi Jones	The WJEC is an awarding body for examinations.			
Lifelong Learning	Welsh Joint Education Committee - Substitutes	????	See above			
Leader	North Wales Economic Forum	Lead Member for Regeneration, Chief Executive	To influence and lobby as the strategic voice on economic and related issues for North Wales			
Leader	North Wales Fire Authority	John Smith, Gwilym Evans, Dai Jones, Sharon Frobisher	Comprised of councillors from the 6 unitary authorities in North Wales. Performs the duties and responsibilities of a Fire Authority.			
Leader	North Wales Police Authority - Joint Committee for Appointments	Lloyd Williams, Paul Marfleet	Takes key decisions affecting local policing.			
Health and Well-being	Community Health Council (Clwyd) period of appointment 2002 - 2006	Councillor Dai Jones, Jeff Jones (ex Councillor) and W. Evans (DALC)		4 year period		Appointment made by former Council - appointment until 2006
Property and Asset Management	North Wales Valuation Tribunal (1 LA and 2 non-LA Members) appointed until 31/12/09	Mrs M.L. Colbart, JP Jones	To determine appeals against property valuations for Rating or Council Tax as well as people's liability for local taxes and other related matters	Until end of 2009		Appointment made by former Council - appointment until 2009
Property and Asset Management	North Wales Valuation Tribunal (1 LA and 2 non-LA Members) appointed until 31/12/07	Mr H M McEvoy, Cllr RW Hughes, A. Jones Parry	To determine appeals against property valuations for Rating or Council Tax as well as people's liability for local taxes and other related matters	Until end of 2007		Appointment made by former Council - appointment until 2007
Property and Asset Management	North Wales Valuation Tribunal (2 LA and 1 non-LA Members) appointed until 31/12/05	Mrs MHC Coppack, Cllr EC Edwards, PO Williams (ex Cllr)	To determine appeals against property valuations for Rating or Council Tax as well as people's liability for local taxes and other related matters	Until end of 2005		Appointment made by former Council - appointment until 2005

**REPORT TO CABINET**

**CABINET MEMBER:** Councillor P J Marfleet - Cabinet Lead Member for Finance and Personnel

**DATE:** 28 September 2004

**SUBJECT:** Revenue Budget 2004/05

**1 DECISION SOUGHT**

That in the light of the budget performance figures for the current financial year as detailed in the attached appendices, members consider any actions necessary to reduce the balance of overspendings on services.

**2 REASON FOR SEEKING DECISION**

The need to deliver the Council's agreed budget strategies for the current financial year and avoid budget pressures in 2005/06 when the budgetary position is expected to be very tight.

**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 at the end of August 2004 show a potential gross overspend at year end of £0.439m (£0.571m at the end of July 2004). The decrease is mainly attributable to savings now being predicted in Non H.R.A Housing costs.

## **5 FINANCIAL CONTROLLER STATEMENT**

The requirement remains for services to identify measures to offset the impact of the anticipated budget pressures. This work is now urgent as the ability to generate sufficient cost savings diminishes with the passage of time in the current financial year. Action is also required to avoid budget pressures arising in 2005/06 when the budgetary position is expected to be very tight.

## **6 CONSULTATION CARRIED OUT**

Lead Cabinet members will be required to consult with Heads of Service to agree necessary remedial action to prevent overspends in 2004/05.

## **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**

That Members note the figures in the appendices and consider remedial actions to align projected spending levels with approved budgets.

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05  
POSITION AS AT END AUGUST 2004**

Directorate	Year to Date			2004/05 Totals				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Aug 04 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Aug 04	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Lifelong Learning (excluding schools delegated)	6,140	4,869	-1,271	18,707	18,675	18,840	165	172
Environment	10,197	10,155	-42	21,044	21,305	21,343	38	78
Personal Services	11,142	11,585	443	27,289	27,186	27,346	160	238
Chief Executive	1,022	928	-94	2,496	2,468	2,544	76	83
Resources	2,127	2,609	482	5,411	5,279	5,279	0	0
Corporate, Miscellaneous & Benefits	5,459	4,777	-682	3,554	3,464	3,464	0	0
	<b>36,087</b>	<b>34,923</b>	<b>-1,164</b>	<b>78,501</b>	<b>78,377</b>	<b>78,816</b>	<b>439</b>	<b>571</b>
<b>Non - Service Items:</b>								
<b>Capital Financing Charges/Investment Income</b>				10,790	10,790	10,790	0	0
<b>Precepts &amp; Levies</b>				4,737	4,737	4,737	0	0
				<b>94,028</b>	<b>93,904</b>	<b>94,343</b>		
				<b>Total Variance</b>			<b>439</b>	<b>571</b>

