

CABINET

Minutes of the Cabinet meeting held in Conference Room 1, County Hall, Ruthin at 10.00 a.m. on Tuesday 16 January 2007.

PRESENT

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

Observers: Councillors R E Barton, M LI Davies; G C Evans, K N Hawkins and M M Jones.

ALSO PRESENT

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

APOLOGIES

Councillor R W Hughes, Leader and Lead Member for Regeneration and the Chief Executive.

ANNOUNCEMENT

Councillor S Roberts informed Members of the two newly designed North Wales Borderlands and Rhyl & Prestatyn Funtime 2007 tourism brochures which had been introduced by the Tourism Unit to promote Denbighshire to visitors. These have been praised by the Department of Enterprise, Innovation and Networks and a member of the public on the web site. Cabinet congratulated the Tourism team on their continued work.

Councillor S Roberts also informed Members that the Dick Whittington pantomime at Rhyl Pavilion had come third in the Times On Line top five national theatres, ahead of top musicals. Cabinet congratulated the Theatre on their continued good work.

1 URGENT MATTERS

Addendum to Item 3 Child Trust Funds circulated.

2 MINUTES OF THE CABINET

The Minutes of the Cabinet meeting held on 19 December 2006 were submitted.

Item 3 Review of Car Parking Charges - Councillor E W Williams had proposed no car parking charges in Corwen, but this had not been seconded.

Item 9 Revised Policy for Issuing Refuse Collection Sacks – 6th para replace “found” with “used”.

Councillor E W Williams informed Members that he had asked Alan Roberts, Waste Management Department to prepare a brief report for distribution to all Councillors on various recycling facilities available and possible future provision in villages.

Councillor S A Davies asked Councillor R E Barton to discuss the various issues he had raised at the last Cabinet meeting with the relevant Lead Member.

Item 10 Capital Plan – Councillor R E Barton asked when the Head of Development Services would provide the update report on the current status of the Community Projects.

Add - Councillor E W Williams received confirmation that a scheme already commenced would not lose the allocation of funding given.

Item 14 Lifelong Learning Directorate Restructuring – The Corporate Director: Lifelong Learning updated Members on the latest situation and said that the Modernising Education process was not linked to the Directorate Restructuring. Council had agreed to extend the Modernising Education process and agreed with Members that this should be linked to the budget for the next financial year and beyond. Cambridge Education would report to Council in July 2007 and the Corporate Director: Lifelong Learning agreed to make available to all Members their initial report which would be produced for the Headteachers’ Conference in March 2007.

RESOLVED that, subject to the above, the Minutes of the Cabinet meeting held on 19 December 2006 be approved as a correct record and signed by the Leader.

3 CHILD TRUST FUNDS

Councillor M A German presented the report seeking Members’ agreement to make additional contributions into Child Trust Funds for Denbighshire’s Children who are Looked After. He also circulated an addendum to the report and said the Child Trust Fund was a very worthwhile scheme to ensure the children have a financial asset at the start of their adult life.

Councillor P A Dobb seconded the report and said this would be a wonderful programme for the children.

RESOLVED that Members agree to make additional contributions into Child Trust Funds for Denbighshire's Children who are Looked After; to approve the proposals detailed in the report at 2.20. The financial overall impact is anticipated to be reasonably limited as indicated in Section 4 – Cost Implications, to achieve the maximum by 2020. Given the high level of attention being paid by Children and Family Services to limiting placement periods and planning for permanence coupled with the fact that Child Trust Funds are likely to continue to attract some additional subsidy from the WAG for a period, Members also agree to making an annual payment of £50 for each Child Looked After and to access the £50 WAG grant for each eligible child per year, which will also be paid into their existing Child Trust Fund savings account.

4 BUDGET FOR 2007-2008 TO 2009-2010

Councillor G O Rowlands presented the report for Members which sought to:

- [1] discuss the current budget proposals as outlined in Appendices 1 to 4
- [2] seek the views of Scrutiny Committees on the budget bids and proposed efficiencies relating to their Directorate; for the committees to advise Cabinet of any proposed amendments, with an indication of priorities
- [3] to ask Resources Scrutiny in addition to consider the overall proposals
- [4] to reconsider the budget at its meeting on 30 January 2007 with a view to making its recommendations to Council.

Councillor Rowlands reminded Members that Single Status and equal pay back pay claims would cause financial difficulties. Much hard work would be required if the Authority was to achieve Council Tax increase next year of less than 5%.

Councillor S A Davies said officers required a steer from the three scenarios outlined in the paper. He said inflation factors used to increase pensions was running at 3.6% and reminded Members that many of the elderly in Denbighshire were on fixed incomes. The report listed the Directorate pressures and Members were asked to consider those pressures.

The Deputy Chief Executive / Corporate Director: Resources suggested consideration be given to the items in the bids and pressures and then have a further detailed debate, that would need to be in Part 2, on Single Status which was putting significant pressure on the Authority's finances.

The Financial Controller referred to the previous debate at the Members' Awayday, the anticipated special funding from the Welsh Assembly Government [WAG] to compensate for reducing the efficiency savings needed from schools which in the end did not materialise as additional resources for improvement and energy costs had been given directly to schools. He informed Members that 1% on Council Tax was equal to approximately £333k and the WAG had set a cap of 5% on Council Tax increases for all Authorities. He informed Members that a

Council Tax of 3.5% for example, would require additional budget bid reductions of nearly £500k across services.

Councillor S A Davies suggested a 2% Council Tax could possibly have been achievable except for the Single Status/Equal Pay costs and the public needed to be made aware of the situation. All Authorities in Wales were facing this issue.

Concern was expressed by Councillor P A Dobb regarding the possible 5% Council Tax, when possibly up to 3% of that would be required for Single Status. It was important that the public understood and were given the full reasons for the Council Tax rise when the final figure was agreed by Council as they were unlikely to understand the concept of Single Status. Councillor E W Williams agreed and said WAG had the necessary powers in place to allow capitalisation of Equal Pay back pay costs and he suggested that contact be made with the main political parties regarding this.

Councillor Williams outlined the importance of healthy school meals options and suggested that some form of procedure from balances should be put in place for this pressure for the Environment Directorate to use to fund the impact of healthy school meal options. The Directorate in this instance should be viewed in the same way as an outside contractor where cost increases etc would need to be considered for additional funding.

Councillor S A Davies said representations had been made to Sue Essex AM, Minister for Finance, Local Government and Public Services following the last Cabinet meeting and she was having a meeting with the Leader and officers on 19.01.2007 where Single Status and other issues would be discussed.

The Deputy Chief Executive / Corporate Director: Resources said decisions on the funding implications of healthy school meals had to be evidence based and provision was required in the budget to address the issues as they were currently not being addressed adequately in the budget proposals. A Task Group had been formed to consider the way forward for school meals. Councillor P A Dobb agreed the need to fund healthy school meals and suggested a budget for a 3 year plan was required and should be included as a pressure in the budget proposals.

The Financial Controller said £70k had been made available as a subsidy for healthy school meals in the budget bids. Members felt this would not be sufficient to cover the current year's deficit and it was important that the uptake on school meals was pursued.

In response to Councillor E C Edwards' question, the Deputy Chief Executive / Corporate Director: Resources confirmed that a budget could not be set until the school meals pressure was funded. He also confirmed that the costs could not be capitalised. At the end of the process, the Deputy Chief Executive / Corporate

Director: Resources said a deliverable budget was required. The £70k set aside would cover school meal needs until the Task Group reported their findings. Councillor Edwards said the Task Group needed to report their findings by the next Cabinet discussions on the budget. Councillor E W Williams said much of the schools meals provision in Denbighshire was running at a loss and he agreed with Councillor Edwards that a figure had to be included in the budget.

Members discussed inflation at 3.6% and to achieve a 3.5% Council Tax, funding allocated for pressures would need to be reduced.

Detailed discussions followed on Appendix 2, the Budget Pressures and Bids for 2007-2008 . The Financial Controller said Members had given officers a steer at the evening feedback session. He said the County Clerks' department were unable to reduce their pressures as much of their work covered the Highways and Social Services expansion of work.

Councillor D Owens expressed his disappointment with the budget process regarding schools and said performance was not improving in some areas. He discussed the WAO Relationship Manager's letter and asked for information on the comparison of the likely Education budget and the element of SSA for 2007/2008. The Financial Controller clarified the position regarding the gap between IBA for education and the budget. Councillor Owens went on to remind Members that Council's role was to seek an appropriate level of the Council's resources for Education. Councillor G O Rowlands said the onus was on the Lead Member for Lifelong Learning to assist in formulating an affordable budget for Education and he felt this could be afforded at 5%. The Corporate Director: Lifelong Learning said special funding was allocated by a formula for all schools and the main difficulty was with funding for the large secondary schools. A Council Tax of 5% would address the issues whilst a Council Tax set at 3.5% would lead to more pressure on the budget. Councillor Owens said the Authority's priorities were to provide higher and better education and he felt that WAG was not providing adequate funds.

Members discussed the proposed reduction in the Scala Charitable Company bid to £5k and Councillor S Roberts said Scrutiny Committee were minded to support the original £25k as the revenue budget would still be required for the year. The Financial Controller suggested that the nature of costs meant that they could be capitalised. Councillor J Thompson Hill linked the item to the Ffrith which also had no budget. The Financial Controller said there was a budget of £40k for the Ffrith for building maintenance, business rate etc. The Head of Countryside and Leisure Services said the Ffrith devolved budget of £24k could, if a successful tenant was found for the Ffrith, allow reallocation of £15k to the Scala budget.

Members agreed, following discussion on school transport, that a review of school transport policy was required and that transport costs were only one

element of the policy and further consideration should be given to transport to the nearest local school, Welsh medium or religious denomination.

Discussion followed on the Youth Service provision which Members felt was underfunded. The GP referral scheme was a further pressure and Members strongly felt that the WLGA should press the WAG regarding funding for this and similar initiatives which they introduced without full funding. WAG put immense pressure on Local Authorities to fund initiatives and Members felt WAG should fully fund such initiatives within the settlement for Local Authorities.

Translation costs for the Authority are running ahead of budget and therefore this was another risk. Councillor E C Edwards suggested that translation provision was an ideal collaboration item and asked that contact be made with the North Wales Police regarding provision of translation for the Authority. It was reported that a review is currently in hand including consideration of collaboration potential.

At this juncture (12 noon) the meeting adjourned for 15 minutes to allow Members to participate in refreshments.

Turning to item 33 Office Accommodation, Members were asked to note the figure should be "0". Also the second narrative in item 39 Regeneration should be omitted; whilst the narrative in item 42 Highways Landfill Tax should read Asset Management.

The Financial Controller agreed to provide Councillor E C Edwards with information regarding the funding of the Community Safety Agenda and the need to address the transfer of funding from the Corporate Budget.

Councillor P A Dobb said the total figure for bids for Social Services and Housing should be £590k. She outlined the problems with the Older People Demography and said the 1% above inflation increase for providers would be insufficient. The required allocation of Supporting People Grant at £423k was for adults and older people but the Service was absorbing all increases for children and housing.

The Deputy Chief Executive / Corporate Director: Resources outlined the increases due in the statutory Coroner Service work, the development of the IT network and the need to address feasibility work for projects which had emerged from the Capital Task Group work.

The Deputy Chief Executive / Corporate Director: Resources summarised the two main issues discussed – the first was an increase in funding for school meals and the second was the potential reduction of £104k to the School Delegated budget funding. Members did not indicate support to reinstate the £104k.

Members agreed with Councillor E C Edwards that the budget needed full consideration by the political groups and also by all the Scrutiny Committees with a recommendation being made by Cabinet on 30.01.2007 to Full Council.

Turning to Appendix 3 Savings 2007/08, Members discussed the possible reduction in the volume of photocopying and Councillor E W Williams suggested Town and Community Councils, for example, should be asked whether paper copies of all agendas were required. Councillor S Roberts expressed her support for the removal of travel expenses for observers at meetings, however Councillor G C Evans said this could result in less observers attending meetings. Referring to Civics, Councillor M L Davies asked whether the cost of departments sending staff abroad for meetings etc was also being considered. He felt paper copies of agendas and reports were required by Members until such time that a 24 hour ICT line was available. Councillor R E Barton informed Members that Resources Scrutiny had set up a working group to consider provision of papers for Members.

With regard to efficiency savings, the Financial Controller suggested that one or two large savings per Directorate were required for future years rather than a long list of small savings and agreed with the Corporate Director: Lifelong Learning that a joined up approach was essential. However, the Corporate Director: Social Services and Housing said much work was taking place on preventative strategies and felt that one or two large efficiency savings for the following year was optimistic. The Corporate Director: Environment reminded Members that small savings were just as valid and it was important to carry on with improvements in the way the Authority worked.

In response to a query from Councillor E C Edwards regarding the financial contribution to the North Wales Economic Forum, the Corporate Director: Environment said it was likely this would be revisited, reinstated and substituted.

The Deputy Chief Executive / Corporate Director: Resources received Members' agreement that no changes had been identified for this section.

Members voted to move into Part 2 to discuss further matters.

Members discussed in detail the impact of Single Status and noted that figures included in the regular report on head count to Cabinet showed higher numbers and increased pay costs being incurred. Councillor S A Davies said a future report to Cabinet would detail how the increased numbers were being funded. Councillor J Thompson Hill suggested agency figures should also be provided to ensure a full picture of the workforce was provided.

The Corporate Director: Lifelong Learning discussed one of the County's secondary schools and said an action plan was currently being prepared on the

way forward. He urged Members to consider this as a special case for consideration for additional one off funding.

The Deputy Chief Executive / Corporate Director: Resources informed Members that Single Status / Equal Pay was having a significant impact on the budget position. At present, the figures were also highly estimated. He confirmed WAG were currently restricting the level of capitalisation direction, meaning that additional costs had to be covered through Council Tax and by using reserves. Reserves would then need to be replenished over 3 years and a strategy to rebuild reserves would be need to be demonstrated. The Trade Unions were being kept informed and involved at every stage.

Single Status would be payable from 01.04.2007.

RESOLVED that Members having discussed the current budget proposals as outlined in Appendices 1 to 4, and having excluded the Press and Public during consideration of Appendix 4 pursuant to Section 100A(4) and para 23, Part 4, Schedule 12A, Local Government Act 1972:

- [1] seek the views of Scrutiny Committees on the budget bids and proposed efficiencies relating to their Directorate; for the Committees to advise Cabinet of any proposed amendments, with an indication of priorities
- [2] ask Resources Scrutiny in addition to consider the overall proposals
- [3] reconsider the budget at its meeting on 30 January 2007 with a view to making its recommendations to Council.

5 CABINET FORWARD WORK PROGRAMME

Councillor S A Davies presented the Cabinet Forward Work Programme.

RESOLVED that Cabinet note the Cabinet Forward Work Programme.

6 URGENT ITEMS:

There were no Urgent Items.

The meeting concluded at 2.00 p.m.

REPORT TO CABINET

**CABINET MEMBER: COUNCILLOR J THOMPSON HILL LEAD MEMBER FOR PROPERTY AND ASSET MANAGEMENT
COUNCILLOR G ROWLANDS LEAD MEMBER FINANCE**

DATE: 30 JANUARY 2007

SUBJECT: REVIEW OF AUTHORITY PROCEDURES REGARDING RENT COLLECTION FOR LEASED BUILDINGS

1 DECISION SOUGHT

1.1 That Members note the content of the report on the administration of rental units and agree that Revenues administer and collect rents for industrial units.

2 REASON FOR SEEKING DECISION

2.1 On 12 September 2006 Cabinet approved an action plan (2.2) relating to the administration of rental units and asked that a further report be brought to Cabinet to confirm the actions to be taken.

2.2

Action Point	Action	Officer Responsible	By when
1.	That a data base be established that can be interrogated to validate Lettings income.	Head of Economic Development	Dec 2006
2.	That all units have a property file containing Lease details	Head of Economic Development	Dec 2006
3.	That procedures are in place to ensure a regular review of unit invoicing	Head of Economic Development	Dec 2006

2.3 The Head of Economic Development in conjunction with Revenues reviewed the current ECS software system and current administration to ensure compliance with the action plan.

2.3.1 The review showed that the ECS system could be enhanced to provide a reporting facility.

2.3.2 Administration review confirmed the need to centralise the billing and collection functions to collate information and that as an administration function with an emphasis on collection this would be most effectively performed by the Revenues Department.

2.4 It was agreed that the administration and collection of industrial units was to be rationalized to one team with Revenues to administer and collect rents.

2.5 To date the Revenues Department have taken the following actions:

- 2.5.1 The ECS system suppliers were contacted and the capabilities of the system explored to confirm functionality and report capability.
- 2.5.2 Discussions were held with Property Services staff regarding the administration of property files.
- 2.5.3 Reviewed invoicing procedures.
- 2.5.4 Have commenced invoicing for Coastal Units
- 2.6 The implementation date to transfer the service has been agreed as 1 March 2007

3 POWER TO MAKE THE DECISION

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

4 COST IMPLICATIONS

The implication of failure to administer the collection of rents has a direct impact on the income of the Authority and is a limiting factor to improve services.

5 FINANCIAL CONTROLLER STATEMENT

The Council is required to pay over to Customs any VAT element of income within 30 days of establishing liability. The Council is severely in breach of this requirement as some units have only been invoiced after considerable delay. The Council will be liable to pay a penalty for this failure to comply with VAT regulations.

The potential loss of income from Unit holders ceasing to trade before invoices are raised poses a serious risk to the Council's income.

6 CONSULTATION CARRIED OUT

As part of the review consultation was carried out with
Economic Regeneration
Property Management Services
Revenue Services

This consultation agreed by all parties produced the decision to centralise the function

7 IMPLICATIONS ON OTHER POLICY AREAS:

7.1 THE VISION

The vision to grow more high quality businesses in Denbighshire, and by assisting the development of small and medium enterprises, requires that an effective and efficient letting service is established in support of this vision.

7.2 OTHER POLICY AREAS INCLUDING CORPORATE

The impact of a successful lettings service would assist in the establishment of a business culture within Denbighshire which would have a positive effect on:-

Employment

Anti poverty

Education

Leisure.

8 ACTION PLAN

Action Point	Action	Officer Responsible	By when
1.	That Revenues Department commences the administration of the Industrial unit portfolio.	Head of Economic Development/Principal Revenues Manager	1 Mar 2007

9 RECOMMENDATIONS

9.1 That Cabinet notes the content of the report and

9.2 That the action plan detailed above is approved

REPORT TO CABINET

CABINET MEMBER: COUNCILLOR P A DOBB LEAD MEMBER FOR HEALTH AND WELLBEING

DATE: 30th January 2007

SUBJECT: Commissioning Strategy for Adults with Learning Disabilities

1 DECISION SOUGHT

For cabinet to approve and endorse the findings and the commissioning intentions outlined in the Commissioning Strategy (for Adults with Learning Disabilities), included in Appendix 1.

2 REASON FOR SEEKING DECISION

The Social Services Inspectorate for Wales has an expectation that Social Services Departments produce commissioning strategies for key service groups. In addition, the Joint Review of Social Services in Denbighshire (2003) recommended the development of commissioning strategies for each service user group. As such, Denbighshire Social Services has been working towards the development of commissioning strategies for key client groups. A Commissioning Strategy for Older People has already been produced. The Learning Disability Commissioning Strategy is the first strategy to be developed in Denbighshire for adults (primarily) under 65.

Learning Disability services (and budgets) have been under increasing pressure, both locally and nationally, as a result of demographic change. It is vital therefore that consideration is given as to how the future needs of adults with learning disabilities can be met effectively and efficiently. The strategy looks at how specialist social services resources for adults with learning disabilities are currently used in Denbighshire and how we plan to use them in the future. It details the financial resource issues facing the service and how these can best be addressed. Cabinet need to be aware of the issues outlined in the strategy and the impact on future spending requirements for the service.

Research and examination of statistical data and trends for the purposes of the commissioning strategy has shown that within Denbighshire:

- We are supporting more adults with learning disabilities than ever before, (currently 291).
- People with learning disabilities are living longer and there are an increasing number of adults with learning disabilities over the age of 65.
- There may be a large proportion of individuals (and carers) who are 'hidden' from services (an estimated 149 individuals who may be eligible for support)

- Although there is evidence of good quality accommodation and support models, (such as community living), these can be expensive and do not always promote independence - a wider range of alternatives needs to be developed.
- The Learning Disability budget is consistently overspent. There has been a 28% increase in the overall net expenditure on Learning Disability services since 2003/04, which can be largely attributed to the increasing number of referrals and complexity of need.
- Within the next 15 years, we can expect a significant increase in the number of adults with learning disabilities requiring support. (11% increase in LD service users under 65 and a 36% increase in LD service users over 65).
- There will be an increase in the number of younger adults with more complex needs, such as autism, behaviours that challenge, and/or multiple disabilities.

In addition, consultation with stakeholders to date has shown us that people want support that is more tailored to their individual needs and over which they have more control.

The findings outlined above are not unique to Denbighshire, and in many ways reflect a national picture. It is clear that we need to find a way of continuing to provide increasing levels of good quality, individually tailored support that we can also afford and sustain.

The draft strategy outlines the steps that we intend to take to ensure that the services that are developed are both affordable and appropriate to the needs of individuals.

In brief, our key intentions at this stage are:

- To develop person centred planning
- To consider the feasibility of individual budgets/self directed support
- To maintain the family support and respite services, but to ensure that these are focused on those in most need
- To review the work/day opportunities provision with a view to securing cost effective services which meet the needs of individuals
- To improve access to leisure, educational and voluntary activities
- To develop alternative accommodation/support models such as core and cluster, extra care housing, assistive technology and adult placements
- To continue to move away from using residential or nursing care as an option for permanent accommodation
- To jointly develop a specialist model of support for individuals with complex needs who often need to be placed out of county
- To work more closely with our partners in Health, with a view to developing and commissioning services together, wherever appropriate

These intentions will need to be reviewed periodically, in light of any developments in policy and/or unexpected changes in the level and type of need that emerges in the future.

Given national concerns about increasing expenditure on learning disability services, (and the complexities of accurate predictions on future spend), the Social Services Improvement Agency (SSIA) have been approached for support to further build on our commissioning strategy, using national and international best practice to develop a detailed business case due to report in April 07. (In these discussions the SSIA have expressed their view that we are very well placed in comparison to other counties in Wales, with our current LD Commissioning Strategy). The results of their input, and the subsequent outcomes on proposed future expenditure and alternative models of support will be presented to Cabinet at a later date.

3 POWER TO MAKE THE DECISION

The NHS and Community Care Act 1990 states that each Local Authority should produce and publish a plan for the provision of community care services in their area – this strategy supports the requirements of the 1990 Act.

4 COST IMPLICATIONS

The action plan detailed on pages 47 – 49 of appendix 1 provides a broad outline of the cost implications of future commissioning intentions for the Learning Disability service. As mentioned above, the proposed input from the SSIA should provide a more comprehensive picture of the long term impact on budgets.

5 FINANCIAL CONTROLLER STATEMENT

The Commissioning Strategy should help deliver more cost effective services in a period of growing demographic pressure. Further analysis of the cost implications and the feasibility of individual budgets will add value to the Strategy. The cost of delivering the Strategy must be contained within available resources.

6 CONSULTATION CARRIED OUT

The establishment of a commissioning strategy sub group, (which included Parent/Carer and Service User representation), has enabled staff from Adult Services to work with relevant stakeholders at each stage in the development of the strategy.

In addition, views and concerns about the development of services were gathered via a stakeholder event held in June 2006, and these helped to shape the direction of the strategy.

The draft strategy, (including an easy to read version) was widely circulated for public consultation, with stakeholders encouraged to give their comments. An audio CD summary version was also produced and distributed, to aide the involvement of those individuals who are unable to read. Presentations were

given to relevant stakeholder groups with a view to encouraging discussion and feedback on the strategy.

A summary of the feedback received from stakeholders can be found in the appendices. The summary document also details the department's response to each of the issues raised via consultation.

7 IMPLICATIONS ON OTHER POLICY AREAS:

7.1 THE VISION

There are a range of measures outlined in the commissioning strategy for learning disability services which will support the realization of the vision for Denbighshire.

These include:

The development of assistive technology, and the establishment of person centered planning and self directed support, which will all seek to promote independence

The enhancement of training and volunteer opportunities, and the development of more fully paid work with a view to ensuring that individuals are able to realize their potential

Improved access to leisure, training, and work based opportunities so as to promote social inclusion, as often adults with learning disabilities can find themselves excluded from the communities in which they live.

7.2 OTHER POLICY AREAS INCLUDING CORPORATE

The strategy will have an impact on other corporate services, primarily Housing and Leisure services. It is anticipated that closer working with other services will mean that the needs of adults with learning disabilities are considered at a strategic level throughout the authority. Ultimately this should improve service user access to relevant corporate services.

8 ACTION PLAN

See pages 47 – 49 of appendix 1

9 RECOMMENDATIONS

That Cabinet adopts the Commissioning Strategy (including the action plan) for Adult Learning Disability Services in Denbighshire as the future direction of services commissioned for this client group.

Draft Commissioning Strategy

Adults with Learning Disabilities



Denbighshire Social Services
October 2006

Index

1. Background	Pg4
1.1 Introduction	Pg 4
1.2 Statement of purpose	Pg 5
1.3 Defining Learning Disabilities	Pg 5
2. All about 'commissioning'	Pg 6
2.1 What is commissioning?	Pg 6
2.2 What is a commissioning strategy?	Pg 6
2.3 What is a person centred commissioning strategy?	Pg 6
2.4 How was this strategy put together?	Pg 6
3. Demographics	Pg 8
3.1 The number of adults with a Learning Disability that we support now and how many we will expect to be supporting in the future	Pg 8
3.1.1 Actual number of adults with a Learning Disability known to services	Pg 8
3.1.2 Estimated number of adults with a Learning Disability who would be eligible for services	Pg 8
3.1.3 Estimated number of adults with a Learning Disability that we will need to support in the future	Pg 9
3.1.4 Actual number of children currently known to services	Pg 10
4. Values and Principles	Pg 11
4.1 The All Wales Strategy	Pg 11
4.2 Fulfilling the Promises	Pg 11
4.3 Service principles and Service Responses	Pg 12
4.4 Summary	Pg 12
5. Denbighshire Learning Disability Services	Pg 13
5.1 Where people live –	Pg 13
5.1.1 Community Living	Pg 14
5.1.2 Residential and Nursing Care	Pg 15
5.1.3 With parents or other informal carers	Pg 16
5.1.4 Emergency/crisis accommodation	Pg 16
5.1.5 Out of county placements	Pg 17
5.1.6 Planned Respite Accommodation	Pg 17
5.1.7 Adult Placements	Pg 18
5.1.8 Keyring	Pg 19
5.2 What people do during the day –	Pg 20
5.2.1 Employment, work and day opportunities	Pg 20
5.2.2 Leisure based day activities	Pg 21
5.2.3 Advocacy services	Pg 21
5.2.4 Family support	Pg 22

5.2.5 Education and training Pg 22

6. Factors which will affect Learning Disability services over the next 15 years Pg 23

- 6.1 Support for older carers Pg 23
- 6.2 Person Centred Planning Pg 24
- 6.3 Individual budgets/self directed support Pg 25
- 6.4 Direct Payments Pg 26
- 6.5 Assistive technology Pg 26
- 6.6 Older People with Learning Disabilities Pg 27
- 6.7 Adults with behaviours that challenge Pg 28
- 6.8 Adults with a learning disability and a mental health problem Pg 29
- 6.9 Adults with autistic spectrum disorders Pg 30
- 6.10 Bryn y Neuadd re-provision Pg 31

7. Working Together Pg 33

- 7.1 Involvement in the strategic development of services Pg 33
- 7.2 Involvement of Users and Carers in the development of the commissioning strategy Pg 34
- 7.3 Working with Service Providers Pg 34
- 7.4 Working together with the Health Trust- developing an integrated service Pg 35
- 7.5 Joint commissioning with the Local Health Board Pg 36
- 7.6 Working with other agencies in relation to young people at transition Pg 37

8. Resources Pg 38

- 8.1 Overall expenditure trends in recent years Pg 38
- 8.2 Current expenditure patterns Pg 41
- 8.3 Anticipated expenditure trends Pg 41
- 8.4 Sources of funding - Supporting People funding Pg 42
- 8.5 Anticipated expenditure trends Issues for concern Pg 42

9. Plans for the Future Pg 45

- 9.1 Our controlling vision and commissioning summary Pg 45
- 9.2 Action plan Pg 47

Appendix 1

Appendix 2

Appendix 3

Glossary

1. Background

1.1 Introduction

This is the first commissioning strategy for Social Services Learning Disability (Adult) services in Denbighshire. It provides an outline of the issues facing Learning Disability services over the coming 15 years and looks broadly at how we aim to support the increasing number of people with learning disabilities over this period.

Demographic trends over recent years have resulted in mounting pressures on Learning Disability services nationally and locally. This strategy considers how we can continue to provide or arrange an appropriate range of good quality support to adults with learning disabilities in the future. Wherever possible consideration has been given to different options and their cost, and recommendations for future commissioning have been given.

October 2006

For further information about this strategy please contact:

The Commissioning and Contracting Team (Adults)
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LL19 9LG

1.2 Statement of purpose

Denbighshire County Council Social Services, Conwy and Denbighshire NHS Trust, and Conwy County Council Social Care and Housing have developed an agreed statement of purpose with a shared philosophy. Below is an outline of that philosophy.

All people with a Learning Disability have the same right as other citizens of the same age

- To be regarded as individuals who are full citizens, equal in status and value to other citizens
- To live healthy, productive and independent lives with appropriate and responsive treatment and support where necessary
- To decide everyday issues and life defining matters for themselves and to join in all decision making which affects their lives, with appropriate and responsive advice and support where necessary
- To live their lives and receive their needed treatment and support within the community of their choosing, maintaining the social ties and connections which are important to them
- To have access to the support of their families and the communities of which they are a part, and to general and specialist public services to improve their chosen quality of life
- To ensure that the support that is provided is responsive to their individual needs, preferences and aims in life, and seeks to develop their maximum potential as individuals

1.3 Defining 'Learning Disability'

Many people believe that using terms like "Learning Disability" is stigmatising. At the same time, it would be difficult to organise services and support if there was no way of defining the people for whom they were being provided.

Denbighshire Learning Disabilities Service would consider someone as having a Learning Disability where the following criteria are all fulfilled:

- Significant impairment of intellectual functioning
- Concurrent impairments in adaptive functioning in at least two of the following areas: communication, self-direction, functional academic skills, work leisure
- Onset before the age of 18
- An enduring state at time of referral

Learning Disability is not an illness. It is a permanent condition. The degree of difficulty arising from a Learning Disability varies considerably from mild to severe. Like the rest of the population, people with Learning Disabilities have very diverse personalities and characteristics. Not all adults with a Learning Disability will want (or be eligible for) support from Social Services.

2. About 'Commissioning'

2.1 What is commissioning?

Commissioning is simply the way in which services are shaped, developed and paid for. In 1995 the Department of Health described commissioning as a 'strategic activity of assessing needs, resources and current services and developing a strategy of how to make best use of available resources to meet needs'.

This means planning for the future to ensure that the services and support that people need are available when they need them – at a price that is affordable.

2.2 What is a 'commissioning strategy'?

A commissioning strategy is a long-term plan, which outlines the services and the range of support that currently exists, considers current and future need, and reaches conclusions about how those needs can be met effectively. It sets out how agencies will use available resources to provide the optimum service. It gives direction for the future.

2.3 What is a person centred commissioning strategy?

We recognise that people want services that are more 'person centred' and individually tailored. As such we are committed to moving towards a more person centred approach to commissioning. We hope that this is reflected within this strategy, and ultimately, in the way that services are commissioned in the future. The development of person centred planning and the possible establishment of individual budgets/self directed support will help us to move towards support that is focused much more on individual need.

It is also vital however that we continue to develop a flexible infrastructure that can support such an approach. Commissioning some specialist services and alternative models of accommodation will be crucial if we are to avoid finding ourselves unable to respond to crisis situations.

Not only does this strategy look at what people need for secure futures, it also looks at how those futures can also include a greater level of control for people over their lives. Inevitably this means that the strategy must avoid being prescriptive about those futures.

