

CABINET

Minutes of the Cabinet meeting held in Conference Room 1, County Hall, Ruthin on Tuesday 24 May 2005 at 10.00 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; R W Hughes, Leader and Lead Member for Regeneration; M A German, Lead Member for Children and Young People; 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; J Chamberlain Jones; M LI Davies and G C Evans.

ALSO PRESENT

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

APOLOGIES

None.

1 URGENT MATTERS

There were no Urgent Matters.

2 MINUTES OF THE CABINET

The Minutes of the Cabinet meeting held on 26 April 2005 were submitted.

Item 3 Denbighshire Commissioning Strategy for Older People: Councillor P A Dobb asked that paragraph 3 be amended to read: Reablement and rehabilitative Services were in need of further development. She also pointed out that Denbighshire was working with Conwy County Borough Council and not three neighbouring Authorities.

Item 5 Cabinet Forward Work Programme: Councillor R W Hughes took the opportunity to thank all officers for their work on the Managing School Places Seminars held recently. At Councillor E W Williams request, a list would be kept of those Councillors who had attended the Seminars. Councillor Hughes said a follow-up Seminar would be held to ensure Members were kept fully informed.

Item 8 Community Capital Projects: Councillor R W Hughes said the Corwen Scheme deferred at the last meeting would be considered at the June 2005 meeting of Cabinet as match funding for the project had been made available.

RESOLVED that, subject to the above, the Minutes of the Cabinet meeting held on 26 April 2005 be approved as a correct record and signed by the Leader.

3 APPROVAL OF IMPROVEMENT PLAN 2005-2006

Councillor R W Hughes presented the report seeking Cabinet recommendation of the draft Improvement Plan 2005-2006 to Council in June 2005 for approval and to delegate authority to the Chief Executive, in consultation with the Leader, to make necessary amendments to the Plan if required.

Councillor Hughes said suggestions would be required to highlight community strategy aims and also the Council's objectives. Efficiency savings, not cuts, would lead to better ways of working. The Visioning Exercise for the authority would be included.

Councillor E W Williams referred to the time consuming but necessary tendering processes in the County and whether any savings in either time or money had been achieved as a result. It would be useful to have a report showing exactly what savings had been achieved. He said many staff saw efficiency savings as staff cuts but this was not always the case.

The Deputy Chief Executive / Corporate Director: Resources said he and the County Clerk were working on simplifying the Financial Regulations but some issues would remain compulsory as they were legislative, for example European issues. Financial probity had to be demonstrated in procurement.

Councillor P J Marfleet agreed with the Deputy Chief Executive and said it was important to demonstrate what had already been achieved. The Welsh Assembly Government were likely to be looking for 1% efficiency savings again next year and probably for the following years. Service delivery and efficiency savings above this were required and he would be working closely with the Financial Controller on the 3 year budget to achieve the savings.

RESOLVED that Cabinet recommend the draft Improvement Plan 2005-2006 to Council in June 2005 for approval and to delegate authority to the Chief Executive, in consultation with the Leader, to make necessary amendments to the Plan if required.

4 UPDATE ON CORPORATE IMPROVEMENT ASSESSMENT [CIA]

Councillor P J Marfleet presented the report for Cabinet to note the progress made to date and agree the work still ongoing. He said each item categorised as an issue had been addressed and dealt with or was subject to ongoing work by officers.

Councillor R W Hughes said the Member Development Programme should be evaluated and the training reviewed to ensure that Members are receiving the training

they require. Councillor P A Dobb said the Standards Committee had highlighted training needs in certain areas for Members.

***RESOLVED** that Cabinet note the progress made to date and agree the work still ongoing.*

5 CORPORATE QUARTERLY PERFORMANCE REPORT AGAINST IMPROVEMENT PLAN 2004/05

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

Councillor Marfleet highlighted the Financial Controller's Statement at paragraph 5 and expressed his concern that such a high level of projects were behind target and the special funding provided by the Welsh Assembly Government of £1m a year over a 3 year period to help deliver the targets, was dependent on achievement of the targets. Any significant failure to deliver the targets could lead to clawback of some of the grant paid and the Authority was at risk of clawback of a significant element of the overall £3m funding.

With regard to Finance, some progress had been made with the percentage of undisputed invoices paid within 30 days but more work was required. The progress made by the Benefits Team was good but many people who were entitled to benefits were not claiming. The Personnel Department were concentrating on the new personnel system. There were some Personnel targets which the Authority could do little to alter and had to be examined realistically.

Councillor S Roberts said Culture and Leisure had achieved their national targets and over achieved with the local indicators. Good progress had been made within the Arts. However, the Library and Information Service had a large demand for further ICT services and £40k had been secured to attract new customers to the Libraries. The Acting Director: Lifelong Learning said target setting was important and challenging for the staff to deliver services.

Councillor S A Davies said the Bilingual Group were currently updating the Welsh Language Scheme. However, some PI figures should be considered in a more realistic manner, for example the numbers of people who vote in elections, which was outside the control of the Authority.

Councillor E C Edwards said the Council's Improvement Plan gave Members and the public a better indication of the Authority's performance than some of the figures in the indicators. Violent crime figures were rising nationally. The Authority worked closely with the Steering Groups, one of which was chaired by the Chief Executive. The Safer Communities Group was performing well in Denbighshire. Once the indicators are

changed by the Welsh Assembly Government only indicator 1.17 would remain in Community Safety. The Chief Executive said there was some discrepancy between the PI report and the Improvement Plan and agreed that the figures in the Improvement Plan were the correct figures. He assured Members that the correct figures would be included in the published Improvement Plan.

Councillor D Owens said performance of young pupils at Key Stage 1 has remained at a consistently high level since 2000 and in the upper quartile nationally. In other Key Stages, although targets have not been met in a number of Statutory Performance Indicators related to pupils' performance, the trend in performance in Key Stages 2 and 3 since 2000 has shown an improvement. Performance at GCSE level, however, remained consistent with no significant increase.

With regard to the Welsh Assembly Government attendance at secondary schools figure target not being met, low attendance figures in two Secondary and one Special School had a negative impact on the County's performance. Strategies are being coordinated by the Educational Social Workers in collaboration with schools to address this. ESTYN judged schools with less than 90% attendance as unsatisfactory.

There was still considerable pressure in some coastal area schools to meet Welsh Assembly Government recommendations of restricting classes size to 30 pupils. The transient population in Rhyl and a severe shortage of places in certain year groups in both Rhyl and Prestatyn schools had a negative impact.

In response to a query by Councillor R E Barton, the Head of Education Services said some targets were set 2 years in advance by the Welsh Assembly Government. It was important to remember that each school had individual profiles of each pupil and work was ongoing with all schools to improve performance. However, the indicators did not measure the performance of the Education Department. The Head of Education Services agreed with Councillor E W Williams that mixed year groups could alleviate some problems where classes had over 30 pupils but most schools did not have enough space to allow this to take place.

Councillor J Thompson Hill said progress had been made with the percentage of the Authority's buildings open to the public which had suitable access for disabled people. However, substantial improvements were required and officers were working on these improvements.

Councillor P A Dobb said managers were trying to achieve their targets and were doing better than the Welsh average in some instances. Not achieving the domiciliary care target could be the result of the target being set too low to be achieved. With regard to helping the number of adults to live at home, the target not being met was as a result of staffing resource problems. The Housing rent arrears of former tenants will be a 3 year rolling programme whilst the repairs to houses is being reconsidered by the Department and Contract Services to ensure the calls are allotted and recorded accurately. The homeless households in temporary accommodation target was 5 whilst the actual number of families had been 14 and was not in the control of the Authority. The Corporate Director: Personal Services said the Authority's performance on

homelessness was encouraging and the number in B & B accommodation was being reduced. Denbighshire had the best performance in Wales on rate of delayed transfers of care for social reasons per 1,000 population aged 75 and over and had exceeded its target.

Councillor M A German said a positive report was expected from the Care Standards Inspectorate in Wales. Staff resources were still stretched but the staff were committed to providing a good service.

Councillor E W Williams said the Authority was not achieving its affordable housing targets. Tonnage of waste and landfill sites continued to be a major problem but the Authority had just achieved the threshold. The Corporate Director: Environment said municipal waste statistics did not always show the full picture.

Good work continued in the Transport department. Planning had not achieved targets in the last 3 quarters and needed to improve but there was a significant increase in the number of applications being received.

The Food Safety inspections target had been achieved as a result of an enormous effort by the staff. The Environmental Health department continued to face difficulties in recruitment and retention of staff. It was agreed that LPA14 should be in the name of Councillor Hughes.

Councillor R W Hughes said the PIs did not monitor European matters and the funding being sourced by the Authority was not being measured. It was hoped the new system would include this.

Councillor P J Marfleet said the reports from Lead Members had mostly concentrated on the successes and it was good to celebrate that success but stressed the need for the Financial Controller's comment in paragraph 5 of the cover report to be remembered and appropriate firm action to be taken regarding these issues in the future.

As the Welsh Assembly Government had changed indicator reporting, the Chief Executive said about 20-30 meaningful targets should be set for 2005-2006 which would be reported quarterly. More vigorous monitoring of targets was required and comments included. Further discussion would be required.

The Deputy Chief Executive / Corporate Director: Resources said it was vital that Lead Members were mindful of the joint agreement signed by the Welsh Assembly Government and the Authority when moving the issues on.

RESOLVED that Members note the progress on the Corporate Quarterly Performance report against the Work Programme in the Improvement Plan 2004-2005.

6 RHYL: FORYD HARBOUR

Councillor J Thompson Hill presented the report for Cabinet to receive the feasibility study produced by Mouchel Parkman Ltd and to approve expenditure on the improvement and development of the Foryd Harbour to be funded from the compensation received from the operator of the offshore wind farm. There would be no cost to the Authority at present to fund this development.

Members agreed with Councillor E W Williams that the paragraph commencing "Each year" of paragraph 7.1 be deleted from the report.