**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 2004/05  
LIFELONG LEARNING  
POSITION AS AT END AUGUST 2004**

	- Year to Date -			2004/05 Totals				Projected Variance (Previous Report)  £000s
	Budget Profile	Actual to End Aug 04 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Aug 04	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Individual Schools Budget	19,570	17,912	-1,658	42,427	42,508	42,508	0	0
School Funds Held Centrally	3,060	1,834	-1,226	11,494	11,448	11,492	44	44
Non school Funding	138	267	129	402	402	402	0	0
Leisure Services	1,576	1,372	-204	3,158	3,184	3,305	121	128
Culture	1,008	1,011	3	2,641	2,631	2,631	0	0
Countryside	132	193	61	452	451	451	0	0
Youth	226	192	-34	560	559	559	0	0
	<b>6,140</b>	<b>4,869</b>	<b>-1,271</b>	<b>18,707</b>	<b>18,675</b>	<b>18,840</b>	<b>165</b>	<b>172</b>
<b>Total Lifelong Learning</b>	<b>25,710</b>	<b>22,781</b>	<b>-2,929</b>	<b>61,134</b>	<b>61,183</b>	<b>61,348</b>	<b>165</b>	<b>172</b>

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05**  
**LIFELONG LEARNING**  
**POSITION AS AT END AUGUST 2004**

**Notes:**

<u>Comments</u>	<b>Current Month</b>	<b>Previous Month</b>
	<b>£ 000s</b>	<b>£ 000s</b>
<b>Education:</b>		
<b>School Funds Held Centrally:</b>		
<b>School Transport:</b>		
Additional costs arising from contract retendering.	44	44
	44	44
<b>Culture and Leisure:</b>		
<b>Leisure:</b>		
Effect of closure at Rhyl Leisure Centre for refurbishment	92	92
DDA/Leisure Improvement Programme/N.O.F. - Service disrupt	36	36
Impact on advertising & associated revenue - Pavilion Theatre	15	0
Miscellaneous savings achieved through management actions	-22	0
	121	128
<b>Directorate Total</b>	165	172

The Directorate will need to address the following pressures by identifying compensating savings:

	<b>£000s</b>
Potential impact of increased pay award	21
Topslicing to fund ICT infrastructure upgrades & improvements.	38
	-----
	59
	-----

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05  
ENVIRONMENT  
POSITION AS AT END AUGUST 2004**

	- Year to Date -			2004/05 Totals				Projected Variance (Previous Report)
	Budget Profile	Actual to End Aug 04 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Aug 04	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
Development Services - (Note 1)	2,193	2,473	280	4,144	4,435	4,451	16	40
Transport & Infrastructure - (Note 2)	1,594	1,586	-8	5,688	5,568	5,568	0	9
Planning & Public Protection	1,046	903	-143	2,333	2,317	2,339	22	22
Environmental Services - (Note 3)	5,054	4,893	-161	7,861	7,854	7,854	0	0
Director & Support	310	300	-10	1,018	1,131	1,131	0	7
<b>Total Environment</b>	<b>10,197</b>	<b>10,155</b>	<b>-42</b>	<b>21,044</b>	<b>21,305</b>	<b>21,343</b>	<b>38</b>	<b>78</b>

Notes:

- Objective 1 funding for the Tourism Phase 2 project has yet to be received.  
Now included in these figures is the recently transferred Corporate Property Unit.
- Increased income ahead of budget profile and delays in appointing staff to vacant posts.
- Ledger profile not reflecting actual in relation to Waste Management - Landfill Tax invoices and payment to external contractor still outstanding.

Planning & Public Protection is yet to determine how it will fund the pressures arising from the additional cost to fund County Voice and the top slicing of budgets to fund ICT infrastructure upgrades.

The additional costs (over and above existing budgets) are currently shown as a projected year end overspend but work is ongoing on the identification of compensating savings.

The projected overspend shown on Development Services is in respect of an element of their contribution to be made to fund County Voice.