2.4 How this strategy was put together?

In order to consider in full how we can best support people in the future we have looked at –

- The hopes and aspirations of people with Learning Disabilities
- The views of other stakeholders
- Our legal obligations, previous and current policy (legislation, guidance etc)

- What is currently provided to/for people with Learning Disabilities in Denbighshire and the quality, diversity and cost of that provision
- Projected levels of need
- Projected levels of resource
- Likely future changes
- How we can meet those needs effectively
- Costs

We have done this by gathering information and statistics about people with Learning Disabilities, (both locally and nationally), consulting with stakeholders about what is important to them, and looking at the way in which support is currently provided both locally and in other areas.

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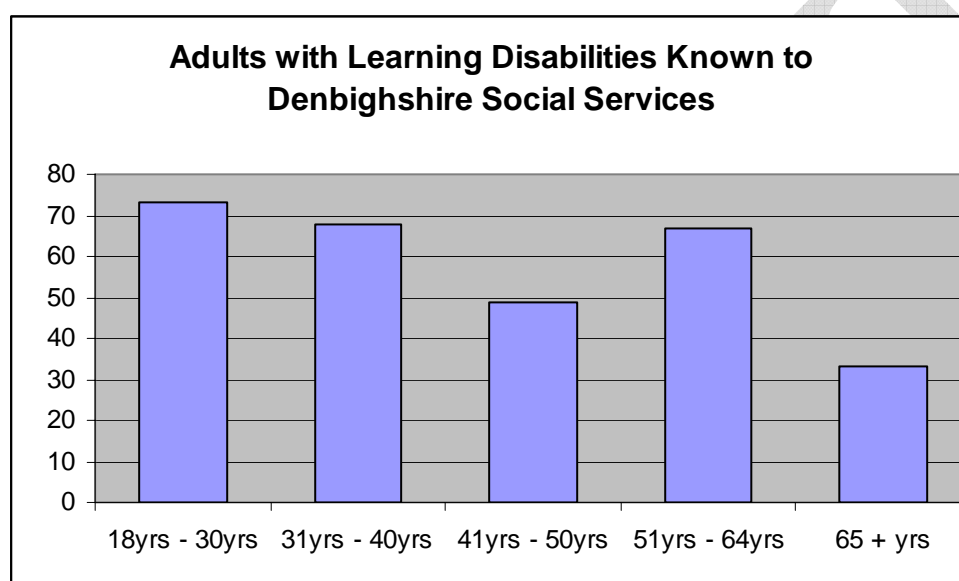
3. Demographics

3.1 The number of adults with a Learning Disability that we support now and how many we will be supporting in 2021

When we are looking at how we can best support people with learning disabilities in the future, we need to consider the number and age range of the people we are supporting now and how this might change in the future.

3.1.1 Actual number of adults with a Learning Disability known to services

There are currently **291** adults (aged 18/19 or over) with a Learning Disability being supported by Denbighshire Social Services. The bar chart below shows the age range of people that are being supported.



The statistics outlined above do not include people who have high levels of support but who are not known to services. Usually this is because close family members are providing them with a sufficient level of informal care, and they do not require additional input from Social Services. It is important that we consider the estimated number of people who would be eligible for services. This will give us some indication of the number of people who are currently 'unknown' to social services, but who may require support if/when the main family carer is no longer able to continue caring.

3.1.2 Estimated number of adults with a Learning Disability who would currently be eligible for services

The mid year estimate for 2004 shows a total population of Denbighshire of **95,627**. Based on English data, Emerson and Hatton (2004)¹ give an overall administrative prevalence (that is people known to services) of **0.46%** of the total population. For Denbighshire, this would give an estimated administrative prevalence of **440** adults with a Learning Disability. This would indicate that there are an estimated **149** adults who are

¹ *Estimating the current need/demand for supports for people with Learning Disabilities in England*, E Emerson & C Hatton, University of Lancaster, 2004

not at present known to services but may come to light in the future, as they and/or their families require support.

3.1.3 Estimated number of adults with a Learning Disability that we will need to support in the future

There is also clear evidence that the number of people with Learning Disabilities is increasing and will continue to increase, and that there are increasing pressures on Learning Disability services. The reasons for this include:

- An increase in numbers (and expectation of service) of young people with a learning disability as they become adults
- The fact that more children are surviving into adulthood with major disabilities and complex needs
- The numbers of people with a learning disability living with elderly parents who will not be able to continue their caring role indefinitely
- The increasing longevity of People with a Learning Disability
- The increasing level of challenge associated with People who also have mental health needs and People with Autistic Spectrum Disorder.

Research carried out by the Learning Disabilities Task Force (established by the Department of Health) indicates that the number of people with a Learning Disability will increase by **11%** for adults under 65 and **36%** for adults aged 65 or over.

Multiplying these increases by the *actual* number of people currently known to services would indicate that there are likely to be **286** adults under 65 and **45** adults aged 65 or over, known to services by 2021 – a total of **331** (all adults with a Learning Disability known to services) as compared to 291 at present, (**an increase of 40 – an overall increase of almost 14%**).

	Under 65	Age 65 +
Current no. of Adults with a Learning Disability known to services:	258	33
LD Taskforce indicates that by 2021 the no. of people with a Learning Disability will increase by:	11%	36%
Projected no. of Adults with a Learning Disability known services by 2021:	286	45
An increase of:	28	12

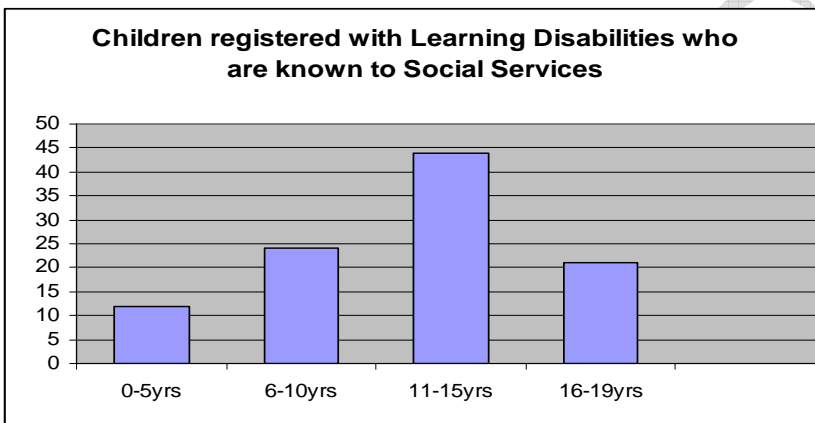
This number does not include those that are not known to services at present but may be eligible for support, (currently an additional 149 potential service users). With an estimated overall increase of almost **14%** for all adults with a Learning Disability, this number could rise to **168** by 2021). In addition. It is estimated that the general population of Denbighshire will increase by **3.6%** by 2021.

3.1.4 Number of children currently known to services

In addition, information from the register of children with a Learning Disability who are known to social services, should give us some idea of the number of adults we may need to support in the future. At present there are **101** children (aged 18 or under) on the register.

It must be noted that not all of these children will require ongoing input as adults.

The bar chart below shows the age range of these children. Of most concern is the high number of children in the 11 – 15 age range. Even after allowing for the fact that in some instances Learning Disability is not recognised in early childhood, (and acknowledging that not all of these children will require long term input from Adult services) these numbers would indicate that there is likely to be a sharp increase in the number of young people with Learning Disabilities being referred to Adult services over the next 5 years.



4. Values and Principles (National and Local Guidance, Priorities and Targets)

As a Local Authority we must work within certain guidelines and have a range of duties that we are required to meet. The Welsh Assembly Government (WAG) usually defines these.

In addition there are priorities and targets that are set at a local level, which are based on the needs of the local population.

These all help to shape the development of services for people with Learning Disabilities in Denbighshire and as such a summary of some of the most significant policy documents has been provided below:-

4.1 The All Wales Strategy (1983) and Revised Guidance (1994)

The All Wales Mental Handicap Strategy (All Wales Strategy) recognised the rights of people with Learning Disabilities to normal patterns of life within the community, to be treated as individuals, and to receive additional help and support from the communities in which they live and from professional services, in developing their potential.

The Strategy and subsequent guidance set out proposals for the development of services which should be flexible, accessible and appropriate to the needs and circumstances of the people they are intended to serve.

Since the introduction of the All Wales Strategy significant achievements have been made throughout Wales, including the introduction of the hospital closure and resettlement programme, more localised community based day services and the establishment of Community Living schemes.

Within Denbighshire the impact of the All Wales Strategy has been considerable, particularly in relation to the shift away from institutional care, with Community Living now well established as the preferred option for most people. This enables people to live as tenants in 'ordinary' properties, within their own community. We have also seen a move away from large, isolated, day services and towards more community based 'businesses'. Resettlement from Bryn y Neuadd hospital for Denbighshire's former in-patients is now almost complete, with only one individual left to re-settle as at July 2006. All 12 individuals re-settled in Denbighshire are living as tenants in their own homes.

4.2 Fulfilling The Promises

In 2001, the Learning Disability Advisory Group published their proposals for a framework for services for people with Learning Disabilities. The report 'Fulfilling The Promises', outlined a vision for services based upon the principles of the All Wales Strategy. It laid down a number of key principles in areas such as employment, Community Living and health needs.

4.3 Section 7 Guidance- Service principles and Service Responses

Although considerable progress has been made in Wales since the All Wales Strategy was first established there is recognition of the need for further development. In response to this the WAG has recently issued Section 7 Guidance on Service principles and Service Responses (2004). Again this builds on the key areas identified in previous guidance and provides an outline of the principles and service responses required across each area.

Priority areas identified include:-

- Person centred approaches to individual planning
- Information provision
- Advocacy
- Transition planning,
- Community Living,
- Joint working
- Employment further education and day activities
- General health needs
- Individuals with complex needs
- People with Learning Disabilities who present behaviours that challenge.

In addition, the Learning Disabilities Implementation Advisory Group (LDIAG) has now drafted a contemporary statement, which, at the time of writing this commissioning strategy, is currently out for consultation. The draft statement describes the standards and outcomes that the LDIAG feel are important to people with Learning Disabilities in the 21st century.

4.4 Summary

There can be little doubt that the All Wales Strategy and subsequent guidance has changed the way we support people with Learning Disabilities in Denbighshire – the shift towards Community Living and the move away from large scale day centre provision being prime examples of this. At the heart of the All Wales Strategy was the aim of developing services on the basis of individual need – individual planning being a fundamental requirement to achieve such an aim. This emphasis on a more person centred approach to planning has been strengthened by the Service Principles guidance. Progress in relation to Person Centred Planning has been variable throughout Wales. It is vital therefore that within Denbighshire we now take formal steps towards adopting a person centred approach to the planning, commissioning, and delivery of support. An outline of how we aim to do this is provided later on in this document.

More recently, in England, there has also been a move towards the development of individual budgets (sometimes referred to as self directed support) – allocating a budget for each service user and allowing them to control how that budget is spent. It is likely that forthcoming policy in Wales will reflect the governments push towards individual budgets. This is given greater consideration in section 6.3.

5. Denbighshire Learning Disability Services

Denbighshire Social Services arrange and provide a range of services and support specifically for adults with a learning disability. In order to look at how we want our services to shape up in the future we need to consider where we are now in terms of our current service provision, identify any areas for concern, and outline our commissioning intentions.

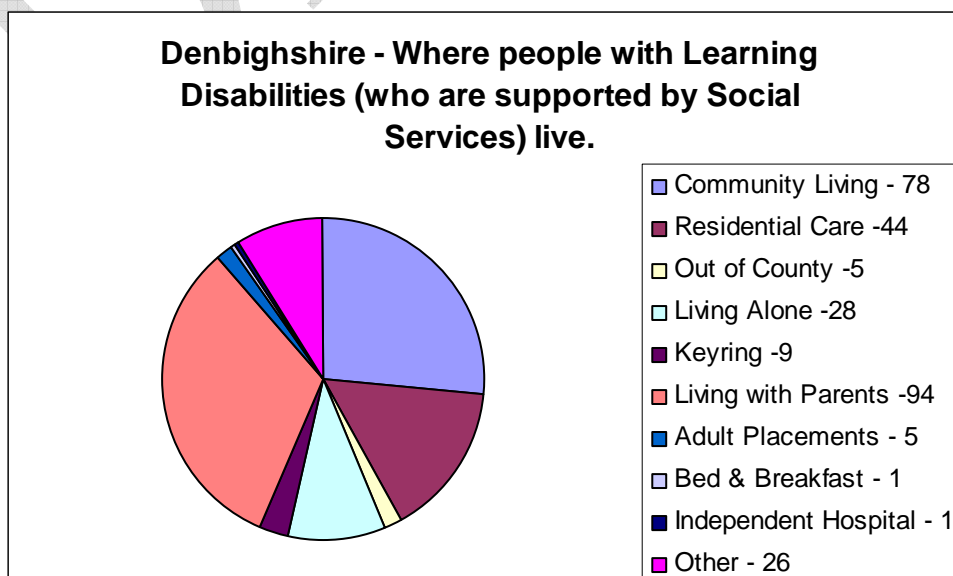
Within this section there is a very brief summary of existing services and an outline of how we would like services to look in the future – we may feel that we need to commission more or less of a particular service, to commission a quite different service or type of support, or we may want to look at commissioning in a completely different way.

Appendices 1 and 2 provide more detailed analyses of the current range of accommodation, services and support provided or arranged by Denbighshire Social Services for people with a Learning Disability and their carers. Where there are gaps in provision, where things aren't working as well as they could be, or there are areas that need to be developed further, these have been identified in the appendices as areas for concern or '*issues for consideration*'.

5.1 Where people live

The emphasis within policy and guidelines (relating to Learning Disability services in Wales) has been to establish the rights of people with Learning Disabilities to have the same opportunities to access the complete range of accommodation options that are generally available. It is therefore essential that a clear picture is established of the types of accommodation that people with Learning Disabilities in Denbighshire live in and to review this provision in the context of previous and current policy documents.

There are a range of accommodation types within Denbighshire which aim to support the needs of people with Learning Disabilities. The pie chart below shows the proportion and range of accommodation type in Denbighshire.



5.1.1 Community Living

'Community Living' means living independently (either with or without the support of family and friends) with paid carers, and playing a full part in the society in which we all live. Denbighshire Social Services manage 37 Community Living schemes. Within each scheme there are between 1 and 5 people with a Learning Disability living in ordinary housing as tenants in their own right, usually with 24 hour support provided by paid Care Workers.

In 2005/06 we spent £2,608,437 on community living.

See appendix 1 for a detailed analysis of community living in Denbighshire.

Community Living - Where we want to be and how we aim to get there

Existing schemes - Although Community Living may appear to be costly it is without a doubt, a less 'institutionalised' way of supporting people than residential care, and we know, that in general, the schemes are well thought of by the people who live there. As such there are no plans to de-commission any of the existing Community Living schemes. It is possible however that as person centred planning progresses in Denbighshire, the nature of support may change. We would like to encourage people to be as independent as possible – this may be through developments in assistive technology, through better use of informal networks or through an increased focus on the development of key living skills for people with learning disabilities.

Forthcoming needs - We need to consider how we are going to meet the *forthcoming* accommodation and support needs of a growing number of people in the near future. We already have details on the requirements of 13 people who specifically want/need Community Living and we will be working more closely with the Housing department and Registered Social Landlords to identify and secure appropriate accommodation for those people we have already identified. We will also need to identify and secure additional resources to meet the cost of supporting each of these individuals.

Alternative options - As expectations and opportunities change we will need to look at other ways of supporting people in the future. Other models recently established as an alternative include a 'core and cluster' model in Conwy, a housing project for people with autism in Newport, and extra care housing in Caerphilly, (see appendix 3 – alternative models of support). The development of adult placements may also provide an additional option for people. Already in Wales other authorities are looking towards the use of assistive technology to meet some types of need. Each of these examples is covered in more detail in the relevant sections later on in this document.

We recognise that we need to be more flexible in terms of where and how people with Learning Disabilities are supported. Given that there is a shortage of suitable social housing for rent, we need to be creative in terms of accommodation options in the future. Feedback from the stakeholder day that was held in June 2006 indicated that we should be looking at opportunities for people with Learning Disabilities to buy their home with a mortgage– rather than having to wait for rented accommodation to be allocated to them. We intend to work closely with the Housing department and local Registered Social Landlords to explore the feasibility of shared ownership, and already

bids for new build are being considered. We will also be looking at how mortgages for people with Learning Disabilities can be secured and funded.

Stakeholders also felt that there may be situations where the person with a Learning Disability may have the opportunity to become a landlord, possibly taking in a tenant who could provide care and support. We will need to consider the viability of such options on an individual basis.

We intend to be as flexible as we can be in terms of models of accommodation to support people in community settings. Irrespective of the type of accommodation in which people will live, we will ultimately need to commission additional support. We will need to ensure that the level of support we commission is affordable in the long term and this may mean that we have to minimise the staff to user ratio in new schemes, wherever this is appropriate.

5.1.2 Residential and Nursing Care

Despite the shift away from residential and nursing care in recent years, there are still 44 adults with learning disabilities living in Care Homes in Denbighshire.

In 2005/06 we spent £1,081,706 on residential and nursing care provision

Residential and Nursing care - where we want to be and how we aim to get there

Resettlement of existing residents - Given the age of some of the residents and the length of time that some of the individuals have been living in Care Homes, a sudden or unwanted move would not be appropriate. We will need to work closely with each of the individuals currently living in Care Homes to look at whether this is the most appropriate form of accommodation for them, and if it is, how their quality of life can be improved. We aim to do this through the care management and Person Centred Planning approaches and as such it is difficult to predict at this stage whether or how each individual can be re-settled and whether alternative services will need to be commissioned (and existing services de-commissioned).

Changes in the age range of residents - The move away from Care Homes as a preferred choice for permanent accommodation for 'new' service users will ultimately have an impact on local provision. There is likely to be an overall decline in the number of people in residential or nursing care whilst the average age of residents is likely to increase.

Despite the overall decline in the use of Care Homes, it is likely that in the short term we will continue to use residential or nursing care to temporarily place people.

In the longer term, as longevity increases, we will need to consider the use of nursing care for very elderly people with Learning Disabilities whose needs cannot be catered for at home. We are aware that there is a propensity for people with Downs Syndrome to develop dementia related illnesses at a relatively early age. We currently have some concerns over the limited number of nursing care providers within Denbighshire who have experience of the needs of people with a Learning Disability and the impact that this can have on the quality, range and cost of placements, particularly for very elderly

people with Learning Disabilities. If very elderly people with Learning Disabilities do need to be placed in a Care Home, we need to be sure that staff within the setting have an understanding of their needs and behaviours. We intend to work with providers to broaden provision in the long term. This will include encouraging 'mainstream' Care Home providers and/or domiciliary providers to diversify into specialist provision for very elderly people with Learning Disabilities, with a view to ensuring that staff are appropriately trained.

5.1.3 Living with parents or other informal Carers

A large proportion (almost one third) of the people supported by the Learning Disabilities team are living within the family home, with parents or other informal carers providing the largest part of the care and support they need. Appendix 1 provides a detailed summary of the current situation in relation to individuals who are living with parents or other informal carers, and any issues for concern.

Living with parents or other informal carers - where we want to be and how we aim to get there

In the short term we intend to identify and secure appropriate accommodation and support for those people (who are living with informal carers) who have asked for community living. We will encourage people to be as independent as possible.

In the longer term we will be working with service users and their families to look at alternative options for independent accommodation and support, such as keyring, extra care housing and adult placements.

We aim to retain the family support service for those individuals assessed as needing it, but we will need to look at how we can do this within budget.

We would anticipate that as we develop person centred planning we may start to identify alternative sources of informal networks of support for individuals.

More detail on the issues facing the informal carers of adults with Learning Disabilities can be found in sections 6.1 and 6.2

5.1.4 Emergency/Crisis Accommodation

There are a number of situations where people with Learning Disabilities require accommodation in a crisis. There are 2 circumstances that most frequently result in the need for urgent accommodation. These are the death or sudden illness of a primary (informal) Carer, or a sudden deterioration in the service users' health or behaviour patterns. See appendix 1 for details of current provision and practice, and any issues for concern.

Emergency/Crisis Accommodation – where do we want to be and how do we aim to get there?

We will consider how we can develop adult placements that could accommodate individuals whose informal care arrangements at home have broken down as a result of the sudden illness or death of the main carer. Using adult placements for respite where the service user has aging carers might help in terms of this already being a familiar form of support for the individual. (see section 5.1.7)

It is anticipated that Bryn y Neuadd re-settlement money will fund an assessment and treatment unit for individuals whose behaviour patterns deteriorate – the section on people with behaviours that challenge (6.7) provides more detail on this

5.1.5 Out of county placements

An out of county placement is a term used to describe a situation where an individual is being provided with support in a setting outside of Denbighshire, but where that support is being funded (either wholly or in part) by Denbighshire social services. There are currently 5 individuals who have been placed out of county.

Out of county placements – where we want to be and how we aim to get there

The commissioning and funding of complex placements and out of county placements will need to be considered in partnership with the Local Health Board, (LHB). We intend to work with the LHB to look at how we can build up specialist services and expertise for complex cases with a view to avoiding out of county placements where possible.

We recognise that the establishment of an appropriate model of accommodation and support for a small number of people with high level specialist needs would help alleviate the need for out of county placements. Sections 6.7 and 6.8 provide further details in relation to the particular support needs of people behaviours that challenge and those with autistic spectrum disorders.

5.1.6 (Planned) respite accommodation

There are 94 service users who live at home with their parents or other close relatives. Respite care services are essential to many family carers to enable them to continue providing the care and support that might otherwise have to be provided by the statutory services. Service users and particularly carers need respite care that affords a regular, planned break periodically. Respite care services should be flexible and accessible at various times and for varying periods of time.

Carers and service users place this service as a high priority in terms of provision and choice. In particular there is an expressed need for flexible services to be available throughout the week, at weekends, overnight, and for services to be available for 52 weeks each year.

In 2005/06 we spent £221,668 on planned respite accommodation.

(Planned) respite accommodation – where we want to be and how we aim to get there

The demographic factors outlined in section 3.1 indicate that the number of people with Learning Disabilities is going to increase and individuals are going to live longer. As such the number and average age of informal carers is likely to increase. We would therefore anticipate an increase in the need for planned respite.

We intend to continue with the block contracts that we have for the 3 respite beds as these are well used and cost effective.

In addition to maintaining the existing level of provision, we intend to commission respite services that are more closely aligned to independent living. It is recognised that families would benefit from being able to choose from a wider range of flexible, adaptable respite care services that meet the needs of individuals and that are available in a variety of circumstances.

We will explore the possibility of using adult placements for planned respite, where appropriate.

In response to suggestions made by parent carers, we will look at the feasibility and cost of purchasing 'holiday' accommodation for use by people with learning disabilities and their carers – (both paid and informal carers).

5.1.7 Adult Placements

An Adult Placement means a scheme under which arrangements are made or proposed to be made for not more than two adults to be accommodated and provided with personal care in the home of a person who is not their relative. One of the essential elements of an adult placement is that the "host" carer or carers provide a normal homely environment rather than a professional caring environment.

There are 5 existing adult placements in Denbighshire. Work is currently being undertaken to develop a wider range of schemes for various client groups, including Learning Disabilities. In addition a scheme encompassing 3 known clients of the Learning Disability Team is currently being developed.

Exact costs for the adult placement scheme have yet to be determined. See appendix 1 for details of the proposed costings.

Adult placements – where we want to be and how we aim to get there

The establishment of adult placements in Denbighshire presents an opportunity to develop alternative models of support for different situations.

Possible roles being considered for adult placements in Denbighshire include:-

- Planned respite
- An alternative to residential care whilst an individual is waiting for Community Living.
- Emergency temporary support for individuals whose informal support networks can no longer continue (eg carer taken ill)

- Day care
- An alternative option for people requiring long term accommodation and support way from the family home

5.1.8 Key Ring

The Key Ring Project offers an opportunity for residents to live within their own community in a mutually supportive network of nine members. A volunteer Community Living Worker, recruited from the network locality, provides flexible, focused support, tailored to meet the individual needs of the members. The type of support, requested by members includes; help with maintaining a tenancy, benefit claims, budgeting, checking mail and dealing with utility companies.

There are 9 members in the key ring scheme in Rhyl. The unit cost for the key ring scheme is £72 per person per week.

Keyring – where we want to be and how we aim to get there

We will be looking to develop a model of support, similar to keyring, which will meet the needs of the small number of individuals identified by staff who could benefit from a low level support project. The scheme will include tenants who require additional formal support.

5.2 What people do during the day

It is important that people with Learning Disabilities are afforded opportunities to work, learn and socialise, and that they have access to family support and advocacy services where appropriate.

Appendix 2 outlines in detail the current situation and any areas for concern in relation to the support that people receive with their daytime activities.

The sections below provide a very brief summary and look at the proposed way forward for each of the relevant services and aspects of support.

5.2.1. Employment, work and day opportunities

There are currently 142 individuals accessing work/day related activities (both in house and contracted out).

In 2005/06 we spent **£1,482,296** on work/day related activities.

Employment, work and day opportunities – where we want to be and how we aim to get there

As needs and expectations change we will need to review, and possibly re-shape the work opportunity services. Younger adults coming in to the service may have quite different requirements and service developments will need to reflect this.

We would like to see more opportunities for 'mainstream' employment for people with Learning Disabilities – individuals being paid a real wage for real work. We will commission more services that focus on identifying appropriate work for people and support them to secure and maintain a job. We would anticipate that this would require closer working with external agencies such as Jobcentre Plus and with employers – in the statutory, voluntary and independent sectors. We recognise that support for people with high level needs will require more specialist input, and that consideration will need to be given to the impact of paid work on entitlement to Social Security benefits.

The development of person centred planning and the possible establishment of individual budgets (see section 6.4) is likely to have an effect on the use made of traditional work opportunity service. Feedback from the individual budget pilot schemes in England has indicated that there has been a shift away from traditional models of day/work related activities. It is possible that if individual budgets are established in Denbighshire, we may see a reduction in the level of use made of traditional day/work opportunity services. It is impossible to predict the extent of the impact of individual budgets at this stage. It is clear however that if individual budgets are established we will need to monitor the level of take up of these services and where appropriate, work with providers to shape future services.

There are significant differences in the unit costs for some of the work/day opportunity services. We will need to look at why these variations exist and consider whether a tendering process would reduce inconsistencies.

5.2.2 Leisure Services

It is important that people with Learning Disabilities have access to appropriate leisure services. There is no precise data available to show the extent to which we support individuals to access leisure facilities, although the level of input provided by the family support service gives us some indication of expenditure on this type of support, (see 5.2.4 and appendix 2 for detail).

Leisure services – where we want to be and how we aim to get there

Funding has already been identified (via service principles money) for the establishment of an 'in house' leisure based service in the south of the county. A Co-ordinator post for the service is being developed and work is being carried out around identifying and securing appropriate accommodation. It is anticipated that ongoing support costs (in relation to service users accessing the service) will be offset against existing support costs. We expect the service to be up and running by April 2007.

We will continue to spot purchase leisure based support from existing providers in the north of the county. It is anticipated that the need for such support will increase as a result of the demographic trends outlined in section 3.1.

At present we provide support staff to assist people to access leisure activities via the family support service (see section 5.2.4). It is anticipated that, with the development of person centered planning, and as more people live into old age, we will see greater use made of leisure facilities, possibly with more support from informal networks.

5.2.3 Advocacy Services

It is vital that the services that are developed and provided in Denbighshire reflect the needs and preferences identified by service users themselves. People with Learning Disabilities often find it particularly difficult to express themselves effectively, and advocacy is one way of enabling individuals to voice their views, fears, needs and concerns. Appendix 2 details the current situation in relation to the 2 different types of advocacy services.

Denbighshire Social Services currently provide **£40,000** per annum for systems advocacy services and **£30,000** per annum for self advocacy services.

Advocacy Services – where we want to be and how we aim to get there

Further investment in systems advocacy may be required in order to develop person centred planning effectively.

We will also need to work more closely with the Local Health Board to commission independent mental capacity advocacy with a view to ensuring that the requirements of the Mental Capacity Act are met.

We intend to maintain the present level of funding in relation to self advocacy services.

5.2.4 Family Support

A range of evening and weekend activities are facilitated by the Family Support service. 'Family support' is provided by Project Workers (employed by the independent sector) who support people with a Learning Disability to access activities in their communities, independently of their carers, who are usually elderly parents. It also provides respite for those carers. See appendix 2 for more detailed information on the family support service.

In 2005/06 we spent **£332,961** on the family support service.

Family support – where we want to be and how we aim to get there

We recognise that the service enables individuals to enjoy their chosen leisure pursuits and provides a valuable break for family carers. If we continue to spot purchase family support on an as and when basis we would anticipate an increase, (in the level of cost and service provision), of 14% to 2021, over and above the usual inflationary increases. This is as a result of the demographic trends outlined in section 3. Clearly this is not sustainable with the budgets that we will have available. Although we intend to continue with the family support service, we may need to consider the level of support provided to each individual, and look at how we can sustain the service in the long term.

5.2.5 Education and training

It is important that the education and training needs of people with Learning Disabilities are identified and considered. Social Services staff are generally not equipped to do this. As such it is vital that links are made with the appropriate education, training and career related organisations.

Education and training – where we want to be and how we aim to get there

Although the commissioning of education and training is clearly not the responsibility of Social Services we recognise that effective links with the education and training providers and the local careers services are crucial to our service users.

We will look at the feasibility of a bid for external funding for a project aimed at enabling people with learning disabilities to access appropriate education, training, volunteer and work opportunities.

The appointment of a Transitions Social Worker should support the development of formal links with Lifelong Learning (Education).

In addition, the development of person centred planning should help highlight the education and training needs (and aspirations) of individuals.

6. Factors which will affect Learning Disability services over the next 15 years

Section 5 and appendices 1 and 2 provide an outline of how we intend to shape our existing provision to meet the needs of adults with learning disabilities in the future.

In addition it is important that we consider other factors that will affect the way in which we provide support in the future.

Below is a summary on each of the factors that we feel will have an impact on services, with a brief outline of the issues that they present.

6.1 Carers and their needs

Although Denbighshire Social Services provide a range of services for people with Learning Disabilities, the main responsibility for care often still lies with informal Carers – parents, siblings and other informal Carers. Carers have expert knowledge and experience of the person they care for. As such it is important that Carers are recognised as the main providers of care in Denbighshire and key partners in the planning and delivery of community care services.

There are a range of services provided with the aim of supporting the Carers of people with Learning Disabilities including the respite beds and family support (outlined in sections 5.1.6 and 5.2.4).

There are two well established Crossroads schemes in Denbighshire. Both schemes are open to Carers of people with a range of illnesses and disabilities, including those with Learning Disabilities. Crossroads accept self referrals and referrals from other agencies, (subject to capacity). We understand that there are currently only 2 Carers of adults with Learning Disabilities in receipt of a Crossroads sitting service. This would indicate that either Carers have other forms of support or that there is a need to promote the service within Denbighshire.

Additional support and information for Carers is offered by North East Wales Carers Information Service (NEWCIS). NEWCIS pamper days, carers circles and information events are held throughout the county.

Carers who are assessed as eligible for Carer related services may also be eligible for a Direct Payment, (see section 6.4 for more detail on Direct Payments).

Within Denbighshire there is a well established Learning Disabilities Forum. The Forum provide information and advice to members and represent people with Learning Disabilities and their families at local strategic planning and consultation meetings. Social Services provide funding for a part time Forum Co-ordinator, and funding for a part time Forum Administrator is provided via Service principles (WAG monies).

Issues for consideration – Carers

As the longevity of people with Learning Disabilities increases we will need to support more elderly carers of people with learning disabilities. The level and range of service provision for carers in the future will need to reflect this.

In addition, we are aware that already some people with learning disabilities are caring for elderly relatives, and that this number is likely to increase. We will need to ensure that people with learning disabilities who are carers are adequately supported in their caring role, and that families are not afraid to tell us about their domestic circumstances.

Already, some older parent carers have expressed an interest in extra care housing – this would possibly enable them to secure accommodation that would be suitable for themselves and their adult son or daughter. It may be possible for the individual with a learning disability to remain in the property after the death of the parent carer(s), easing transition during the bereavement period.

Previous experience has shown us that often families can remain 'hidden' from services until times of crisis – this is particularly so where there is an elderly carer, (or carers). Death of family members can result in a loss of information about the person with Learning Disabilities, particularly where communication is limited. At times of crisis it can be difficult to get background information on the person with a Learning Disability. We must encourage the use of story books or establish similar means of capturing valuable information about a persons likes, dislikes, hobbies, interests and friendships for example. We also need to ensure that there are services equipped to support people with learning disabilities during periods of bereavement.