Councillors S Roberts and J Chamberlain Jones said they supported the development and agreed with the Corporate Director: Environment's comments that the study gave a phased approach to a catalyst development to improvements in Rhyl. The Corporate Director: Environment said an Objective 1 bid had been made in May 2004 and a response was still awaited from WEFO. Councillor E C Edwards said an announcement was expected later in the week.

Councillor E C Edwards stressed the need to work closely with Conwy County Borough Council. The Development Officer confirmed that representatives from Conwy and Kinmel Bay Town Council were members of the Rhyl Harbour Users Forum and that Conwy County Borough Council had granted planning permission.

Councillor E C Edwards took the opportunity to thank Kevin Edwards, the Principal European Officer and all his team for all their hard work in obtaining grants for the Authority.

RESOLVED that Cabinet receive the feasibility study produced by Mouchel Parkman Ltd and authorise expenditure on the improvement and development of the Foryd Harbour to be funded from the compensation received from the operator of the offshore wind farm.

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

7 WEST RHYL REGENERATION STUDY

Councillor J Thompson Hill presented the report for Members to receive the West Rhyl Regeneration Strategy Development Brief attached at Appendix 1, and consider the implications of the key strategy document. Cabinet were also asked to authorise officers to enter into negotiations with the Welsh Development Agency over a joint venture approach to implementing the Strategy and to commence compulsory purchase proceedings against specific properties highlighted in the report, as shown on the plan attached to the report, using either the County Council's compulsory purchase powers, or those of the Welsh Development Agency.

Councillor Thompson Hill emphasised that the compulsory purchase powers were an 'in principle' decision only, and specific sites which could be the subject of compulsory purchase orders would be referred to the relevant committee for decision.

Councillor P J Marfleet, whilst supporting Councillor S Roberts' views on the improvement this would bring to the Promenade area, said he wanted to ensure that the WDA were not at variance with the Authority over any of the areas covered in the study. The Corporate Director: Environment agreed to note Councillor Marfleet's concerns regarding a particular area of the site and said the matter would be brought back to Members for consideration.

In response to a query from Councillor P A Dobb, the Corporate Director: Environment confirmed that the Financial Controller Statement in the report was not relevant to the current report and should have been updated. He explained the need for CPOs and said the Authority wished to improve the public realm of the area.

Councillor E C Edwards said the Economic Development Department should be involved with the developments and an economic vision was required as well as improved housing.

RESOLVED that Cabinet:

- [a] receive the West Rhyl Regeneration Strategy attached at Appendix 1 to the report and support the implementation of the master plan contained in the Strategy, subject to further work as the proposals evolve;*
- [b] authorise officers to enter into negotiations with the Welsh Development Agency in respect of joint venture arrangements to pursue the implementation of the master plan and Strategy;*
- [c] support the use of Denbighshire County Council's compulsory purchase powers in respect of specific properties identified within the West Rhyl Regeneration Strategy as shown in the plan attached to the report. Members note the specific issues about the Ocean Beach site, contained in the report, and*
- [ch] agree that prior to the issue of compulsory purchase orders or voluntary purchases of individual properties, further reports will be brought to Asset Management Committee or Cabinet for their consideration.*

8 EQUALITY SCHEME INCORPORATING REVISED RACE EQUALITY SCHEME 2005-2008

Councillor S A Davies presented the report seeking Cabinet approval of the Council's Corporate Equality Scheme incorporating the Revised Race Equality Scheme 2005-2008. He stressed that the scheme should be implemented in a reasonable manner.

The Equalities Officer reported that SD11 would have a revised target and that currently the Personnel Department were working on piloting a staff support group for EDR6. It had not been able to receive full comments from the Disability Access Group.

RESOLVED that Cabinet approve the Council's Equality Scheme incorporating the Revised Race Equality Scheme 2005-2008.

9 CAPITAL PLAN 2004-2005

Councillor P J Marfleet presented the report for Members to note the provisional final outturn of capital expenditure in respect of 2004-2005.

Councillor Marfleet said slippage on generally funded schemes had risen from £3.9m to £4.89m, partly attributable to the reinstatement of the block allocations and the slow rate of drawdown of community project grants. He said the total position including specially funded schemes resulted in slippage of £13m on a programme estimated at nearly £33m. It was essential that realistic forecasting was carried out and any likely slippage identified much earlier in the year. An early indication of slippage would allow consideration of using the capital on other schemes within the approved plan in later years. He stressed the need for Lead Members to discuss with Heads of Service.

Councillor P A Dobb said some of the slippage was due to the staffing resource problems encountered by Design Services. She hoped the housing refurbishment programme would be kept on track.

Councillor R W Hughes suggested a small Task and Finish Group, including the Chair of Resources Scrutiny, be formed to consider the reasons for slippage of the Capital Plan.

Councillor E C Edwards said he supported keeping any design work in-house if at all possible but the Department could not be run over a long period with mainly temporary staff. If the Design Services team were overloaded with work, some outside design services would have to be purchased. The Corporate Director: Environment said the new Property Manager was due to commence work in 3-4 months, which should help to ease the problems.

RESOLVED that Cabinet note the provisional final figures in respect of the Capital Plan for 2004-2005. Members agree to establish a small Task and Finish Group, to include the Chair of Resources Scrutiny Committee.

10 REVENUE BUDGET PROVISIONAL OUTTURN 2004-2005

Councillor P J Marfleet presented the report for Members to note the provisional final Revenue Budget figures for 2004-2005 as detailed in the appendices to the report.

The provisional figures indicated a net underspend position resulting in a contribution of £70k to balances but it was hoped that this figure would be improved upon when the final figures would be reported in July 2005.

Councillor Marfleet congratulated the Lifelong Learning Department on the improvements made in the overspend. He said the costs for the Chief Executive's Department were only for that year and would not be carried forward. Treasury Management in the Authority was good and improved cash flow had resulted in increased investment income.

Although he had grave concerns earlier in the year, he was pleased to report a better than forecast result and it was hoped to commence the new year with a clean sheet. Although efficiency savings had already been achieved, he hoped departments would build on these and congratulated officers and all staff for their work.

RESOLVED that Members note the figures in the appendices to the report.

11 HOUSING REVENUE ACCOUNT BUDGET 2004/2005

Councillor P A Dobb presented the report for Members to note the latest financial forecast outturn position of the Housing Revenue Account (HRA) for 2004-2005 and to approve earmarking of £326,216 of HRA balances in order to make a revenue contribution to the Housing Capital Programme in 2005-2006.

Councillor Dobb said the capital programme had fallen behind schedule, as a result of having to re-tender for work. The backlog of capital programme work was expected to commence in June 2005 and £8.5m worth of work would be carried out over the next 2 years.

It was agreed that homelessness and other Non HRA figures would not be included in future Housing Revenue Account Budget reports, full allocation of support costs would offset these changes.

RESOLVED that Cabinet note the latest financial forecast position of the Housing Revenue Account for 2004-2005 and approve earmarking of £326,216 of HRA balances in order to make a revenue contribution to the Housing Capital Programme in 2005-2006.

12 COMMUNITY PROJECTS: CLOCAENOG CHURCH HALL

Councillor P J Marfleet presented the report seeking approval to reallocate the Clocaenog Church Hall grant approved by Cabinet on 26.11.2002.

Councillor E W Williams said the Church Hall Group had received more funding than originally anticipated for the project. The new project was being put forward to use the unallocated funding.

RESOLVED that Cabinet supports the recommendation to reallocate the unspent portion of the original grant to Clocaenog Church Hall for use in completing the project.

13 EVENTS COMMISSION

Councillor S Roberts presented the report seeking Cabinet agreement to the signing of the co-operation agreement attached at Appendix 1 to the report and to participate fully in the partnership of the Events Commission. Members were also asked to agree to nominate the Lead Member for Promoting Denbighshire and the Assistant Director: Culture and Leisure to join the management board of the Events Commission.

Members discussed the events in general and the Assistant Director: Culture and Leisure said it was not possible to alter the events as they were part of an Objective 1 development. It was hoped to expand on the events held at the Rhyl Events Arena as part of the regional categories. Each organisation would nominate their own event but these were subject to an audience number criteria. However, all the events would promote each other.

Councillor E W Williams suggested the Urdd or National Eisteddfod or the local Denbighshire Food Festival could form part of the events. The Assistant Director: Culture and Leisure said Objective 1 rules on match funding would have to be considered, as would the calendar of events.

Councillor D Owens said he was delighted to see co-operation between the different organisations in North Wales, particularly with the Ryder Cup Seniors and Challenge Cup.

In response to a query, Councillor E C Edwards said the Ryder Cup Seniors tournament was always held at Harlech.

RESOLVED that Cabinet agree to the signing of the co-operation agreement attached at Appendix 1 to the report and to participate fully in the partnership of the Events Commission. Cabinet also agree to nominate the Lead Member for Promoting Denbighshire and the Assistant Director: Culture and Leisure to join the management board of the Events Commission.

14 CABINET FORWARD WORK PROGRAMME

Councillor S A Davies presented the report for Members to note the Cabinet Forward Work Programme.

The Deputy Chief Executive / Corporate Director: Resources asked Members to note the Programme had been produced in a different format. The lead officer would usually be the relevant Head of Service. It was important that Lead Members and officers planned work effectively and it was critical that Lead Members were involved at an early stage.

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

15 URGENT ITEMS

There were no Urgent Items.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 7, 8 and 9 of Part 1 of Schedule 12A of the Local Government Act 1972.

PART II

16 CONSIDERATION OF FUNDING OPTIONS FOR EXTRA CARE DEVELOPMENT IN PRESTATYN

Councillor P A Dobb presented the report seeking Cabinet consideration of how to proceed with the development of Extra Care Development in Prestatyn from the available funding options.

Members discussed the options outlined in the report and agreed to enter into negotiations with the not for profit organisation, HICA Life Developments. Support would be required from both the Local Health Board and local residents.