**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05  
PERSONAL SERVICES  
POSITION AS AT END AUGUST 2004**

	- Year to Date -			2004/05 Totals				Projected Variance (Previous Report) £000s
	Budget Profile	Actual to End Aug 04 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Aug 04	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
<b>Children Services:</b>								
Children and Families Operational Services	1,033	1,689	656	2,338	2,541	3,371	830	830
Children and Families Resources and Specialist Services	1,766	1,462	-304	3,849	3,687	3,253	-434	-434
Commissioning, Planning and Performance	148	131	-17	207	287	267	-20	-20
Community Development	112	110	-2	253	253	252	-1	-1
<b>Total Children Services</b>	<b>3,059</b>	<b>3,392</b>	<b>333</b>	<b>6,647</b>	<b>6,768</b>	<b>7,143</b>	<b>375</b>	<b>375</b>
<b>Adult Services:</b>								
Learning Disabilities	1,459	1,578	119	4,088	3,932	4,266	334	334
Mental Illness	549	612	63	1,449	1,450	1,619	169	169
Older People	4,849	4,698	-151	11,875	11,680	11,544	-136	-136
Physical Disability & Sensory Impairment	711	734	23	1,655	1,713	1,803	90	89
Performance Management & Commissioning	842	789	-53	1,932	2,010	1,949	-61	-61
Supporting People	-1,058	-1,067	-9	-2,673	-2,470	-2,510	-40	-40
Other Adult Services	95	209	114	419	526	372	-154	-154
Cefndy Enterprises	61	69	8	212	147	147	0	0
<b>Total Adult Services</b>	<b>7,508</b>	<b>7,622</b>	<b>114</b>	<b>18,957</b>	<b>18,988</b>	<b>19,190</b>	<b>202</b>	<b>201</b>
<b>Business Support &amp; Development</b>	<b>484</b>	<b>516</b>	<b>32</b>	<b>1,571</b>	<b>1,324</b>	<b>1,384</b>	<b>60</b>	<b>60</b>
<b>Total Social Services</b>	<b>11,051</b>	<b>11,530</b>	<b>479</b>	<b>27,175</b>	<b>27,080</b>	<b>27,717</b>	<b>637</b>	<b>636</b>
<b>Non HRA Housing</b>	<b>91</b>	<b>55</b>	<b>-36</b>	<b>114</b>	<b>106</b>	<b>27</b>	<b>-79</b>	<b>0</b>
<b>Total Personal Services</b>	<b>11,142</b>	<b>11,585</b>	<b>443</b>	<b>27,289</b>	<b>27,186</b>	<b>27,744</b>	<b>558</b>	<b>636</b>
<b>2003/04 Budget Underspend Brought Forward</b>						<b>-398</b>	<b>-398</b>	<b>-398</b>
	<b>11,142</b>	<b>11,585</b>	<b>443</b>	<b>27,289</b>	<b>27,186</b>	<b>27,346</b>	<b>160</b>	<b>238</b>

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05****PERSONAL SERVICES****POSITION AS AT END AUGUST 2004****Notes:****Children Services:**

Specialist Placements (Fostering) is the main reason for the overspend, as there are some children with very complex needs.

**Adult Services:****Older People - Free Nursing Care**

The Nursing Care Transfer was made to the LHB based on number of cases funded by SSD in 2002/03. Income projections have increased to take account of the increase in clients

**Expensive Care Packages – Adult Services**

There are a number of expensive care packages across client groups which will impact upon the Outturn.

**Efficiency Savings**

- A. Learning Disabilities Service - Community Living arrangements £100K
- B. Quality Initiatives which is estimated at £53K
- C. Match Funding for Supporting People. £12.5K
- D. Reduction of agency costs in Senior Management budget code of £5k

**Directorate Costs**

The increasing use of computers by all staff has led to a corresponding increase in the the number of leases and the set up costs of computer links to out lying offices. This has meant a steady increase in the overspend on this budget. This pressure may be resolved through the ICT budget plans.

**Supporting People**

Grant work is being undertaken to ensure all Supporting People projects are fully funded during 2004/05. Spend has got to be restrained during 2004/05 to allow for an anticipated shortfall in 2005/06.

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05  
CHIEF EXECUTIVE, RESOURCES, CORPORATE & MISCELLANEOUS  
POSITION AS AT END AUGUST 2004**

	- Year to Date -			2004/05 Totals				Projected Variance (Previous Report)
	Budget Profile	Actual to End Aug 04 Plus Commitments	Variance (Increase/ - Saving)	Budget As per Budget Book	Budget As at End Aug 04	Projected Outturn	Variance (Increase/ - Saving)	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	
<b>Chief Executive's Department</b>	1,022	928	-94	2,496	2,468	2,544	76	83
<b>Resources Directorate:</b>								
Finance	840	1,458	618	2,426	2,315	2,345	30	0
Audit	171	135	-36	378	375	375	0	0
I.T	746	667	-79	1,660	1,647	1,647	0	0
Personnel	370	349	-21	947	942	912	-30	0
Total	2,127	2,609	482	5,411	5,279	5,279	0	0
<b>Corporate &amp; Miscellaneous Benefits</b>	798	652	-146	3,534	3,444	3,444	0	0
	4,661	4,125	-536	20	20	20	0	0
Total	5,459	4,777	-682	3,554	3,464	3,464	0	0
<b>Total Chief Executive's, Resources, Corporate &amp; Misc. and Benefits</b>	<b>8,608</b>	<b>8,314</b>	<b>-294</b>	<b>11,461</b>	<b>11,211</b>	<b>11,287</b>	<b>76</b>	<b>83</b>

**REPORT TO CABINET**

**CABINET MEMBER: COUNCILLOR P J MARFLEET, LEAD MEMBER FOR FINANCE**

**DATE: 28th September 2004**

**SUBJECT: ANNUAL TREASURY REPORT 2003/04**

**1 DECISION SOUGHT**

Denbighshire County Council's Treasury Policy Statement for 2003/04 states that Cabinet will receive an annual report on the performance of the treasury management function. This report covers the previous expectations of the economic climate, the resultant strategy agreed, actual interest rate performance and the actions undertaken by the Council in response.