Additional issues arise in relation to the changing expectations of 'younger' parent carers. Experience over recent years is showing us that many 'younger' family carers want their children to have the opportunity to leave home as they reach adulthood. Previously many individuals remained at home until their parents became too old or infirm to care for them. Clearly this is not always appropriate. Many parents are now questioning whether they want to be family carers over the long term, and we may be asked to support people to live independently at an earlier age. As such, the number of individuals requiring 24 hour paid support at an earlier age is likely to increase and this is something that needs to be considered when we are anticipating levels of need for community living.

The changing expectations of parents will also have an impact on the way in which support is arranged and delivered. The stakeholder day has shown us that many parents would like to see support that is more individually tailored and flexible, and to this end we intend to look at the feasibility of establishing individual budgets (see 6.3).

6.2 Person Centred Planning

One of the primary aims of the 1983 All Wales Strategy was to develop services on the basis of individual need – with individual planning fundamental to such an aim. Subsequent guidance has reinforced the need to put the person at the centre of any decision making about how they live their lives via an individual 'person centred' plan.

A key factor within any such plan is service users, carers, families, friends and organisations working together in a flexible way to develop a comprehensive picture of the person's skills, aspirations, interests, likes, dislikes, needs.

Issues For Consideration – Person Centred Planning

Progress in relation to developing person centred approaches in Wales has been variable with each authority taking a slightly different approach. We recognise that to be successful in Denbighshire a cultural shift is required with leadership from senior management and key people within the organisation. To this end we have established an implementation group. The group has been looking at the most appropriate and effective way of implementing Person Centred Planning and is developing a planned course of action, which ultimately will make a real difference to the way that people with Learning Disabilities live their lives. This means more than just having plans. It is about changing the way that people think and giving people with Learning Disabilities and their families' greater control over how they live their lives.

Although recent research has found person centred planning to be largely cost neutral in the long term, the development of good quality, effective approaches to person centred planning will require initial investment; in terms of both time and funding. We are aware that this is an area of work that requires priority action within Denbighshire and will look to identify and secure funding to support the implementation of person centred planning in the near future.

6.3 Individual budgets/self directed support

Individual budgets or self directed support are relatively new concepts which are currently being piloted. The central idea behind individual budgets (IBs) is to place the person who is supported or given services at the centre of the process, and to give them the power to decide the nature of their own support. A budget is allocated to that person and they are able to spend that budget in a way that suits their own needs. Support with identifying and securing chosen services can be provided from a broker or advocate, family or friends, as the individual desires.

In England the government is committed to piloting individual budgets with a view to rolling them out nationally should they prove successful. Different variations on Individual Budgets are currently being piloted in a number of local authorities.

At the stakeholder event held in June 2006 there was overwhelming support for the notion of more individual ways of supporting people, along with suggestions that service users and their families should be given more control over the way in which their support is provided. Individual budgets would provide an opportunity for more self directed, individually tailored support. As such we are currently considering whether or how to progress some form of self directed support in the future.

Issues for consideration – Individual Budgets

If people are able to 'purchase' their own individual package of support with an individual budget, this may result in a reduced reliance on the services that they currently use. As such, the establishment of Individual Budgets in Denbighshire is likely to have a significant impact on existing services and ultimately the organisations and staff providing those services. Existing providers (both internal and external) have a critical role to play and it is vital therefore that we work with them to consider the possible impact, and where appropriate, to look at new ways of working.

In addition, the development of individual budgets will affect the assessment process, and the role of Social Workers, Care Managers and Client Services Officers may need to be reviewed.

Establishing an effective system for individual budgets will take time – change will not be immediate and any transition would need to be phased.

In the early stages of development there are initial set up costs. The most significant cost implications are in relation to transitional costs. Evidence from the pilot schemes has shown that reliance on traditional services often reduces. The infrastructure for traditional services will need to be maintained but adapted – during this phase there can be duplication in costs (ie. The authority would need to meet the costs of individual budgets whilst continuing to maintain traditional services in the transitional phase). We would need to consider the impact of this on budgets during any transitional phase.

6.4 Direct Payments

Direct Payments (DPs) are cash payments from Social Services, which enable people to 'buy in' their own services by either employing their own staff or using private sector services. To be eligible for a DP the individual must have the capacity to consent to, and manage, the DP either with or without support. Formal support (for individuals to manage their DP) can be provided by the independent support organisation funded via Denbighshire Social Services.

There are currently 5 adults with Learning Disabilities in receipt of a DP in Denbighshire, and one person working towards a DP.

Issues for consideration – direct payments

Despite an increase over the previous 12 months, numbers are still relatively low and further work needs to be done to promote and actively encourage the take up of DPs amongst adults with Learning Disabilities.

Given that we have a statutory duty to ensure that all *eligible* service users are offered a direct payment, staff from the Learning Disability team will need to work closely with the DP support organisation to identify potential recipients. An ongoing programme of training and support for staff and service users will need to be established.

6.5 Assistive Technology

Already in Wales some local authorities are looking towards the use of assistive technology to provide support with aspects of daily living for people with Learning Disabilities. Assistive technology usually consists of various monitors placed around the home, monitored 24 hours a day, 365 days of the year. A sensor detects an incident or a change in normal living patterns and will raise an alert and enable appropriate action to be taken.

Incidents might include an epileptic attack, a bogus caller, an external door left open, enuresis, fire, flooding, or gas or carbon monoxide leaks. Sensors can in some cases react to the incident (eg. by switching off the supply). There are also environmental controls for people with limited dexterity, which can assist with the operation of domestic appliances, and the opening and closing of doors, curtains and windows for example.

Issues for consideration – assistive technology

The use of assistive technology can, where appropriate, promote independence for people with Learning Disabilities, and can serve to compliment existing levels of support.

Within Denbighshire we have not yet started to explore how assistive technology could be used to support individuals with a Learning Disability. We intend to develop the use of assistive technology for people with Learning Disabilities – where appropriate. It is important that where assistive technology is to be used as part of a range of support, the type of equipment commissioned is tailored to meet the precise needs of the individual.

It is difficult to anticipate the cost implications of developing the use of assistive technology as costs vary depending on the nature and extent of the technology required for each individual. In the long term wider use of assistive technology may reduce reliance on traditional types of support, which may result in some financial savings.

6.6 Older people with Learning Disabilities

It is now thought that most adults with Learning Disabilities are likely to survive into old age and experience the normal aging process. There are now more adults with severe Learning Disabilities aged over 45 years than there are such children aged under 15 years (Fryers, T 1997). As people age their needs often change and it is important that any support that is developed reflects changing needs.

We are currently supporting **33** people with Learning Disabilities over the age of 65. This number will increase as people continue to live longer.

Traditionally, services such as work opportunities have focused on the needs of people of working age, with little attention paid to post retirement activities. Generally, we would not expect people to continue working beyond normal retirement age, and as such the range of support that we develop in the future will need to reflect this.

Issues for consideration – older people with learning disabilities

At present there is very little provision to meet the daytime/leisure needs of older people with Learning Disabilities. Two providers in the North of the county have developed more leisure based activity services, but there is no provision in the south of the county. We are currently developing a facility in the south of the county which will offer a more flexible range of leisure opportunities, including opportunities for older people with Learning Disabilities. It is anticipated that the facility will be up and running by April 2007. Funding for the scheme will largely be met by the Service Principles grant.

Many studies have confirmed that age related cognitive decline and dementia affecting people with Downs Syndrome occurs 30 – 40 years earlier in life than would generally be expected. As people live longer we will need to consider how we can best meet the increasing support needs associated with premature cognitive decline and dementia, particularly amongst people with Downs Syndrome. See section 5.1.2 for further details in relation to residential/nursing care for older people with additional care needs.

Although there are no formal procedures, within Denbighshire, adults with a Learning Disability normally remain the responsibility of the Learning Disability team beyond the age of 65. We will need to establish procedures, which clarify responsibility for older service users who have a learning disability.

In other areas, extra care housing (ECH) has been used to support older people with Learning Disabilities. Caerphilly, for example, has a small number of people with Learning Disabilities (over 45 years of age) living in a general ECH scheme – the people with Learning Disabilities do voluntary work, for example reading bingo numbers, helping to organise social activities, and helping out with some of the more infirm residents. According to Caerphilly this is working well and each of the individuals is an integral part of the scheme. There are currently 3 Extra Care Housing schemes being developed in Denbighshire. These are in the early stages of development and as such the eligibility criterion for prospective tenants has not yet been agreed. We intend to work closely with each of the Extra Care Housing Managers with a view to ensuring, wherever possible, that the needs of individuals with a learning disability are considered.

6.7 Adults with behaviours that challenge

People who challenge the service do so in the sense that their needs cannot easily be met by mainstream services. Their patterns of behaviour usually require higher levels of staff support, understanding of their needs, and enhanced skills to ensure that their needs are met safely, sensitively and appropriately. They may also require specialist health care services, such as psychology, occupational therapy or nursing inputs.

It is estimated that between 12 – 17% of people with Learning Disabilities demonstrate behaviours that challenge and of those 40% - 60% may show more severe problems. Many will have co existing mental health problems or autistic spectrum disorder.

Of the 291 people that we support in Denbighshire there are an estimated **49** individuals (ie. 17%) who have behaviours that challenge. Of these an estimated 60% ie **29** will show more severe problems.

In addition to the regular services that people with Learning Disabilities require, those who have challenging needs often also require specialist input in terms of assessment, intervention, and crisis resolution. It is particularly vital for ongoing support staff to be adequately trained, skilled, and supported, in managing the needs of the individual. Evidence would indicate that without good quality specialist support, behaviours are likely to become more challenging.

Issues for consideration – adults with behaviours that challenge

Because of the need for specialist input, appropriate support for people with behaviours that challenge can be difficult to locate locally and often individuals have to be accommodated 'out of county'. In addition the cost of support packages can be high, so even a small number of placements can place a great strain on the cash limited budget.

As an added complication, there is often uncertainty as to whether the provision of accommodation, residential support, respite services and day services for people with severe challenging behaviour should be considered to be 'social care' (and be commissioned and funded by Social Services) or 'health care' (and be commissioned and funded by Health) – often they are a mix of both. This health/social care split can often act as a barrier to satisfactorily addressing the needs of individuals, and ultimately has an effect on effective joint working practices locally. Although not unique to Denbighshire, this is something that must be addressed and resolved where possible.

Given the complexity and cost of supporting people with behaviours that challenge it is vital the appropriate agencies anticipate, plan and agree how to meet individual needs at the earliest opportunity. This will require closer working with colleagues in Health (including a better understanding and agreement of each others roles and responsibilities) and the identification of young people at transition.

There is a need to develop local expertise and capacity. Since Trust re-configuration, the Conwy and Denbighshire Trust has had to rely on specialist challenging behaviour services being provided by adjacent Trusts. This has had a negative impact on local provision.

The Bryn y Neuadd Hospital re-provision plans propose that the Health Trust is provided with the necessary resources to develop and deliver a comprehensive range of challenging behaviour services. It is anticipated that an assessment and treatment unit for people with behaviours that challenge will be established as part of the re-provision plans. This will help alleviate some of the current difficulties in relation to support for people with behaviours that challenge.

There is a need to enhance the capacity of regular carers and service providers to meet the day-to-day needs of people with behaviours that challenge, with a view to managing such behaviours effectively and appropriately. Specialist training and ongoing support for informal carers is vital. There are, at present, very few providers who have the capacity and the expertise to provide ongoing support to individuals with behaviours that challenge.

There are currently no facilities in Denbighshire that provide low or medium security for people with severe challenging behaviours and those who offend and are subject to the decisions of the Courts and/or the Mental health Act. Co-ordinated links between services are unlikely to be effective in the absence of substantive resources.

6.8 Adults with a learning disability who also have a diagnosable mental illness

There is very little recorded local information in relation to either the number of service users (with a learning disability) who also have a diagnosable mental illness, or trends in terms of diagnosis.

A person with a learning disability who also has a diagnosable mental illness is likely to need daily support services, with access to the full range of specialist psychiatric treatment. Such access is paramount at those times when the symptoms of their mental illness are most evident and are placing particular demands on their carers, either informal, family carers or professionals. It is imperative that the care needs of this group of clients are met in a co-ordinated way through and across specialist multi-agency teams - people with a learning disability who have mental health needs should be able to access a comprehensive range of generalist and specialist local mental health services locally.

Issues for consideration - Adults with a learning disability who also have a diagnosable mental illness

It is clear that more work is required to establish the number of people with a learning disability who also have a diagnosable mental illness and any significant trends.

There is little evidence of effective joint working between Health and Social Care. We recognise that we will need to work more closely with Health to consider and agree how the needs of service users who also have mental health problems can be met, and to look strategically at how responsibility for meeting these needs can be more clearly defined.

6.9 People with autistic spectrum disorders (ASD)

Autism is a life-long developmental Disability affecting social and communication skills. People with autism often have accompanying learning disabilities but, whatever their general level of intelligence, they will share a common difficulty in making sense of the world in the way most people do.

The numbers of people with ASD are estimated to be 6 per 1000 population². On the basis of the 2001 Census population of Denbighshire, this gives a total of *558 people with ASD in the county*. It is generally recognised that about 70% of people with ASD also have a Learning Disability.

² In Wales, an Assembly Government report into the prevalence of ASD (National Assembly of Wales, 2002) delineated a 60 per 10,000 rate but readily acknowledged that there was a lack of robust national data to draw on. However this estimate has recently been reflected in the findings of a 15 year study of the prevalence of ASD in the South Wales Valleys (Latif, 2005, in press).

Thus the estimate based on the census population is:

Total number of people with ASD in Denbighshire	558
Number with Asperger Syndrome	279
Number with ASD and a Learning Disability	391

Not all individuals with ASD and a Learning Disability will be known to services. Many are able to live their lives without long-term support from social services – ongoing input is dependent upon current eligibility criteria. As such, of the estimated 391 individuals only a proportion will receive support from the statutory agencies.

Of the 291 people currently known to services, **37** have been identified by staff as having ASD.

Issues for consideration - adults with autistic spectrum disorders (ASD)

Increasing prevalence - There are no clear projections of the numbers of people with ASD requiring particular types of support. However recent research conducted on the prevalence of disorders on the autistic spectrum (Gillian Baird and colleagues on behalf of the national Autistic Society) concludes that the prevalence of ASD is substantially higher than previously recognised. It is unclear from their findings whether this is due to a better understanding of the condition, a broadening of the diagnostic criteria or increased incidence. Given the increasing prevalence, it is likely that the number of autistic people requiring support from social services will increase, although precise numbers are impossible to predict.

Existing service users - Although we are unable to precisely predict the number of autistic adults that will require high levels of support in the long term, we are already aware of a small number of people with ASD who require a level and type of support that is not presently available within Denbighshire or whose needs are not being adequately met in their current accommodation. Placing people out of county is both costly, and in many cases, inappropriate. As such we are currently working with our colleagues in Health to progress a model of permanent accommodation and support within Denbighshire that will meet the specific high level needs of people with autism and/or behaviours that challenge. Given the high cost of the existing out of county placements it is anticipated that the project will be largely cost neutral in the long term – eg. 5 service users with support costs of £150,000 per annum would equate to a budget of £750,000 per annum for support costs for this project.

Alternative models - Because of the nature of the condition, people with autism often have specific requirements in relation to accommodation and support, and are frequently unable to live in shared accommodation. As such, when we are looking at how we can best meet the needs of adults with ASD in the future we need to consider possible alternatives to the traditional Community Living schemes. Appendix 3 provides an outline of 2 alternative models of accommodation and support, which are being established in other areas. These are both options, which need to be considered as possibilities in Denbighshire.

6.10 Bryn y Neuadd re-provision

The re-settlement of patients from Bryn y Neuadd hospital is now almost complete and plans are being implemented for the proposed re-provision of services currently/previously available at Bryn y Neuadd.

Funding of Health Re-provision elements of the plan will be financed through the release of resources, which represent significant investment in community, based Learning Disability Services across North Wales.

Included in the plan is the proposed establishment of three, 3 bedded Crisis Management Units, one in each Health Trust area. The respective Challenging Behaviour Team will manage these units within each Trust area. Informal admissions will be based on agreed criteria.

In addition, residents of Denbighshire will have access to two, 6 bedded Assessment & Treatment Units. Admission to these units will be through Consultant Psychiatrist (LD), generally under a section of the Mental Health Act.

Issues for consideration – Bryn y Neuadd Re-provision

The developments outlined above are in addition to enhancements to Community Health and Challenging Behaviour Teams. Both Units should improve access to specialist health services, and the importance of the re-provision proposals should not be underestimated. They will mean that the expertise to manage people who challenge is developed locally and will reduce the likelihood of people having to be placed out of County.

7. Working Together

We recognise that we need to work with a range of people; professionals from other organisations, service users, and carers, in order to plan and manage services effectively. Below is an outline of current working practices and levels of capacity and a brief summary of how these could be improved, or shaped, where appropriate.

7.1 Involvement in the strategic development of services

When we are developing services for the future, the aim is to provide an integrated approach that helps adults with Learning Disabilities to achieve and sustain maximum independence in their lives. To that end we have, within Denbighshire, a well-established Strategic Planning Group (SPG) for Learning Disabilities.

The group meets monthly and membership includes service users and carer representatives, alongside a wide spectrum of other stakeholders and partner agencies.

We rely on a number of Independent Sector agencies to provide care and support services for people with Learning Disabilities in Denbighshire. Their involvement in the strategic planning of services is key and the group includes representation from both independent sector and in house providers.

Also voluntary agencies and voluntary groups are important in providing advocacy and support services and in giving opportunities for people with Learning Disabilities and their carers to get involved in local developments. There are close links between SPG and a number of relevant forums such as the Learning Disability Forum, (who currently chair the group), Systems Advocacy and Self Advocacy, and the Providers Forum.

There are a number of service users who regularly attend and contribute to SPG meetings. They are supported by the Self Advocacy Officer employed by Learning Disability Wales.

Efforts have been made to ensure that SPG meetings are conducted in a way which allows all members to participate. Information about the meetings is provided to service users in an accessible format and service users are given the opportunity to discuss their views and concerns.

Issues for consideration

There is recognition that involvement from other directorates within the County Council needs to be developed. At present there is no representation from Sports and Leisure services, Lifelong Learning and Housing services. In recent months input from the Health Trust and the Local Health Board has been limited due to staffing constraints. For this group to be effective, it is vital that we have a commitment from all stakeholders. We intend to broaden membership and encourage active representation from all relevant organisations and departments.

More work needs to be done to ensure that service users are able to participate more effectively in meetings and that their views are listened to. Also, there is currently no provision for paying an allowance for service users attending meetings, or for funding support workers. This is seen as one way of demonstrating that the contribution of service users is of equal value to that of paid staff. A protocol, which includes guidance in relation to payment for attending meetings, needs to be established.

7.2 Involvement of Users and Carers in the development of the commissioning strategy

We recognise that the views of people with Learning Disabilities and their Carers are essential to the development of this commissioning strategy. We have encouraged people to be as involved as possible throughout the process, and this has helped us to learn more about the type of services that they would like to see in the future and the way in which they would like support to be planned and arranged. Wherever possible the views and wishes of various stakeholders have been incorporated into future developments.

The commissioning strategy sub group includes parent carers and service user representation via the Self Advocacy Support Officer. The group has met bi-monthly throughout the development of the strategy. Their participation has been crucial in helping us to appreciate what is important to them.

In addition a stakeholder event held in June 2006 enabled us to gather up the views and concerns of a wide range of stakeholders. Service users, parent carers, voluntary organisations, local authority staff, independent providers, local colleges, and Health trust staff all came together to consider how people with Learning Disabilities could be supported to live full and meaningful lives.

Stakeholders told us that they would like to see more individually tailored packages of support – rather than trying to fit people into an existing menu of services, they felt that individuals should have more control over how they are supported to live their lives. Feedback from the event has helped shape the direction of the strategy, particularly in relation to the development of person centred planning and consideration of individual budgets.

It is anticipated that feedback from stakeholders on this draft strategy will help to define the final strategy, and we intend to keep stakeholders involved throughout the commissioning process.

7.3 Working with Service Providers

A number of independent agencies (providers) are commissioned by Denbighshire social Services to provide a range of services specifically for people with Learning Disabilities in their own homes.

At present there are 8 well-established independent 'domiciliary care' providers contracted to provide personal care for people with Learning Disabilities. Compared to other authorities, we have a relatively high number of 'learning disability' providers. We also work with providers of daytime and work related activities, (Crest, Co-options and Highbury Care).

Denbighshire Social Services administer and chair bi-monthly meetings with the 'Learning Disability' providers.

The 'Provider' Unit within Social Services provide community living and day/work opportunity services. They are also developing the adult placement scheme within Denbighshire. There are close links between the in-house providers and the Learning Disability team and staff meet regularly.

Rising staffing costs for providers, along with costs associated with SSIW registration, have, over recent years, contributed to increases in service expenditure. In considering how to develop services in the future we need to take into account the long-term business intentions of providers and their capacity to meet the level and range of anticipated need. An evaluation of independent providers' future intentions has been carried out via a confidential questionnaire that was sent out in April 2006. Responses to the questionnaires will enable us to consider the capacity and willingness of providers to expand, diversify, and/or specialise, and to look at any factors that may inhibit their plans. This will help us when we are looking at the ability of providers to meet forthcoming demand, particularly in specialised areas.

7.4 Working together with the Health Trust- developing an integrated service

Over recent years there has been recognition and a drive from central government and the Welsh Assembly for the need to modernise both health and social services. Essential to this process is the need for more positive relationships between health and social services.

There have been many changes in policy guidance aimed at achieving this. These have included:

- The introduction of the Health act 1999, which gave Health Authorities the power to transfer funding or lead commissioning arrangements to local authorities where deemed appropriate.
- The creation of Local health Boards (LHBs) charged with the statutory responsibility, in partnership with the local authority, to tackle the long term problems associated with health and well being.
- Promoting Partnership in Care, Commissioning across Health and Social care and 'Planning and Commissioning NHS Services.
- Creating a Unified and Fair System for Assessing and managing Care

In Denbighshire some progress has been made:-

- The Social Services Learning Disability Team is co-located with the Conwy and Denbighshire NHS Trust Learning Disability Team.
- There is evidence of joint working between the two teams at an operational level.

- Allocation of work is done jointly and there are joint team meetings.
- A new post is being created (via the Joint Working Grant) which will promote closer working across Conwy and Denbighshire Adult Learning Disability Services in both health and social care.

Issues for consideration

Despite the achievements described above, further work is needed to enhance arrangements further:-

Pooled budgets –The issue of pooled budgets is something that local authorities and Local Health Boards have struggled to achieve throughout Wales. At present pooled budgets are only available in relation to specific placements. Denbighshire is currently working towards improved integration between Health (H) & Social Service (SS), with consideration of pooled budgets in certain areas.

Separate managers and case files – At present Health and Social Services share offices, but there are separate line management arrangements and no protocol for sharing of files or shared working practices. The development of unified assessment will promote closer working practices.

IT systems and databases – at present these are separate.

The establishment of the new Disabilities Project Work post referred to above will enhance current working relationships between Health and Social Care across Denbighshire and Conwy. This should also promote a multi agency/disciplinary base with consideration for either pooled budgets or lead commissioning, where appropriate. Ultimately, the development of a fully integrated service will be the key to ensuring that each of the statutory agencies work together effectively.

7.5 Working with the Local Health Board

The commissioning of complex packages of care for individuals with high levels of needs often requires input from both Social Services and the Local Health Board (LHB), as support has to be jointly commissioned, and funded at a level agreed by each party.

Issues for consideration – working with the Local health Board

Negotiation for complex and /or expensive care packages can be time consuming - There can be delays and untimely responses in provision where people have been assessed as having continuing health and social care needs. This is primarily due to a lack of clarity in relation to responsibility for continuing needs, which can lead to inconsistency in decisions that are made. Moreover, decisions are sometimes changed at review and a proportion of funding reduced or withdrawn. This is not specific to people with Learning Disabilities but is a common problem across all service user groups and across the whole country. It is vital however that we move on from this, to a situation where we can work effectively and consistently with the LHB to jointly

commission both individual packages of care, and wider ranging services, that can meet the requirements of adults with continuing health and social care needs.

7.6 Working with other agencies in relation to young people at transition

Transition planning arrangements should commence at an early enough stage in advance to ensure that services and the individual/carers are properly prepared for the transition. The importance of linking with children's services such as education, and health care is critical, so that appropriate adult services can be planned in advance. Effective planning at an early stage should enable appropriate services to be commissioned locally, meeting needs and preventing the need, in many cases, for expensive out of county services.

Transition arrangements should be consistent with the service principles/responses that apply to individual planning. Planning arrangements should also aim to achieve a smooth and seamless change for individuals as they move between service boundaries/areas.

Young people at transition who may require input from Denbighshire Social Services are identified via the multi disciplinary transitions planning group. The group includes representation from Education, Social Services (Children's and Adults), Careers Wales, the Health Trust and Barnardos. A transitions protocol has been drafted with input from the transitions planning group. This will clarify the role of the different agencies at each stage of transition and provide an outline of the various stages of transition with key actions identified at each stage.

A Transitions Social Worker has recently been appointed (to the Adult Learning Disability Team) to work with young people (and their families) with a view to planning and coordinating their care as they approach adulthood.

The draft transitions protocol requires the Learning Disability (LD) Team Manager to provide the LD Strategic Planning Group (SPG) with details of the number of young people expected to require support from Social Services each year. This includes details of the level and type of anticipated need. This will enable SPG to consider effective ways of meeting the future needs of young people with Learning Disabilities.

Issues for consideration

The development of an effective transitions protocol will help with the strategic planning of support for young people – information on future needs will have to be clear and timely to inform and highlight any strategic issues. The role of the Transitions Social Worker and the LD Team Manager are crucial to this process

The Transitions Social Worker post is currently funded by the Welsh Assembly (via Service Principles funding). Long term funding for this post will need to be secured beyond 2007/08.

8. Resources

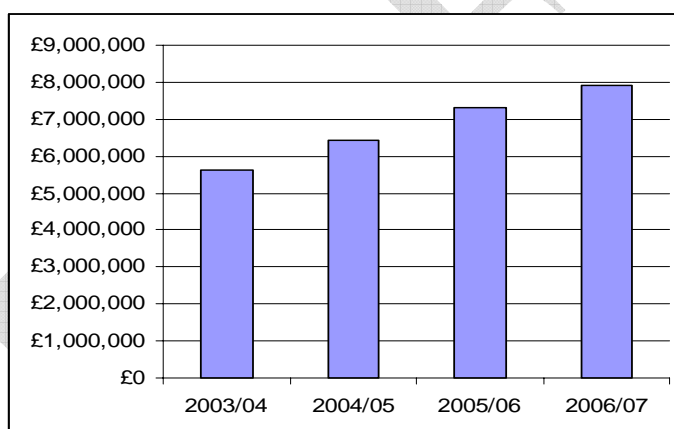
Within this document we have provided an outline of how we would like services for adults with learning disabilities to look in the future. However in order to make our vision a reality we need to look at how we can do this within available resources. Sections 8.1 to 8.4, below, look at past, present, and proposed spending patterns, along with sources of funding that may have an impact on the provision of services in the future.

8.1 Overall expenditure trends in recent years

There is mounting concern about the spending pressures of Learning Disability services on social care budgets nationally. Within Denbighshire expenditure on Learning Disability services has increased significantly in recent years and despite increased allocations, budgets have been overspent each year.

The bar chart below demonstrates the trends in gross expenditure since 2003/04.

Summary of gross expenditure since 2003/04
(Adult Learning Disability Services)



The level of gross spend has gone up from £5,628,800 in 2003/04 (actual gross expenditure) to £7,928,296 in 2006/07 (anticipated gross expenditure). This represents an overall increase of more than **40%** during this period. Significantly, the level of spend on some areas of the service has increased by more than 40%, whilst in other areas there has been a much smaller increase or even a decrease, (eg. 'in house' community living).

The table below provides a detailed picture of spending patterns by service area. It is important to note that this is gross spend, and does not include details of any grant income or other funding that is received to support some of the services. A large proportion of the increase in spend over recent years is as a direct result of the Bryn y Neuadd resettlement projects and also projects established in response to the Service Principles and Service Responses Guidance – all of which are Welsh Assembly funded. These areas of spend have been included but are listed below the first expenditure total.

Gross expenditure (by service area) since 2003/04
(Adult Learning Disability Services)

Service Type	03/04	04/05	05/06	06/07 *	% increase/ decrease
1. Social Work/care management and Management/staff costs 'in house'	391,147	446,345	436,984	524,369	34% increase
2. Work opportunities	1,321,639	1,397,314	1,482,296	1,586,429	20% increase
3. Community living – contracted out Community living- Supporting People	448,061 816,941	585,668 934,339	990,355 810,902	1,175,925 875,312	62% increase
4. Community living – 'in house' (CLIH) Community Living – Supporting People	378,058 512,934	381,148 519,384	412,758 394,422	449,020 352,872	10% decrease
5. Family support	200,453	244,119	332,961	307,964	53% increase
6. Respite	227,847	190,195	221,668	216,960	4% decrease
7. Residential placements	498,275 523,510	509,508 532,710	522,360 559,346	734,253 571,271	28% increase
8. Direct payments	N/A	12,283	19,542	21,385	N/A
9. Voluntary organisations	51,850	52,260	52,956	53,618	15% decrease
Gross Expenditure (excl. 10 – 13)	£5,370,715	£5,805,273	£6,236,550	£6,869,378	28% increase
10. Service Principles/Service Responses	N/A	N/A	123,291	97,589	N/A
11. Bryn y Neuadd infrastructure	61,371	83,393	105,553	105,553	71% increase
12. Bryn y Neuadd projects	193,277	548,304	830,716	854,459	342% increase
13. SPG training	3,437	2,166	2,623	11,317	229% increase
Total gross expenditure	£5,628,800	£6,439,136	£7,298,733	£7,928,296	40% increase

* 2006/07 figures relate to anticipated gross expenditure rather than actual gross expenditure

Explanatory Notes

1. A proportion of the increase in staffing costs since 2003/04 is due to the establishment of 2 new posts – a Senior Practitioner and a Community Care Assistant. A Locum post has also been funded.
2. The gross costs for work opportunities include costs for service users re-settled from Bryn y Neuadd hospital, for which the authority receives funding from the Welsh Assembly.
3. Increases in expenditure on independent sector community living can be attributed to an increase in the number of new schemes and the transfer of staffing in some schemes from in-house to independent sector.
4. Expenditure on 'in house' community living has reduced as a result of the transfer of staffing in some schemes from in-house to independent sector, (see note 3 above).
5. The significant increase in spend on the family support service can be attributed to increased hours and number of service users
6. The level of spend on respite has decreased due to savings made by the block contracting of the respite beds. The level of provision has not reduced.
7. The level of net spend on residential care has actually reduced since 2003/04, (the gross amount includes a contribution from the Local Health Board towards specific residential placements).
8. The increased expenditure on Direct Payments reflects Denbighshire's drive (since November 2004) to promote Direct payments (DPs) across all client groups. The number of adults with a learning disability in receipt of a DP has increased from 0 to 5 since 2003. This figure is still relatively low compared to other authorities.

10, 11 &12. These costs are fully funded by the Welsh Assembly Government.

13. The figure quoted for 06/07 is the total budget allocated for SPG training in 06/07. Actual expenditure is likely to be significantly lower than this.

When we are looking at trends in expenditure we need to compare these with any patterns in activity.

The table below provides an outline of trends in activity from 2003/04 to 2005/06. The activity figures show that there was a significant increase the number of people being supported in community living, (34%). In addition, more assessments were carried out during this period, and there was a 33% rise in the number of people supported to live at home. At the same time there was a drop in the number of people with learning disabilities living in Care Homes.