Councillor E C Edwards said he was delighted to second the proposal, which would lead to the development of an extra care scheme for the Authority for local people. In particular, he hoped this would lead to an extra care scheme for Awelon, Ruthin and Cysgod y Gaer, Corwen. He congratulated the Lead Member and the Corporate Director: Personal Services on the report.

Councillor P J Marfleet said he had been impressed with the presentation made at an earlier meeting by the company and hoped the company would be interested in developing peripheral units.

Councillor J Thompson Hill said he also welcomed the proposal but stressed the need that the Authority inputted into the design of any structures to ensure they complemented the surrounding locality. He also stressed the need to involve the community at an early stage of any possible development. Councillor M A German agreed that both Members and the local community should be involved with what he saw was a worthwhile project.

In response to queries from Members, the Corporate Director: Personal Services said legal covenants would be incorporated into any agreements to ensure that only the over 55 age group would be able to buy or rent units, probably in the form of a sheltered housing scheme agreement. After further discussion, Members agreed to revise recommendation 8.2 as follows:

RESOLVED that Cabinet agree:

- [a] to proceed with the development of Extra Care Development in Prestatyn, and
- [b] to enter into negotiations with HICA Life Developments and consults further with health services, with the aim of developing a retirement community, including an extra care scheme in Prestatyn.

The meeting concluded at 1.10 p.m.

REPORT TO CABINET

CABINET MEMBER: COUNCILLOR E C EDWARDS
LEAD MEMBER FOR COMMUNITIES

DATE: 21 June 2005

SUBJECT: Community Engagement and the Future of Area Partnerships

1. DECISION SOUGHT

- 1.1 To approve the recommendations noted in this report relating to the future community engagement in Denbighshire

2. REASON FOR SEEKING DECISION

- 2.1 On the 14 December 2004 the Council agreed that there would be further review and consultation in respect of the future of Area Partnerships. The Strategic Policy Unit was established on the 7 February 2005 and charged with undertaking the review.
- 2.2 The Area Partnerships have been successful in producing Area Plans which have supported and informed the Community Strategy for Denbighshire. There is now a need for the Area Plans to be delivered and the Council has to be confident that it has the right mechanism in place to effectively progress each plan's agreed actions.
- 2.3 At the Members' seminar on 12 April 2005 it was recognised and accepted by those present that one model for future community engagement may not necessarily suit all four geographic areas and that improving our engagement with Town and Community Councils must be a priority.
- 2.4 Research Fellow Paul Williams of Swansea University has been commissioned by WAG to undertake a National Evaluation of Community Strategies in Wales. The scope of the research includes a number of case studies. Denbighshire has been selected as one of the case study counties. The results of the study are due in August 2005 and will help to inform future recommendations regarding the engagement of our communities in Denbighshire's Community Strategy.
- 2.5 Members should also be aware of the opportunities offered to local authorities by the Local Authority Business Growth Incentive Scheme or LABGI. The scheme's main principle is to allow local authorities to retain a share of the revenues it creates by increasing business growth. In other words, more businesses in Denbighshire will mean additional money from business rates, a percentage of which the Authority will be able to keep and spend as it chooses.

3. POWER TO MAKE THE DECISION

- 3.1 Section 111 of the Local Government Act 1972. Article 10 of the Constitution established the Area Partnerships and sets out their Areas and functions

4. COST IMPLICATIONS

- 4.1 No cost implications. The proposed recommendations will make the most efficient use of the Strategic Policy Unit structure.

5. FINANCIAL CONTROLLER STATEMENT

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

6. CONSULTATION CARRIED OUT

- 6.1 The Strategic Policy Unit has conducted one-to-one interviews with the Chief Executive, Corporate Directors and lead Cabinet Members; Leader, Deputy Leader, Cllr Elwyn Edwards (Portfolio Holder for Community Strategy), Cllr Paul Marfleet (Chair of Central Partnership), Cllr Eryl Williams (Chair of South Partnership), in order to shape the review and future proposals. The outcome of this work informed a discussion paper to informal cabinet on the 22 March 2005 where a decision was taken to hold a Council Seminar on 12 April 2005.
- 6.2 The Members Seminar took place and was attended by 24 Members. However, consistent with other consultation on the matter, there was no consensus of a uniform structure which would suit the whole authority area. The views expressed by members at the member seminar have informed the recommendations in this report.

7. IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1 The outcomes of consultation and community engagement should influence all policy areas

8. RECOMMENDATIONS

- 8.1 Area Elected Member groups to continue.
- 8.2 Town and Community Councils to be consulted about future community engagement via a workshop session in July 2005.
- 8.3 Consult with Community Strategy partners and Area Partnership Steering Groups on the future role of Area Partnership Steering Groups
- 8.4 Continue to support the Area Partnership Steering Groups until the findings from the Community Strategy Evaluation referred to above are available.
- 8.5 Evaluate the opportunity provided by the Local Authority Business Growth Incentive Scheme (LABGI) to appoint development staff to increase the Business Rates base by attracting inward investment into each area of the Authority.

REPORT TO CABINET

CABINET MEMBER: **COUNCILLOR P A Dobb, Lead Member Health and Wellbeing**

DATE: **21st June 2005**

SUBJECT: **Health Challenge Denbighshire**

1 DECISION SOUGHT

To approve in principle a 3-year action plan (see appendix 1) that will demonstrate how the Local Authority will continue to integrate and mainstream the health improvement activity that is needed to underpin and sustain the momentum of Health Challenge Wales.

To agree to the concept of Denbighshire County Council as a Health Improvement Agency with the implications for leadership that accompanies the concept.

2 REASON FOR SEEKING DECISION

The Welsh Assembly Government (WAG) is anticipating receiving a completed action plan by the end of July 2005. It is expected that the action plan will be divided to meet 2 strategic aims:

- The integration and mainstreaming of health improvement activity that underpins Health Challenge Wales (i.e. tackling the wider determinants of health) in support of both community strategies and health social care and well-being Strategies
- The development of a sustainable process for involving and engaging communities, as part of Health Challenge Wales.

3 POWER TO MAKE THE DECISION

Local Authorities have the Power of Well-being. This means they can do anything they consider likely to promote/improve the economic, social or environmental well-being of their areas.

The Assembly Government's consultation document *Well Being in Wales*, emphasised that health is not just the responsibility of the WAG or the NHS alone. Everyone in Wales shares responsibility for health. Government's role is to help create the conditions necessary to help people to improve their health. The notion of shared responsibility was reinforced by the *Review of Health & Social Care in Wales 2004* (Wanless report).

4 COST IMPLICATIONS

The Wanless Report states clearly that trends in demand for health and care services are unsustainable in the long term and that greater emphasis on preventing ill health in the first place is essential.

The Minister for Health and Social Services in Wales has agreed to provide £15,000 (the Grant) per year to each local authority over the next 3 years to enable and support their response to Health Challenge Wales. It is subject to terms and conditions.

Proposed expenditure for Year 1 of the Grant is summarized as appendix 2.

Many activities need to be incorporated into current work and therefore will be part of ongoing budget programming.

Some suggestions will require capital expenditure and therefore more detailed consideration.

5 FINANCIAL CONTROLLER STATEMENT

The initiatives should be monitored to ensure that the costs remain within the grant available. All grant conditions must be met and adequate supporting documentation made available if required by auditors.

6 CONSULTATION CARRIED OUT

On 7th April a successful event for Councillors and staff was held to start to scope Health Challenge Denbighshire and to explore how Members could undertake leadership roles in relation to health issues. Many ideas were generated on, and following, the day. A themed action plan was drafted.

This draft was then sent out for wider consultation to staff and councillors electronically. There are also ongoing discussions with budget holders regarding financial and practical implications.

It is hoped the Local Authority agreed actions will form part of a wider Partnership document. Events for Health partners and the Voluntary Sector are taking place during early July. Although these are predominantly to identify their role in Health Challenge Denbighshire, there may also be suggestions which the County Council may like to adopt.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

All Council services need to consider how to protect and improve health and to help individuals maintain their independence.

The Grant is linked to the priorities of Health Challenge Wales and existing Local Government strategies, such as Climbing Higher and the Corporate Health Standard.

The Welsh Local Government Association are suggesting that re-branding Local Government as a Health Improvement Agency is a positive way forward.

Health Challenge Denbighshire and the Action Plan support the Community Strategy vision (2.6), objectives (3.11) and targets (4.12; 4.13; 4.15)

In its publicity material, the Local Authority are expected to acknowledge the financial contribution made to its activities by the Assembly and use the Health Challenge Wales logo as appropriate. A Health Challenge Denbighshire logo has been produced and approved by WAG for local use.

8 RECOMMENDATION

- 8.1 To agree the Local Authority action plan for Health Challenge Denbighshire

DENBIGHSHIRE COUNTY COUNCIL

HEALTH CHALLENGE DENBIGHSHIRE

SUPPORTING LOCAL GOVERNMENTS CONTRIBUTION TO HEALTH CHALLENGE WALES

ACTION PLAN 2005 – 2008



**Supporting Local Authority's contribution to Health Challenge Wales
Health Challenge Denbighshire – draft action plan 2005-2008**

Purpose of this document:

The Minister for Health and Social Services has agreed to provide £15,000 per year to each Local Authority over the next 3 years to enable and support their response to Health Challenge Wales. This new grant builds on the development work that began last year in tackling the wider determinants of health. The financial expenditure for 05/06 are listed in this action plan.

The Grant is subject to a completed three year action plan, which will demonstrate how we aim to integrate and mainstream the health improvement activity that is needed to underpin and sustain the momentum of Health Challenge Wales. This action plan must be with Welsh Assembly Government by July 2005.