In accordance with the Policy, Cabinet is asked to approve this report on treasury activities undertaken in 2003/04, which is attached as an appendix.

**2 REASON FOR SEEKING DECISION**

Denbighshire County Council's Treasury Policy Statement for 2003/04 was approved by Council on 18th March 2003. The terms of the Policy Statement require an annual report to be produced before 30th September following the financial year end.

**3 POWER TO MAKE THE DECISION**

The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 (made under the Local Government Act 2003) contain a regulation (regulation 19) relying on the power in section 15(1)(b) of the Local Government Act 2003. It requires local authorities to have regard to the Chartered Institute of Public Finance and Accountancy's Code of Practice on Treasury Management 2001 which determines the requirement for the Cabinet to receive an annual report on treasury activities for the previous financial year.

**4 COST IMPLICATIONS**

None.

## **5 FINANCIAL CONTROLLER STATEMENT**

It is a requirement under the terms of Denbighshire County Council's Treasury Policy Statement for members to be advised of the Treasury activities undertaken in the preceding financial year.

## **6 CONSULTATION CARRIED OUT**

Not applicable

## **7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE**

None.

## **8 RECOMMENDATION**

Cabinet is asked to approve the Annual Treasury Report for 2003/04.

	Loan/ Investment Interest	Debt/ Investments Outstanding 1 Apr 03	Loans/ Investments Raised 2003/04	Loans/ Investments Repaid 2003/04	Debt/ Investments Outstanding 31 Mar 04		Gross Interest 2003/04	Average Rate 2003/04		Average Rate 2002/03
		£ 000s	£ 000s	£ 000s	£ 000s	No.	£ 000s	%		%
<b>Loan Debt:</b>										
P.W.L.B.	Fixed	109,248	0	200	109,048	91	7,543	6.91		6.94
Temporary Loans	Fixed	109,248 0	0 950	200 950	109,048 0	91 1	7,543 0	6.91 3.50		6.94 0.00
<b>Total Debt</b>		109,248	950	1,150	109,048	92	7,543	6.91		6.94
<b>Deferred Purchase</b>	Variable	1,160	0	180	980	1	48	4.49		4.64
<b>Investments</b>	Fixed	12,000	617,120	616,620	12,500	7	549	3.59		3.73



**DENBIGHSHIRE COUNTY COUNCIL**

***ANNUAL TREASURY REPORT***  
***2003/04***

**Alan Evans**  
**Corporate Director - Resources**

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## **Introduction and Background**

In December 2001, the Chartered Institute of Public Finance and Accountancy published a Revised Code of Practice on Treasury Management with a suggested implementation date of 1 April 2002. This Council adopted the 2001 Revised Code in March 2002 and fully complies with its requirements. The primary requirements of the Code are the: -

1. Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities
2. Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
3. Receipt by the Cabinet / Council of an annual strategy report for the year ahead and an annual review report of the previous year.
4. Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.

Treasury management in this context is defined as:

“The management of the local authority's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

This annual report covers:

- the Council's treasury position;
- performance measurement;
- the borrowing strategy for 2003/04;
- the borrowing outturn for 2003/04;
- compliance with treasury limits;
- compliance with the Treasury Management Policy Statement;
- compliance with Treasury Management Practices;
- investment strategy for 2003/04;
- investment outturn for 2003/04;

## **I. Portfolio Position**

The Council's external debt at the start of the year was £109.248m but reduced to £109.048m at 31 March 2004, a net reduction of £0.2m. All external debt at 31 March 2004 was held with the Public Works Loan Board (P.W.L.B.) and all loans were on a fixed interest basis. Annual interest charges amounted to £7.543m, the average rate being 6.91% (6.94% in 2002/03).

The Council also has obligations to make payments under a deferred purchase agreement originally taken out by the former Rhuddlan Borough Council in respect of the Pavilion Theatre in Rhyl. At 31 March 2004 the amount outstanding was £0.980m. This agreement is subject to variable interest rates, the amount paid in 2003/04 being £0.048m. The average rate during the year was 4.49% (4.64% in 2002/03).

A summarised analysis of the portfolio position, including temporary investments is presented at Appendix 1.