Learning Disabilities Service - Activity Data

Performance Measure	03/04	04/05	05/06	06/07
Number of People Supported to live at home	195	205	235	260 *
Number of People Supported in Community Living	58	71	75	78
Number in Residential Care	46	46	44	44

* As at 1st April 2006

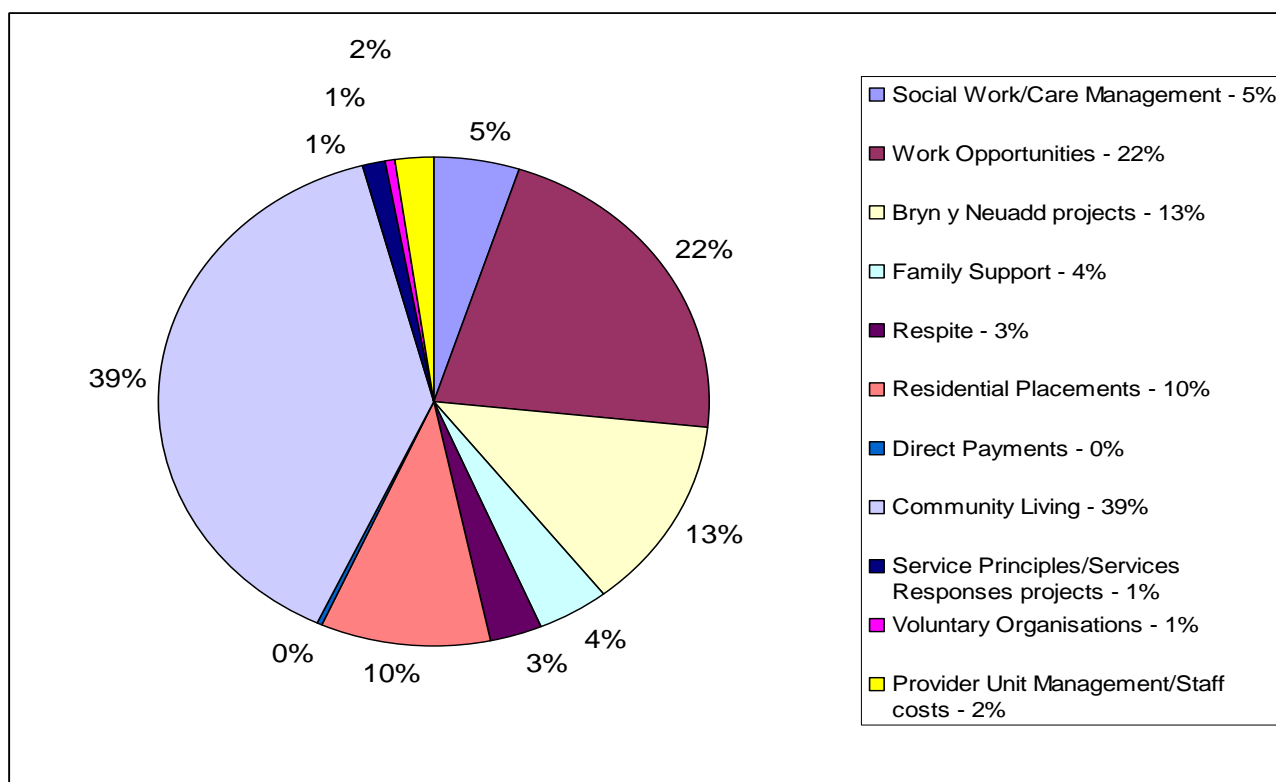
The financial and activity trends outlined above clearly show that there has been an overall increase in the number of people being supported in Denbighshire over recent years and that this has had a significant impact on the level of spend in a number of key areas. The sections below outline the effect that this has had on the current range of services and the projected impact on future provision.

8.2 Current expenditure patterns

Social Services have a cash limited budget to spend on services each year. The pie chart below shows how the budget for Learning Disability services is spent at present.

Figures are rounded to the nearest percentage.

Expenditure on LD services 2006/07



The chart shows that almost 40% of expenditure relates to community living, (which supports almost 25% of the individuals known to services). Only 7% is spent on services such as family support and respite which are specifically aimed at supporting people who live at home with parents or other informal carers, who make up 32% of the individuals known to services, (although work opportunities also provides support for such individuals).

8.3 Sources of funding - Supporting People funding

When we are looking at levels of spend on Learning Disability services, it is important that we also look at sources of funding. As well as our 'core' funding (from the Revenue Support Grant), Denbighshire Social Services, like other Authorities in Wales, also have additional grants from the Welsh Assembly for specific projects. These include the Bryn y Neuadd Re-settlement programme and the Service Principles/Service Responses funded projects. Most significantly the Learning Disability service also receives additional funding via the Supporting People framework.

"Supporting People" is the policy and funding framework to provide accommodation-based support to vulnerable people.

At present, the Learning Disability service is provided with £1,228,184 per annum Supporting People (SP) funding, which is used to support Community Living. We recognize that this does not, on the whole, meet with the eligibility and prescribed service aims of the Supporting People Program for SP funding. Although the money is currently transitionally protected, there is no guarantee as to how long such protection will last. The SP Planning Group has, however, recognized the need to release ineligible funding on a planned basis.

In February 2005, there was an 11.5% cut in the level of funding allocated to each Local Authority in Wales. It is anticipated that further reductions may be imposed, with no inflationary increase and potential further budget cuts in subsequent years.

There may be scope to consider the transfer of some of the existing funding to new models of support, which are more appropriate to current SP priorities. As such we will need to work closely with the SP team to initially identify those planned developments arising from this strategy which will meet the criteria for SP funding, and subsequently, to ensure that any relevant new projects are commissioned with the support of SP monies where appropriate.

8.4 Anticipated expenditure trends

The tables in 8.2 show that the Learning Disability service budget is under consistent stress because of the overall increased demand for services. The causes of that demand are not likely to reduce, and reflect a similar picture across England and Wales. This is due primarily to the fact that more children are surviving into adulthood with significant disabilities and complex needs, and adults with learning disabilities are living longer. In addition, increasing pressures are being placed on services as a result of the changing expectations of individuals and their families and improvements in the recognition and diagnosis of conditions such as autism.

Given the demographic factors outlined above we would anticipate an overall increase of 14% in terms of the number of individuals requiring support over the next 15 years, (see section 3). The impact of this increase in numbers on predicted expenditure levels in the future is significant.

Although it is impossible to predict precise costs for the next 15 years, we can broadly estimate the approximate cost of maintaining the current range of services (at today's prices) by multiplying the present level of spend by 14%

Existing cost of services	- £7,928,296
Cost of maintaining services but to an increasing no. of SU's	- £9,038,257

This estimate does not take account of any trends (such as the shift away from residential care), or other variables, such as supporting more people with complex needs, or commissioning support for the individuals who are currently waiting for community living (or similar), but is simply intended to give a broad picture of how much it would cost to keep services exactly as they are now. This clearly demonstrates that maintaining the present range of services (but to increasing numbers of people) is not sustainable within existing budgets.

It is important therefore that we look at alternative ways of supporting people that are both cost effective and sustainable, but that can still meet individual need effectively.

Whilst sections 5 and 6 provide an outline of how we see services shaping up, and section 9 summarises our commissioning intentions and any costs or savings associated with these, the charts overleaf give an overall view of the impact that this might have on spending patterns in the future, (and ultimately on the type of services that we provide).

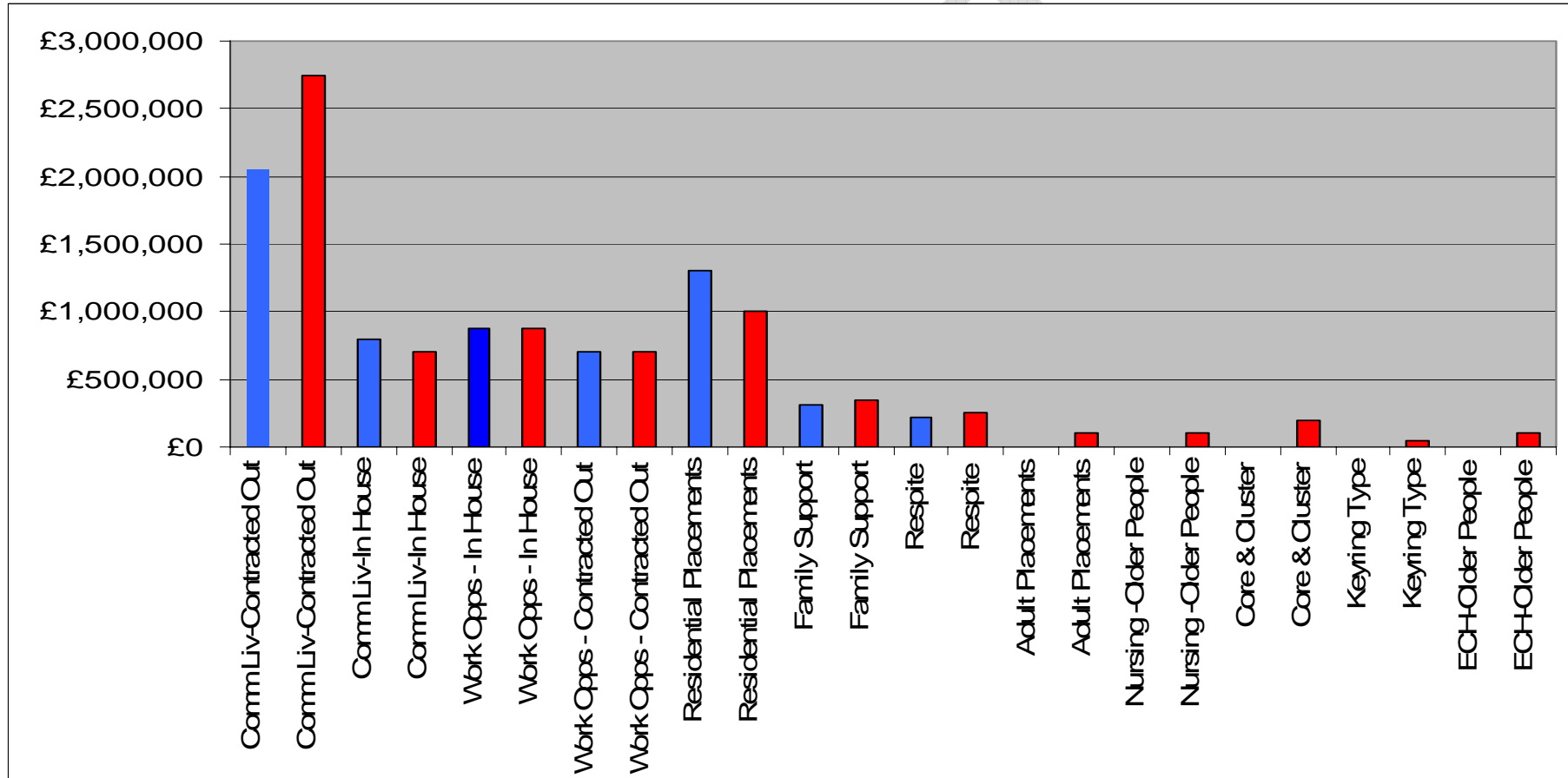
The columns to the left show how the budget is spent at present, in terms of current allocations to each type of service. The right hand columns for each service (shown in red) illustrate broadly how this might change in the future.

It is important to note however that if individual budgets are established in Denbighshire, with service users and their families commissioning services directly, it is impossible to predict how services will shape up, and the effect that this might have on traditional services and expenditure patterns.

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Expenditure Patterns

Current ■ Projected ■



9. Plans for the Future

9.1 Our Controlling Vision and Commissioning Summary

With help from staff, service users, providers, carers and other stakeholders we have carried out a comprehensive evaluation of our existing range of services, identified areas or issues that cause us concern or will need to be addressed, and looked at how we can best support adults with a learning disability in the future.

Feedback from the Stakeholder Day has indicated that we need to adopt a more 'person centred' approach to commissioning. People have told us that they would like to see more individually tailored and flexible packages of support rather than a 'one size fits all' range of services. To this end our immediate priority is to develop person centred planning. This will help us to discover more about each individual and hopefully to find ways of supporting them to lead fulfilling lives. This will help to shape future commissioning patterns.

In the longer term we will also be considering the feasibility of Individual Budgets (IB's) for those who want them. This will give people more control over how they are supported, but may have an impact on levels of usage in relation to the more traditional models of service.

Whilst recognising the need to commission on a more individual basis, it is vital that we retain (and where appropriate look to develop) the key service elements needed to support individuals within the community. If we don't we will find ourselves in a situation where we do not have the infrastructure to sustain valuable services in the long term.

By working more strategically with the Housing department for example, we will be able to consider the development of appropriate models of accommodation, and look at alternatives such as extra care housing, shared ownership, and core and cluster models. In the near future we intend to establish a model of support that can negate the need for out of county placements wherever possible.

We will continue to move away from the use of Care Homes for permanent accommodation. Primarily in recognition of the fact that in most cases this is not the most appropriate way of supporting people. In addition, costs in this sector have risen to the point that in some cases fees are higher than the cost of community living.

It is vital therefore that we consider alternative options for people. The disproportionate expenditure on Supported Living services relative to other services for people with learning disabilities cannot be sustained. Wherever appropriate, we will need to look at how people can be effectively supported to remain in their family home with a flexible range of support. Where this is not feasible, and we need to support people to live independently, we will need to consider the configuration of new community living schemes. We will also look at alternatives, which promote peoples independence, and minimise the staff to user ratio, where appropriate.

In terms of peoples daytime activities we recognise that further work needs to be done to locate conventional employment for people with learning disabilities. Wherever

possible we would like people with learning disabilities to be employed on the same terms and conditions as other, non-disabled employees. In addition we intend to carry out a review of the work/day time opportunities services to ensure that these represent good value, and can meet peoples needs effectively and appropriately. We would anticipate that there will be an increasing proportion of services devoted to more leisure-based activities, particularly in light of increased longevity. In addition, as informal Carers grow older, we will need to ensure that they are adequately supported with appropriate respite services.

Whilst it is impossible to predict precisely where and how money is going to be spent on learning disability services in the future, we do need to look strategically at which services we intend to commission more, or less, of. The draft action plan below provides a tabled summary of our vision for the future in terms of how we intend to make it happen in Denbighshire, and the estimated financial implications.

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9.2 – Draft Action Plan

Ref. no.	Area for concern	Service response	Estimated cost implications
5.1.1.a	Community living – existing tenants	Maintain existing schemes but consider ways of reducing dependence on 24 hr paid staff where appropriate (eg. assistive technology, shared night time support)	Max. savings of £15,000 per annum per person. Average likely to be £10,000 per person per annum . Not applicable to all tenants
5.1.1.b	Community living - potential tenants	Develop alternatives to community living (CL): a) Extra care housing b) Adult placements (as a prelude to community living) c) Core and cluster d) A variation on the Key ring model e) Additional support in the family home (Family Support, respite etc)	a) ECH - cost would depend on individual need – possible savings of £10,000 pp per annum b) AP's – savings of up to £30,000 pp compared to CL c) C&C – cost neutral , with poss savings depending on existing SU costs d) Keyring – savings of up to £20,000 compared to CL e) Savings variable – up to £10,000 pp per annum
5.1.2	Residential/Nursing Care	Continue to shift away from residential care for new service users Nursing care for very elderly residents, where appropriate	Cost of new Care Home placements has risen to the extent that now similar to the average cost of CL
5.1.4	Crisis accommodation	Develop adult placements as an alternative to residential care for Temporary accommodation Health to develop Crisis Prevention & Management (via BYN)	Savings of up to £25,000 pp per annum
5.1.5	Out of county Placements	Jointly commission model of support to meet complex needs Training programme and contracting arrangements re Specialist support skills	Cost neutral – with possible savings depending on SU needs. Training programme = invest To save

Ref. no.	Area for concern	Service response	Estimated cost implications
5.1.6	respite	Other options to be considered to meet increasing need: Adult placements, holiday accommodation, overnight support In the home	Cost neutral (exc. Some poss initial investment)
5.1.7	Adult placements	Extend use of adult placements to include: Respite Prelude to community living Crisis accommodation – alternative to Care Home Day care	See 5.1.1b above
5.1.8	Key ring	Develop model of support (for a small no. of individuals) which encourages people to be more independent	See 5.1.1b above
5.2.1	Work opportunities	Review existing provision – tender process to improve quality and cost efficiency Develop more mainstream opportunities (via European convergence fund)	Unknown at this stage Would require match funding
5.2.2	Leisure services	Establish leisure based service in the south of the county Encourage greater use of informal networks (via PCP)	Funded by WAG monies Cost neutral
5.2.3	Advocacy services	Increase level of systems advocacy to meet needs in relation to PCP, IB's Work with the LHB to ensure that the mental capacity advocacy Service meets the needs of adults with learning disabilities	Additional cost of £10,000 per annum WAG funding
5.2.4	Family support	Maintain service with increased focus on those most in need	Cost neutral
5.2.5	Education & training	Consider the feasibility of European funding for a work, Education and volunteer opportunities scheme	See 5.2.1
6.1	Carers	Consider Extra Care Housing for the Carer and the service user. Encourage use of life stories etc via pcg to capture information. Look at feasibility of individual budgets.	See 5.1.1b Cost neutral See 6.3
6.2	Person Centred Planning (PCP)	Establish PCP Co-ordinator post Implement PCP training strategy	Secure external funding

Ref. no.	Area for concern	Service response	Estimated cost implications
6.3	Individual budgets	Consider feasibility of individual budgets in Denbighshire, and Possible pilot scheme.	Cost neutral in the long term transitional costs unknown at this stage
6.4	Direct Payments (DP's)	Continue to promote Direct payments and ensure that all eligible Service users are offered a DP	Cost neutral (minor difference in DP rate, which is slightly lower)
6.5	Assistive technology (AT)	Consider how the use of AT could promote independence	Would require initial investment but with LT savings from reduced staff input
7.4	Integrated service	Promote joint initiatives with C&D Health Trust and Conwy SSD	Economies of scale in commissioning may produce savings
7.5	Working with the LHB	Work with the LHB to jointly commission where appropriate	Savings unknown at this stage

Appendix 1 - Profile of existing services Where people live

1. Community Living – where we are now

Within Denbighshire there are currently **78 people** in 37 Community Living schemes. There are also 3 vacancies, (as at July 2006), giving a total of 81 'units'. Schemes are located throughout the county (although there are currently none in Llangollen or Corwen).

Given that a small group of individuals usually share the accommodation, due consideration has to be given to compatibility, along with the neighbourhood, accessibility of community activities and facilities, and distance from friends and family. As such, there can be situations where vacant tenancies are difficult to fill.

Staffing of the Community Living schemes is split between the Provider Unit (within Social Services) and Independent Providers. Social Services retain overall management of all projects. Below is a summary of the current situation in both the Provider Unit and the Independent projects.

1.2 Summary of Provider Unit Community Living Schemes

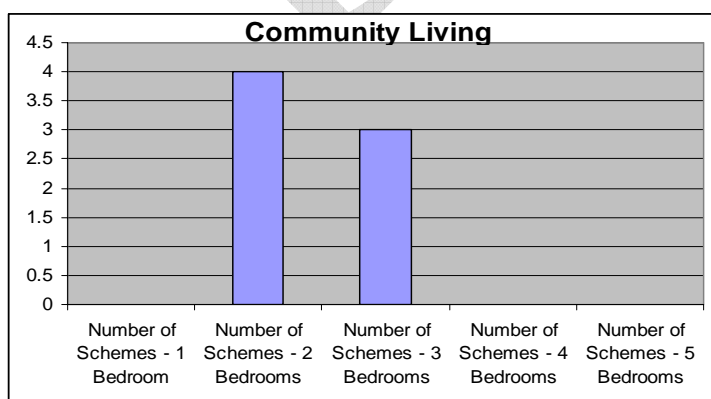
These are schemes which are managed and staffed directly by Social Services, although increasingly, there are situations where staffing is provided by the Independent Sector.

There are currently 7 Provider Unit 24 hr Community Living schemes, housing 17 tenants.

There are no vacancies in any of the 'in-house' schemes.

The average gross unit cost (per tenant) for provider unit Community Living is currently **£47,170** per annum.

The bar chart below shows the composition (ie the number of tenants within each) of the provider unit Community Living schemes

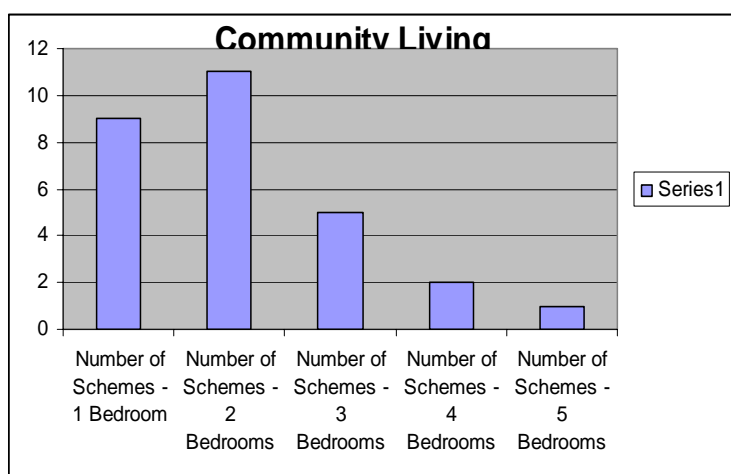


1.3 Summary of Contracted Out Community Living schemes

These are schemes where paid support has been contracted out to the private sector. There are currently 30 contracted out Community Living schemes housing 61 tenants, (including Bryn y Neuadd re-settlement schemes). There are also vacancies in 3 of the schemes, but these are difficult to fill due to issues around the compatibility of prospective tenants with existing tenants. Two of these schemes, currently housing 3 tenants, (with one vacancy) do not provide 24 hour support.

The average gross unit cost (per tenant) for contracted out Community Living is currently **£41,912** per annum, (excluding Bryn y Neuadd re-settlement schemes which average £63,819 gross)

The bar chart below shows the composition (ie the number of tenants within each) of the contracted out Community Living schemes



1.4 Community Living - Issues for consideration

Unit Costs - Both the Joint Review and the recent SSIW Inspection have been very complimentary of the way in which the Community Living services have been developed in Denbighshire. They do however, come at a cost, particularly where 2 or less tenants are supported.

The average unit costs of Community Living vary with the number of tenants supported within the accommodation. Below is a summary of the current (06/07) gross unit cost per annum of contracted out Community Living.

1 tenant: **£71,143 per person**

2 tenants: **£47,902.79 per person** (£95,804.98 per scheme)

3 tenants: **£40,932.49 per person** (£122,797.48 per scheme)

4 tenants: **£29,019.51 per person** (£116,078.04 per scheme)

It must be noted that these are gross costs and do not include grant income (such as Bryn y Neuadd or Supporting People funding) or other income (such as ILF or charging income).

There is currently a difference of £5,258.00 (per tenant per annum) between the *average* cost of a provider unit Community Living placement and a contracted out placement (excluding Bryn y Neuadd). We do not consider that this difference is significant enough to warrant a pro-active de-commissioning of provider unit schemes – particularly in light of the distress that this would cause to both service users and staff working within the projects. However, our current practice in relation to the tendering of new community living schemes is to consider both the quality and cost of prospective providers (both ‘in house’ and independent sector providers). As such, in addition to demonstrating that the aims of any future schemes would be met, all tenders would need to be competitive in price.

Both the Independent Sector and internal providers who support people in Community Living schemes are under increasing financial pressure from both the requirements of care standards and the recruitment and retention of the staff group. As such the unit cost of Community Living is likely to increase at a faster rate than inflation.

Overall costs - The level of spend on Community Living has steadily increased over the previous 3 years.

The table below shows the annual level of expenditure since 2003 in relation to Community Living

As over recent years, the changing level of need (arising from the demographic factors outlined in section 2.1) will impact upon the level of expenditure in relation to Community Living over the coming years. Details of the anticipated impact are

	2003/04	2004/05	2005/06
Expenditure – community living	£1,643,060	£2,156,845	£2,608,436

outlined below.

Existing schemes

As people live longer, they will no longer want to work and their general health is likely to decline, so their support needs tend to increase – this has already had an impact on expenditure in relation to Community Living, and the effect is likely to increase as the age of tenants being supported also increases.

Potential Community Living schemes – Unplanned

It is known within the Learning Disability service that there are potentially **51** individuals who have elderly parents or carers who may at some point be unable to continue caring. There is no current plan for many of these individuals in the event that additional services would have to be provided. In the short term a residential placement may be put in place, in the long term support (and possibly accommodation) would need to be secured.

Potential Community Living – Planned

Currently there are 16 individuals who would like (or need) Community Living in the near future, primarily because they are living with elderly parents or grandparents. Three of

these individuals are due to be settled in a Community Living scheme in September 2006 and additional funding has already been allocated for this. Additional Community Living schemes will need to be established for the remaining **13** (none are deemed to be compatible with any of the existing vacant schemes).

There are also an additional 5 people who are currently placed 'out of county' and 2 who are in shared Community Living which is no longer compatible and who need to be housed alone.

Community Living – anticipated costs

Although it is impossible to predict precisely how much the Community Living service will cost in the future, an estimate based on recent trends, potential service users, (planned and unplanned), and anticipated increased numbers, would help to give us some indication of the likely cost implications of providing 24 hour community living support in the future.

Assuming an overall increase in the number of people requiring support to live independently over the next 15 years, the estimated cost implications of supporting individuals in 24 hour community living would be:

Year	Estimated no. of tenants	Estimated gross Unit cost (£ P/A)	Estimated total Expenditure (£P/A)
2007	86	44,503	3,827,258
2008	87	46,728	4,065,336
2009	88	49,064	4,317,632
2010	89	51,517	4,585,013
2011	91	54,092	4,922,372
2012	92	56,796	5,225,232
2013	93	59,635	5,546,055
2014	94	62,616	5,885,904
2015	95	65,746	6,245,870
2016	97	69,033	6,696,201
2017	98	72,484	7,103,432
2018	99	76,108	7,534,692
2019	100	79,913	7,991,300
2020	101	83,908	8,474,708
2021	102	88,103	8,986,506

Please note:

The cost of Bryn y Neuadd (BYN) re-settlement schemes has not been included as these are fully funded via re-settlement monies

The costs are gross and do not include, grant, ILF or chargeable income.

The estimate assumes that all individuals on the waiting list (and those out of county) will have support needs with an average annual cost of £42,384 (2006 prices) per person,

(this is based on the average unit cost of Community Living, both 'in house' and contracted out).

The estimate is based on an anticipated increase in cost of 5% per annum (to allow for inflation, provider increases and other ancillary increases)

The estimate is based on the following number of people:

Existing tenants	66 (<u>Excluding</u> BYN)
Tenants on waiting list	13
Out of county	5
Total	84

This estimate gives us some idea of the cost implications of 'keeping things as they are' in relation to community living, ie. What it would cost us to maintain this type of support, but to an increasing number of individuals. The anticipated cost of sustaining community living is a significant factor that will need to be considered when we are looking at how we can support people with learning disabilities in the future. It is vital therefore that alternative models of support are identified.

Alternatives -Within Denbighshire there are currently no alternatives to Community Living. We are aware that there may, in some instances, be more appropriate and effective ways of supporting people in the community, some of which may be more cost effective.

This does not mean that we will be looking at moving people out of Community Living. We are considering here how we can provide support to people who are not already in Community Living or whose needs can no longer be met in a traditional Community Living scheme.

Alternative types of accommodation and support that have been developed in other areas include; the use of extra care housing for older people with Learning Disabilities; core and cluster models for people with autism; and the use of assistive technology to promote independence.

Details of these alternative models can be found in appendix 3.

High levels of need - People with behaviours that challenge or difficult behaviours linked to autism or mental health problems sometimes need very high levels of skilled and structured support. They may not find it easy to live with other people and there may be a risk of harm to self or others. We need to work with these individuals and their families to identify and secure the most appropriate accommodation and support for each individual. Given the type and extent of care required, the cost of supporting individuals with high levels of need is significantly higher than the average cost of community living. We need to ensure that there is a skilled and trained workforce available who are equipped to support individuals who have very specialist needs – see sections 6.7 and 6.8 for more detail.

Accommodation - The shortage of available suitable accommodation often hinders progress in relation to identifying accessible and compatible housing for prospective

tenants. Formal links between Social Services and Housing are evident, but effective relationships with the Learning Disability service need to be further developed at a more strategic level.

Person Centred Planning – the development of a more person centred approach may result in greater use of more informal networks of support for Community Living tenants, possibly leading to less reliance on statutory services

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2. Residential and Nursing Care – where we are now

Denbighshire Social Services fund **44** Care Home placements for adults with a Learning Disability in 4 homes within Denbighshire. These are located in Rhyl (2), Trefnant and Bodfari. There are an additional 5 'out of county' residential placements, 3 of which are wholly funded by Social Services and 1 being jointly funded with Health. Individuals are usually only placed 'out of county' where their specific needs cannot be met more locally.

The gross cost of a residential placement (in county) varies from £369.50 per week (**£19,214 pa**) for basic residential care (preserved rights) to £690.00 per week (**35,880pa**). More complex support can cost significantly more than this.

The number of new long term residential and nursing placements made by Denbighshire Learning Disability Service has reduced significantly over the previous 3 years, as has the level of spend in this area. This is mainly in recognition of the fact that for most people with Learning Disabilities, residential or nursing care is not the most appropriate type of accommodation. It is now widely recognised (primarily as a consequence of the All Wales Strategy) that for the majority of people with Learning Disabilities who require long-term accommodation, independent living is the preferred choice.

Residential care is often used to temporarily accommodate people in crisis. Because of a shortage of available Community Living accommodation there is a tendency for people to remain in residential care until a long term suitable alternative can be found. This can take up to 2 years, depending on the circumstances and needs of the individual.

2.1 Residential and nursing care - Issues for consideration

Despite the shift away from residential care, we still have a number of people living in private sector residential care on a permanent basis. A large proportion of these have been living in residential care for many years and approximately two thirds of them are over the age of 65. The cost implications of re-settlement would be significant, as unlike re-settlement from Bryn y Neuadd hospital there would be no additional Welsh Assembly funding to help meet the increased cost. In addition, some individuals re-settled would lose their preserved rights.

As the number of very elderly people with Learning Disabilities increases we will need to consider the possibility of nursing provision for individuals, where appropriate. Extra Care Housing may also be an option for some older people with learning disabilities (see section 6.6)

There is a need to develop an alternative to residential care for people in crisis, to avoid people having to stay in residential care where this is deemed to be inappropriate.

3. Living with parents or other informal carers – where we are now

Within Denbighshire there are 94 adults with learning disabilities being supported to live at home with their parents. **More than half of these adults (54.5%) are living with parent carers over the age of 65** who are providing the bulk of the care. It is likely that at some point in the future those service users living with elderly carers will require significant levels of additional support. This may be in their present accommodation or within an alternative, such as Community Living. We know that some people are living with elderly carers with no concrete plans for the future.

It is also possible that there are also a number of adults with Learning Disabilities who are living with elderly parents or relatives but who are not currently known to services, (see section 3.1.2 - demographics). In the past, in situations like this, a crisis in the family has meant that services have had to respond by providing support, whilst knowing very little about the individual and his or her needs.

At present support for individuals living at home and their families is primarily provided via planned overnight respite and the family support service. There is evidence that expectations are changing - many 'younger' parents have already told us that they would like to see their sons/daughters settled in their own accommodation at a relatively early age. In the past, many adults with a learning disability have tended to remain at home until their parents have become too old or ill to continue supporting them. It is anticipated that with the changing expectations of individuals and their families, and the development of person centred planning, more people with Learning Disabilities will want to live independently at a younger age. This will have an impact on the level and type of support required.

3.1 Living with parents or other informal carers - Issues For Consideration

There is a need to consider and make plans for alternative accommodation for those individuals for whom living with their families is considered to be inappropriate in the long term. This will require closer strategic working with Housing. Funding for ongoing support costs will need to be secured.

Forward planning is especially vital for those individuals living with elderly carers, who will at some point be unable to continue caring. We need to encourage individuals and their carers to plan for the future so that if/when the carer can no longer care, the transition can be managed more smoothly. Contingency plans, life stories, and/or person centred planning can all help.

Parents tell us that planned respite is important to them if they are to continue to provide the bulk of support at home. The current range of planned respite is well used. As numbers increase it will be more difficult to accommodate the needs of 'new' individuals and their carers.

The family support (project work) service is already under strain with budgets overspent year on year. As the number of adults with learning disabilities increases we will need to consider how we can continue to provide a service within allocated budgets.

4. Emergency/Crisis Accommodation – where are we now

There are a number of situations where people with Learning Disabilities require accommodation in a crisis. There are 2 circumstances that most frequently result in the need for urgent accommodation. These are the death or sudden illness of a primary (informal) Carer, or a sudden deterioration in the service users' health or behaviour patterns.

In the former situation, where accommodation is required, this is usually provided in a Care Home setting until a more permanent arrangement can be established. We have a contract with the Link House in relation to emergency bed provision. This is generally intended to be used as a short term measure.

Where there is a sudden deterioration in the service users health or behaviour patterns this generally requires additional input from the relevant health professionals. Often this can result in the individual either being placed out of county or admitted to the Ablett ward of Glan Clwyd hospital via Health. Both of these options are sometimes inappropriate.