The work of the Denbighshire Health Alliance is now part of the responsibility of the Denbighshire Health Social Care and Well-being Strategic Partnership Board. There are a number of wider determinant sub-groups, including the Denbighshire Nutrition Working Group, the Tobacco Working Group, the Conwy and Denbighshire Breastfeeding Group and the Childhood Injury Working Group. All of these groups have their own costed action plan. This action plan will support these working groups. There will also be strong links with the Healthy School Scheme and other approaches, such as the Inequalities programme for Prestatyn and Meliden.

Year 1 will concentrate on raising awareness of Health Challenge Denbighshire

Year 2 will concentrate on engaging the community

Year 3 will be continued activity and evaluation. This will include measures around future sustainability.

STRATEGIC AIM 1: The integration and mainstreaming of health improvement activity that underpins Health Challenge Wales (i.e. tackling the wider determinants of health) in support of both community strategies and health, social care and well-being strategies

STRATEGIC AIM 2: The development of a sustainable process for involving and engaging communities, as part of Health Challenge Wales

Our objectives for 2005-2008

1. To raise awareness of Health Challenge Denbighshire
2. To improve the health and well-being of the people of Denbighshire
3. To involve communities in Health Challenge Denbighshire
4. To lead by example on the issue of health and well-being (Denbighshire County Council as an employer)
5. Re-brand Denbighshire County Council as a Health Improvement Agency

PHYSICAL ACTIVITY

STAFF

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
P1: Provision of a supportive environment:	Rolling programme to provide showers in all council buildings	Ian Miller	Feasibility to be investigated	To be costed	Number of buildings that provide a shower	1
	Lunchtime walks for staff with opportunity for public involvement. Train staff to lead the walks. Link to existing initiatives where possible	Katrina Day	Year 1	£300	No. of people taking part, and no. of staff trained	1 & 2
	Tai chi at lunchtime around the well at County Hall, and other suitable venues. Employ Tai Chi instructor for a trial period	Lorraine Pendelton to co-ordinate	Year 1 – 10 week trial	£1300	Number of staff taking part	1
P2: Work towards the corporate health standard	Increase flexi time to allow longer lunches to participate in activities	Sally Ellis to explore	Feasibility to be investigated	To be costed	Target - silver	1 & 2
	Trial in one building of ½ hour of exercise in core time every day	Ian Miller / Sally Ellis to explore	Feasibility to be investigated	To be costed	Sickness levels	1
	Free health checks for staff	Sally Ellis to explore	Feasibility to be investigated	To be costed	No. of staff - health checks	1

PHYSICAL ACTIVITY

POPULATION APPROACH

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
P3: Access to leisure services	Establish access to leisure centres at times more suitable for each group	Leisure services – Tony Hughes	Year 2	Feasibility to be investigated (possibly £20,000)	Establish sessions available to the public during school hours	1
	Provide more crèche facilities, so parents can attend classes	Leisure services	Year 2	To be costed	Increase in number of participants	
P4: Improving the health of the people of Denbighshire	Inter village sports competition	Councillors and leads to be identified	Year 2	To be costed	Number of participants	1 & 2
	Disability Olympics	Councillors and leads to be identified	Year 3	To be costed	Number of participants	1 & 2
	Train care staff through accredited training programmes on physical activity and older people	Older people strategy manager	Year 1	Within existing budget (Older Peoples Strategy)	Number of staff trained	

FOOD

STAFF

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1/2
F1: Promotion of healthy eating in council buildings	Vending machines in all Council premises to offer healthy options	Contract holders and Su Lloyd	Year 1	£1500	Number of vending machines offering healthy options	1 & 2
	Healthy option lunches (salads, fruit, and water). Talk to local caterers about a special deal for healthy food. Provide a database with all caterers that offer healthy option lunches. Provide menu planners.	All people who orders in lunches	Year 1	£400	Number of healthy lunches ordered	1
	Establish water coolers in council buildings	Ian Miller	Year 1	£1000	Number of buildings with water facilities	

FOOD

POPULATION APPROACH

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
F2: Improve the diet of the people of Denbighshire	Work with managers and encourage the improvement of diets for people in independent and public sector care homes. Purchase menu planners.	Jacqui Bryan and Nutrition Working Group	Year 1	£1000	Number of residential homes offering fruit on a daily basis	1
F3: Improve access to fresh fruit and vegetables	Improve young peoples access to fruit and vegetables in youth clubs and other projects	Russell Davies	Year 1	£300		
F4: Target schools to improve school meals and education around diet	Adopt the Food and Health Strategy – a whole school approach to food, nutrition and health.	Nutrition Working group	Year 2	To be costed		

SMOKING

STAFF

General Idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
S1: Help for staff who wish to stop smoking	Train Staff to provide smoking cessation advice/support to colleagues	All Wales smoking cessation service to provide training	Year 1	£200	Number of staff trained	1 & 2
	Staff smoking cessation sessions run by staff. Money for resources - smokerlyser	Trained staff – Health and Well-being nurse	Year 1	£300	Number of staff who access service and stop smoking	1

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
S2: Support for all to stop smoking	Introduce a Community Challenge – to give up smoking – using trained peer mentors	Sally Ellis to explore	Year 1 / 2	Feasibility to be investigated		
	Train Youth workers to provide smoking cessation support	All Wales smoking cessation service to provide training	Year 1	Within existing funds – (WAG Funded)	Number of youth workers trained and quit successes	1 & 2
	Train leisure centre staff to provide smoking cessation support	All Wales smoking cessation service to provide training	Year 1	£200	Number of community workers trained and quit successes	1 & 2
S3: Smoke free premises	Challenge all beauty establishments to promote health lifestyles	Tobacco Working Group and possible links to voluntary sector	Year 1	£500	Number of outlets displaying information after 1 year	1 & 2
S4: Preventing smoking	Promote National No Smoking Day locally	Tobacco Working Group	Year 1	£1000 contribution	Number of referrals to smoking cessation service	

ACCIDENTS AND INJURIES

STAFF

General idea	Specific action	who	timescale	cost	Potential measures	Meets aim 1 / 2
A&I1: Health and Safety at Work	Promote safe computer use	Health and Safety	Year 2	Within existing budget		
	Manual handling training for all staff	Resource Directorate	On-going	Within existing budget	Number of staff who have completed the training	
A&I2: Safer Driving	Promote Safe Driver Scheme	Vicky Maddock	Year 1,2 & 3	Within existing budget	Number of staff who have been through the training	1

ACCIDENTS AND INJURIES

POPULATION APPROACH

General idea	Specific action	who	timescale	cost	Potential measures	Meets aim 1 / 2
A&I3: Promote health and safety in the home	Use County Voice to promote local and national campaigns	Accidents and Injuries working group	Year 1 - 3	0	Number of articles printed	1
	Promote cancer research UK Sun Safety week	Sian Bennett	Year 1	Free resources from Cancer Research UK	Number of displays	1
	Work with the Tegan Project to provide child reins (150)	Homestart / Tegan project and the Accidents and Injuries Working group	Year 1	£1000		
A&I4: Support continued driver development	Challenge Car outlets and garages to display leaflets promoting: Pass Plus; Institute of Advanced Driving and Motorcycling and free assessments for 55+	Accidents and Injuries working group and possibly involve the voluntary sector	Year 1	£500		

ALCOHOL

STAFF/POPULATION APPROACH

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
A1: Education / promotion	Promote sensible drinking – awareness campaign (in leisure centres)	Leisure services and possibly voluntary sector	Year 1	£500	Number of displays	
	Culture change – work with schools to change young peoples drinking habits and promote new licensing regulations	Rachel Jones (Healthy School Scheme) & Mike Denman, public Protection and licensing	Year 2 & 3	To be costed		
	Older people and drinking – awareness campaign	Mike Denman	Year 1	Within existing budget (Older Peoples Strategy)		1

MENTAL HEALTH AND WELL-BEING

STAFF

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
M1: Improve the mental health of staff , which will result in a happy and healthy workforce	Staff session on work-life balance and stress relief as part of the induction course	Training and development	To be investigated	To be investigated (£20 per member of staff – 1 day course)	Already in place for social services staff – roll out to the rest of the directorates	1

MENTAL HEALTH AND WELL-BEING

POPULATION APPROACH

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
M2: Health Awareness Days	Health Awareness Campaign at Centres across Denbighshire	Integrated Children's Centre	Year 1	£500	No. of centres and no. of participants	
	Healthier Me sessions for the public	Working with voluntary organisations (MIND)	Year 1	£500	No. of sessions and no. of participants	

INFECTIONS

STAFF

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
I1: Improving hygiene at work	Hand washing signs in all council building toilets (including schools)	Sue Wynne	Year 1	£200 contribution	Number of buildings with new signs	1
	Support for annual vaccination campaign in residential homes to promote the flu jab	Jacqui Bryan	On-going	£200	Number of vaccinations	

INFECTIONS

POPULATION APPROACH

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
I2: Campaigns to improve the public realm	Promote the Scoop the Poop campaign e.g bags supplied at one stop shops	Public Protection	Year 1	£600		

COMMUNICATION STRATEGY / PUBLICATION

General idea	Specific action	Who	Timescale	Cost	Potential measures	Meets aim 1 / 2
C1: Publicity / PR	Launch of Health Challenge Denbighshire at Flint and Denbigh show 2005. Promotion of Health Challenge Denbighshire – promotional materials; balloons; T shirts; glasses for water; balloons; stickers	HSCWB unit, NPBS and PR department	Year 1	£750		1 and 2
	Aim to promote healthier lifestyles for the population of Denbighshire e.g information pack and pledge postcards, menu cards; literature stands for businesses participating	HSCWB unit, NPBS and PR department	Year 1	£1700		
	Raise awareness of Health Challenge Denbighshire at the Denbighshire County Council Personal Services staff conference in June	HSCWB unit	Year 1	Free resources	Number of staff who visit stand	
	Promote Health Challenge Denbighshire at the Walking Festival in September – engage councillors	Countryside services	Year 1	Within health promotion budget	Increased number of people accessing these facilities	1
	Have competitions in the schools on the different	Healthy School Scheme –	Year 1	£200 for prizes	Number of schools taking	

Appendix 1

	themes of Health Challenge Denbighshire to raise awareness	Rachel Jones			part	
C2: Promotion of active healthy lifestyles to staff	Use Headlines and the intranet to communicate with staff about the importance of healthy lifestyles for themselves, their families and the public they come into contact with	Health Policy Officer and Well-being Nurse	Year 1	0	Number of hits	1
C3: Staff Information And Education	A healthy website for staff, with local information and links to other websites.	Health Policy Officer and Well-being Nurse	Year 1	0	Number of hits	1
	Consider working with trade unions regarding social activities for staff	Health Policy Officer	Year 1	0		
C4: Developing Public Health skills and capacity	Training and awareness for public health skills and knowledge Target high contact groups e.g. wardens/Social Workers; one stop shop staff	HSCWB Workforce Development Group	Year 2	To be investigated		

HEALTH CHALLENGE DENBIGHSHIRE

FINANCIAL EXPENDITURE

APRIL 2005- MARCH 2006

The Minister for Health and Social Services has agreed to provide £15,000 per year to each Local Authority over the next 3 years to enable and support their response to Health Challenge Wales. This new grant builds on the development work that began last year in tackling the wider determinants of health.