## **II. Performance Measurement**

One of the key changes in the revision of the Code in 1996 was the formal introduction of performance measurement relating to investments, debt and capital financing activities. Whilst investment performance criteria have been well developed and universally accepted, debt performance indicators continue to be a more problematic area with the traditional average portfolio rate of interest acting as the main guide (as incorporated in the table in section 1).

## **III. The Strategy for 2003/04**

Denbighshire's treasury strategy for 2003/04 was based on a view of the UK economy being weighed down at the start of the year by continuing weak growth in the US and by world fears of war in Iraq which together produced an expectation of overall weak world economic growth. These war fears helped to dampen consumer confidence, demand, manufacturing production and capital investment and to depress share prices which had already been hit by the accounting scandals in the US in the first half of 2002. Base rate was therefore forecast to stay at 4.0% during 2003, although there were concerns that if growth prospects weakened further then it could be cut.

Inflationary pressures were expected to remain weak and RPIX (headline inflation less mortgage interest rates) was expected to be near or below the target rate of 2.5%. On the other hand, the level of increase in consumer and corporate borrowing was a cause for concern as this could make borrowers highly sensitive to any increase in base rate. Unemployment was expected to continue to run at historically remarkably low levels but wage inflation was benign. House prices were increasing at an alarmingly high rate. The manufacturing sector was continuing to contract. Looking forward, however, expectations of robust consumer demand, confidence and borrowing together with strong growth in planned public expenditure, were expected to provide solid underpinning to the growth rate in the UK economy. This was, therefore, a different situation from that in the US and did not require further cuts in base rate in order to maintain a reasonably healthy and consistent rate of growth in 2003.

The effect on interest rates for the UK was therefore expected to be as follows:

**Shorter-term interest rates** - The “average” City view anticipated that the weak outlook for growth for the UK and US economies would prompt the MPC to leave the base rate at 4%. The risk remained that growth was not as feeble as forecast and a quick recovery in the US would remove pressures to keep rates low. If this was the case, then UK base rates could rise by the end of 2003.

**Longer-term interest rates** - The view was that long term PWLB rates would fall slightly to 4.40% (equivalent to long term gilt yield of approximately 4.25%) and remain around that level for the year.

The agreed strategy put to Council in March 2003, based upon the above forecast, was:

- 1. That short term rates were good value compared to long term rates, and were expected to be relatively stable for a reasonable period, so that best value would be found by borrowing short term at variable rates, or for short fixed periods, in order to minimise borrowing costs in the short term or to make short term savings required in order to meet budgetary constraints;*
- 2. That the risks intrinsic in the shorter term variable rates were such, when compared to relatively low long term funding, which should have been achievable in 2003/04, that the Council would*

*maintain a stable, longer term portfolio by drawing longer term fixed rate funding at a marginally higher rate.*

*Against this background caution was adopted with the 2003/04 treasury options. The Corporate Director - Resources monitored the interest rate market and adopted a pragmatic approach to any changing circumstances, while bearing in mind the desirability of achieving an evenly spread maturity profile and reporting any actions to restructure debt to Cabinet at the earliest opportunity.*

#### **IV. Outturn for 2003/04**

**Shorter-term interest rates** – Base rate was unexpectedly cut from 4.0% to 3.75% in February 2003 as Iraq war fears dampened growth prospects. A further cut to 3.50% in July was the bottom of this interest rate cycle. Rapidly improving growth prospects in the US from late July provoked a turn around in market expectations to increases in base rate, the first of which duly came in November to 3.75%, to be followed by a further increase in February 2004 to 4.0%.

**Longer-term interest rates** – The PWLB lower quota 25-30 year rate started the year at 4.80% but fell to a bottom of 4.40% in mid June 2003. However, the rapid increase in growth prospects in the US in July pushed this rate back up to a range of 4.90 – 5.05% until late December, after which it eased back to 4.75% by the end of March 2004.

As comparative performance indicators, average PWLB interest rates for 2003/04 were: -

Lower quota 1 year	3.926%
Lower quota 9 - 10 year	4.761%
Lower quota 25 - 30 year	4.824%
Higher quota 1 year	4.004%
Higher quota 9 - 10 year	4.842%
Higher quota 25 - 30 year	4.903%
1 month GBR variable	3.797%

As highlighted in section 1 above the average debt portfolio rate has moved over the course of the year from 6.94% to 6.91%. The approach during the year was to fund borrowing from surplus cash.