4.1 Emergency/Crisis Accommodation - Issues for consideration

Given that the average age of informal carers will increase with the longevity of people with learning disabilities, there are likely to be more instances where the carer is no longer able to cope, and alternative accommodation is required in an emergency.

Current responses to a sudden deterioration in the service users' health or behaviour patterns are often inappropriate because of a lack of appropriate services within the county.

5. Out of county placements – where we are now

Although exceptional, there are a small number of situations where individuals cannot be accommodated within Denbighshire. This is usually due to the specialist nature of the support and/or health care that they require. Understandably this can, in some situations, be distressing for both the individual and his or her family. It also means that the individual can lose touch with any established community networks and friendships, which can make moving back into the area more difficult. There are currently **5** people who are supported out of county on a long term basis.

5.1. Out of county placements - Issues for consideration

Compared to many other local authorities, there are relatively few out of county placements in Denbighshire. The costs of individual out of county placements tend to be significant, primarily due to the specialist nature of support needed. Although costs do vary, one out of county placement can cost around **£134,000** per person per annum. As such, even with very few placements, out of county support has a considerable impact on the service budget.

If people have to be placed out of county because of a lack of specialist expertise then we need to consider how to develop more locally based expertise. This might help to reduce the stress on families and avoid situations where individuals are having to live in an area they are unfamiliar with.

6. (Planned) respite accommodation – where we are now

Denbighshire Social Services arrange and fund short term overnight breaks. These overnight breaks are provided via three respite beds for service users in two care homes – one in Prestatyn and 2 in Denbigh. There is also the option of an additional bed in Prestatyn on an 'as and when' basis, (depending on availability). The beds are primarily used for planned respite, but can also be utilised in a crisis. Demand for the respite beds is consistently high (particularly for weekend stays), and feedback from service users and their carers is generally very positive. We have a block contract for the beds and there is an established booking system. At present 28 service users access the respite beds.

6.1. (Planned) respite accommodation Issues for consideration

We recognise that planned respite is important to both service users and their carers. It gives carers a chance to take a holiday or simply a break from caring and affords service users a change of scenery and a break from their usual routine. As most use the respite facility regularly, they are familiar with the staff and the setting. This reduces any anxiety they might otherwise have had about a change to their routine. With the increase in the number and average age of service users, (and their carers), we would anticipate an increase in demand for planned respite. As such we will need to consider extending the level and range of planned respite.

Stakeholders have told us that in addition to the existing provision, they would like a respite service that is more closely linked to Community Living. Some carers have also expressed an interest in a respite service that could be provided in the family home, or in some form of 'holiday' accommodation.

7. Adult Placements – where we are now

An Adult Placement Scheme operates in a similar way to a fostering agency, recruiting, assessing, providing and supporting individuals and families (approved carers) who provide a range of services to people who need support to live in and take part in their community.

Approved Schemes are tailored to meet individual needs and require good 'matching' with the emphasis on giving individuals the opportunity to maximise their own potential.

The families recruited to provide support receive payment via a combination of benefits and social services payments.

There are **5** existing adult placements in Denbighshire. Work is currently being undertaken to develop a wider range of schemes for various client groups, including Learning Disabilities. In addition a scheme encompassing 3 known clients of the Learning Disability Team is currently being developed.

Precise details of level of money to be paid to host carers have yet to be determined, as there may need to be a 'banding' system which would be based on level of need. It is proposed that, in general, Social Services will pay each Adult Carer an allowance of approximately £200 per client per week, (£10,400 per annum).

There are additional costs which also need to be considered when looking at the overall costs of adult placements. These relate primarily to the proportion of staff time (25% of a Team Leader post, 10% of a Team Manager and 10% of (scale 1) Administration). These figures exclude travel costs, CSIW (Care Standards Inspectorate for Wales) Registration cost and the cost of the Adult Placement Pack.

The Scheme in its entirety has to be registered with CSIW. As the Scheme grows so will the costs in terms of the management.

7.1 Adult Placements - Issues for consideration

The success and long term future of the adult placement scheme is uncertain. It is all very much dependent upon the scheme attracting suitable and flexible carers. In other local authorities in both England and Wales the adult placement schemes have been largely successful; however, they do not have such a comprehensive Community Living Service as Denbighshire.

Despite being cost effective and offering good opportunities for individuals to gain new experiences from living within a family environment, an adult placement may, for some individuals, only last a number of years and does not necessarily provide a permanent option.

8. Keyring – where we are now

Within Denbighshire a project has been established by a partnership between Key Ring Living Support Network, Denbighshire Social Services and Supporting People. The network of **9** members is now full, and given the success of this initiative, a further network in the Denbigh area is currently being developed. It is important to recognise however that the Key Ring type of support aims to meet the needs of those with mild to moderate Learning Disabilities who have a relatively low level of need.

The unit cost of keyring is estimated to be £72 pw (per individual) **£3,744 per annum**.

8.1 Keyring - Issues For Consideration

The existing scheme is aimed at supporting people with lower levels of need. A variation on this scheme, with more formal, paid support for tenants might help bridge the gap between keyring and Community Living. This could provide support to individuals with more complex needs, and may also be less costly than community living.

Social Workers have indicated that there are only a small number of service users (between 5 and 9) who could manage with a reduced care package if there was a low level support project (such as keyring) available to them

Appendix 2

What People Do During The Day

1. Employment, work and day opportunities – where we are now

Traditionally work related opportunities were located in large 'day centres' which were often isolated from the rest of the community. Denbighshire has moved away from this type of provision and on the whole work related provision is located in smaller business units. As with Community Living, provision is split between the Provider Unit and contracted out services. Cefndy Healthcare, a sheltered factory, provides fully paid employment to people with a range of disabilities.

Cefndy Healthcare

Managed by the Social Services Department, and working in partnership with the county council and the employment service, (via Workstep), Cefndy employs 55 staff, 42 of whom have disabilities, (2005 figures). All employees are paid a full wage. There are currently **7** adults with a Learning Disability working for Cefndy Healthcare. Cefndy also offer the facility of work experience placements for people with special needs through organisations such as Scope and Mencap.

Denbighshire Social Services Provider Unit Work/Day Opportunities

The Provider Unit offer a range of work related daytime opportunities for people with Learning Disabilities via 5 separate 'businesses'. Located primarily in and around Denbigh and Ruthin, these businesses give Service Users a variety of experiences and challenges including light assembly work, collating and mail sort, horticulture and ground maintenance, garden furniture manufacture and construction, and catering. There is also a team which supports Service Users to access part or full time opportunities in local businesses and industry. Although these are seen as 'provider unit' services, approximately 50% of the direct support staff within each of these businesses, (excluding the Job Finding service), are 'bought in' from a private sector provider.

There are **76** people attending in-house work opportunities, although 7 of these are Conwy residents, (whose services are bought in by Conwy CC). Of the Denbighshire residents, over two thirds (52) travel more than 5 miles to their 'work' base.

Hourly rates for provider unit services are difficult to calculate as services are not purchased for a set fee. Dividing the total number of units of support provided each year by the net annual cost of each 'business' should give us some indication of the unit cost.

The table below shows the unit cost calculated via this formula.

Business	No. of units of Support per annum	Net cost of service per annum (£)	Estimated unit cost (£)	Estimated cost per hour (£)
Outreach Express	2,244	71,529	31.88	10.62
Job Finding	3,927	143,924	36.65	12.22
Taskforce	5,457	105,938	19.41	6.47
Aberwheeler	5,967	138,858	23.27	7.76
Poptyr Garn	1,632	41,629	25.51	8.50
Meifod	4,998	128,396	25.69	8.56

Notes:

These are net 'unit' costs – a unit being a morning or afternoon session of approximately **3** hours of support.

Indirect costs such as transport, overheads, 50% of the Team Manager's time and full time administrative support have been included. Transport costs are significant because of the rural location of some of the service users who access the service.

Other ancillary costs such as payroll, IT support and other central costs have not been included, (as these are more difficult to identify and calculate accurately).

The level of income generated by each business varies, depending on the nature and extent of goods produced and sold. The income generated by each business has been deducted from the gross cost, which may explain some of the differences in the unit cost.

The cost of purchasing private sector support staff for general 'in house' work opportunities has been included. These costs may change in the near future as this aspect of the service is about to go out to tender.

The cost of purchasing any additional 1 to 1 support that may be required by individuals with higher levels of need has not been included as these are not paid for by the Provider Unit, but are met from the Learning Disability team budget. As such the unit cost may be significantly higher in some situations.

Where there are any voids in the service (eg. Where one or more service user has stopped using the service and the place(s) have not been filled), this will increase the unit cost.

Contracted Out Work Opportunities

Denbighshire Social Services also 'buy in' additional work related opportunities from the private sector. Externally, activities are currently provided by two organizations.

Co-options Community Cooperative, based in Prestatyn, was established in 1989. Over the years Co-options have developed a number of small businesses aimed at providing appropriate and supportive working environments for people with Learning Disabilities.

Crest Community Co-operative, also established in 1989, operate a number of social enterprises and provide services to local communities. Based in the county of Conwy, they offer an individualized work opportunity service to people with a learning disability who work alongside Crest's own staff and trainees.

There are currently **61** Denbighshire service users who are supported by co-options and **10** supported by Crest.

Both organisations are based on the coastal strip (of Denbighshire and Conwy) and only a small number of service users travel more than 5 miles to their work base.

We pay an **hourly rate of £10.42 and £9.00** respectively for each individual who uses the service. In addition, a more leisure based service is available through Co-options at a cost of £11.85 per hour. Services are purchased on an individual basis and as such there are no 'voids'.

Employment, work and day opportunities - Issues For consideration

Although in there is a good range of supported and sheltered employment opportunities, more work is needed around individually tailored work opportunities, as there is a tendency to fit individuals into the service rather than the other way round. There is also concern around the capacity of the service in terms of taking on the anticipated increasing number of 'new' service users in the future, (although this may be outweighed by the possible negative impact of individual budgets on traditional services – see section 6.4).

The unit costs for work/day opportunities appear to vary significantly. The advantage of 'in house' work/day opportunities is that any income generated by each business is offset against costs. Realistically, accurate comparisons are difficult because of the differing nature, quality and location of each of the businesses. There may however be scope for increased efficiency through a tendering process.

Overall, there is a good level of service user satisfaction. In 2002 however, a review of the services provided in Denbighshire highlighted that the quality of placement buildings and accommodation varied greatly. The report found that external providers' settings were newer, better maintained and not as crowded as in-house providers' buildings, and that they also appeared to be in more community

settings. Although some improvements have been made and alternative accommodation secured for one of the provider unit 'businesses', further work would need to be carried out to bring the in-house accommodation up to the same standard as that provided in external settings. This would increase the unit cost of provider unit day services in the future.

The fact that more than two thirds of people attending provider unit work opportunities have to travel more than 5 miles to their placement from their home address, is mainly because provider unit services are based in the south of the county, and serve a largely rural population.

At present most individuals attending work/day opportunities are paid a weekly 'allowance'. Cefndy Healthcare, the Job Finding service and 'Scope' (which has a supported employment scheme whereby wages are subsidised) being the main exceptions to this, as employees there are paid a full wage. On the whole though, there is little evidence of people with learning disabilities being employed (and paid) on the same terms and conditions as the general population within Denbighshire. Within the past 6 months the county council have recruited a small number of individuals with a learning disability. There is, however, potential to build on this and to extend the level of 'mainstream' employment by identifying and working with other local employers to promote the concept of employing people with learning disabilities.

We recognise that further work also needs to be undertaken in relation to mainstream voluntary work, (ie. Where individuals with a learning disability work as volunteers for voluntary organisations).

We are aware that there are a number of people with learning disabilities who are unable to attend the existing range of work related opportunities because of their age, physical disability or challenging behaviours. Services that are more leisure based can be spot purchased from the independent sector in the north of the county. In addition, a leisure based service is being developed in the south of the county specifically aimed at meeting the needs of a small number of individuals unable to utilize existing services, (see leisure services below).

Leisure services - where we are now

There is no recorded information in relation to the extent to which people with Learning Disabilities access local leisure services.

The Family Support service (see section 5.2.4) often helps individuals to make use of local leisure services – depending on the personal preference of the individual. In addition, some support is purchased through the leisure based services that have recently been developed by independent providers in the north of the county.

We do not know the extent to which people with learning disabilities access leisure services with support from informal networks, (eg. friends and family).

Feedback from various stakeholders would suggest that more use could, and should, be made of 'mainstream' leisure services to enable people with Learning Disabilities to be a more integral part of their community. This is something that may be taken forward via individual person centred plans. In addition there is a need to work with the Local Authority Leisure services with a view to ensuring that people are able to access their services.

We are currently developing a small scale leisure based service in the south of the county which will focus on the needs of a small group of individuals who are unable to access the traditional range of services. This will be largely funded by the Welsh Assembly Government.

Leisure services - Issues for consideration

Given the increasing longevity of people with Learning Disabilities we need to consider how to develop more social and leisure based activities and how to support people to access existing local facilities.

There is increasing concern around the availability of specialist leisure based activities and individually tailored 'therapy/relaxation' sessions for people with Learning Disabilities, particularly those with behaviours that challenge, (and also those with dual or multiple needs such as Learning Disability combined with a physical Disability and older people with a Learning Disability) for whom access to work opportunities and college is restricted and often inappropriate. Many individuals still miss the social contact and the range of activities that were provided by the previous day centre provision, and parents and other informal carers would often appreciate the respite. The leisure based initiatives outlined above will go some way towards meeting these needs, but we may also need to look at other ways of supporting people with leisure activities. We do need to bear in mind however that the budget for the family support service, which helps people to access leisure facilities, has been consistently overspent in recent years. See 5.2.4 for more detail.

Advocacy services – where we are now

Within Denbighshire there are 2 types of advocacy services currently being commissioned;

Systems Advocacy provides one to one advocacy and support for individual service users, usually in relation to a particular concern or issue that has arisen. This can include assistance during periods of change in people's lives, or support with assessments and reviews, or when wishing to make a complaint about the services they receive.

Denbighshire Social Services currently provide £40,000 per annum for systems advocacy. The service level agreements state that £25,000 is for a minimum of 30 individuals who require ongoing advocacy services. £15,000 is for a minimum of 15 individuals requiring advocacy to deal with a 'crisis' situation. In practice significantly more people than this are supported by the service. The unit cost of systems advocacy is estimated to be £22.50 per hour.

Self Advocacy Services encourage service users to participate in the decision making process via the establishment of self advocacy groups. These provide a safe and supportive environment for open discussion, and give service users the opportunity to action concerns and complaints. This enables Service users to feel listened to and valued as an integrated member of their community. The groups also provide an arena for consultation with service users. The groups are well attended by service users and the issues that they have raised have fed into the development of services. Some members of the self advocacy groups also sit on the Multi-Disciplinary Strategic Planning Group and are supported on that group by a Self Advocacy Worker. This has proved effective in terms of ensuring that their views are represented when decisions are taken about the future development of services.

There are 3 well established self advocacy groups in Denbighshire. The groups meet monthly in Denbigh, Meliden and Rhyl. There are also plans to establish a further group in the Llangollen/Corwen area. Current membership is in excess of 30. Denbighshire Social Services currently provide £30,000 funding per annum for self advocacy.

Advocacy services - Issues For Consideration

The Mental Capacity Act 2005 will mean that decision-making capacity should be established for each decision in each context; no individual should be regarded as having a blanket incapacity to be involved in decisions which affect their lives. The Act introduces statutory independent advocacy for the first time in defined circumstances for people who lack capacity. This includes people with learning disabilities, mental health needs, dementia and brain injury. It is anticipated that this independent advocacy will be made available from April 2007, via the 'Independent Mental Capacity Advocacy' (IMCA) service. Local Health Boards (LHB's) and Local Authorities will need to jointly commission this service, although it is likely that the statutory duty will be delegated to the LHB. As such, we will need to work closely with our colleagues in the LHB to ensure that any IMCA service established in Denbighshire is able to understand and meet the specific needs of people with a learning disability.

In addition, the development of systems advocacy is crucial to the development of effective person centred planning approaches and the possible establishment of individual budgets particularly for those with profound communication problems – It is anticipated that the need for advocacy will increase as person centred planning progresses in Denbighshire -additional investment in paid advocacy services will be need to be costed in to any development plans for person centred planning (see section 6.2).

Family Support – where we are now

'Family support' is a project work service arranged by Social Services to enable individuals to access evening and weekend activities independently of their family carers.

At present there are 46 service users provided with a family support service. The number of hours of support provided to each individual varies depending on the level of need. The majority of service users receive less than 10 hours per week of family support. Only 11 service users (out of 46) receive more than 10 hours per week.

Family support - Issues for consideration

Until recently the cost of the service varied, with hourly rates ranging from £8.83 to £20.11. During 2006/07 the fees for family support were brought in line with the fixed domiciliary care rates.

Expenditure on family support has increased year on year in order to meet the additional number of service users and increasing levels of need over recent years. Since 2003/04 gross expenditure on family support has increased 53%. Given that we are anticipating further increases in the number and complexity of individual cases, we need to consider how we can maintain the service.

Education and training – where we are now

Individual links with local colleges are fairly well established, and there is a good range of courses designed specifically to meet the needs of people with Learning Disabilities. Social Services staff are kept informed of provision and identify relevant courses for individual service users as part of their assessment. There is some concern however amongst staff that they are not suitably qualified to adequately assess the educational and training needs of individuals. There is little evidence of people with learning disabilities (who are known to services) accessing mainstream courses, either with or without 1 to 1 support.

Limited formal links with Lifelong Learning (Education Department) have hampered the development of processes in relation to young people at transition. Improved relationships and processes with Education at transition (via the transitions planning group and multi agency protocol) will help progress educational planning for school leavers and possibly enhance access to further education for adults with a Learning Disability.

Education and training - Issues for consideration

There needs to be a more structured approach to training – there is evidence that the same students are enrolled on the same courses year after year, and this may not always be beneficial. It is vital that the education and training needs of individuals with a Learning Disability are considered and addressed in an appropriate and timely manner. Vocational training should reflect the aspirations of the individual and the available jobs market. As such, there is also more scope to work with the Careers Service and local colleges.

The development of person centred planning should help to identify the aspirations and skills of individuals. We need to make sure that information gathered from plans is used to identify appropriate education and training for individuals.

Appendix 3

Alternative models of support and accommodation for adults with autistic spectrum disorder

1) Newport - Newport has developed a scheme called **Ty Nant**. This is a purpose-built supported living scheme for six adults with autism, learning disabilities and very challenging behaviour.

The project is believed to be the first of its kind with three different organisations working towards the same goal. There are 6 single flats. Each tenant has their own individualised flat and the service utilises modern SMART technology, creative design features and an individualised autism-specific model of care to allow tenants more control over their lifestyle than if they were living communally. 24 hour support is provided by the National Autistic Society.

The building itself comprises of six self-contained flats and a communal area.

Further details of the development include:

SMART technology

- staff support call system
- movement sensors to detect epilepsy etc and to reduce staff intrusion
- the ability to isolate utilities to each flat to prevent flooding etc.

Design features

- triple glazing with integral blinds
- increased ceiling heights with sunken lights
- tamper-proof sockets/switches
- wide corridors with no 90 degree corners
- low arousal furnishings
- a sensory self-contained garden
- environmental temperature control.

Costs – Ty Nant is new build costing 1 million pounds to build. Rent is paid (via Housing benefit) to the registered social landlord. The care costs range from £1600 to £2200 per week per tenant, (these are the most challenging people – many of whom would normally be placed out of county). ILF funding has been awarded for 4 tenants and Supporting People money is used to part fund the project.

Conwy - In Conwy, a **core and cluster** model of support is currently being developed specifically to support people with autism. The scheme will consist of an adapted house for 3 people with high levels of need to share (with 24 hour 'core' support). In addition there will be a separate block with 2 studio flats and 1 ground floor flat equipped for an individual with a physical Disability. Night time support in this block will be provided by one member of staff, (with additional day time support provided according to need, on a floating basis). Eligibility for the scheme is designed to make the scheme cost neutral in the long term (the scheme is restricted to individuals who already have a package of support with similar or higher costs).

Draft commissioning strategy for learning disability services in Denbighshire
Summary of feedback from consultation and proposed response

Summary and source of comment	Reference to document	Response
<p><u>1. Comments from Independent Provider:s</u></p> <p>a. Many authorities in England have never had the development of alternatives to their traditional day services via social enterprise or supported employment. As a consequence, work opportunities are at a very basic level and many years behind those developed in Denbighshire and other parts of Wales. An individual budget may not be appropriate for everyone with a leaning disability and for some a more supportive social enterprise may provide a better alternative.</p> <p>b. In relation to Jobcentre Plus (JC+) they have frequently shown us over the years that they have been unable to support people with a higher level of need.</p> <p>c. Would it be possible to provide more information on unit costs for day/work opportunity services, i.e. what are the unit costs based on, what is the difference between in-house and external unit costs? Does the tendering process also refer to in-house work opportunities (IHWO)?</p> <p>d. The Gross Expenditure Table shows massive increases in Community Living. If we have interpreted this correctly, does this mean that providers of contracted out community living services have had an increase in their budget of £469,743, with only 7 more people being supported.</p>	<p>Page 25</p> <p>Page 20</p> <p>Appendix 2 page 2</p> <p>Page39</p>	<p>a. Whilst recognising that an IB may not be appropriate for everyone, Service Users are telling us that they want more choice and control over services, and more individually tailored packages of care. IBs are seen as a possible way of achieving this.</p> <p>b. Will qualify reference to JC+.</p> <p>c. Unit costs shown are based on the net cost of the service (gross cost, less any income generated eg. Revenue from business units). IHWO services are not currently subject to the tender process.</p> <p>d. The rise in costs reflects the increasingly complex needs. (complex needs lead to more support hours, and inevitably, costs tend to increase). All new CL schemes have been subject to the tender process.</p>

<p><u>2. Comments from Parent/Carers</u></p> <p>a. Whatever schemes are looked at I feel that one of the essential elements in any scheme is the guarantee of long term stability for the client.</p> <p>b. It must be borne in mind that opportunities for main stream employment where individuals are paid a real wage can have an adverse effect on the real financial status, taking into account the low level of the minimum wage, and the possible loss of mainstream benefits.</p> <p>c. I feel a little wary when reading comparisons between the charges per person for community living (appendix 1 – 1.4) – does this show a leaning back to larger groupings, and one or two pointers of a similar nature.</p>	<p>Community living – section 5.1.1</p> <p>Page 20</p> <p>Appendix 1 page 2</p>	<p>a. We agree – stability is vital. One of the advantages of community living is the stability that having a tenancy provides.</p> <p>b. We agree. The financial impact of work must be considered. Will add to 5.2.1.</p> <p>c. The figures refer to costs not charges. The needs and preferences of the individual are seen as a priority and larger grouping will only be considered where this is appropriate.</p>
<p><u>3. Comments from local Voluntary Organisations</u></p> <p>a. Families who do not have/do not want support from statutory services - are there any figures of how many access services via the vol sector. At some point they may require low level support that might make a difference to them being able to continue caring or not. Provision should be made for these low level needs.</p> <p>b. Re. Health - should there be mention of the initiative to give people with LD annual health checks. I gather there are problems with GP practices identifying patients with LD. Should SS assist more with this?</p> <p>c. Re 6.1 - Could it be noted that Family Carers have expert knowledge and experience of the person they care for? It is important that they are listened to when planning care - particularly older Carers who have provided a 'life</p>	<p>Adult placements – page 18 and Key Ring – page 19.</p> <p>Pages 35 and 36.</p> <p>Pages 23 and 24.</p>	<p>a. No figures available. Provision is being made for low level needs via Key Ring and adult placements.</p> <p>b. The SSD are working with Health to identify relevant service users.</p> <p>Now acknowledged within the strategy .</p>

<p>time' of care and will find it extremely difficult to pass on the care to others.</p> <p>d. We feel there should be more reference to Carers Assessments and their rights under the new legislation - which if fully met will have an impact on resources. Could reference be made to Young Adult Carers as siblings, - need to ensure that they don't miss out on education and employment opportunities Individual budgets & Direct Payments - would it be helpful to make it clearer how these differ from each other?</p> <p>e. Re 8.1- Do the costings take into account the income generated from charges for work placements?</p> <p>f. Should there be something more in the Strategy about working with appropriate vol orgs to see how they could diversify their services to meet the likely increase in demand, particularly as the voluntary sector can provide value for money services and can attract sources of funding not available to the statutory sector.</p> <p><u>4. Comments from professional people with experience of adults with learning disabilities</u></p> <p>a. I am delighted that Denbighshire are adopting a Person Centred approach to the commissioning of services. I think that this is very exciting and augers well for those people who currently have little say on the way in which services are commissioned, designed and delivered.</p>	<p>Page 16 & page 23</p> <p>Page 38.</p> <p>Page 24</p>	<p>d. Carers and their needs will be dealt with more thoroughly via a Carers commissioning strategy. Carer specific services are generally funded by a separate budget for Carers</p> <p>e. No, these are gross costs.</p> <p>f. The voluntary sector already provides services (via community living, work opps and advocacy services). We will continue to work with voluntary organisations and will consider how they can diversify where appropriate as part of our commissioning processes.</p>
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<p>b. I was concerned to read the statement “It is likely that, in the short term, we will continue to use residential and nursing care to temporarily place people” As you identify later in your report, this presents serious risks in relation to loss of home, community, skills, confidence etc. There is plenty of evidence available to demonstrate that short-term placements frequently become long-term and result in irrevocable damage. I strongly support your intention to develop robust alternatives and particularly your intention to encourage mainstream domiciliary care providers to diversify in order to meet the changing needs of the people they support.</p>	<p>Page 15</p>	<p>b. There are situations where the use of residential care is unavoidable. We recognise that this can be less than ideal and anticipate that the development of alternatives will reduce reliance on residential/nursing care placements.</p>
<p>c. I agree totally that the loss of key family members results in a parallel loss of valuable information, which further exacerbates the crisis in the person’s life. I also agree that it is important that information is gathered through the PCP process via Story Books, video diaries, tapes, family trees etc. etc. I would strongly suggest, therefore, that individual personal files are thoroughly investigated to discover whether a lot of this information has already been gathered. A key member of the PC team could act as a conduit for other agencies to feed information from their service. (Education, Health, day Centres etc.)</p>	<p>Pages 23 & 24</p>	<p>A Person centred planning Coordinators post is to be established in the near future. The post holder will be able to develop processes that incorporate some of these suggestions.</p>
<p>d. I, personally, have concerns about the development of specialist leisure services for people with learning disabilities which are building based. If the Welsh Assembly Government are indeed funding the development of services for a small group of individuals who are currently unable to access the traditional range of services, then this decision to develop the above model seems premature. My concerns are really about people getting stuck, yet again, in a specialist niche.</p>	<p>Page 21</p>	<p>d. A valid point. The issue is that, however activity based the service is, it will always need a base.</p>
<p>e. I regularly come across service users who go out and about in the community and easily access all manner of mainstream opportunities with their family and friends. To ask the question, “Why is this possible with family and friends but maybe doesn’t happen with formal support arrangements” will deliver valuable information.</p>	<p>Page 21</p>	<p>This is about challenging traditional services and person centred planning presents a vehicle for doing this.</p>

<p><u>5. Comments from Conwy & Denbighshire NHS Trust</u> The NHS Trust suggested a number of amendments to the format, grammar and layout of the draft strategy, some of which have been incorporated into the document. In addition, a summary of the feedback from the NHS Trust is provided below.</p> <p>a. Concern re - the lack of detail concerning joint working between Health and Social Services, and the joint commissioning, funding and management of services in the future (especially for clients with complex health and social care needs).</p> <p>b. One area that I thought was important to joint working was the planning and delivery of training that both Health and Social Services staff could undertake together: creating team spirit, service unity and shared experiences upon which to build developing services. PCP, new legislation (including the mental health act) and best practice issues could all be linked to training which enhances a shared philosophy to practice.</p> <p>c. The Local Health Board, Trust and Social Services could develop an integrative approach to the commissioning of services to people whose needs cannot be met currently within local services e.g. people with LD who also require Forensic Services.</p>	<p>Page 35</p> <p>Pages 35 & 36.</p> <p>Page 36.</p>	<p>a. We recognise that this is a weakness within the strategy and agree with these concerns. Closer working with Health is seen as a priority.</p> <p>b. The development of a new post (funded via the Joint Working Grant) will help to address these issues.</p> <p>See Section 7.5 of action plan.</p>
<p><u>6. Comments from the Self Advocacy Groups</u></p> <p>a. Person Centred Planning - all the group want this to happen, they all think that they have individual needs and want to have an input into their own individual plans for their lives.</p> <p>b. Direct Payments - the group felt that they would personally need a lot of help to manage their own money and were not sure if this was what they would really want as in the main they are really happy with their lives. However they could</p>	<p>Pages 6, 24 and 25.</p> <p>Page 26.</p>	<p>See Section 2.3 and Person Centred Planning - Section 6.2.</p> <p>The role of the Direct Payment support organisation is vital, and even people living independently</p>

<p>understand that for people living with their parents for example that this would be a good thing to use the money for other things rather than the 'standard' services.</p>		<p>may be able to manage a DP with support.</p>
<p>c. Family Respite - it was agreed that the money should be spent on those families who need it the most</p>	<p>Page 18</p>	<p>We agree</p>
<p>d. Work/Day Opportunities - this was the area that generated the most discussion and perhaps concern. All members for the group really value the chance to go to work and would like to see opportunities to go to work to expand. It was clear that being able to meet people at work and feeling part of the team is very important, as is the physical work and the satisfaction of doing a good job. People in the group also felt strongly that they wanted to go to work to earn some money and spend this money on the things they enjoy doing.</p>	<p>Page 20.</p>	<p>Section 5.2.1 recognises the importance of a real 'wage'.</p>
<p>e. Access to Leisure Centres and other community activities - Everyone would really like to go along to a leisure centre and join in with existing activities. Other things that people would like to do is to access Outdoor pursuit activities, more gardening projects, developing cooking skills. Everyone really likes going on holiday. People also liked going out for day trips.</p>	<p>Page 21.</p>	<p>See Leisure Services – Section 5.2.2.</p>
<p>f. The Housing Options were discussed. The idea of a network of units with shared support seemed a good idea. The group are really happy in their existing houses, although they recognise that it is important to live somewhere flat and within easy reach of the college, the doctors, the Gateway club etc.</p>	<p>Page 19</p>	<p>We would like to see a range of housing options developed which promote independence.</p>
<p><u>7. Comments from the Local Health Board (LHB)</u> A number of minor amendments to the wording of the draft strategy have been made in light of feedback from the LHB. In addition a summary of the main concerns raised is outlined below:</p>		
<p>a. If all of the estimated 149 adults with a learning disability were to request a</p>	<p>Pages 8 and 9.</p>	<p>a. The strategy raises this point.</p>

<p>service then how would this extra support be funded and delivered? ie. More funding for Learning Disability Service or less funding for those clients who already receive a service?</p> <p>b. Community living isn't always suitable for everyone and sometimes larger scale provision is. This larger scale doesn't have to mean a high number of people but maybe 4-6 ie. In between community living and large scale provision.</p> <p>c. More male staff are needed within the caring professions, especially when some male clients present with challenging behaviours.</p> <p>d. How many Carers are assessed as eligible for Carer related services and are encouraged and given information on how to do so?</p> <p>e. Individual Budgets could suit some clients but could also in some cases create more work for the Carers/Parents who may not have the skills to oversee this process. Also, would Social Services still be involved in the annual reviews of the services being bought?</p>	<p>Appendix 1, pages 2-6</p> <p>Page 16 Page 23</p> <p>Page 25</p>	<p>b. The size of the grouping will depend on the needs, preferences and compatibility of prospective tenants. Smaller groupings tend to be better in terms of compatibility.</p> <p>c. The lack of male carers is an issue throughout social care – these concerns have been passed through to the Workforce Development Group.</p> <p>d. DCC policy states that all eligible carers should be offered a carers assessment. The range of carers services offered varies from basic information to regular sitting services. There is no clear information regarding the number of carers of people with learning difficulties offered a service.</p> <p>e. Social Services would still be involved in annual reviews. Support for service users and carers (to help them manager their IB) could be provided.</p>
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<p>f. More training (specific to Learning Disability) with Health Care Professionals in both Primary and Secondary Care, would be beneficial.</p>	<p>Pages 35 & 36</p>	<p>f. Agree. Improved joint working with Health (as per the action plan) should help to develop training.</p>
<p>g. Out of county placements do not always have to be seen from a negative point of view. Individuals do not have to lose touch with their original community networks if they have supportive families who have transport. Some people, for example those with autism, can actually benefit from being some distance away, and may find it easier to separate their 2 communities.</p>	<p>Page 17</p>	<p>g. Although this comment is partly accurate, there is a risk that some people placed out of county will lose skills and links. Temporary long distant placements (e.g. for educational purposes) may have some benefits, but our intention is to develop specialist support 'in county' for people with complex needs.</p>
<p>h. Is the planned respite provision for the sole use of Denbighshire residents, or is it shared with other counties?.</p>	<p>Page 17</p>	<p>h. Of the two respite homes used, one is for the sole use of Denbighshire residents and the other is not.</p>

REPORT TO: Cabinet

FROM: Councillor P A Dobb Lead Member for Health and Wellbeing

DATE: 30th January 2007

SUBJECT: Warm Wales - Denbighshire Initiative

1. DECISION SOUGHT

- 1.1. To seek Member support, in principle, for Officers to continue to work with Warm Wales to develop a Business Plan for Denbighshire to help eradicate fuel poverty within the County.