ACTION	EXPENDITURE
Lunchtime walks for staff with opportunity for public involvement. Train staff to lead the walks. Link to existing initiatives where possible	£300
Tai chi at lunchtime around the well at County Hall, and other suitable venues. Employ Tai Chi instructor for a trial period	£1300
Vending machines in all Council premises to offer healthy options	£1500
Healthy option lunches (salads, fruit, and water). Talk to local caterers about a special deal for healthy food. Provide a database with all caterers that offer healthy option lunches. Provide menu planners.	£400
Establish water coolers in council buildings	£1000
Work with managers and encourage the improvement of diets for people in independent and public sector care homes. Purchase menu planners.	£1000
Improve young peoples access to fruit and vegetables in youth clubs and other projects	£300
Train Staff to provide smoking cessation advice/support to colleagues	£200
Staff smoking cessation sessions run by staff. Money for resources - smokerlyser	£300
Train leisure centre staff to provide smoking cessation support	£200

Challenge all beauty establishments to promote health lifestyles	£500
Promote National No Smoking Day locally	£1000
Work with the Tegan Project to provide child reins (150)	£1000
Challenge Car outlets and garages to display leaflets promoting: Pass Plus; Institute of Advanced Driving and Motorcycling and free assessments for 55+	£500
Promote sensible drinking – awareness campaign (in leisure centres)	£500
Health Awareness Campaign at Centres across Denbighshire	£500
Healthier Me sessions for the public	£500
Hand washing signs in all council building toilets (including schools)	£200
Support for annual vaccination campaign in residential homes to promote the flu jab	£200
Promote the Scoop the Poop campaign e.g. bags supplied at one stop shops	£600
Launch of Health Challenge Denbighshire at Flint and Denbigh show 2005. Promotion of Health Challenge Denbighshire – promotional materials; balloons; T shirts; glasses for water; balloons; stickers	£750
Aim to promote healthier lifestyles for the population of Denbighshire e.g. information pack and pledge postcards, menu cards; literature stands for businesses participating	£1700
Have competitions in the schools on the different themes of Health Challenge Denbighshire to raise awareness	£200
TOTAL	£14650

REPORT TO CABINET

CABINET MEMBER: Councillors P A Dobb Lead Member for Health and Well Being
M A German Lead Member Children and Young People

DATE: 21st June 2005

SUBJECT: Procurement of a replacement system for Social Services electronic client record system, Care.comm

1. DECISION SOUGHT

- 1.1 To seek approval to enter into a contract with in4tek for the provision of an electronic client record system that meets the needs of the service and will replace Care.comm.
- 1.2 To seek approval to enter into a collateral agreement with Conwy and Flintshire Councils to formalise our collaborative working arrangements.

2. REASON FOR SEEKING DECISION

- 2.1 Care.comm has served its purpose in the past two years despite problems in poor response times. However developments in the business requirements of the Department (e.g. Unified Assessment for Adults, Integrated Children's System) have quickly outgrown Care.comm's underlying technology.
- 2.2 A joint tender process with Flintshire and Conwy under OJEC rules has been completed, resulting in the choice of Inf4tek as preferred supplier for their client record system PARIS. Further pre contract negotiations are nearing completion.
- 2.3 Subject to final agreement of the County Solicitors of each Authority a contract should be agreed by the end of June or early July.
- 2.4 Details of the options appraisal and the management of the project are included in Appendix One.

3. POWER TO MAKE THE DECISION.

NHS and Community care Act 1990
Children Act 1989

4. COST IMPLICATIONS

- 4.1 Appendix two details the financial implications for Denbighshire over five years, based on a Prudential Borrowing model.

- 4.2 The overall costs of the system reflect the complexity of recording social care data and processes as defined by the Unified Assessment Process and the Integrated Children's System and their associated datasets. Charging for services under CRAG and Fairer Charging guidelines also requires complex information systems to process data.
- 4.3 It is important to note that the in4tek submission was not the most expensive option and that a significant discount has been offered to the FDC as a result of our collaborative arrangements. Without this discount, the costs would be unaffordable by Denbighshire.
- 4.4 The Assembly has made some funding available for the development of electronic records systems through its Performance Management Development Fund.

5. FINANCIAL CONTROLLER STATEMENT

This is a major development with a significant financial implication. In addition to the costs reported, there is a potential for further direct costs to arise as an additional post in ICT and Personal Services may be required to administer the system. It is crucial that costs are properly managed and that the cost of the project is kept within agreed limits and met from within existing budgets.

The costs highlighted in Appendix 1 show that there is a shortfall between the capital cost of implementing the system and the approved amount in the Capital Plan. Under the Prudential Code, there is scope for additional capital expenditure to be incurred but the cost of the additional borrowing to finance the expenditure would have to be met from revenue. Therefore a revenue contribution from the Personal Services revenue budget will be required.

The introduction of the system will enhance the quality of management information available to meet the needs of the directorate, including financial and performance information and it will interface with the council's main financial systems in respect of charging for services. This system is the only suitable option available to the council currently to address the information management needs of the Personal Services directorate.

6. CONSULTATION CARRIED OUT

Head of ICT
County Clerk
SSIW consultant leading on systems for Unified Assessment

7. IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1 The system will enable Adult and Children's Services to continue the development of a reliable Performance Management Framework.
- 7.2 The Electronic Social Care Record contributes to corporate developments in E government.

8. RECOMMENDATIONS

- 8.1 That Cabinet approve a letter of intent to be issued by the County Clerk being sent to in4tek to allow the planning of implementing PARIS to commence prior to final contract signing.
- 8.2 That Cabinet approve entering into a contract with in4tek, subject to the final approval of the County Clerk.
- 8.3 That Cabinet approve entering into a collateral agreement with Conwy and Flintshire Councils to provide financial protection in the event of one of the other authorities defaulting on the contract and the loss of discount that would result.
- 8.4 That Cabinet approve that Denbighshire continues to collaborate with Conwy and Flintshire in the implementation and future development of PARIS.

1. BACKGROUND

- 1.1 Denbighshire Social Services had identified as early as 1999 the need for a new information system to replace the former Clwyd Client Information System.
- 1.2 Various systems were evaluated and, at that time, no suitable commercial system was available. Denbighshire therefore entered into a partnership arrangement with Flintshire to develop their Care.comm as this was felt to be the best and most promising option.
- 1.3 Conwy was also seeking a new system and entered into the Care.comm partnership arrangement at the same time as Denbighshire.
- 1.4 Denbighshire implemented Care.comm in May 2003 and Conwy in June 2003.

2. PROGRESS MADE SINCE CARE.COMM IMPLEMENTATION

- 2.1 Care.comm has enabled Denbighshire Social Services to take a leap forward in implementing a performance management framework.
- 2.2 Reports are produced on a monthly basis from the system and though there are still some problems in data quality and consistency of use by practitioners, the information on activity is validated and used to monitor and plan services.
- 2.3 The system has brought a more standardised approach across the Department. Accurate information has become everybody's business rather than the preserve of a few specialists.
- 2.4 However, developments in the business requirements of the Department (e.g. Unified Assessment for Adults, Integrated Children's System) have quickly outgrown Care.comm's underlying technology. Updating Care.comm to meet the requirements of these new and changed business requirements would require significant re-development of the system which carries a high level of risk in terms of long term sustainability and potential hidden costs.
- 2.5 We have continually encountered poor performance and response times from the system and despite our best efforts to resolve these issues, they remain the case. These issues in turn present real challenges to staff using the computer instead of a paper record.
- 2.6 Therefore, in partnership with Flintshire and Conwy, Denbighshire carried out an options appraisal of how we could each achieve long term stability and sustainability of our social care information systems.

3. THE OPTIONS APPRAISAL AND SUBSEQUENT ACTIONS

- 3.1 During the options appraisal, the three Authorities (FDC) examined the feasibility of:
- 3.2 Continued development of Care.comm and potential engagement of an external development partner
- 3.3 Re-examining the market to determine if there was a suitable system available
- 3.4 Working in partnership with other Local Authorities.
- 3.5 As a result of the options appraisal, FDC joined the Welsh Systems Consortium of 7 authorities (WSC) who were concluding their own OJEC procurement process. However, the system which they chose would not have been an improvement on Care.comm and therefore the decision was made to withdraw from the WSC.
- 3.6 Preliminary analysis of the market indicated that there were now systems commercially available which may have fulfilled our requirements. Therefore the OJEC Restricted Tender process was initiated as part of the FDC collaboration.
- 3.7 Seven companies were invited to tender, based on their Pre-Qualification Questionnaire submissions.
- 3.8 One company declined the invitation and tender submissions were evaluated from the remaining six.
- 3.9 A rigorous and structured evaluation of each submission was conducted by a team of Officers drawn from the FDC. The evaluation process included evaluation of the tender submissions, demonstrations from the suppliers, visits to reference sites and the take up of written references from some of their existing customers.
- 3.10 The tender evaluation process was concluded on 8th February 2005, with in4tek Ltd's PARIS system being selected as the system most likely to meet our requirements. PARIS is already used in Wales by Swansea Social Services and is already in use by a number of English Social Services Departments and NHS Trusts. PARIS has also been adopted by Cheshire Social Services and will shortly be brought on stream.
- 3.11 Each Authority was free to make its own decision in relation to its preferred supplier, but the conclusion of each Authority was that in4tek be awarded 'preferred supplier status' thus enabling further collaborative working.
- 3.12 The Audit Commission in Wales recently reviewed the procurement process and the Auditor was satisfied that the legal requirements of the Tendering process had been met.