## **V. Compliance with Treasury Limits**

During the financial year the Council operated within the treasury limits set out in the Council's Treasury Policy Statement and Treasury Management Strategy for 2003/04. The limits were:

- the overall borrowing limit £142m
- the amount of the overall borrowing limit which may be outstanding by way of short term borrowing £40m
- the maximum proportion of interest on borrowing which is subject to variable rate interest 35%

## **VI. Compliance with Treasury Management Policy Statement**

On Thursday 26th February 2004, the Council readopted the 2003/04 Treasury Policy Statement for 2004/05. This statement included the following formal Treasury Management Policy Statement:

Denbighshire County Council defines the policies and objectives of its treasury management activities as follows: -

1. Denbighshire County Council defines its treasury management activities as:  
  
"The management of the authority's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks".
2. The Authority regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the Authority.
3. The Authority acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving best value in treasury management, and to employing

suitable performance measurement techniques, within the context of effective risk management.”

The Council acted in compliance with the principles defined in the statement throughout the financial year.

## **VII. Compliance with Treasury Management Practices**

The Treasury Policy Statement for 2003/04 readopted for 2004/05 by Council on Thursday 26th February 2004 formally set out Treasury Management Practices in the following twelve areas:

- TMP 1 Treasury risk management
- TMP 2 Best value and performance measurement
- TMP 3 Decision-making and analysis
- TMP 4 Approved instruments, methods and techniques
- TMP 5 Organisation, clarity and segregation of responsibilities, and dealing arrangements
- TMP 6 Reporting requirements and management information arrangements
- TMP 7 Budgeting, accounting and audit arrangements
- TMP 8 Cash and cash flow management
- TMP 9 Money laundering
- TMP 10 Staff training and qualifications
- TMP 11 Use of external service providers
- TMP 12 Corporate governance

The Council acted in compliance with the principles of financial control defined in these practices throughout that financial year.

In particular, in the area of TMP 1 Treasury Risk Management, throughout 2003/04 the Council had in place adequate and suitable arrangements for the identification, management and control of treasury management risk, as follows:

### **[1] Liquidity risk management**

In the financial year 2003/04, the Authority ensured it had adequate though not excessive cash resources, borrowing arrangements, overdraft and standby facilities to enable it at all times to have the level of funds available which were necessary for the achievement of its business and service objectives.

### **[2] Interest rate risk management**

Throughout the financial year, the Authority managed its exposure to fluctuations in interest rates with a view to containing its net interest costs in accordance with the amounts provided in its budgetary arrangements.

### **[3] Exchange rate risk management**

During the financial year 2003/04, the Authority managed its exposure to fluctuations in exchange rates so as to minimise any detrimental impact on its budgeted income and expenditure levels.

### **[4] Inflation risk management**

The effects of varying levels of inflation, insofar as they could be identified as impacting directly on its treasury management activities, were controlled by the Authority as an integral part of its strategy for managing its overall exposure to inflation.

### **[5] Credit and counterparty risk management**

The Authority regards a prime objective of its treasury management activities to be the security of the principal sums it invests. Accordingly, in the financial year 2003/04, the Council ensured that at all times its counterparty lists and limits reflected a prudent attitude towards organisations with whom funds could be deposited, and limited its investment activities to the instruments, methods and techniques referred to in the Treasury Policy Statement for 2003/04 and the criteria set out in Appendix C of that document.

## **[6] Refinancing risk management**

Throughout the course of the financial year 2003/04, Denbighshire County Council ensured that its borrowing, private financing and partnership arrangements were negotiated, structured and documented, and the maturity profile of the monies so raised were managed with a view to obtaining offer terms for renewal or refinancing, if required, which were competitive and as favourable to the organisation as could reasonably be achieved in the light of market conditions prevailing at the time.

## **[7] Legal and regulatory risk management**

In the financial year 2003/04, Denbighshire County Council ensured that all of its treasury management activities complied with its statutory powers and regulatory requirements. In framing its credit and counterparty policy, the Council ensured that there was evidence of counterparties' powers, authority and compliance in respect of the transactions they effected with the organisation, particularly with regard to their duty of care and the fees charged.

## **[8] Fraud, error and corruption, and contingency management**

The Authority has ensured that it has identified the circumstances which may expose it to the risk of loss through fraud, error, corruption or other eventualities in its treasury management dealings. Accordingly, in the financial year 2003/04, it employed suitable systems and procedures, and maintained effective contingency management arrangements, to guard against such loss.

## **[9] Market risk management**

Throughout the financial year 2003/04, Denbighshire County Council sought to ensure that its stated treasury management policies and objectives were not be compromised by adverse market fluctuations in the value of the principal sums it invested, and accordingly protected itself from the effects of such fluctuations.

## **VIII. Investment Strategy for 2003/04**

The authority manages its investments in-house and invests within the institutions listed in the authority's approved lending list. The authority invests for a range of periods from overnight to 364 days, dependent on



the authority's cash flows and the interest rates on offer, although in practice during 2003/04, cash was only invested short term.

Detailed below is the result of the investment strategy undertaken by the Council.