2. REASON FOR SEEKING DECISION

Background

- 2.1 The Home Energy Conservation Act (HECA) came into force in 1997. Under the Act Local Authorities were designated 'energy conservation authorities'. HECA placed a duty upon all Local Authorities to improve the energy efficiency and reduce CO2 emissions in their housing stock (private and public) and to report on those improvements to the Welsh Assembly Government each year.
- 2.2 Housing & Area Renewal Team within Planning & Public Protection Service has the responsibility of implementing the requirements of HECA within the context of homes within the private housing sector which represent approximately 90% of Denbighshire's total housing stock. The main method of effectively influencing private sector home owners is through raising awareness, promotion of the benefits of energy efficiency and working in partnership with organizations who can offer financial incentives.
- 2.3 The Council's own capital block allocation for Housing Renewal is predominantly focused on meeting statutory requirements such as fulfilling the ever increasing Disabled Facility Grant demand. There is simply not enough resources allocated towards specifically grant aiding energy efficiency improvements in the Private Sector. Of course grants that are allocated through the block allocation while not specifically targeted at Energy Efficiency will as a 'spin off' have a limited impact on energy efficiency. It is the duty of the HECA Officer to report to the Assembly each year on improvements achieved in all housing tenures (private and public) across the County. There are very limited staff resources available for its delivery and Officers are having to work in ever more innovative ways to achieve the requirements set out in the Act.

- 2.4 HECA requires that all Authorities in Wales have to reduce carbon dioxide emissions from dwellings (private and public sector) by 12% by 2007, from the baseline figure identified in 1997. Denbighshire have currently achieved 9% and we are on course to be close to achieving the 12% target.
- 2.5 A recent audit by the Welsh Audit Office on 'Delivering the Home Energy Conservation Act', concluded Denbighshire have made 'economical use of scarce staff resources' to achieve the target to date and hinted that the next step is the development of Denbighshire's Affordable Warmth Strategy. Given the limited resources, Officers were satisfied with the positive message given by the Welsh Audit Office.
- 2.6 We also have a target of eliminating Fuel Poverty in Denbighshire by 2010 as introduced by Welsh Assembly Government. The eradication of 'fuel poverty' across Wales is the aim of The Welsh Assembly Government strategy, the "Warm Homes and Energy Conservation Act 2000".
- 2.7 The aim of the strategy is the eradication of fuel poverty among vulnerable households, as far as is practicable, by 2010. It includes a further commitment to ensuring that no household in Wales should live in fuel poverty by 2018.
- 2.8 Fuel poverty is determined where households have to spend an inordinate amount of their gross income (generally acknowledged as in excess of 10 per cent) on heating their homes to an acceptable standard. This situation often affects the most disadvantaged members of society, such as the elderly, benefit dependent families and the sick and disabled, with associated problems for health and general well-being.
- 2.9 Energy Efficiency is important for two main reasons:-
- a) Environmentally - Climate Change (Denbighshire along with other Welsh Local Authorities and WAG have signed the Climate Change Agreement) conservation of energy and reducing carbon dioxide emissions.
 - b) Health & Well-being - Ensure that energy is affordable to everyone particularly vulnerable groups within the community i.e. affordable warmth.
- 2.10 There are two targets against which Local Authority's success in these areas are measured:-
- a) Reducing Carbon Dioxide emissions (i.e. 12% by 2007)
 - b) Eliminating Fuel Poverty by 2010
- Whilst reduction in carbon is the main driver to improve the environment and climate change, fuel poverty is aimed at improving the 'affordability' of energy within a health and well-being context.
- 2.11 Denbighshire is trying to address the challenges of Fuel Poverty through the development of an Affordable Warmth Strategy. The 'Warm Wales' initiative would be one of the main components in the successful implementation of this Strategy. Affordable Warmth Strategy and reduction in fuel poverty is seen as a major future driver for energy efficiency by Wales Audit Office.

2.12 The Affordable Warmth Strategy will be reported in due course to Members, however, this report only seeks approval to start the preliminary work required to develop the Warm Wales initiative ready for the launch of the Affordable Warmth Strategy

2.13 The purpose of this report is to focus on addressing the issue of Fuel Poverty (Health & Well-being agenda) and not directly on reducing carbon emissions (Environment Agenda). Measures to improve the energy efficiency and insulation of properties while contributing to reducing fuel poverty will of course also contribute to reduction in carbon emissions. Putting resources into reducing or eliminating fuel poverty will also have a positive effect on reducing carbon emissions, and contribute to associated targets on climate change.

2.14 National Picture across Wales:-

Million households in the Fuel Poverty
300 People die over the winter period of cold related deaths
95% of whom are elderly

2.15 Denbighshire Picture:-

Estimated 9,300 households in Fuel poverty (2002 – Housing Condition Survey)

2.16 The Warm Wales concept:-

There are several energy efficiency initiatives available, however, experience and research carried out by some utility companies suggests that installation work spread over a wide geographical area (pepper potting effect) is less efficient than a condensed approach in smaller geographic areas, such as on a ward basis. There is a strong economic argument for joining up, where possible, the complementary initiatives. Warm Wales initiative could be the vehicle that delivers this joined up approach

Transco, are currently involved in two successful 'Warm Wales' schemes in Neath Port Talbot and Wrexham and were previously involved in 'Warm Zone' schemes in several authorities in England. The scheme provides for a survey of each property in a selected area to identify requirements for additional heating and energy efficiency measures that are appropriate to reduce heating costs. Various sources of funding are available which can provide these works either free or at a subsidised rate. It is also intended to work closely with Welfare Rights Service to provide a benefits check during the surveys. The scheme involves targeting available resources to an identified area and continues until the whole of the County has been surveyed.

Through the development of close partnership arrangements a more holistic approach could be taken when surveying each area (ward) and consideration could be given to engaging with Fire and/or Crime Prevention Officers in some

wards. Similarly a 'Handyperson' scheme could be developed or some lower level initiatives for example fitting of child safety gates or child car seats.

In a nutshell the scheme has were implemented elsewhere produced a number of positive spin offs resulting in collaboration and efficiency through improved service delivery.

2.17 Aims & Objectives of Warm Wales Scheme

A Community Energy Partnership would be created to manage and direct the scheme. The Community Energy Partnership is a not for profit organisation set up to operate by National Grid Transco Group. It is a company limited by guarantee and owned by its members. Its aims and objectives are to assist in alleviating fuel poverty in the UK. It is envisaged that the Council would be one among many members of the partnership.

In tackling fuel poverty it is anticipated that the Scheme will:-

- Reduce cold/related/cold induced deaths and illness in the County
- Assess the energy efficiency needs of 80% of the total housing stock
- Create local jobs - many of which will be sustainable for up three years
- Provide training and support programmes for central heating and insulation installers and surveyors
- Raise SAP (Standard Assessment Procedure) levels to meet the requirements of the Welsh Housing Quality Standard and to maintain levels in public sector housing above the Standard.
- Generate additional benefit claims for qualifying households

3. POWER TO MAKE THE DECISION

3.1 Section 111, Local Government Act 1972

4. COST IMPLICATIONS

4.1 At this stage, in developing a draft Business Plan, there are limited cost implications to the Authority. The Business Plan is developed by 'Warm Wales'. Some staff time may be required to collate information on fuel poverty etc.

4.2 Once the plan has been developed there will be revenue and capital cost implications which are not quantifiable at present.

4.3 However as an example, Wrexham County Borough Council have invested £2.4 million over 3 years, which is anticipated to attract a further £8.6 million of funding in the form of grants and energy credits

4.4 Only the formation of a Business Plan will give us an idea of the costs involved. A further report will be prepared for Members once the implications and implementation costs are known.

4.5 By agreeing to developing the Business Plan, Members would not be committing the Authority to any additional expenditure (i.e. any minimum costs will be contained within existing Service budgets) and any decision to move forward with the scheme can only be made once the implications, through the Business Plan process are identified and understood.

5. FINANCIAL CONTROLLER STATEMENT

5.1 A further report will need to be prepared once the full potential cost implications are available. Funding options will also be needed as it is unlikely that substantial additional finance can be made available.

6. CONSULTATION CARRIED OUT

- Head of Planning & Public Protection
- Social Inclusion & Voluntary Sector Manager
- Affordable Warm Working Group (multi agency group including representatives from DCC, Health, Age Concern etc)

7. IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

7.1 The Vision

Denbighshire's vision includes the following elements:-

- Everyone whether they buy or rent will be able to access good quality, affordable housing, which is more energy efficiency and designed to meet their needs.
- We will recycle most of our waste and conserve energy
- Partners will work together to eliminate deprivation and we will be a County where people help themselves and their communities.

7.2 Other Policy Areas

- Affordable Warm Strategy
- Health & Well-being Strategy
- Local Housing Strategy

7.3 Other Related Areas

- Sustainability Agenda
- Agenda 21
- Climate Change Agreement

8. ACTION PLAN

Action	By whom	By when
Officers to engage with Warm Wales	Gareth Roberts	Early February 07
Provide all available relevant statistics	Affordable Warmth	May 2007

to Warm Wales to inform the Business Plan	working group	
Submit draft Business Plan	Warm Wales	July 07
Report to Cabinet on final Business Plan	Graham Boase	August 07

9. RECOMMENDATION

- 9.1 That Officers be given the support to continue to work with Warm Wales to develop a business plan to help eradicate fuel poverty in Denbighshire

REPORT TO CABINET

CABINET MEMBER: Councillor P A Dobb, Lead Member for Health and Wellbeing

DATE: 30th January 2007

SUBJECT: **Managing the Supporting People Grant (Five Year Strategy 2008/09-20012/13)**

1 DECISION SOUGHT

That Cabinet approve the proposed strategy to deal with potential significant reductions in the Supporting People Grant from 2008/09 onwards.

2 REASON FOR SEEKING DECISION

Supporting People is a government grant that delivers accommodation based support to vulnerable people to help maintain independent living.

Supporting People grant funding is split into 2 streams: Supporting People Grant (SPG) and Supporting People Revenue Grant (SPRG). The total amount of funding for 2006/07 is £6.6m, of which £3.8m (SPG) is distributed by the council. The remainder £2.8m (SPRG) is ring fenced and distributed both by the council and the Assembly.

The original Supporting People grant in 2003/04 was based on the previous year's Transitional Housing Benefit (THB) claims. Denbighshire, like many other authorities, with explicit Government encouragement, successfully maximized its THB claims and as a result, received a good Supporting People grant settlement which has effectively subsidised departmental budget pressures every year since.

The Assembly is now proposing to bring Supporting People into the Revenue Support Grant from 2008/09 and is also planning to cut the amount of grant available. The full impact for the council is not yet known but it is not unreasonable to assume that the Supporting People funding available will eventually be reduced by £2m.

The council successfully followed Government direction and maximised THB/Supporting People grant. The proposed reductions in funding would significantly penalise the council financially and lobbying at the political level will continue to oppose robustly the proposed cuts and to minimise the impact on social care and housing support services.

However, in the event that cuts are made, the Council needs an early agreed approach to manage such a large grant reduction.

3 POWER TO MAKE THE DECISION

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

4 COST IMPLICATIONS

The exact amount or timing of the grant reduction is not yet known. However, a significant reduction is expected, with some indication that this will be phased in over four years and beginning in 2008/09. This will add significant pressure to both social care and housing budgets as Supporting People (SP) is currently funding revenue expenditure of £2.244m and £0.672m respectively.

The implications are therefore serious and it is critical that some provision is made to dampen the impact of the proposed cuts, while at the same time reviewing all SP funded schemes with a view to reducing commitments and costs.

A five year financial strategy is therefore proposed, aimed at minimising the impact on services and on the council's general financial position.

There are several financial strands to the strategy including:

- Making annual revenue savings in departmental budgets
- Applying SP reserves
- Reviewing and possibly decommissioning some SP schemes
- Additional revenue support from the council

The details are shown in the table below:

	<u>2008/09</u>	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>
	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>	<u>£'000</u>
Estimated Grant Reduction	-500	-1,000	-1,500	-2,000	-2,000
Actions Required:					
Community Care/Childcare Savings	0	100	150	200	200
Use of Supporting People Accrued Reserves	200	300	300	200	100
Council Revenue Support Review/Decommission SP Schemes	100	300	650	1,100	1,100
	200	300	400	500	600
Total Saving	500	1,000	1,500	2,000	2,000

Annual Revenue Savings

Some savings will have to be made from social services budgets to mitigate the grant cut. It is proposed that these savings are £50k in 2009/10, rising to £200k by 2011/12.

Supporting People Reserves

Over the past four years, the SP grant has subsidised overspends in social services base budgets and allowed for some balances to be carried forward year-on-year. For the impact of the cut to be minimised both in service delivery and Revenue Support Grant (RSG) terms, it is prudent to build a reserve now that can be applied in future years. Therefore, SP underspends accruing in current and next financial years should be transferred to an earmarked SP reserve.

An accrual from 2005/06 of £224k has already been earmarked for use in building a reserve and the total that will have accrued by the end of 2006/07 will be £714k. The balance of any in-year underspend in 2007/08 (estimated to be £204k) is also needed if the reserve is to minimise the impact of the grant cuts. Additionally, there is £250k in a SP reserve that was created in 2003/04.

The total reserves available by 2008/09 could therefore be £1.168m.

Reviewing & Decommissioning Supporting People Schemes

Existing and proposed Supporting People funded schemes will be reviewed and it is planned to achieve significant savings through a mixture of not starting, re-providing and decommissioning schemes. The savings target is £200k in 2008/09, rising by £100k annually until 2012/13.

Additional Revenue Support

The Social Services & Housing Directorate are trying to contain this likely significant pressure by taking prudent steps now and planning to make savings over the next six years. However, because of the sheer size of the proposed cut in funding, it is inevitable that some additional revenue support will be required. This support is estimated to be £100k in 2008/09, rising to £1.1m by 2012/13.

It should be noted that a change in the criteria between qualifying for THB and being eligible for Supporting People grant has affected dozens of people with learning disabilities with complex needs to whom the council has statutory responsibilities and from whom services cannot be withdrawn. The cost of these services is approximately £1.1m annually.

Therefore, the whole of the savings required simply cannot be met in full by making cuts to services and some additional revenue support will be needed.

5 FINANCIAL CONTROLLER STATEMENT

The reduction in funding mentioned above is likely to manifest itself in a reduced WAG settlement in real terms, probably on a phased basis over four years, from 2008/09. The service has responded to the challenge of balancing the impact for the Council of the future reduced settlements with the potential impact upon vulnerable clients with the ever present risk of legal challenge if service re-engineering is considered to be too severe.

6 CONSULTATION CARRIED OUT

The proposed strategy will be presented to the Supporting People Planning Group in January.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE & THE COUNCIL'S VISION

Services commissioned and developed through the Supporting People Programme (helping to meet the needs of vulnerable people in the community with a preventative and early intervention agenda) contribute to the objectives of many policy areas, including health, education, social inclusion and homelessness.

The pro-active and effective management of the Directorate's revenue budget enables services to work towards delivering the Council's Vision.

8 ACTION PLAN

Action	Responsibility	Date
Present Strategy to the Supporting People Planning Group	Corporate Director – Social Services & Housing	25 th January 2007
Continue to lobby the Assembly Government against cuts in council funding for services to vulnerable people.	Leader of the Council, Lead Cabinet Member (Health & Wellbeing).	Ongoing throughout 2007.

9 RECOMMENDATIONS

- a) That Cabinet approves the strategy to manage the Supporting People grant cuts.
- b) That Cabinet continues to lobby the Assembly Government against making proposed reductions in council funding.
- c) that a Supporting People reserve is established to assist with meeting future potential cuts.
- d) That balances accrued in previous financial years (£224k) and the final Supporting People underspends in 2006/07 and 2007/08 are transferred to the reserve.
- e) That the balances already held for Supporting People are applied to the strategy when required.
- f) That the potential future revenue budget pressure be noted.

REPORT TO CABINET

CABINET MEMBER: Councillor P A Dobb, Lead Member for Health and Wellbeing

DATE: 30th January 2007

SUBJECT: Housing Revenue Account Budget & Capital Plan Report 2006 / 2007

1 DECISION SOUGHT

That Members note the financial forecast position (revenue and capital) of the Housing Revenue Account (H.R.A.) for the current financial year, as at the end of December 2006.

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

Housing Revenue Budget

- The outturn projection on the HRA at the end of November 2006 shows a projected net surplus at the year end of £844k (Appendix 1) against a budgeted surplus of £333k. This is an increase of £74k to the surplus that was reported at the end of November.
- Right to Buy (RTB) sales are still slow, which means there is more stock attracting negative subsidy. However, this also means that more rent income than planned will be received, hence the £257k positive variance on rent income. Indeed, rent income forecasts have been revised upward by £87k since last month based on actual rents received to date.
- Repairs and Maintenance expenditure will be capped at the revenue budget of £2.599m. Any expenditure above this will be capitalised as part of the improvement programme and an allowance of £100k has been made for 2006/07.
- A review of RTB sales was completed in July and as a result the forecast sales for the year were revised downward from 48 to 44. However, there were still only 14 completed sales at the end of

December, although the average valuation was approximately £60k (compared to £53k allowed in the Business Plan).

- There are currently 57 applications (61 last month) being processed. On average between 25-30% of the applications complete. It is estimated that approximately 20 RTB sales may be achieved this financial year. At this level and with the average receipts being higher than planned, the Plan remains viable. As the Plan has now been updated for 2007/08, an external review will be commissioned to ensure the forecasts made about its long term affordability are reasonable.

Housing Capital Plan

- Progress on the HRA capital plan is included as Appendix 2. The total forecast expenditure for the year has been increased by £100k to £5.32m, to allow for HRA R&M costs that will be capitalised this year.
- Expenditure on the window replacement contract and the 2006 major refurbishment contract will be less than originally planned. This is due in both cases to delays in awarding the contract.
- The new 2006/07 refurbishment contract is now well underway and progressing well.
- Achievements to date on the major contracts are as follows (the figures quoted in brackets are those reported in December 2006).
 - Major Refurbishments: 37 properties underway
 - Window s contract: 1,708 properties completed (1,584)
 - Heating contract : 692 properties completed (685)
- Slippage on the 2006/07 contracts will roll forward to 2007/08. The financing will move with the slippage so there is no adverse financial impact to the HRA.

Summary

The revenue and capital budgets as reported at the end of December 2006 do not adversely impact upon the Council's Housing Stock Business Plan. The HRA forecast outturn has improved from last month by £267k.

There is slippage forecast on the HRA Capital Plan this year but work on the major refurbishment contract will escalate considerably in the new-year.

The Business Plan has been updated to allow for the 2007/08 Determinations and remains affordable. It will also be reviewed by an external specialist to ensure that the forecasts are reasonable and the requirement to reach the Welsh Housing Quality Standard by 2012 is still on target.

5 FINANCIAL CONTROLLER STATEMENT

The forecast HRA surplus above estimates and the improvement from last month is welcomed. The Business Plan has been updated and remains affordable. An external review of the Plan will give further assurance that it is affordable in the longer term.

6 CONSULTATION CARRIED OUT

The HRA capital and revenue budget were agreed by Cabinet in January 2006.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE & THE COUNCIL'S VISION

The level of funding available to services together with budgetary performance impacts upon all services of the Council. The HSBP will help achieve the ideal living vision, through access to good quality, affordable housing, which is more energy efficient and designed to meet their needs.

8 ACTION PLAN

Action	Responsibility	Date
External Review of the HSBP	Head of Housing Services	Mid-February 2007.

9 RECOMMENDATION

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

Appendix 1

Housing Revenue Account ~ 2006/07 Budget

<u>2005/06</u>		<u>2006/07</u>		
<u>Actual</u>	<u>Month 9</u>	<u>Original Budget</u>	<u>Forecast Out-turn</u>	<u>Variance to Budget</u>
£		£	£	£
<u>EXPENDITURE</u>				
1,240,343	Supervision & Management - General	1,118,236	1,115,844	2,392
219,533	Supervision & Management - Special	212,949	251,499	-38,550
129,481	Welfare Services	129,866	135,387	-5,521
0	Homelessness - Leased Property	0	223,817	-223,817
373,200	Rents	391,451	363,035	28,416
2,657,345	Repairs and Maintenance	2,599,819	2,599,819	-0
4,619,901		4,452,321	4,689,400	-237,079
28,745	Rent Rebates	0	0	0
917,654	Debt Charges	1,128,757	1,049,257	79,500
326,000	C.E.R.A.	0	0	0
0	Rent Rebate Subsidy Limitation	53,316	110,607	-57,291
2,690,309	Subsidy	2,976,737	2,758,881	217,856
-13,209	Provision for Bad Debts	50,000	50,000	0
8,569,400	Total Expenditure	8,661,131	8,658,145	2,986
<u>INCOME</u>				
8,528,634	Rents (net of voids)	8,803,016	9,059,530	256,514
0	Leased Rents	0	194,539	194,539
100,337	Garages	96,912	99,488	2,576
143,532	Interest (Balances & RTB mortgages)	95,000	148,926	53,926
8,772,503	Total Income	8,994,928	9,502,483	507,555
Surplus / Deficit (-) for the Year				
529,103	General Balances	333,797	844,338	510,541
-326,000	Earmarked Balances	0	0	0
1,308,768	Balance as at start of year ~ General	1,838,088	1,838,088	0
326,216	Balance as at start of year ~ Earmarked	0	0	0
1,838,088	Balance as at end of year ~ General	2,171,885	2,682,425	510,541
0	Balance as at end of year ~ Earmarked	0	0	0

Appendix 2

HRA Capital Plan Update 2006/07

Month 9

Actual 2005/06 £	Description	Approved Schemes £	Actual at End Dec £	Forecast Outturn £
751,529	Housing Repair Work Pre 2006/07	136,273	18,597	20,000
171,991	Environmental Improvement Works	373,000	16,911	70,000
2,650,442	2005/06 Major Improvements – All Groups	0	996,137	1,021,137
0	2006/07 Major Improvements – All Groups	2,979,000	294,211	1,000,000
0	Bodelwyddan Gas Supply Scheme	0	16,404	16,404
2,011,332	Windows Replacement	2,982,000	1,496,951	2,000,000
743,287	Central Heating Contract	1,000,000	884,637	1,000,000
100,000	DFG - Council Properties	100,000	100,000	100,000
0	Capitalised HRA Repairs & Maintenance	0	100,000	100,000
6,428,581	Total	7,570,273	3,923,848	5,327,541

2005/05 £	HRA Capital Plan Financed By:	Original £	Forecast £
2,400,000	Major Repairs Allowance Grant	2,400,000	2,400,000
556,500	Useable Capital Receipts	706,000	275,000
3,146,082	Prudential Borrowing	4,464,273	2,652,541
326,000	CERA	0	0
6,428,582	Total	7,570,273	5,327,541

REPORT TO CABINET

CABINET MEMBER: Councillor P A Dobb - Lead Member for Health & Wellbeing

DATE: 30th January 2007

SUBJECT: **Housing Revenue Account
Revenue Budgets and Capital Budgets 2007/08**

1 DECISION SOUGHT

- 1.1 That the Housing Revenue Account budget [Appendix 1] and Capital Programme [Appendix 3] for 2007 - 2008 be adopted.
- 1.2 That rents for Council dwellings be increased in accordance with the Rent Setting Policy in Section 2.2.7 (average 6%) from Monday 2nd April 2007.
- 1.3 That rents for leased properties be fixed in accordance with paragraph 2.4.3.
- 1.4 That rents for Council garages be increased by £1.70 to £5.00 (51.5%) per week with effect from Monday 2nd April 2007.
- 1.5 That heating charges be increased in accordance with section 2.6.3 with effect from Monday 2nd April 2007.

2 REASON FOR SEEKING DECISION

- 2.1.1 Statutory requirement to set budgets and rent levels before the start of the new financial year.
- 2.1.2 The budget for 2007/2008 must be set to conform with the Housing Stock Business Plan (HSBP) established when the Council decided to retain its housing stock and fund improvements to reach WHQS by 2012 and maintain it until 2037.

2.2 Housing Revenue Account (HRA)

- 2.2.1 The latest forecast out-turn for 2006/07 is detailed in Appendix 1, in line with the monthly monitoring report. Balances, at year end, are forecast to be £2.682m
- 2.2.2 The proposed budget for 2007/08 is also detailed in Appendix 1. The budget has been calculated on the following bases:
 - General Inflation will be 3%;
 - Pay award at 2.5% and salary increments (where due) have been included;
 - Management expenditure in line with the HSBP assumptions;
 - 20 Right To Buy (RTB) Sales in 2006/07; 25 in 2007/08
 - Draft HRA Subsidy Determinations;

- Repairs and Maintenance increased by inflation (on a 'per dwelling' basis) and subsequently reduced by £100k (in accordance with the HSBP);
- Average rent increases of 6%;
- 53 Mondays in 2007/08, and therefore one additional weeks rental income.

2.2.3 Draft HRA Subsidy Determinations were received in December 2006:

- Management and Maintenance allowances have increased to £1,678 per dwelling (an increase of 8.6% over 2006/07);
- Notional Rent of £51.99 per dwelling per week (an increase of 5.5% over 2006/07);
- Benchmark Rents increased to £58.01 (4.6%) which is 0.27p (0.5%) higher than predicted in the HSBP so rents would have to increase more quickly to reach Benchmark in 2012.

2.2.4 It is estimated that the HRA Subsidy payment to Welsh Assembly Government (WAG), for 2007/08, will total £2.854m. The final determinations are due in late January 2007 but, based on previous years' experience, it is anticipated that any changes to the draft determinations will be minimal.

2.2.5 It is proposed to increase rents by 6.0%, to an average of £52.72 per week, in accordance with the HSBP. This is above inflation and above the increase in Notional Rents but is required under the HSBP to pay for the additional capital investment. HSBP rents will be 1.4% above Notional Rents.

2.2.6 Because the proposed rent levels are higher than guideline rents, the Council will be required to pay £80,000 in Rent Rebate Subsidy Limitation (RRSL) to the Department of Works and Pensions (DWP), in addition to leasing, see below.

2.2.7 Rents should move towards Target Rents based on Notional Rents set by WAG, allocated proportionately according to the size of the dwelling. In order to avoid excessive rent increases for those properties still below average, the Target Rent is set at 102.5% of Notional Rent. Rents that are currently above Target Rent will remain unchanged (that is, no reduction) and those that are below Target Rent will be limited to a maximum increase:

Rents 2007/08				
	Notional Rent	HSBP Rent	Target Rent	Maximum Increase
Bed-sit	£43.86	£44.68	£44.96	£3.50
1 Bedroom	£46.16	£47.04	£47.31	£3.50
2 Bedrooms	£49.92	£50.80	£51.17	£4.50
3 Bedrooms	£57.56	£58.31	£59.00	£5.00
4 Bedrooms	£63.30	£63.63	£64.88	£5.00
Weighted Average	£51.99	£52.72	£53.29	

2.3 Housing Stock Business Plan (HSBP)

- 2.3.1 As part of the budget process it is necessary to monitor the Housing Stock Business Plan. The 2007/08 HRA Subsidy Determinations are a 'milestone' at which a full review needs to be undertaken.
- 2.3.2 Appendix 2 details the figures for 2005/06 to 2008/09 of the HSBP based on current information. The budget for 2007/08 has been set in conjunction with the Business Plan. The latest outturn projection for 2006/07 shows that the forecast surplus will exceed the amount forecast in the Business Plan. The latest outturn also shows that the expected outturn for 2007/08 will exceed the Plan. This surplus is required to finance future borrowing and help ensure that HRA balances do not go into deficit throughout the lifetime of the Plan.
- 2.3.3 The latest forecasts include the draft HRA Subsidy Determinations, but also take into account the changes mentioned in paragraph 2.2.2 (above). One significant figure is the Major Repairs Allowance for 2007/08 which has not yet been issued by WAG and an estimate has been used taking into account inflation less an allowance for sales.
- 2.3.4 The requirement to find additional revenue savings of £175k has been put back a further year, and the requirement of HRAS eligible borrowing of £250k has also been put back one year (will now not be required until 2010/11).
- 2.3.5 An initial review of the HSBP has been completed to account for the Determination and the latest position on Right to Buy sales – which are still slower than expected. The review concludes that the HSBP remains affordable but there are longer term concerns if RTB sales remain low - or if WAG suspends the Right to Buy. For this reason a further Due Diligence report has been commissioned from an expert consultant. Dependent on that report it may be necessary to encourage more RTB sales and/or to consider selling some vacant dwellings in areas of lower demand.
- 2.3.6 Appendix 3 contains the draft Capital Programme for 2007/08 which continues the priorities for window replacement and central heating together with full improvement for older properties. This is a new programme; any slippage on the current year's schemes will also be rolled forward into 2007/08 – together with the funding required. The new programme appears affordable in line with the HSBP, allowing for inflation and including a contingency sum which will be reviewed half way through the year.

2.4 Leasing

- 2.4.1 The funding of leased properties for homeless people through Housing Revenue Account Subsidy has now been clarified. Leasing appears to offer a benefit to the tenant and to the Council despite other HRA Subsidy effects and Rent Rebate Subsidy Limitation. There are currently some 40 properties leased from private sector landlords and sublet to homeless people. The leasing subsidy limit for 2006/07 is £374,811 based on a maximum of 84 dwellings at an average rent of

£85 per week. This is not a direct grant but merely the limit available, the final claim is based on actual properties.

2.4.2 A bid has been made to WAG to increase the limit to £404,800 based on 84 properties at an average rent now of £92 per week. Clarification has been sought that the scheme can be used for homelessness prevention in appropriate cases as well as those assessed statutorily homeless. The number of leases can then be increased steadily to say 100 by March 2008 within the new limit, based on an average of 84 across the year.

2.4.3 The HRAS is based on the rent paid to the landlord. It is also opportune to clarify the rents to be charged to tenants for leased properties. These should now be on the following basis which will be eligible for Housing Benefit in appropriate cases.

	From 1 st January 2007	From 02/04/07 (4.6% increase in line with Benchmark)
1 Bedroom	£75.00	£78.45
2 Bedroom Flat	£80.00	£83.68
2 Bedroom House / Bungalow	£85.00	£88.91
3 Bedroom	£90.00	£94.14
4 Bedroom	£95.00	£99.37

2.5 Garages

2.5.1 The review of garage sites has now been completed and a small number of blocks identified for possible re-development after discussion with Local Members. The remaining sites will have minor maintenance completed by March 2007 or more major works identified for completion by March 2008.

2.5.2 Given this information tenants should expect to pay a more realistic commercial rent for a garage and an increase is therefore proposed from £3.30 to £5.00 per week (51.5%)

2.6 Heating Charges

2.6.1 Four estates have communal heating systems with central boilers without individual meters. All other tenants pay their own heating costs direct to the supplier. Charges at the four estates have not been changed since before reorganisation in 1996, mainly because prices for gas had reduced and the Council has obtained excellent commercial discounts. However over the last two years there have been major increases in gas prices and the accounts are showing significant deficits.

2.6.2 Applying high charge rises may be difficult but this has happened more steadily to all energy consumers, and the proposed figures below are still relatively low against the market and should relate more closely to supply costs. A study will be carried out to see whether energy costs for communal areas at these schemes (and others where tenants pay direct for their energy) should be covered from the overall HRA or allocated as a service charge to the appropriate properties.