4. IN4TEK PRE-CONTRACT NEGOTIATIONS

- 4.1 Further detailed evaluation of the PARIS system has been undertaken since in4tek was awarded 'preferred supplier status'.
- 4.2 A close attention to detail has continued in the pre contract negotiations ensuring we are very clear about the specifications of the system and what is included in the contract.
- 4.3 Social Care system users, Technical staff, Finance staff, and Solicitors from each authority have been involved in these pre contract negotiations.
- 4.4 The negotiations have been concluded in respect of users of the system, technical aspects and the pricing structure. However the negotiation process has introduced changes to the draft contract and schedules which has resulted in a short delay in finalising the contract. It is anticipated that the final contract will be agreed between each Authority's Solicitor and in4tek during late June/early July.
- 4.5 A separate contract with in4tek will be signed by each Authority and an additional collateral agreement will be signed between each of the three Authorities. The collateral agreement will bind the three Authorities together during the implementation process and aims to minimise the impact on each Authority if one or more Authorities withdraws from the project. This is necessary to protect the financial interests of each Authority, as a significant discount has been awarded by in4tek based on the condition that all three Authorities continue to work together.
- 4.6 The joint FDC Project Board at its meeting on 26th May 2005 concluded that:
- the negotiations with in4tek had been productive and positive;
 - the start of the implementation process should be no later than the beginning of July 2005, as any delay would result in considerable difficulties in meeting the requirements of UAP and ICS;
 - each of the FDC authorities would recommend to its Cabinet/Executive that:
 - contracts be finalised to acquire and implement PARIS in each of the authorities;
 - that the senior legal representative of each authority be authorised to sign contracts with in4tek on completion of acceptable contract terms and conditions (in Denbighshire the contract will be 'under seal');
 - as the contract negotiations would not be finalised and signed before the end of June, a letter would be sent including the Cabinet resolution for an appropriate Officer to sign the contract with in4tek if appropriate. This would allow in4tek to commence implementation at the beginning of July.

- 4.7 Electronic records for social care are a key objective for the Assembly and there are high expectations of information systems with regular requests for information and evidence of progress on key policies and performance indicators.
- 4.8 Throughout the procurement project, the FDC have worked together using project management methodology, with Denbighshire's Corporate Director for Personal Services as Chair of the Board and a Senior Project manager seconded from Flintshire with a project manager in each authority backed by key user representatives. This approach has been endorsed by a recent audit carried out by the Audit Commission in Wales and it is planned to continue these arrangements throughout the implementation phase of the project.

Care System Costs
Denbighshire - In4tek Solution
Financial Implications Version 4 (07/06/05)

Appendix 2

Based on In4tek solution of £692,326 (five year costs).					Financing Requirement						
System Software Procurement			Hardware Procurement Estimated at £230,056		Total Cost					Shortfall To Be	
	Capital	Revenue	Total	Capital Charges			Capital Plan	PMD Grant	Care.com	Total	Met From Revenue
	£	£	£	£		£	£	£	£	£	£
Year1	363,569	30,693	394,262	55,846		450,108	-265,000	-96,000	0	-361,000	89,108
Year2	0	74,516	74,516	53,776		128,292	0	-96,000	-10,000	-106,000	22,292
Year3	0	74,516	74,516	51,705		126,221	0	-96,000	-10,000	-106,000	20,221
Year4	0	74,516	74,516	49,635		124,151	0	-96,000	-10,000	-106,000	18,151
Year5	0	74,516	74,516	47,564		122,080	0	-96,000	-10,000	-106,000	16,080
Total	363,569	328,757	692,326	258,525		950,851	-265,000	-480,000	-40,000	-785,000	165,851

Notes:

The costs shown do not include any additional staffing costs.

The balance from revenue shortfall figures would have to be financed from within the existing directorate budget unless further capital is made available.

Assumes PMD grant is constant and not committed elsewhere.

Assumed fee to Flintshire for Care.com is approx £10k and would drop off after year 2.

Capital charges approximated using EIP loan @4.5% over 5 years - the exact charge may differ.

REPORT TO CABINET

CABINET MEMBER: Councillor P J Marfleet, Lead Member for Finance & Human Resources

DATE: 21 June 2005

SUBJECT: Revenue Budget 2005/06

1 DECISION SOUGHT

That Members note the budget performance figures for the current financial year as detailed in the attached appendices and consider remedial actions necessary to bring Directorate's projected spending in line with available budgets.

2 REASON FOR SEEKING DECISION

The need to deliver the Council's agreed budget strategy for the current financial year and avoid reducing already inadequate reserves.

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

This report details the first projections of Service budget year end positions. The projections undertaken are to the end of May 2005 and can be described as a worse case scenario. The main focus at this stage has been on identifying service pressures. Work will now continue in earnest to identify potential savings in both pressure budgets and elsewhere in Directorate's overall budgets to bring total spend in line with budgets available.

The appendix details potential overspendings totalling £483k. It is anticipated that bearing in mind the final outturn position for services in 2004/5, which will be further reported to the next meeting, that services should be able to improve on this projected position during the remainder of the financial year. To ensure progress is made a series of meetings will take place between Lead Members and Directorate & Finance staff to review the current budget position and consider the potential for further efficiency savings. This exercise will evolve into the start of the budget setting process for the next financial year and the review of the Council's agreed 3 year budget strategy.

5 FINANCIAL CONTROLLER STATEMENT

Work needs to take place urgently to review service budgets and identify savings that will enable total Directorate spending to be contained within budget. It is unlikely that significant savings will be achieved in the current year on corporate budgets and so will not therefore be available to offset service budget overspends as in previous years. The potential therefore exists for all net overspends to be carried forward at year end as a first charge against the 2006/7 budgets for services.

The detailed analysis of variance from budget clearly demonstrates the need for Directorates to review the breakdown of budget over services and vire sums from underspend areas to areas of pressure.

6 CONSULTATION CARRIED OUT

Lead Cabinet Members will need to consult with Heads of Service to agree necessary remedial action to prevent overspends in 2005/06.

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

1. That Members note the figures in the appendices and
2. That Members consider remedial actions necessary to bring service projected spend in line with budgets.

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
POSITION AS AT END FEBRUARY 2005**

Directorate	Budget			Projected Outturn			Variance		
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s
Lifelong Learning (excluding schools delegated)	28,481	-10,030	18,451	28,730	-10,030	18,700	249	0	249
Environment	30,138	9,946	20,192	29,949	9,757	20,192	-189	189	0
Personal Services	47,364	-15,797	31,567	48,629	-16,884	31,745	1,265	-1,087	178
Chief Executive	3,295	-1,039	2,256	3,373	-1,061	2,312	78	-22	56
Resources	7,750	-2,355	5,395	7,750	-2,355	5,395	0	0	0
Corporate, Miscellaneous & Benefits	25,873	-21,877	3,996	25,873	-21,877	3,996	0	0	0
Total All Services	142,901	-41,152	81,857	144,304	-42,450	82,340	1,403	-920	483
Capital Financing Charges/Investment Income			10,891			10,891			0
Precepts & Levies			3,975			3,975			0
			96,723			97,206			483

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 REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
LIFELONG LEARNING
POSITION AS AT END FEBRUARY 2005

	Budget			Projected Outturn			Variance		
	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Individual School Budgets	<u>50,254</u>	<u>-4,596</u>	<u>45,658</u>	<u>50,754</u>	<u>-5,096</u>	<u>45,658</u>	<u>500</u>	<u>-500</u>	<u>0</u>
School Funds Held Centrally	15,713	-4,453	11,260	15,905	-4,453	11,452	192	0	192
Non school Funding	1,337	-864	473	1,381	-864	517	44	0	44
Leisure Services	6,722	-3,659	3,063	6,732	-3,659	3,073	10	0	10
Culture	2,968	-338	2,630	2,971	-338	2,633	3	0	3
Countryside	1,129	-675	454	1,129	-675	454	0	0	0
Youth	612	-41	571	612	-41	571	0	0	0
	28,481	-10,030	18,451	28,730	-10,030	18,700	249	0	249
Total Lifelong Learning	78,735	-14,626	64,109	79,484	-15,126	64,358	749	-500	249

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
LIFELONG LEARNING
POSITION AS AT END FEBRUARY 2005**

<u>Comments</u>	<u>Current Month</u>
	<u>£000s</u>
<u>EDUCATION</u>	
Individual School Budgets: The table above reflects schools reliance on generating additional income to fund expenditure which cannot be met from their delegated budget.	0
School Funds Held Centrally:	
School Transport An initial projection based on April contract prices with an estimated inflationary increase from Sept, indicates that the cost of school transport will exceed the budget provision for the year	192
Non School Funding:	
College Transport An initial projection for college transport using the same criteria as for school transport above.	44
SEN The budget for Behavioural Support Workers in schools was delegated to all schools from April 2005. The budget for Pupil Support Workers has so far only been delegated to Secondary and Special schools. It is planned to delegate the remaining budgets to Primary schools in September 2005. An exercise identifying the costs of Pupil Support workers in Primary schools and therefore any potential shortfall, along with any potential offsetting savings is currently underway.	
<u>CULTURE & LEISURE</u>	
Leisure Vandalism / other premises costs to maintain Frith Beach	10
Culture & Countryside Reduction in Library Services furniture budgets	3
Total	249