	<b>Average Investment Balance</b>	<b>Average Deal Size</b>	<b>Average Term</b>	<b>Average Rate of Return</b>	<b>Benchmark Return *</b>
<b>Internally Managed</b>	£15.3m	£1.9m	9 days	3.59%	3.57%

\* The benchmark for internally managed funds is the average 7-day LIBID (London Interbank Bid) rate (uncompounded) sourced from the Financial Times.

No institutions in which investments were made showed any difficulty in repaying investments and interest in full during the year.

## **AGENDA ITEM NO: 8**

### **REPORT TO CABINET**

**CABINET MEMBER:** COUNCILLOR S A DAVIES - LEAD  
MEMBER BUSINESS AND  
COMMUNICATIONS

**DATE:** 28 SEPTEMBER 2004

**SUBJECT:** COLLABORATIVE PROCUREMENT –  
NETWORK MAINTENANCE AND  
SUPPORT

#### **1 DECISION SOUGHT**

1.1 To authorise the Head of ICT to enter into collaborative procurement arrangements along with other North Wales Authorities (Wrexham County Borough Council and Flintshire County Council), to tender for the maintenance and support of the Denbighshire wide-area network, corporate local area network and supporting equipment. This process constitutes a joint procurement arrangement as referred to in Section 7.1 of the Financial Regulations (CPRs).

#### **2 REASON FOR SEEKING DECISION**

2.1 Prior to the break-up of the North Wales and Wirral Purchasing consortium all network support purchasing for the Authority was carried out in accordance with Standing Orders/OJEC via the consortium .

2.2 Upon the demise of the consortium Denbighshire has decided to continue the collaborative partnership when the current contract is due to end in March 2005.

2.3 Denbighshire would like to proceed with the tendering process with due regard to Financial Regulations and Contract Procurement Regulations so that the collaborative

partnership is positioned to have an order in place for when the existing contract ceases.

- 2.4 Flintshire Count Council will be the Lead Procurement Authority.

### **3 POWER TO MAKE THE DECISION**

- 3.1 S111 of the Local Government Act 1972; Contract Procedure Rules 7.1

### **4 COST IMPLICATIONS**

- 4.1 Apart from the possible economies of scale which collaborative procurement contracts may bring, there is also a potential saving in officer time/ procurement process, advertising etc.
- 4.2 It is expected that the partnership require a higher quality service at a shared reduced cost although at this stage it is difficult to estimate true cost savings.

### **5 FINANCIAL CONTROLLER STATEMENT**

- 5.1 Collaboration with other Councils and bodies on future procurement of goods and services will form a major element of improving the cost effectiveness of the Council's service.

### **6 CONSULTATION CARRIED OUT**

- 6.1 Consultation has been undertaken with Strategic Procurement Group, Procurement Partners (FCC, WCBC), Legal Department and Internal Audit.

## **7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE**

- 7.1. Collaborative procurement arrangements are likely to provide the most economically advantageous way of obtaining these products on behalf of all DCC network users.

## **8 RECOMMENDATION**

- 8.1 To authorise the Head of ICT to enter into negotiations with other North Wales Authorities (Wrexham County Borough Council and Flintshire County Council), with a view to enabling joint procurement arrangements in respect of Denbighshire's network maintenance, support and equipment.

**CABINET, ASSET MANAGEMENT COMMITTEE AND DELEGATED DECISION  
FORWARD WORK PROGRAMME**

**AGENDA ITEM NO: 9**

<b>MONTH</b>	<b>RESOURCES DIRECTORATE</b>	<b>ENVIRONMENT DIRECTORATE</b>	<b>CHIEF EXECUTIVE'S DEPARTMENT</b>	<b>LIFELONG LEARNING DIRECTORATE</b>	<b>PERSONAL SERVICES DIRECTORATE</b>
October 2004	<p>Monthly Budget Monitoring report - Revenue and Capital - C</p> <p>Progress Against ACiW - C</p> <p>Progress Report Against Service Review Timetable - C</p>	<p>DCC Waste Management Strategy - C - Presentation</p> <p>Charging Regime for DCC Public Conveniences - C</p> <p>International Relations Strategy - C</p> <p>Registration of Motor Salvage Operators [to adopt the Act] - C</p> <p>New Vehicle Maintenance Depot - Procurement Process - C</p>		<p>FOI &amp; Electronic Management System - C</p> <p>Managing School Places Progress Report - C</p> <p>School and College Transport - C</p> <p>Ruthin Craft Centre Development Stage - A + C</p> <p>Production Account Risk Fund Pavilion Theatre, Rhyl - C</p> <p>Corwen Pavilion - A</p> <p>Royal International Pavilion - Phase I - A</p> <p>Scala Development Study - A</p> <p>Rhyl Museum Feasibility Study - A</p> <p>Youth Service Quality Statement - C</p>	<p>Draft HSCWB Strategy - C</p> <p>Integrated Mental Health Service - C</p> <p>Supporting People Operational Plan 2005/2006</p> <p>Commissioning Strategy for Older People - C</p> <p>Foster Care Following Inspection - C</p> <p>Children and Young Persons Plans - C</p> <p>Care.comm - C</p> <p>Denbighshire Surestart Programme - C</p>