2.6.3 Proposed rises:

		Current Charge	2007/2008	Increase
Caradoc Road, Prestatyn	33 X IBF	£3.25	£4.55	40%
Llygadog, Corwen	16 X IBF	£5.60	£7.50	34%
	2 X2BF	£6.30	£8.50	35%
	Warden	£5.40	£7.30	35%
Trem y Foel, Ruthin	12 X 1BF	£3.70	£5.55	50%
	20 X 2BF	£4.40	£6.60	50%
	Warden	£5.20	£7.80	50%
Cysgodfa, Denbigh	30 X 1BF	£4.50	£5.90	31%
	6 X 2BF	£4.90	£7.00	30%

3 POWER TO MAKE THE DECISION.

Housing Act 1985, Section 24.

4 COST IMPLICATIONS

The Housing Revenue Account is generally ring fenced and costs of implementation are covered by the increased income, especially rents.

5 FINANCIAL CONTROLLER STATEMENT

The rent setting policy is in line with the Housing Business Plan and the move to toward achieving Benchmark Rent by 2012. The Business Plan remains affordable taking account of the 2007/08 Determinations and other forecasts and an external review of the Plan in February will give further assurance that this is so. The HRA and Business Plan should continue to be closely monitored throughout 2007/08.

6 CONSULTATION CARRIED OUT

The Denbighshire Tenants' and Residents' Federation are being consulted on the capital and revenue proposals, particularly on the options for the capital programme. Social Services and Housing Scrutiny Committee has been consulted on the Rent Setting policy and has asked for further consideration of rents for new tenants and for rents above target level. The newly formed Housing Working Party of Tenants and Members will be consulted at their first meeting on 24th January 2007.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

Rent increases above inflation will impact on Anti-Poverty policies. The Capital Programme, especially environmental works, will contribute to Community Development. The improvement of all dwellings to reach the Welsh Housing Quality Standards is in line with the Council's Vision.

8 ACTION PLAN

Action	Responsibility	Date
External review of Business Plan	Head of Housing Services	End February 2007
Implement increases in rents and charges	Head of Housing Services	2 nd March 2007
Monitor progress against budget and HSBP	Head of Housing Services Senior Management Accountant	Monthly report to Cabinet

9 RECOMMENDATIONS

- 9.1 That the Housing Revenue Account budget [Appendix 1] and Capital Programme [Appendix 3] for 2007 – 2008 be adopted.
- 9.2 That rents for Council dwellings be increased in accordance with the Rent Setting Policy in Section 2.2.7 (average 6%) from Monday 2nd April 2007.
- 9.3 That rents for leased properties be fixed in accordance with paragraph 2.4.3.
- 9.4 That rents for Council garages be increased by £1.70 to £5.00 (51.5%) per week with effect from Monday 2nd April 2007.
- 9.5 That heating charges be increased in accordance with section 2.6.3 with effect from Monday 2nd April 2007

Appendix 1Housing Revenue Account ~ 2007/08 Budget

<u>2005/06</u>		<u>2006/07</u>		<u>2007/2008</u>
<u>Actual</u>		<u>Original</u>	<u>Forecast</u>	<u>Original</u>
<u>£</u>		<u>Budget</u>	<u>Out-turn</u>	<u>Budget</u>
		<u>£</u>	<u>£</u>	<u>£</u>
	<u>EXPENDITURE</u>			
1,240,343	Supervision & Management - General	1,118,236	1,115,844	1,148,500
219,533	Supervision & Management - Special	212,949	251,499	260,750
129,481	Welfare Services	129,866	135,387	138,400
0	Homelessness - Leased Property	0	223,817	405,000
373,200	Rents	391,451	363,035	369,250
2,657,345	Repairs and Maintenance	2,599,819	2,599,819	2,563,300
<u>4,619,901</u>		<u>4,452,321</u>	<u>4,689,400</u>	<u>4,885,200</u>
28,745	Rent Rebates	0	0	0
917,654	Debt Charges	1,128,757	1,049,257	1,321,524
326,000	C.E.R.A.	0	0	0
0	Rent Rebate Subsidy Limitation	53,316	110,607	212,000
2,690,309	Subsidy	2,976,737	2,758,881	2,854,279
-13,209	Provision for Bad Debts	50,000	50,000	50,000
<u>8,569,400</u>	Total Expenditure	<u>8,661,131</u>	<u>8,658,145</u>	<u>9,323,003</u>
	<u>INCOME</u>			
8,528,634	Rents (net of voids)	8,803,016	9,059,530	9,564,200
	Leased Rents	0	194,539	255,000
100,337	Garages	96,912	99,488	140,450
143,532	Interest (Balances & RTB mortgages)	95,000	148,926	140,000
<u>8,772,503</u>	Total Income	<u>8,994,928</u>	<u>9,502,483</u>	<u>10,099,650</u>
	Surplus / Deficit (-) for the Year			
529,103	General Balances	333,797	844,338	776,647
-326,000	Earmarked Balances	0	0	0
1,308,768	Balance as at start of year ~ General	1,838,088	1,838,088	2,682,425
326,216	Balance as at start of year ~ Earmarked	0	0	0
1,838,088	Balance as at end of year ~ General	2,171,885	2,682,425	3,459,072
0	Balance as at end of year ~ Earmarked	0	0	0

Housing Business Plan Extract

	1	2	3	4
	2005.06	2006.07	2007.08	2008.09
	£'000	£'000	£'000	£'000
<u>Capital Expenditure</u>	<u>ACTUAL</u>			
Improvements	6,071	5,561	7,738	7,915
<u>Capital Funding</u>				
Major Repairs Allowance	2,400	2,400	2,400	2,555
Usable Capital Receipts	1,186	276	370	380
Receipts Carried/Brought Fwd	0	0	0	0
HRAS Eligible Borrowing	0	0	0	0
CERA				
Prudential Borrowing	2,485	2,884	4,968	4,979
	6,071	5,561	7,738	7,915
<u>Revenue Expenditure</u>				
Management ~ Fixed	1,240	1,179	1,215	1,251
Management ~ Variable	738	1,138	1,215	1,192
Repairs & Maintenance	2,657	2,252	2,198	2,144
HRA Subsidy Payment	2,690	2,739	2,854	3,232
Rent Rebates Limitation	0	54	79	227
CERA	326	0	0	0
Leased Property	0	224	405	0
Capital Financing Costs	918	1,048	1,319	1,723
Revenue Savings required	0	0	0	-175
	8,569	8,635	9,285	9,593
<u>Revenue Funding</u>				
Rental Income (53 weeks)	8,529	8,967	9,581	9,849
Interest on Balances	143	92	124	158
Leased Property Income	0	195	255	0
Other Income	100	96	99	102
	8,772	9,351	10,060	10,109
Surplus / -Deficit For Year	203	716	774	515
Balance Brought Forward	1,635	1,838	2,554	3,329
Balance Carried Forward	1,838	2,554	3,329	3,844
Opening Stock	3,548	3,553	3,533	3,508
RTB Sales in Year	45	20	25	24
Closing Stock	3,503	3,533	3,508	3,484
No. of Rent Weeks in Year	52	52	53	52
Average Weekly Rent	£47.15	£49.74	£52.72	£56.47
DCC Benchmark Rent	£53.90	£55.46	£58.01	£60.04
Average - Benchmark	-£6.75	-£5.72	-£5.29	-£3.57

Housing Capital Programme 2007/08**Housing Revenue Account Capital 2007/08
Programme**

Estate	Year Built	No.		Per Dwelling	Total
Group A					
Cefndy Road, Rhyl	1938	11			
Dawson Drive, Prestatyn	1936	8			
Clos y Berllan, Rhuddlan	1939	7			
Llwyn Elwy, St Asaph	1938	9			
Holywell Road, Waen	1932	2			
			37	£28,840	£1,067,080
Group B					
Maes y Dre, Denbigh	1933	40			
			40	£10,300	£412,000
Group C					
Frederick St, Rhyl	1952	18			
Marsh Road, Rhyl	1953	1			
Menai Avenue, Rhyl	1949	4			
Holland Park Drive, Rhyl	1947	6			
Thornley Ave, Rhyl	1947	8			
North Ave, Prestatyn	1947	14			
Conwy Grove, Prestatyn	1947	3			
Ffordd Pennant, Meliden	1952	15			
Ffordd Gwilym, Meliden	1950	1			
Rhodfa Ganol, Meliden	1952	1			
Rhodfa Graig, Meliden	1952	3			
Rhodfa Plas, Meliden	1952	1			
Wynne Close, Rhuddlan	1953	4			
Hillside, St Asaph	1954	2			
Maes Hiraddug, Dyserth	1951	3			
Elwy Place, St Asaph	1953	1			
Dyffryn Teg, Rhualt	1951	8			
			93	£15,450	£1,436,850
Group E					
Maes Hafal, Gellifor	1955	4			
Min y Clwyd, MelinyWig	1952	5			
Maes Garmon, Llanarmon	1949	2			
Maes Gwyn, Graianrhyd	1949	1			

Caer Odyn, Eryrys	1949	4		
			16	£20,600
				£329,600
Group H				
Bryn Seion, Denbigh	1976	15		
Pen y Graig, Denbigh	1976	5		
Blaen y Coed, Denbigh	1972	6		
Llwyn Mair, Denbigh	1974	5		
Bodafon, Llanrhaeadr	1971	15		
MaesOwain,Glyndyfyrdwy	1972	5		
Bro Gwerfil, Bettws GG	1974	10		
Erw Las, Pwllglas	1975	17		
Bron y Clwyd, Llanfair	1975	13		
			91	£8,240
				£939,360
Dis. Facility Grants			10	£10,300
				£103,000
Env. Improvements			10	£25,750
				£257,500
Windows			200	£3,090
				£618,000
Central Heating			700	£2,575
				£1,802,500
Contingency				£772,110
				£7,738,000
Financed By:				
Major Repairs Allow.				£2,400,000
Useable Cap. Receipts				£370,000
Prudential Borrowing				£4,968,000
				£7,738,000

REPORT TO CABINET

CABINET MEMBER: Councillor Gareth Rowlands Lead Cabinet Member for Finance

DATE: 30 January 2007

SUBJECT: Revenue Budget and Summary Capital Plan 2006/07

1. DECISION SOUGHT

- 1.1 Members note the latest revenue budget performance figures for the 2006/07 financial year as detailed in the attached Appendix 1.
- 1.2 Members also note the summary capital plan performance for 2006/07 financial year as detailed in the attached Appendices 2 and 3.

2. REASON FOR SEEKING DECISION

- 2.1 The need to deliver the Council's agreed budget strategy for the 2006/07 financial year and avoid reducing already inadequate reserves.

3. POWER TO MAKE THE DECISION

- 3.1 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

- 4.1 This report details the latest service budget year-end projections as reported by Directorates, together with information on pressures and savings within the corporate budgets. The service projections are as at the end of December 2006.

The appendix details a potential underspend totalling £515k, which is a decrease of £611k from last month. This excludes the schools' delegated budgets. The main reason for this movement is the assumption that the Council will need to set up reserves and provisions to address the financial liabilities arising from the equal pay / single status negotiations. Further details are shown below.

- i) **Lifelong Learning** is forecasting a reduced overspend of £31k (£78k last month).
- ii) **Environment** is projected to underspend by £125k, an increase of £20k from last month.

- iii) **Social Services & Housing** is projecting a reduced underspend of £434k due to the proposal (see report elsewhere on the agenda) to transfer underspend to a specific provision to compensate for reduced Supporting People funding in the future. The Supporting People reserve is proposed to help meet the cuts in the grant in future years. In addition, a contribution of £450k is also proposed to be made to a provision to go toward the costs of equal pay claims in 2007/08.
 - iv) The total underspend on the **capital financing budget** also proposed to be transferred to the specific reserve to part fund equal pay claim costs, as reported to elected members before Christmas.
- 4.2 The impact of appeals against **Council Tax revaluations** has not been as great as expected therefore the unused part of the provision can also be applied to the equal pay provision.
- 4.3 **Single status / equal pay** claims are likely to impose a greater than expected financial burden on the council. It will be financed using a number of sources, including use of specific provisions or reserves that are no longer required, the revenue provisions already established for single status together with the above proposals.
- 4.4 The **schools' delegated budget** – Forecasts are that schools will now be using £153k of their brought forward balances in 2006/07. This is an increase of £19k compared to the last monitoring report.
- 4.5 Details are also included in Appendix 1 of the position regarding planned efficiency savings.
- 4.6 Appendix 2 shows a **capital plan summary** and Appendix 3 shows expenditure split by Directorate and priority. It also highlights projects that have recently been completed.
- 4.7 Capital expenditure at the end of December is £19.7m (£17.2m at the end of November). Full details of the capital plan are contained in a separate report in part two of the agenda.

5. FINANCIAL CONTROLLER STATEMENT

- 5.1 Directorates need to continue to exercise tight control over their revenue expenditure to ensure they are able to remain within their budgets. The recently clarified position on the treatment of equal pay back dated claims means it is essential to avoid service overspends.

6. CONSULTATION CARRIED OUT

- 6.1 Lead Cabinet members need to continue to consult with Heads of Service to agree necessary remedial action to accommodate pressures in 2006/07.

7. IMPLICATIONS ON OTHER POLICY AREAS

The Vision

- 7.1 Proper management of the Council's revenue budget enables services to work towards delivering the Council's Vision.

Other Policy Areas Including Corporate

- 7.2. Proper management of the Council's revenue budget underpins activity in all of the Council's policy areas.

8. ACTION PLAN

- 8.1 All departments undertake regular budget monitoring and will continue to identify and take advantage of savings and efficiencies.

9. RECOMMENDATION

- 9.1 That Members note the budget performance figures for 2006/07 as detailed in the attached Appendix 1.
- 9.2 Members also note the summary capital plan performance figures for 2006/07 financial year as detailed in the attached Appendices 2 and 3.

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
POSITION AS AT END DECEMBER 2006**

Directorate	Budget			Projected Outturn			Variance			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	Previous report £000s
Lifelong Learning (excluding schools delegated)	29,555	-10,702	18,853	29,575	-10,691	18,884	20	11	31	78
Environment	38,030	-16,463	21,567	37,972	-16,530	21,442	-58	-67	-125	-100
Social Services & Housing	54,502	-18,655	35,847	54,757	-19,344	35,413	255	-689	-434	-862
County Clerk	1,659	-393	1,266	1,659	-413	1,246	0	-20	-20	-20
Resources	8,784	-2,793	5,991	8,976	-3,012	5,964	192	-219	-27	-27
Corporate, Miscellaneous & Benefits	26,778	-22,533	4,245	26,838	-22,533	4,305	60	0	60	60
Total All Services	159,308	-71,539	87,769	159,777	-72,523	87,254	469	-984	-515	-871
Capital Financing Charges/Investment Income			10,995			10,995			0	-255
Precepts & Levies			4,185			4,185			0	0
			102,949			102,434			-515	-1,126

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 2006/07
LIFELONG LEARNING
POSITION AS AT END DECEMBER 2006**

	Budget			Projected Outturn			Variance			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	Previous report £000s
Individual School Budgets	52,910	-4,009	48,901	53,382	-4,328	49,054	472	-319	153	134
School Funds Held Centrally	15,618	-4,720	10,898	15,517	-4,720	10,797	-101	0	-101	-77
Non school Funding #	2,012	-881	1,131	2,012	-881	1,131	0	0	0	0
Corporate Services	483	-44	439	494	-31	463	11	13	24	24
Countryside & Leisure	6,079	-3,415	2,664	6,180	-3,408	2,772	101	7	108	125
Tourism, Culture & Heritage	5,363	-1,642	3,721	5,372	-1,651	3,721	9	-9	0	6
	29,555	-10,702	18,853	29,575	-10,691	18,884	20	11	31	78
Total Lifelong Learning	82,465	-14,711	67,754	82,957	-15,019	67,938	492	-308	184	212

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
LIFELONG LEARNING
POSITION AS AT END DECEMBER 2006**

Comments	Current Month £000s	Previous Month £000s
EDUCATION		
Individual School Budgets: Projections indicate that the school balances of £1,298k as at 31/03/2006 will reduce by £153k during 2006/07. The difference in balances since the last report is caused mainly by changes made to two Secondary School projections due to updates made after discussions with the two Schools	153	134
SCHOOL FUNDS HELD CENTRALLY		
School Transport Full year effect of retendered contracts in February in excess of budget provision. Variations can still take place until the end of the Financial Year due to contractual obligations. The increase of £11k since last month reflects such variations.	55	44
Other Various savings from vacancy control, delays in appointment of staff, variations in income and other management initiated savings. These are supported through the ongoing budget monitoring process and are reflected in the projected outturn position.	-156	-121
Total	-101	-77
CORPORATE SERVICES		
Projections indicate that there will be an overspend on the Translation Service budget of £53k due to the demand on the Service which requires the use of external providers. This is offset by £35K from underspend carried forward which has been applied to the projected outturn. A number of recommendations are to be pursued with the intention of reducing the pressure further. Projections indicate that income for County Voice will not meet levels achieved in previous Financial Year by approximately £6k	24	24

Note
Tourism, Culture & Heritage

Awaiting a detailed report & full costings on essential Health & Safety work required at the Royal International Pavilion to establish impact on Directorate.

<u>COUNTRYSIDE & LEISURE</u>			
Increase in energy costs at Leisure Sites		39	39
Impact of closure at Corwen, Denbigh & Prestatyn Leisure Centres		47	47
Clwyd Leisure Arbitration		28	28
Increased cost of N.N.D.R. at Rhyl Leisure Centre		6	6
Vandalism and Health & Safety issues at Ffrith Beach		45	45
Successful resolution of income dispute		-20	-20
Cut in Sports Development programmes		-12	-12
Increased Leisure Centre income		-20	-7
Savings on Leisure Centre equipment purchase		-1	-1
Reduction in staff costs		-4	0
	Total	108	125
<u>TOURISM, HERITAGE & CULTURE</u>			
Energy costs above inflation allowance in budget at Pavilion Theatre		23	23
Increased income projected for sales of confectionary at Pavilion Theatre		-7	-7
Reduction in staff costs		-2	-2
Match funding revenue implications to maintain grants & committed		33	33
Non-appointment of curator post		-30	-30
Salary savings due to delayed appointments		-17	-11
		0	6
TOTAL CULTURE & LEISURE			
	Total	184	212

CULTURE & LEISURE EFFICIENCY SAVINGS PROGRESS REPORT

Proposed Efficiency Saving	Target	Progress
Reduce funding to grant aided bodies	8,275	Achievable
Implementation of review of inherited terms & conditions for Library Service Staff	6,000	Unlikely to be achieved 06/07. Alternatives have been found.
New charges	6,000	Part Achievable
New tourist attraction lease at Children's Village & franchise at Riverside Park	8,000	Not achievable. Alternatives are being sought.
Ffrith Festival Gardens: secure new user, reduce fixed premises costs	10,000	Not achievable. Alternatives are being sought.
Countryside & Leisure Services miscellaneous efficiencies	6,725	Achievable
Review of Leisure Centre staff rotas	5,000	Achievable
	50,000	
Education Efficiency savings	£	
Procurement contracts and teacher supply within schools	259,000	To be achieved by school governor bodies
Vacancy control/staff management	12,101	On target
Savings on supplies and services	40,689	On target
Introduce charge for grant administration	19,000	On target
TOTAL	330,790	

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
ENVIRONMENT DIRECTORATE
POSITION AS AT END DECEMBER 2006

	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Previous report
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
DEVELOPMENT SERVICES (See Note 1)	9,326	-5,269	4,057	9,341	-5,369	3,972	15	-100	-85	-80
TRANSPORT & INFRASTRUCTURE (See Notes 2 & 3)	9,095	-3,881	5,214	9,045	-3,846	5,199	-50	35	-15	0
PLANNING & PUBLIC PROTECTION (See Note 2)	4,186	-1,908	2,278	4,176	-1,908	2,268	-10	0	-10	-20
DIRECTOR & SUPPORT (See Note 2)	1,506	-369	1,137	1,496	-369	1,127	-10	0	-10	0
ENVIRONMENTAL SERVICES (see Note 4)	13,917	-5,036	8,881	13,914	-5,038	8,876	-3	-2	-5	0
Total Environment	38,030	-16,463	21,567	37,972	-16,530	21,442	-58	-67	-125	-100

Notes

- 1 Additional non-recurring income generated by the Department.
- 2 Savings arising from the delays in filling vacant posts.
- 3 In the event of severe weather it is possible that the winter maintenance budget, together with the winter maintenance reserve, will be insufficient to cover the costs.
- 4 Ongoing pressures in the School Meals service currently being discussed with the Lifelong Learning Directorate will result in a significant trading deficit which cannot be sustained.
- 5 **Other points**
The Directorate put forward a number of efficiency savings as part of the Budget setting process. These totalled £156K and will be monitored on an on-going basis throughout the financial year. These are summarised between the service departments below

Details	£'000s	
Development Services - savings following Departmental restructuring	27	Achieved
Transport & Infrastructure - savings following Departmental restructuring	15	Achieved
Director & Support - efficiencies	12	Achieved
Planning & Public Protection - efficiencies following merger of services	57	Achieved
Planning & Public Protection - introduction of new charges	10	Under Review
Environmental Services - reorganisation of Street Lighting operations	10	Achieved
Environmental Services - public realm initiatives	15	On Target
Environmental Services - annual fee from CCTV at Matalan Rhyl	10	Achieved
	156	

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
SOCIAL SERVICES AND HOUSING
POSITION AS AT END DECEMBER 2006

	Budget			Projected Outturn			Variance			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	Previous report £000s
Children Services	9,291	-1,050	8,241	9,104	-939	8,165	-187	111	-76	-68
Adult Services	34,061	-8,677	25,384	34,748	-9,558	25,190	687	-881	-194	-235
Business Support & Development	3,841	-1,875	1,966	3,896	-1,928	1,968	55	-53	2	2
Cymorth Grant	1,651	-1,651	0	1,651	-1,651	0	0	0	0	0
Supporting People Grant	4,119	-4,116	3	3,987	-4,118	-131	-132	-2	-134	-521
Sub Total Social Services	52,963	-17,369	35,594	53,386	-18,194	35,192	423	-825	-402	-822
Non HRA Housing	1,539	-1,286	253	1,371	-1,150	221	-168	136	-32	-40
Directorate Total	54,502	-18,655	35,847	54,757	-19,344	35,413	255	-689	-434	-862

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
SOCIAL SERVICES AND HOUSING
POSITION AS AT END DECEMBER 2006

<u>Comments</u>	<u>Current Month</u> £000s	<u>Prev Month</u> £000
SOCIAL SERVICES		
CHILDREN'S SERVICES		
The expenditure within Children's Services has reduced. This is mainly due to the reduction in the number of residential out of county placements. This, combined with the continued underspend within the in-house fostering budget is the reason for the increased underspend.	-76	-68
ADULT SERVICES		
Learning Disabilities		
Residential Placements together with Family Support continue to be the main areas of budget pressure (£320k over spent) This is in keeping with previous years as service demands continue to exceed the budget available.	297	314
Mental Illness		
Residential & Nursing spend is the main budget pressure based on identified clients. The projection assumes existing client numbers remain reasonably constant during 2006/07.	94	94
Older People		
Community Care spend has reduced due staff slippage and projected income is expected to exceed budget. The main area of overspend in the Provider Unit is once again Residential Homes. There are concerns over achieving budgeted income. The outturn has increased because it is assumed that all spend on the Extra Care Housing Project staff is met from the revenue budget this year.	-267	-107
PDSI (Physical Disability & Sensory Impairment)		
The main budget pressures are Community Care (£52k), expenditure on minor adaptations and equipment (£61k), Drug and Alcohol (£37k) and Direct payments (£39k)	167	170

Performance Management & Commissioning		
The majority of these budgets relate to staffing. It is anticipated that the budgets will be almost fully utilised with the exception of a small amount of slippage on vacant posts.	-12	-14
Other Adult Services		
The majority of the under spend reported is budget that is as yet unallocated. This will be re-allocated within the service to meet pressures throughout the remainder of the year and also to meet the cost of the Social Work Pay Review. There is a definite upward trend in Charging Policy Income. It is now assumed that £200k extra is achievable this year. However the major change from last month is that the 2005/06 underspend of £224k has now been reallocated to a Supporting People reserve.	-458	-682
Joint Working & Older People Strategy		
This budget is grant funded supplemented by a small base budget. There is now unlikely to be any major printing costs until 2007/08 so the base budget is now forecast to be underspent.	-15	-10
Cefndy Enterprises		
Indications for 2006-7 are that Cefndy will be on target with a predicted £3million turnover.	0	0
TOTAL ADULT SERVICES	-194	-235
Business Support & Development		
Budget is broadly on target. No change from last month.	2	2
	2	2
Cymorth Grant		
The Cymorth Grant has been transferred to Social Services in 2006/07. The full allocation has now been awarded following discussions with WAG. It is expected that this grant will be fully utilised	0	0
	0	0
Supporting People Grant		
Due to savings on projects awaiting commissioning and in year savings, it has been agreed that a contribution of £450k be allocated to help fund the Single Status costs. A further £356k of this year's grant is unallocated and will not be utilised, as once the SP grant is integrated into the RSG, the formula based settlement suggests this will result in a significant cut in funding. Following October Cabinet, it has been assumed that a provision will be made this financial year to dampen the impact of the cuts in future years - it is therefore not now included in the departmental figures.	-134	-521
An Affordable Housing Officer will be appointed soon to be part funded from brought forward underspends. The Homelessness budget is on track but volatile to increased demand.	-32	-40
TOTAL HOUSING	-32	-40
TOTAL SOCIAL SERVICES & HOUSING	-434	-862

Social Services and Housing Efficiency Savings 2005/06 - Progress Report

Children Services	Target	Details	Status	Comments
Family Support Workers	£148,000	Transfer funding to Supporting People	Achieved	
Adult Services				
Domiciliary Contract Efficiencies	£53,000	Single rate for Domiciliary Care introduced October 2005.	Achievable	
EMI Nursing / Domiciliary Efficiencies	£5,000	Block purchase of 5 EMI beds to be paid at previous year's	Achievable	
General - Extending charges	£30,000	All service users except Mental Health to be charged. Widened to Comerstone and increase in Day care rates as agreed in 2004/05.	Achieved	
Care Brokers	£30,000	To save Operational time and efficiency through Care Broker Services. Geographical patterns of provision should generate scope for efficiencies.	Achievable	
Local Authority Home Care	£11,000	Remove all Homecare overtime	Achievable	
Continuing Health Care	£70,000	Widen scope of current re-charging	Achieved	
General Contractual Savings in Adult Services	£20,000	Review of Link House and personal care service contracts.	Achievable	
Direct Payments	£10,000	Increase DP having financial benefits of £1.50 per hour	Achievable	
Adult Learning Disabilities- Contract Efficiencies in Work Opportunities & Community Living	£25,000	Carry out a review of costing etc. Similar to that carried out for older people to introduce planned purchasing.	Achievable	
Adult Learning Disabilities- Contract out Community Living Services.	£20,000	2 projects being tendered to independent sector.	Achievable	
Elderly Residential & Day Care	£16,000	Explore Options for the use of Llys Nant Special Care Unit and review agency cover.	Achievable	
Vacant Posts	£80,000	Staff savings through slippage on vacant posts.	Achievable	
Meals on Wheels	£5,000	Going out to tender for delivery of service and reviewing charging.	Achievable	
Voluntary Organisation Payments	£14,000	Reduction of 2% below inflationary uplift.	Achieved	
Business Support & Development				
Reduction in recruitment & Retention	£5,000	Less advertising costs due to better retention of employees.	Achieved	
NNDR - Henllan	£6,000	Henllan deleted from Valuations list so no NNDR charge.	Achieved	
Telephone Rental Streamlining	£1,000	Deleted Extension numbers no longer required.	Achieved	
Paris Project Savings	£8,000	Reduction in revenue costs by possible grant funding	Achievable	
Housing				
Homelessness	£5,000	Further savings to be made by transferring expenditure from B&B to leased accommodation.	Achieved	
Totals	£562,000			

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07
RESOURCES, COUNTY CLERK, CORPORATE & MISCELLANEOUS
POSITION AS AT END DECEMBER 2006**

	Budget			Projected Outturn			Variance			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	Previous report £000s
County Clerks	1,659	-393	1,266	1,659	-413	1,246	0	-20	-20	-20
Resources Directorate										
Finance	4,174	-1,976	2,198	4,174	-1,976	2,198	0	0	0	0
Policy Unit	360	0	360	335	0	335	-25	0	-25	-25
Audit	437	-84	353	435	-84	351	-2	0	-2	-2
I.T	2,621	-480	2,141	2,621	-480	2,141	0	0	0	0
Personnel	1,192	-253	939	1,192	-253	939	0	0	0	0
Project Management	0	0	0	219	-219	0	219	-219	0	0
Total	8,784	-2,793	5,991	8,976	-3,012	5,964	192	-219	-27	-27
Corporate and Miscellaneous	5,145	-864	4,281	5,205	-864	4,341	60	0	60	60
Benefits	21,633	-21,669	-36	21,633	-21,669	-36	0	0	0	0
Capital Fin Charges/Investment Income	10,995	0	10,995	10,995	0	10,995	0	0	0	-255

Note : All efficiency savings proposals on target to be delivered.

NOTES

1. £20k projected underspend due to increase in fair funding income from schools.
- 2 £25k underspend projected on Visioning budget.
3. £60k overspend projected due to increase in Coroners' rate of pay & associated fees.

Denbighshire County Council - Capital Plan 2006/07 - 2009/10

APPENDIX 2

		2006/7	2007/8	2008/9	2009/10
		£000s	£000s	£000s	£000s
Capital Funding:					
1	General Funding:				
	Unhypothcated Supporting Borrowing	8,373	5,776	5,776	5,776
	General Capital Grant	1,736	1,736	1,736	1,736
	General Capital Receipts	404	3,219	100	
	Earmarked Capital Receipts	1,126	2,065	0	0
		11,639	12,796	7,612	7,512
2	Prudential Borrowing	6,658	4,827	1,000	0
3	Reserves and Contributions	1,081	0	215	0
4	Specific Grants	15,283	15,409	3,463	20
	Total Finance	34,661	33,032	12,290	7,532
	Total Estimated Payments	-33,861	-31,189	-10,283	-565
	Contingency	-800	-1,000	-1,000	-1,000
	Unallocated Reserve	0	-843	-1,025	
	Surplus/ -Insufficient Resources	0	0	-18	5,967

Capital Expenditure By Directorate

	2006/7	2006/7		2007/8	2008/9	2009/10
	Spend to end Dec	Estimated programme		Estimated programme	Estimated programme	Estimated programme
Environment	12,679	21,614		10,472	4,220	0
Lifelong Learning	6,098	10,567		19,509	5,683	240
Resources	803	1,478		868	300	75
Social Services and Housing	126	202		340	80	250
Total	19,706	33,861		31,189	10,283	565

Capital Expenditure by Council Priority

	2006/7	2006/7		2007/8	2008/9	2009/10
	Spend to end Dec	Estimated programme		Estimated programme	Estimated programme	Estimated programme
School Buildings	4,408	8,146		12,452	4,622	200
Highways	2,600	4,851		800	800	0
Public Realm	2,683	4,447		1,797	190	0
Total	9,691	17,444		15,049	5,612	200

Recently Completed Projects

Classroom extensions or new classroom blocks were finished at Ysgol Emmanuel, Ysgol Cefn Meiriadog and Ysgol Bro Fammau with a total value of £1,318k (funded through SBIG)

A new entrance and staffroom facilities were constructed at Ysgol y Faenol for £179k (funded through SBIG)

An integrated Children's Centre was recently opened by Chris Ruane at Christchurch costing £411k and it provided a refurbished gym and Multi Use Games Area at the school, a child care centre and a permanent home for the Scouts. (Mainly funded through the Lottery Fund)

Denbigh Leisure Centre has been refurbished and refitted at a cost of £583k and has seen attendance increase significantly as a result.(Funded through Prudential Borrowing)

Ysgol Plas Brondyffryn residential accommodation and school refurbishment was completed at a total cost of £4,491k (Funded though grant and Prudential Borrowing)

Denbigh Townscape Heritage Initiative Phase 1 has now complete and it generated a total of £5.1m investment in Denbigh's built environment. Phase 2 has just started. (Funded through various grants, Council funds and contributions from the private sector)

REPORT TO : CABINET

DATE : 30 JANUARY 2007

REPORT BY : COUNCILLOR G O ROWLANDS LEAD MEMBER FOR FINANCE

SUBJECT : THREE YEAR REVENUE BUDGET 2007/8 TO 2009/10

1. DECISION SOUGHT

- 1.1 That Members consider the budget pressures and savings as shown in Appendices 1, 2 and 3 and recommend the budget package to County Council for approval.
- 1.2 That Members recommend the resulting 3.5% impact of the proposals on Band D of Council Tax in 2007/8 to full Council.
- 1.3 That Members note the indicative budget position for 2008/9 and 2009/10 as detailed in Appendix 4.