EDUCATION EFFICIENCY SAVINGS PROGRESS REPORT

SERVICE	TARGET SAVINGS 2005/06 £	PROGRESS
SCHOOLS DELEGATED BUDGET	353,000	To be achieved by individual Primary School Governing Bodies
FREE SCHOOL MEALS REDUCTION	50,000	Achieved subject to no significant volume changes during year i.e. will be dependant upon meal numbers not rising.
REDUCED MEALS SUBSIDY	38,500	Achieved, subject to no significant volume changes
SCHOOLS INSURANCE EXCESS	31,500	To be achieved, in terms of reduced claims requirement, won't know till end of year
MANAGEMENT & SECRETARIAT	5,120	Achieved
ADMINISTRATION	4,000	Achieved
TIM DATA	2,620	To be achieved
EQUIPMENT, MAINTENANCE	220	To be achieved
ASSET MANAGEMENT	540	To be achieved
FINANCIAL SERVICES	3,670	Achieved
CLIENT SERVICES	7,000	Achieved
ADVISORY	11,700	Achieved
BUSINESS & PERFORMANCE	740	To be achieved
MUSIC SERVICES	650	Achieved
G.E.S.T.	3,000	Achieved
WELSH LANGUAGE GRANTS	530	Achieved
PRIM. ED. - NON DELEGATED	28,780	Achieved
SECONDARY - NON DELEGATED	28,240	Achieved
SPECIAL SCHOOLS - NON DELEG.	9,040	Achieved
STATEMENTING	7,500	Achieved
SENSORY SUPPORT	3,600	To be achieved
LEARNING DEVELOPMENT TEAM	600	To be achieved
PRE-SCHOOL EDUCATION	200	To be achieved
SUPPORT FOR STUDENTS	1,250	To be achieved
RESIDUAL PENSIONS	1,000	Achieved
	<u>240,000</u>	
	<u>593,000</u>	
Summary	353,000	To be achieved by schools
	198,730	Achieved
	<u>41,270</u>	To be achieved
	<u>593,000</u>	

	Budget			Projected Outturn			Variance		
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s
Development Services - (Note 2)	8,105	4,722	3,383	7,958	4,575	3,383	-147	147	0
Transport & Infrastructure	8,093	3,011	5,082	8,093	3,011	5,082	0	0	0
Planning & Public Protection - (Note 3)	3,919	1,680	2,239	3,874	1,635	2,239	-45	45	0
Director & Support	1,093	28	1,065	1,093	28	1,065	0	0	0
Environmental Services	8,928	505	8,423	8,931	508	8,423	3	-3	0
Total Environment	30,138	9,946	20,192	29,949	9,757	20,192	-189	189	0

Notes:

1. The above budgets and projections do not include any recently transferred services e.g. Land Charges, Emergency Planning and Crime & Disorder as the present codes are not yet in the Environment Directorate's ledger coding hierarchy.

2. Reduced Project based expenditure and income.

3. Anticipated reduction in DEFRA income but countered by reduced allowable costs.

4. Progress with Efficiency Savings put forward as part of the Budget Setting exercise

Details	£'000s	Progress
(i) Projected Directorate Underspend 2004/05	100	Achieved
(ii) Income generation - Decriminalisation	50	On target
(iii) Income generation - Car Parking	100	On target
(iv) Development/Building Control - smarter working	30	On target
(v) Savings from Recruitment/Agency Process	30	On target
(vi) Income generation target - Other Fees & Charges	20	To be achieved
(vii) Trading Activity Surplus	50	On target

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
PERSONAL SERVICES
POSITION AS AT END FEBRUARY 2005

	Budget			Projected Outturn			Variance		
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s
Children Services	8,711	-1,551	7,160	9,144	-1,558	7,586	433	-7	426
Adult Services	31,516	-8,970	22,546	31,971	-9,151	22,820	455	-181	274
Business Support & Development	1,369	0	1,369	1,746	-298	1,448	377	-298	79
Supporting People Grant	4,409	-4,164	245	4,409	-4,164	245	0	0	0
Underspend Brought Forward 2004/5 *	0	0	0	0	-555	-555	0	-555	-555
	46,005	-14,685	31,320	47,270	-15,726	31,544	1,265	-1,041	224
Non HRA Housing	1,359	-1,112	247	1,359	-1,112	247	0	0	0
Underspend Brought Forward 2004/5 *	0	0	0	0	-46	-46	0	-46	-46
Total Personal Services	47,364	-15,797	31,567	48,629	-16,884	31,745	1,265	-1,087	178

* Subject to Council approval

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
PERSONAL SERVICES
POSITION AS AT END FEBRUARY 2005

Comments	Current Month
	£000s
PERSONAL SERVICES	
CHILDREN'S SERVICES	
Early indications are that the outturn for specialist placements will be in the region of a £950k overspend. Current trends show that this will partly be offset by a predicted underspend in the Fostering service.	426
	426
ADULT SERVICES	
Learning Disabilities	
It is anticipated that the main areas of pressure are Family Support and Work Opportunities. The anticipated overspend £323K is likely to be offset by a predicted underspend within the Respite Care service of £55K.	268
Mental Illness	
The cost of residential placements is the main budget pressure estimated at being £109K overspent.	139
Older People	
The main pressure areas are likely to be Provider Unit Elderly Residential Homes and Day Services	41
PDSI	
The main overspend is in Community Care North of £115k which is partly offset by a £55k underspend in the South. Other pressure areas include Direct Payments £22k, Disability Stores £11k, and Project Work £14k. Occupational Therapy is assumed to be on budget because any slippage on staff costs is required to fund equipment.	131
Performance Management & Commissioning	
This underspend is partly due to staff slippage within the administration budgets and also £21k underspend on a direct payments support contract.	-48
Other Adult Services	
The net underspend reported is budget that is as yet unallocated but will be reallocated within the service to meet pressures during the course of the year.	-257
Cefndy Enterprises	
No variance from budget is expected.	0
TOTAL ADULT SERVICES	274
Business Support & Development	
The projected overspend is caused mainly by directorate costs - primarily telephone and ICT charges. The budget currently under review.	79
	79
Supporting People	
The supporting people grant has been consistently underspent during the past two years. However, a 12% reduction in the grant in 2005/06 (equating to £800k) and less slippage on planned schemes will result in the budget being on target.	0
	0
2004/05 Underspend brought forward	-555
Total Personal Services	224

Personal Services Efficiency Savings 2005/06 - Progress Report

Children Services	Target	Details	Status	Comments
Transport	£15,000	Delegation of transport budgets to Team Managers with strict ceiling on spend.	Achievable	Scheme of delegation of budgets to Team Managers being introduced including restricted budget for Transport
Staff	£15,000	Slippage and savings on posts	Achievable	
Contract savings	£8,000	Work on reducing costs of external placements	Unlikely	Savings unlikely to happen in 2005/06
Adult Services				
Charging Policy	£100,000	Primarily full year impact of charging policy to People with Learning Disabilities	Still Hopeful	Based on 1 month £80k -£100k extra may be achievable, but some are challenging the charges. Waiver Panel Meeting 13/06/05. Also subject to unpaid invoices/bad debts
Contract Reviews - invest to save	£30,000	Impact of Care Brokers, Contracts Officers reducing high costs of some placements	Achievable	Care Broker now in post. Introduction of fixed rates to Domiciliary Providers planned
Fee increases reduced by .5%	£80,000	Not increasing fees by 1% over inflation. Likely to cause problems in an unstable market.	Still Achievable -	Budgets have been cut. All neighbouring authorities with reservations now pay rates higher than Denbighshire.
Work Opps Income	£10,000	Promoting businesses/dividing Llewelyn Room at Henllan	Uncertain	Partly depends on future County plans for Henllan
Cancer Recharge	£5,000	Contribution from neighbouring Authorities	Achievable	LHB re free nursing care admin.
Staff	£39,000	Reduction in posts	Achievable	Straight budget cut.
Business Support & Development				
House Keeping	£10,000	Working with Procurement to improve efficiencies of purchases and reduce waste.	Achievable	Cash limited stationery budgets being established.
Staff	£5,000		Achievable	Slippage on appointments to posts/staff not at top of scale.
Housing				
Piper Lifeline charges	£10,000	Increase in charges	Achieved	Increases applied to 2005/06 charges
Accommodation Support Officer	£75,000	Savings generated by Support Officer in temporary costs of homelessness.	Achievable	If demand on accommodation remains as at present
Totals	£402,000			

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2004/05
CHIEF EXECUTIVE, RESOURCES, CORPORATE & MISCELLANEOUS
POSITION AS AT END FEBRUARY 2005**

	Budget			Projected Outturn			Variance		
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s
Chief Executives's Dept	961	(157)	804	939	(166)	773	(22)	(9)	(31)
County Clerks	2,181	(882)	1,299	2,269	(882)	1,387	88	0	88
County Voice	153	0	153	165	(13)	152	12	(13)	(1)
Total	3,295	(1,039)	2,256	3,373	(1,061)	2,312	78	(22)	56
Resources Directorate									
Finance	4,106	(1,777)	2,329	4,106	(1,777)	2,329	0	0	0
Audit	415	(60)	355	415	(60)	355	0	0	0
I.T	2,141	(349)	1,792	2,141	(349)	1,792	0	0	0
Personnel	1,088	(169)	919	1,088	(169)	919	0	0	0
Total	7,750	(2,355)	5,395	7,750	(2,355)	5,395	0	0	0
Corporate and Miscellaneous									
	4,583	(607)	3,976	4,583	(607)	3,976	0	0	0
Benefits									
	21,290	(21,270)	20	21,290	(21,270)	20	0	0	0
Total Policy, Finance and Resources	36,918	(25,271)	11,647	36,996	(25,293)	11,703	78	(22)	56

Notes

Saving in current year from recent restructure £31k

Shortfall of income on Land Charges service £88k (currently operated by Environment Directorate)

All efficiency savings are on target to be achieved.