KEY: C ~ CABINET  
A ~ ASSET MANAGEMENT COMMITTEE  
D ~ DELEGATED DECISION

MONTH	RESOURCES DIRECTORATE	ENVIRONMENT DIRECTORATE	CHIEF EXECUTIVE'S DEPARTMENT	LIFELONG LEARNING DIRECTORATE	PERSONAL SERVICES DIRECTORATE
				Over 60's Free Swim Initiative - C  School Organisation Plan D	
November 2004	Monthly Budget Monitoring report - Revenue and Capital - C  Budget 2005/6 update  Corporate Quarterly Performance Report - C			NW Response to Liverpool City of Culture 2008 - C  Youth Services Best Value Options Appraisal - C  Production Account Risk Fund - Pavilion Theatre, Rhyl - C  Denbigh Museum Designation Feasibility - A  Lifelong Learning and Culture & Leisure Charges - D	Health Social Care and Well Being Strategy 2005-2008 - C  Children and Young Persons Plans - C  Review of the Homelessness Service - C  Housing Register / Allocations - C  Housing Advice Services - C  Fees and Charges - D
December 2004	Monthly Budget Monitoring report - Revenue and Capital - C  Budget 2005/6 update - C  Customer Service Centre: Customer Relations Management - C	Public Open Space – Guidelines on Commuted Sums - D		Youth Services Best Value - Process and Scope - C  Ruthin Craft Centre Development Stage - A & C	Joint Review Action Plan Exceptions Report - C  Housing Register / Allocations - C  Housing Advice Services - C

KEY: C ~ CABINET  
A ~ ASSET MANAGEMENT COMMITTEE  
D ~ DELEGATED DECISION

MONTH	RESOURCES DIRECTORATE	ENVIRONMENT DIRECTORATE	CHIEF EXECUTIVE'S DEPARTMENT	LIFELONG LEARNING DIRECTORATE	PERSONAL SERVICES DIRECTORATE
				Archives Policy Documents - D  Local Biodiversity Action Plan HAPS + SAPS - D	
January 2005	Monthly Budget Monitoring report - Revenue and Capital - C  Budget 2005/6 update  Progress Against ACiW - C  Progress Report Against Service Review Timetable - C			Youth Services Best Value Final Report - C  Rhyl Open Space Audit Plan - A  Heather & Hillforts Development - D  Prestatyn Hillside Local Nature Reserve Designation - D	Housing Stock Transfer - Outcome of Tenants' Vote - C  Affordable Housing C
February 200	Monthly Budget Monitoring report - Revenue and Capital - C  Final budget 2005/6 proposals  Corporate Quarterly Performance Report - C			Royal International Pavilion Phase I - A  Youth Services Best Value Final Report - C	
March 2005	Monthly Budget Monitoring report - Revenue and Capital - C	Deposit LD Plan - Approval of Chapters - C		Urdd Eisteddfod Staging / Proposals / Programme - C	

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MONTH	RESOURCES DIRECTORATE	ENVIRONMENT DIRECTORATE	CHIEF EXECUTIVE'S DEPARTMENT	LIFELONG LEARNING DIRECTORATE	PERSONAL SERVICES DIRECTORATE
				Denbigh Museum Designation Feasibility - A  Scala Development Study - Progress Report - A	
April 2005	Monthly Budget Monitoring report - Revenue and Capital - C  Progress Against ACiW - C  Progress Report Against Service Review Timetable - C				
May 2005	Monthly Budget Monitoring report - Revenue and Capital - C  Corporate Quarterly Performance Report - C				
June 2005	Monthly Budget Monitoring report - Revenue and Capital - C				
July 2005	Monthly Budget Monitoring report - Revenue and Capital - C				

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<b>MONTH</b>	<b>RESOURCES DIRECTORATE</b>	<b>ENVIRONMENT DIRECTORATE</b>	<b>CHIEF EXECUTIVE'S DEPARTMENT</b>	<b>LIFELONG LEARNING DIRECTORATE</b>	<b>PERSONAL SERVICES DIRECTORATE</b>
August 2005	Monthly Budget Monitoring report - Revenue and Capital - C				
September 2005	Monthly Budget Monitoring report - Revenue and Capital - C				
October 2005	Monthly Budget Monitoring report - Revenue and Capital - C				
November 2005	Monthly Budget Monitoring report - Revenue and Capital - C	Approve Deposit LD Plan For Public Consultation - C			

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