REPORT TO CABINET

CABINET MEMBER: Councillor Pauline Dobb - Cabinet Lead Member for Health and Wellbeing

DATE: 21 June 2005

SUBJECT: Housing Revenue Account Budget 2005/06

1 DECISION SOUGHT

To note the latest financial forecast position (revenue and capital) of the Housing Revenue Account (H.R.A.) for the current financial year.

2 REASON FOR SEEKING DECISION

The need to deliver the Council's agreed budget strategies for the current financial year.

3 POWER TO MAKE THE DECISION

Housing Act 1985, Part II.

4 COST IMPLICATIONS

The projections undertaken at the end of May 2005 show a potential net under-spend at year end of £58k (Appendix 1).

As has been previously reported, there were certain costs within the HRA that should properly have been charged to the Council Fund and, conversely, there was some expenditure/income in the Council Fund that properly should have been within the HRA. A thorough review of all expenditure and income, including support service costs has been undertaken to ensure full compliance with the Best Value Accounting Code of Practice (BVACOP). The results of this exercise were:

	£'000
Support Service Recharge Increases:	
Supervision and Management (General)	+ 251
Rents (Administration)	+ 9
Repairs and Maintenance	+ 22
Offset by:	
Transfer of Homelessness to Council Fund	- 147
Interest earned by HRA Balances	- 134

Of the additional charges to Supervision and Management (General), £60k relates to RTB administration and is funded from HRA Capital Receipts.

Rental income is forecast to be £62k higher than budget, reflecting lower RTB sales in both last year and this.

As dwelling numbers are marginally higher than estimated, forecast spend on Repairs and Maintenance budget has also been increased by £37k (over budget).

It has previously been reported that £326k of repairs expenditure was capitalised in 2004/05, to ensure that the Council used its full allocation of Major Repairs Allowance (MRA). It was agreed that the HRA would fund Capital Expenditure direct from the Revenue Account (CERA) to the same value in 2005/06. As part of the 2004/05 final accounts process, HRA balances were specifically earmarked for the purpose.

Progress on HRA capital schemes is included as Appendix 2. In year expenditure has to date been incurred only on 2004/05 schemes. However, all major contracts have been tendered and work is about to commence. The latest estimates reported in Appendix 2 are expected to be achieved.

5 FINANCIAL CONTROLLER STATEMENT

The improvement if the overall budgetary position is welcomed, but it will be necessary to remain vigilant in the management of budgets to ensure that the anticipated surplus is delivered at the end of the financial year.

6 CONSULTATION CARRIED OUT

Lead Cabinet members will be required to consult with Heads of Service to monitor the H.R.A. in 2005/06.

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

To note the latest financial forecast position of the Housing Revenue Account (H.R.A.) for the current financial year.

Housing Revenue Account ~ 2005/06

<u>2004/05</u>	<u>2005/06</u>		
Actual £	Original Budget £	Forecast Out-turn £	Variance to Budget £
<u>EXPENDITURE</u>			
1,092,024	923,997	1,142,595	218,598
Supervision & Management - General			
205,881	190,615	213,009	22,394
Supervision & Management - Special			
131,271	128,242	127,445	-797
Welfare Services			
0	147,359	0	-147,359
Homelessness			
384,881	446,152	437,328	-8,824
Rents (Administration)			
2,174,227	2,603,316	2,662,610	59,294
Repairs and Maintenance			
3,988,284	4,439,681	4,582,987	143,306
Total - Management and Maintenance			
57,489	28,745	28,745	0
Rent Rebates			
1,076,385	904,099	902,596	-1,503
Debt Charges			
0	0	326,216	326,216
C.E.R.A.			
2,584,435	2,685,855	2,681,622	-4,233
Subsidy			
-169,217	50,000	50,000	0
Provision for Bad Debts			
7,537,376	8,108,380	8,572,166	463,786
Total Expenditure			
<u>INCOME</u>			
8,319,302	8,315,739	8,378,032	62,293
Rents (net of voids)			
88,733	91,088	91,088	0
Garages			
120,921	8,000	141,547	133,547
Interest			
8,528,957	8,414,827	8,610,667	195,840
Total Income			
Surplus / Deficit (-) for the Year:			
665,364	306,447	364,717	58,270
General Balances			
326,216	0	-326,216	-326,216
Earmarked Balances			
662,070	1,171,295	1,327,434	156,139
Balance as at start of year ~ General			
0	0	326,216	326,216
Balance as at start of year ~ Earmarked			
1,327,434	1,477,742	1,692,151	214,409
Balance as at end of year ~ General			
326,216	0	0	0
Balance as at end of year ~ Earmarked			

Appendix 2

HRA Capital Update	2005/06	Actual at	
Description	Latest	31/05/2005	Variance
	Estimate		
Housing Repair Work Pre 2005/06	173,000	394,121	173,000
Environmental Improvement Works	347,000	21,942	347,000
2005/06 Contracts - Group A	1,093,000	0	1,093,000
2005/06 Contracts - Group B	420,000	0	420,000
2005/06 Contracts - Group C	1,619,000	0	1,619,000
2005/06 Contracts - Group H	880,000	0	880,000
DFG - Council Properties *	37,000	20,021	16,979
Windows Replacement	2,976,000	0	2,976,000
Central Heating Contract	980,000	0	980,000
Totals	8,525,000	436,084	8,504,978

Funding :

MRA	2,400,000
Usable Capital Receipts - 2005/06	2,431,000
Prudential Borrowing	3,368,000
Financed from Revenue	326,000
	8,525,000

* Not be funded from MRA

**CABINET
FORWARD WORK PROGRAMME**

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
JULY 2005	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] <i>Provides an update of the Revenue Budget position for 2005-2006</i>	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb P Quirk
Final Accounts 2004-2005 Revenue and Capital	Councillor P J Marfleet R Parry
Community Capital Projects <i>Details applications for financial support from the allocation for Community Capital Projects Fund</i>	Councillor R W Hughes G Evans
Corporate Quarterly Performance Report	Councillor P J Marfleet J Ogden
E Govt	Councillor S A Davies P Wickes
Progress Report: Modernising Education in Denbighshire <i>Seeks confirmation of withdrawal of Managing School Places Review February 2005 and details and details progress to date. Seeks to develop a new approach to modernising education.</i>	Councillor D Owens H W Griffiths
Corporate Communications Strategy <i>Seeks approval of the Corporate Communications Strategy Action Plan which details the approach to internal/external communications and media activities.</i>	Councillor D Owens H W Griffiths
Scala Development Study Progress Report <i>Seeks agreement to proceed with the project and seeks funding.</i>	Councillor S Roberts A Gosse
Supplementary Planning Guidance on Affordable Housing	Councillors P A Dobb / E W Williams M Pender
LDP Delivery Agreement	Councillor E W Williams M Pender
ESTYN Self Assessment Report	Councillor D Owens

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
	A Gosse
Homeless Review	Councillor P A Dobb P Quirk
Social Services Inspectorate for Wales Adult Service Report / Action Plan	Councillor P A Dobb N Ayling
Fees and Charges <i>Domiciliary Care / Nursing Homes</i>	Councillor P A Dobb N Ayling
Children's Services Improvement Plan	Councillor M A German N Francis
Communities First	Councillor M A German S Ellis
SEPTEMBER 2005	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] <i>Provides an update of the Revenue Budget position for 2005-2006</i>	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb P Quirk
Ruthin Craft Centre <i>Details the findings of the development study and to decide the way forward</i>	Councillor S Roberts A Gosse
Customer Service Centre Update	Councillor S A Davies P Wickes
Housing Regeneration Strategy Grants and other assistance to improve the quality of private sector housing	Councillor P A Dobb G Boase
Local Development Plan Strategic Options / Issues Paper	Councillor E W Williams G Boase
Social Work Inspection	Councillor M A German N Francis
Learning Disabilities	Councillor M A German N Francis
Emergency Duty Team – Adults and Children	Councillors PA Dobb/MA German N Ayling/N Francis
Adult Protection	Councillor P A Dobb N Ayling

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
Emergency Duty Team	Councillor P A Dobb N Ayling
Supporting People Operational Plan	Councillor P A Dobb N Ayling
Rural Strategy	Councillor P A Dobb N Ayling
OCTOBER 2005	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] <i>Provides an update of the Revenue Budget position for 2005-2006</i>	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb P Quirk
Corporate Quarterly Performance Report	Councillor P J Marfleet J Ogden
Approve Deposit Local Development Plan for Public Consultation	Councillor E W Williams G Boase
New 3 Year Library Plan	Councillor S Roberts H Griffiths
Meals Provision	Councillor P A Dobb N Ayling
NOVEMBER 2005	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] <i>Provides an update of the Revenue Budget position for 2005-2006</i>	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb P Quirk
Corporate Quarterly Performance Report	Councillor P J Marfleet J Ogden

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
Approve Deposit LD Plan for Public Consultation	Councillor E W Williams G Boase
Managing School Places: Proposals for Consultation	Councillor D Owens G E Brooks
Transport Review	Councillor P A Dobb N Ayling
DECEMBER 2005	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] <i>Provides an update of the Revenue Budget position for 2005-2006</i>	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb P Quirk
Urdd Eisteddfod	Councillor S Roberts A Gosse
JANUARY 2006	
Revenue Budget Monitoring Report 2005-2006 [including Procurement] Provides an update of the Revenue Budget position for 2005-2006	Councillor P J Marfleet R Parry
Capital Plan <i>Capital 2005-2006</i>	Councillor P J Marfleet R Parry
Housing Revenue Account Budget <i>Sets out the latest financial forecast position of the Housing Revenue Account</i>	Councillor P A Dobb / P Quirk
Corporate Quarterly Performance Report	Councillor P J Marfleet J Ogden