2. REASON FOR SEEKING DECISION

- 2.1 Cabinet on the 16 January considered the position to date regarding the budget setting exercise, in the light of the final settlement details for 2007/8 from WAG.
- 2.2 The impact of inflation, supported bids for additional funding in response to service pressures less proposed savings, together with other issues including the impact of Single Status and Equal Pay claims, suggested an increase in Council Tax next year of 5%.
- 2.3 At the meeting Members reviewed the bids and felt that a further additional £80k costs should be included.
- 2.4 Members however felt that a 5% increase in Council Tax was too high and requested proposals from officers and Scrutiny Committees on how this level of increase could be reduced. A target of no more than 3.5% was indicated.
- 2.5 The 3 main service Scrutiny Committees have met and discussed the budget proposals. CET have also reviewed the overall position. The proposals coming from these meetings demonstrate how a 3.5% increase can be achieved.

The changes include:

- increasing the proposed additional funding for school meals by £150k an increase of £80k over the original bid. The sum to be held centrally

- taking account of the increased level of LABGI funding in the current financial year of £150k,
 - proposals to fund bids from other sources particularly within the Environment Directorate.
 - taking account of the slightly more positive scenario around the capitalisation of Equal Pay costs.
- 2.6 The Resources Scrutiny Committee have met to consider the overall proposals and there was broad support for the position as detailed in this report.
- 2.7 The provision for the impact of Single Status and Equal Pay claims has been slightly reduced to reflect the more positive response from the Assembly Finance Minister in relation to the possibility of some degree of capitalisation being approved.
- 2.8 The overall budget position is considered to be extremely tight but potentially deliverable with good budgetary control needing to be exercised by budget holders. There is some service delivery impact but this has been kept to a minimum. All available spare provisions and reserves have been used to help dampen the impact of the Equal Pay claims.
- 2.9 **Summary - Impact of budget on different directorates**

Lifelong Learning

- Schools delegated budgets have been increased to take account of the recommendations within the PWC review. This together with the recently announced additional WAG funding for 'improvement and energy cost' increases resources by £870k. £150k more than the Schools Budget Forum's original bid.
- Provision has been made for £100k of costs resulting from the WAG decision to place a school in special measures. This is one year funding. The position to be reviewed for future years.
- The provision for an increased subsidy for the school meals service should provide reasonable time for the current review to consider the best shape for the service in future. The provision will be held centrally and will potentially be reduced on a phased basis.
- Additional resources of £100k for school transport are recommended. The service will be the subject of a review to identify ways of reducing the ever increasing financial pressures being experienced.
- The comparison of the full Education budget, including support costs and central overheads, with the element of SSA relating to Education, cannot take place until the allocation of overheads has been carried out. This forms part of the exercise to report budgets to WAG and will be available before the start of the new financial year.

Social Services and Housing

- Budget bids have been restricted to Adult Services pressures.
- Children Services and Housing pressures have been contained within current base budgets.
- The Supporting People Reserve, intended to dampen the future effects of reduced funding on vulnerable people, is proposed to be reduced by £450k to provide for part of the cost of Equal Pay claims. A report detailing the 5 year strategy to address the reduced funding for this service is elsewhere on the Agenda.

Environment

- Proposals include additional WAG support for Land Fill Tax increases.
- Savings proposals include moving £300k of Highways and Property maintenance costs from revenue to the capital plan.
- The issue of Car Parking charges has been addressed within the figures. Proposals previously supported by Cabinet form the basis for the relevant budget level.

Resources / County Clerks / Corporate

- No budget bids from the Resources directorate have been supported.
- The proposals do however recognise the need for greater legal support for services.
- Provision for Prudential Borrowing at a level of £4m is included to continue with the development of the Council's priorities.
- Provision of £2m has been made for the impact of Single Status.

2.10 Future Years

- There is a potential risk if efforts to minimise the impact of Single Status and Equal Pay going forward cannot be delivered.
- If achieved, costs will reduce in following years as protection rolls out.
- The best estimate of the impact of reduced funding for Supporting People has been included in Appendix 4.
- Significant pressures will also occur on Waste Disposal costs after 2009 when current contracts expire.
- The recent improvement in WAG funding will start to level off and then decline as RSG formula changes are forecast to be adverse after next financial year.
- Efficiency savings requirements are ongoing for at least a further 2 years. There is a need to identify more innovative cost reduction proposals and move away from 'salami slicing' of budgets.
- Prudential indicators need to be included in the Council report

2.11 Council Tax

The proposals detailed in the appendices suggest a requirement to increase Council Tax by 3.5%. On this basis the gap will other North Wales Authorities will improve slightly in some cases and remain unchanged with others.

The tightness of the budget could impact adversely on later years if spend is not contained within the service budgets proposed.

2.12 Appendix 4 shows the percentage increase in service budgets year on year after adjusting for the impact of the transfers in and out of the settlement of specific grants.

2.13 Also within appendix 4, the indicative figures for 2008/9 & 2009/10 provide a basis for the planning for the delivery of the Council's priorities in future years, based on Council Tax increases of 2% in each year.

3. POWER TO MAKE DECISION

Section 151 of the Local Government Act 1972
Local Government Act 1992
Part 1 of Local Government Act 2003

4. COST IMPLICATIONS

4.1 3 Year Budget Proposals

- Appendix 1 summarises the factors that impact upon the budget proposals.
- Appendix 2 details the bids for additional funding for identified service pressures.
- Appendix 3 details the proposed savings that are supported by Lead Members and Service Scrutiny Committees.
- Appendix 4 shows the overall recommended position for service budgets for 2007/8, together with indicative figures for 2008/9 and 2009/10.
- Appendix 5 details the latest financial impact of Single Status **and is Part II.**

5. FINANCIAL CONTROLLER STATEMENT

Members will note that the proposals provide for;

- a) a reasonable level of additional resources in response to identified service pressures in 2007/8, including continuing to provide a sum to tackle the recent dip in Key Stage 3 and above performance in some secondary schools and a phased response to the issues raised on funding of secondary schools in the PWC report.

- b) only those proposals for savings that do not seriously impact upon service delivery,
- c) the opportunity to budget for up to £4m of capital resources through prudential borrowing to invest in the Council's priorities, while ensuring the final impact on Council Tax levels, i.e. +3.5%, is largely in line with or below the likely increase to be announced by other North Wales authorities. It has therefore only been possible to slightly improve the Council Tax position relative to other Councils in North Wales in line with the Council's Improvement Plan.

Though the proposals are balanced at a Council Tax increase of 3.5% there are some potential risks for the Council that are not fully provided for in addition to the impact of Single Status.

- a) Pay awards have been allowed for at 2.5% in line with the settlement assumptions and the provision made by most other Welsh councils. If the pay settlements next year exceed this level services will have to absorb the resulting pressures.
- b) There is concern about the potential impact on the funding of the running costs of the proposed Community Learning Centres as the grant position remains uncertain.
- c) The figures used to calculate the level of Council Tax assume a similar level of funding, £110k, for the new Business Rate Relief scheme as applied to the former Rural Rate Relief. Any pressure resulting from discretionary relief granted could result in this sum being exceeded.

The final level of the bill for the Council Tax payer will depend on the level of increase in spending agreed by the Police Authority and Town and Community Councils, which is, of course, beyond the control of the County Council, but the Police Authority element is subject to a capping limit of +5% as is the case for the Council.

6. CONSULTATION CARRIED OUT

These proposals have been discussed by lead Cabinet members, CET, Heads of Service and Service Scrutiny Committees and representatives on several occasions.

7. IMPLICATIONS FOR OTHER POLICY AREAS INCLUDING CORPORATE

This report forms part of the process of fulfilling the legal requirement to set an annual budget for 2007/8 and indicative budgets for the following 2 years as required under the Prudential Code.

8. ACTION PLAN

Action and by whom

By when

Council to review Cabinet budget recommendations for 2006/7 to 2008/9

13th February 2007

Council to agree resulting level of Council Tax to be charged in 2006/7

27th February 2007

9. RECOMMENDATIONS

- 9.1 That Members consider the budget proposals as shown in appendix 3 and recommend the budget package to County Council for approval.
- 9.2 That Members recommend the resulting 3.5% impact of the proposals on Band D of Council Tax in 2007/8 to full Council.
- 9.3 That Members note the indicative budget position for 2008/9 and 2009/10 including the planned continuation of the strategy to improve school buildings and the highway network through the use of prudential borrowing.

DENBIGHSHIRE COUNTY COUNCIL**APPENDIX 1**

REVENUE BUDGET 2007/8

ASSUMED INCREASE IN COUNCIL TAX

FUNDING – (SUBJECT TO FINAL SETTLEMENT)

	+2% £000	+3.5% £000	+5% £000
Provisional WAG funding, increase of 4.7%,	125,355	125,355	125,355
Possible Special grant to exempt schools from efficiency savings	0	0	0
Council Tax,	32,840	33,320	33,800
- increase in Tax Base	410	420	420
Deprivation grant (note, LABGI ignored at this stage as too volatile)	169	169	169
Total funding	<u>158,774</u>	<u>159,264</u>	<u>159,744</u>

BUDGET REQUIREMENT

Current DCC base budget (ex LABGI impact & net of one year special funding to address performance issues in Secondary Schools at KS3 and plus full year effect of HR staffing review £44k)	151,302	151,302	151,302
inflation requirement	4,027	4,027	4,027
full year effect of increased Teacher's Pension costs	180	180	180
actual elements in settlement for specific service pressures, assume passported;			
Social Care	487	487	487
SEN	195	195	195
Landfill tax	109	109	109
Other - schools councils	15	15	15
- EU food hygiene legislation	6	6	6
transfers into settlement from specific grants,			
Smoke free legislation	41	41	41
Children first	448	448	448
Service Principles & Service Responses	99	99	99
Mental Capabilities Act	7	7	7
Electoral duties	40	40	40
less service savings potentially deliverable	-1,952	-1,952	-1,952
passporting of WAG efficiency saving for schools 0.3%	-100	-100	-100
capitalization of revenue maintenance costs	-300	-300	-300
procurement savings	-150	-150	-150
TOTAL	<u>154,454</u>	<u>154,454</u>	<u>154,454</u>

Balance of funding available to finance pressures	<u>4,320</u>	<u>4,810</u>	<u>5,290</u>
<u>Pressures</u>			
• minimum contribution to rebuild balances/reserves assuming need to establish a specific provision for Equal Pay back dated costs, contribution from revenue to Back Pay costs and impact of Equal Pay on pay protection costs	2,000	2,000	2,000
<u>Bids</u>			
LLL	1,245	1,245	1,245
Environment	316	316	316
Social Services	590	590	590
Resources	0	0	0
County Clerks	75	75	75
Corporate	229	229	229
£4m Prudential Borrowing, AMC report,Highways bids, Members pot	350	350	350
Total	<u>4,805</u>	<u>4,805</u>	<u>4,805</u>
SURPLUS (+)/DEFICIT (-) POSITION	<u>- 485</u>	<u>0</u>	<u>+ 485</u>

Budget Pressures and Bids 2007/8

Number (Each Directorate's bids are in priority order as decided by Directorate)	Short Description / reason for pressure /bid e.g statutory, demographic change, policy decision	Amount £000
	LIFELONG LEARNING	£000
1	Schools' Revenue Budgets Phased additional funding for secondary schools as per PWC report +£251k. Further year of provision to improve at KS3 +£366k. Impact of Secondary School in special measures +£100k.	717k
2	Countryside Sites Maintenance 22 managed countryside sites with minimum 500,000 + visitors pa. Inadequate existing maintenance budget of £1.5k. H&S risk assessments of sites have identified a need for significant further investment and continual maintenance.	25k
3	CRB Checks Statutory service The introduction of a new Corporate Criminal Records Check policy in April this year now requires CRB checks " <i>to be repeated every three years for all those posts for which checks are mandatory, and at election or appointment for all council members and school governors</i> ".	30k
4	Servicing and Inspection of Equipment Required on Health and Safety grounds as confirmed by Corporate Health and Safety Adviser: Scale 2 post plus travel	21k
5	Tourism Strategy / DMS Programme Due to the transfer of responsibilities for the tourism and Visitor Economy Agenda there is a need to review, update and implement a new Tourism Strategy. The Strategy Review will need to be robust and far reaching as it will determine the ability of Denbighshire to draw down funding from the new EU Convergence Funding process as the current Objective 1 programme which underpins the County's Support for the Trade and Tourism Economy finishes in Dec 2006. If not addressed immediately this will impact particularly on and slow down the Rhyl regeneration process and the prosperity of the vulnerable county rural economy.	40k
6	Ruthin Craft Centre Need to provide a base budget to a level which matches ACW expectations, which will secure £60k + extra ACW revenue grant each year towards the additional cost of running the new centre, and transitional costs in 2007-08 whilst redevelopment of the Craft Centre is underway (eg avoiding redundancies, compensation for income lost, etc).	5k (25k 2008/09)
7	Scala Charitable Company Set up costs for the proposed new locally based not for profit charitable company that is to be established to operate the new Scala. If Council agree that the project is to proceed, work will commence on site in early 2007 and open during 2008. Set up costs during 2007-08 include the Council's legal costs and a part grant to the new body to facilitate its own work in advance of opening.	5k (40k 2008/09)

8	School & College Transport Despite a reduction in the number of operating days in 2007/08 to 182 days, the cost of education transport is projected to increase by £118k. This is based on the average percentage increase in daily prices in the last 3 years in excess of inflation at 5%. 50% of SEN Transport contracts are to be re-tendered in February 2007 along with 25% of mainstream contracts	100k
9	Tim Data Changes in the income sources available to supplement the core budget. Only 2 out of 7 posts covered by core budget.	60k
10	School Meals Operating at a deficit	150k
11	National Pay Agreement Effect of changes in the national pay agreement of staff. 1. Soulbury staff conditions of service including the additional allowances - SPAs. ((Education Officers) 2. ESW staff uplifted to Social Workers pay scale 3. Central Advisory Staff – Restructuring Proposals. (Education Advisers) JNC conditions of service (Youth Service)	50k
12	Local Decision to redirect Grant Funding Change in direction of Community Safety Grant away from Youth Support Services. Unable to sustain the Detached/Street Youth worker posts. Re – direction of Cymorth Grant meant loss of 3 full time school youth worker posts. ‘Domino effect’ impact on overall Youth Services’ structures – unable to sustain the Rhuddlan Young People’s Information Shop. This facility will close in 2007 and the needs of the target group of 567 young people will not be met.	10k
13	Phased increase in investment in the Library Book Fund Level to meet National Library Standards of Wales.	15k
14	GP Exercise Referral Scheme Four Leisure Centres currently operate our exercise on prescription scheme in partnership with local GP surgeries. This will extend to five when Denbigh Fitness Centre opens later this year. The health benefits of exercise are well recognised and this is a corporate commitment in the Council approved HSCWB Strategy. It is also a WAG priority, and £32k PAG funding is available to support the scheme for a further year. However, WAG have offered a new 3 yr grant for authorities operating GP referral schemes, but require us to maintain our existing programmes and to appoint a coordinator. The new GP Exercise Referral Coordinator would be 50% funded by WAG grant, and 100% funding made available for 2 assistant posts. This amounts to approx £61k grant pa, but requires an investment of £18k pa from Denbighshire on top of the PAG’s funding.	15k
15	Print and publicity budgets	2k
		£1,245

	ENVIRONMENT	£000
16	Waste Management - Extra Licensing costs from Civic Amenity sites	36k
17	Car Parks	100k
18	Land Charges	30k
19	Introduce new Health and Safety Management system (consequence of improvement notice and Departmental response to control of contractors)	0 (12k in 2008/9)
20	Health and Safety	0 (25k in 2008/9)
21	Regeneration - Preparatory work for projects to be delivered through the EU Convergence Programme	80k
22	CCTV - Proposed future expansion of the system will require additional manning	30k
23	Asset Management – review	40k
		316

	SOCIAL SERVICES & HOUSING	£000
24	Learning disabilities increase in numbers and level of services due to ageing parents and better life expectancy of both children and adults Family Support Community Living Residential care Support for School leavers	£50k £95K £103K £52K
25	Mental Illness – Under 65 Residential & Nursing Placements Increased need for suitable high cost placements to avoid delayed discharge	£120K
26	Demography Older People Pressure on existing in house residential homes and day centres until Extra Care Housing schemes are completed Preventive measures Intermediate Care ,Adult Placement Scheme, Supporting Advice Project –Older People- Telecare, First Contact Team	£105k £145k
27	Demography People with Physical Disabilities. Drugs & Alcohol residential placements Preventive Vision Support Disability Stores, CBAS, & Equipment & Minor Adaptation spend Direct Payments –Reviewing Officer – D.R.T	£19k £13k £51k £27k £20k
28	Fee Increases Phys Dis - Residential, Nursing and Homecare. Older People – Residential & Nursing	£60k £115k
29	Cefndy Enterprises	£35K
30	Implementation of Paris system (Post up grade/ additional I. T . officer)	£13k
31	Children's pressures National Increase in Fostering Fees and allowances Support service development disabled children Support and housing costs leaving care	

	Adoption Support Services Fostering – In House Leaving Care Fostering – Out of County	
	Allocation of Supporting People Grant	- 423k
	TOTAL SOCIAL SERVICES & HOUSING	590k

	COUNTY CLERKS	
32	2 x PO3 posts – Corporate Governance/High Level Contracts – no longer efficient or cost effective for Ian Hearle and Jane Kennedy to carry all of this workload due to other democratic and managerial pressures. Lifelong Learning/Social Services – continued expansion of work for all disciplines particularly exclusion appeals, guidance for governors, reduction in childcare cases not materialising and increased duties in respect of vulnerable adults.	£88k
33	1 x Sc3 post – primarily to process increase in Highways Traffic Orders and supporting administrative work.	£21k
34	Funding shortfall following completion of Voluntary Land Registration Project necessary to provide additional support in respect of land/property matters in both the Planning/Highways and conveyancing teams. Plus operational overheads	£41k
Adjustment	Contributions to be sought from Social Services & Housing and Environment Directorate's increased funding/income	-75k
		75k

	RESOURCES	
	Resources Total	0
	CORPORATE	
35	Coroner service – impact of increased activity & back dated cost increases	54k
36	Latest phase of agreed programme of improvement to the IT network	50k
37	Increased capacity of 3D to ensure improved pre feasibility input into schemes	125k
		229k
	£4m Prudential Borrowing for School Buildings & Highways improvements	350k
	Overall Total Bids and Pressures	2805k

DENBIGHSHIRE COUNTY COUNCIL

Savings 2007/8 (efficiency & other)

Description of Efficiency Saving (Max 25 words)	Cashable saving £k
LIFELONG LEARNING – efficiency savings	£000
Non Devolved Repairs and Maintenance	2
Clwyd Leisure Ltd Tapering Grant	3
Countryside Management Fees	2
Leisure Vehicles Review	3
Forestry Commission and AONB Partnerships	2
Leisure Centre Restructuring	3
New Leisure Facilities	23
Non devolved repair and maintenance	1
1% passported efficiency savings to all grant aided bodies	3
Ruthin Craft Centre - unmanned TIP	20
Rhyl Pavilion	5
Llangollen RIP Parking pay & display income	3
Assorted efficiencies across the service e.g. vacancies	5
County Voice develop income from advertising	1
Photocopier Contract Savings	4
Project Management Fees recharge	27
Review of SEN transport contracts	10
Assorted efficiencies across the service e.g. vacancies	66
SUB TOTAL – efficiency savings	182

Description of Further Lifelong Learning Savings	£000
Non devolved Repairs & Maintenance	2
Clwyd Leisure Ltd Grant	2
Increased Fees & Charges over inflation	28
Passported to grant aided bodies	4
Non devolved R&M	1
Reduction in Rhyl Pavilion Programme	10
Reduction in RIP Programme	5
Review in One Stop Shop Network working	5
Reduction in Arts Service	2
Reduced corporate presence at LIME in July 07	5
County Voice increased income from advertising	2
Home working staff in Trem Clwyd & Middle Lane	93
Total savings	340

SOCIAL SERVICES & HOUSING – efficiency savings	£000
Reduction in Foster placement costs (Children's Services)	75
Re-configure Posts (Children's Services)	25
Hospital Discharge service	40
Re configure posts/ skills mix	20
Joint Commissioning - Adults	26
Implementation of the PARIS system – improved processing	5
Improved staff retention -	24
Complaints Investigation collaboration and focus on resolution at stage 1	3
Deletion of ½ post in Senior management admin	10
Sickness Absence management	30
Staff Travel savings across Directorate	15
Housing Savings - Efficiency savings to be achieved by reduction in Bed & Breakfast accommodation	2
Increased preventative work	20
Sub Total – efficiency savings	295

Additional Savings

Description of savings	Cashable saving
Housing Savings - Efficiency savings to be achieved by reduction in Bed & Breakfast Accommodation	15
Increased preventative work	20
Homecare reductions due to Telecare	30
Re configure ABER project eligible for Supporting People funding	60
Llys Marchan Draft mgt agreement and savings by negotiation with Clwyd Alyn	4
Llys Marchan Draft mgt agreement and savings by negotiation with Clwyd Alyn	2
Review of use of external work opportunities services which are higher cost than in house	8
Increase Income	30
Transport savings across Directorate	50
Efficiencies in office accommodation - Brighton Road	18
Receivership reconfigure post/generate additional income	10
Total Savings both sheets	542

ENVIRONMENT DIRECTORATE – efficiency savings	£000
Rationalisation of office accommodation following acquisition of Brighton Road	50
Station caretaker to also take responsibility for Children's Village	7
Business grant assessment to be carried out in-house	8
Energy/water efficiency net of additional costs	5
Restructure	8
Remove Coastal Protection Agency post	6
Saving in salt procurement	20
Review of streetworks recharges – skips, traffic lights, scaffold etc	5
Review of School Crossing Patrols	5
Increased income from increased workload	30
Not replacing Section Manager. This will include having to “promote” certain Team Leaders who will now report direct to HoS which in turn will increase their existing grades.	12
Recent early retirement not to be replaced on a like for like basis. Initially use of consultants, eventually appoint Trainee BC on lower grade with consultants covering times of peak work/holidays	10

Additional areas of new income from Statutory legislation (Gambling Act, Housing Enf etc) and Discretionary charges (Charging for DC pre application advise, more Scientific Service charges – water sampling etc) as part of on going fees & charges review.	10
Absorb new legislation/powers within existing workforce by introducing more collaborative working across our own enforcement functions and with other partners e.g.new smoking legislation, licensing work, issuing of more Fixed Penalty Notices etc.	12
Modest reduction in budget would not prejudice work in future years, Contaminated Land Officer gaining in experience, use of WAG grants etc.	4
DC have an existing agreement that Flintshire will assist with Mineral Planning. This agreement to be formalised into an SLA, which will result in anticipated savings.	5
Reductions in overtime	5
Rationalise sweeper hire costs	5
Transfer of officer to Leisure (not replaced – half salary saving net).	13
Replace Team Leader(due to retire) with lower graded employee (net saving).	10
Savings following refurbishment of Corwen PC (dependent on using prudential borrowing)	3
Reduce hours of officer in performance management team	12
Delete vacant Economic Development Officer post	25
Remove provision for additional econometric analysis required to measure outputs of Objective 1 tourism project finishing March 2007	7
Modern apprentice on to rotational system	4
Increase burial charges by 10%	7
Reduce new installations.	10
Ban rubble from CA sites.	17
Possible merger of certain Licensing functions with Conwy CBC. Intial discussions have taken place. Savings could be generated through staff, IT, better use of income etc.	10
Could contribute less to LDP Public Inquiry Fund. Significant risk as crucial funds made available, as £5k lost every year until Public Inquiry 2009/2010?	5
As a number of vacancies could take the opportunity to provide some of the service in a different way (e.g. use of consultants) and reduce existing salary commitment. Significant risk due to making efficiencies in a poor performing area of the Service.	5
Stop nighttime inspections.	5 **
Reduce scope of phase 2 roll-out (restrict to Ruthin & Denbigh only).	10 **
Terminate financial contribution to the North Wales Economic Forum and the Coalfields Communities Campaign	9 **
Lex Commercials – servicing of contractor vehicles and MOTs	4
Income from taxi testing 300 X £40	12
Arriva – service and MOT contract	4
Terminate remuneration sum for office building managers – this will have serious Health and Safety implications	9 **
Stop most winter bedding next year (except A525 roundabouts)	12
TOTAL SAVINGS	400

NOTE : proposals marked ** alternative saving to be identified by Directorate.

COUNTY CLERKS	
Civics – reduction in attendances at and financial support and donations to external civic functions, events and charities.	5
Registrars – efficiencies from the introduction of RON Registration on line system replacing manual systems.	9
Member support – review hard copy papers provided, co-ordinate meeting arrangements etc.	15
TOTAL savings	29
RESOURCES	£000
Benefits – Staffing review	6
Audit – latest phase of reduction in outsourcing arrangements	9
H R – training to be provided in house rather than by external providers	8
delivery of Health & Safety training in house	15
Policy Unit – Staffing structure review	6
reduced printing/publication costs	3
Benefits – reduced software costs	2
Revenues – increased income for Bailiff service and freezing vacant post	14
Exchequer – Fye of staffing restructure	6
- reduced software costs	12
Management Accounts – various small efficiency savings	11
Total savings	92
CORPORATE	
Corporate – reduced external audit fees from BV reviews, grant claims etc	30
Renegotiate bank charges	20
Improved investment income £400k less cost of additional senior management accountant	350
Total savings	400
TOTAL	1802

DENBIGHSHIRE COUNTY COUNCIL

APPENDIX 4

1. Draft Budget Requirement 2007/8 to 2009/10

	-1- Adjusted Budget 2006/7	-2- Inflation 2007/8	-3- Committed Changes 2007/8	-4- Additional WAG funding	-5- Transfers	-6- SAVINGS	-7- Service Pressure	-8- Budget 2007/8	-9- Increase over 2006/7 ex transfers
	£k	£k	£k	£k	£k	£k	£k	£k	%
Lifelong Learning - Schools budgets*	48,431	1,195	180	210		-100	717	50,633	3.54
- Other Education	12,029	398	0			-196	381	12,612	4.85
- Culture & Leisure	6,385	213	0			-137	145	6,606	3.46
- Corporate services	439	10	0			-7	2	444	1.14
Environment **	21,445	755	0	115	41	-700	316	21,972	3.67
Social Services & Housing	35,847	1,081	0	487	554	-542	590	38,017	4.51
Resources	5,991	237	44	0		-91	0	6,181	3.17
County Clerk	1,266	40	0		40	-29	75	1,392	6.79
	131,833	3,929	224	812	635	-1,802	2,226	137,857	
Corporate	3,422	71	0			-200	229	3,522	2.92
Fire/Sea Fisheries levies	4,185	27	0					4,212	0.65
Capital Finance/Interest received	10,995	0	0			-350	350	10,995	0.00
Contingency	823	0	0				1400	2,223	
Inflation	0	0	0					0	
Contribution to Reserves	0	0	0				600	600	
Further Efficiency Savings	0	0	0					0	
	151,258	4,027	224	812	635	-2,352	4,805	159,409	
2. Level of Funding									
W A G funding	119,367	4,022		812	635		519	125,355	5.02
Deprivation grant	164	5						169	3.00
LABGI **	0					150		150	
	119,531	4,027	0	812	635	150	519	125,674	
Council Tax yield *	31,727		224			-2502	4,286	33,735	4.78
	151,258	4,027	224	812	635	-2,352	4,805	159,409	

Note - impact of * KS3 funding
& **LABGI grant excluded

C/Tax Bills 3.5% (inc £110k Business Rate Relief)
WAG funding 5.0% (4.7% adjusted)

	-1- Adjusted Budget 2007/8	-2- Inflation 3% 2008/9	-3- Committed Changes 2008/9	-4- Service Pressure & Growth	-5- Projected Budget 2008/9	-6- Inflation 3% 2009/10	-7- Committed Changes 2009/10	-8- Service Pressure 2009/10	-9- Projected Budget 2009/10
	£k	£k	£k	£k	£k	£k	£k	£k	
Lifelong Learning - Schools budgets*	50,533	1,519		290 (7)	52,342	1,570		290 (5)	54,202
- Other Education*	12,562	378			12,940	388			13,329
- Culture & Leisure	6,606	198	55 (2)		6,859	206			7,065
- Corporate services	444	13			457	14			471
Environment	21,972	659	57 (2)		22,688	681			23,369
Social Services & Housing	38,017	1,141			39,158	1,175			40,332
Resources	6,181	185			6,366	191			6,557
County Clerk	1,392	42			1,434	43			1,477
	137,707	4,136	112	290	142,245	4,267	0	290	146,802
Corporate	3,522	106		570 (5)	4,198	126		490 (4)	4,814
Fire/Sea Fisheries levies	4,212	126	0		4,339	130	0		4,469
Capital Finance/Interest received	10,995	0	150 (3)	300 (5)	11,445	0	150 (2)	100 (4)	11,695
Contingency	2,223	0	200	-650 (6)	1,773	0	200		1,973
Inflation	0	0	0		0	0	0		0
Contribution to Reserves	600	0	0		600	0	0		600
Further Efficiency Savings	0	0	-1,200 (4)		-1,200		-1,200 (3)		-2,400
	159,259	4,368	-738	510	163,399	4,523	-850	880	167,953
2. Level of Funding									
W A G funding	125,355	3,460 (1)			128,815	3,864			132,679
Deprivation grant	169	5			174	5			179
LABGI *	0				0				0
	125,524	3,465	0	0	128,989	3,869	0	0	132,858
Council Tax yield	33,735	902	-738	510	34,409	655	-850	880	35,093
	159,259	4,367	-738	510	163,400	4,524	-850	880	167,954

Note. * adjusted to remove one off spend.

	Increase Council Tax collection	2%		Increase Council Tax collection	2%
	RSG	3%-£300k		RSG	3%
	NNDR	3%		NNDR	3%
	£k	£k		£k	£k
Notes :	1 1st year of adverse RSG formula change	-300			
	2 Full year effect of Scala & Craft Centre and Environment pressures	55			
	3 Effect of Capital Plan	150		2. Effect of Capital Plan	150
	4 Further Efficiency Savings	-1200		3. Further Efficiency Savings	-1200
	5 Potential funds for pressures and Prudential Borrowing	570		4. Potential funds for pressures/growth and further Prudential Borrowing	100
	6 Equal pay impact	-650		5. Phased increase for Secondary Schools resulting from PWC report	290
	7 Phased increase for Secondary Schools	290			

REPORT TO CABINET

REPORT BY: Deputy Chief Executive / Corporate Director: Resources

DATE: 30 January 2007

SUBJECT: Revised Capital Procedures

1. DECISION SOUGHT

1.1 Members recommend to Council the proposed changes to the management of the capital plan as shown in section 6 of the Capital Task Group report (Appendix 1) and that it is subject to a review in 6 months.

2. REASON FOR SEEKING DECISION

2.1 During the summer the Council set up a Capital Task Group to look at a number of individual projects and then to review its capital plan procedures to address perceived weaknesses.

2.2 The Group has met several times and the enclosed report was considered at its last meeting. There was general individual consensus on the recommendations contained in the report.

2.3 These recommendations, coupled with other improvements such as a greater focus on project management, more resources for design work, prioritising of investment etc should allow the Council to strengthen its management of the capital plan.

2.4 The Task Group members were to report back to all political group meetings with any feedback on the process due by 26 January.

3. POWER TO MAKE THE DECISION

3.1 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

4.2 There are no direct cost implications, although this process will guide decisions on where to invest the Council's resources.

5. FINANCIAL CONTROLLER STATEMENT

5.1 It is important that the Council has a robust method of managing its investment in the capital plan

6. CONSULTATION CARRIED OUT

- 6.1 Discussions were held with various officers involved in the process, CET and the Capital Task Group. Task Group members have reported back to their respective political groups and the minutes and reports of the group are circulated to all members.

7. IMPLICATIONS ON OTHER POLICY AREAS

The Vision

- 7.1 Proper management of the Council's capital plan enables services to work towards delivering the Council's Vision.

Other Policy Areas Including Corporate

- 7.2 Proper management of the Council's capital plan underpins activity in all of the Council's policy areas and is fundamental to delivering all of the Council's strategies.

8. ACTION PLAN

- 8.1 All departments undertake regular budget monitoring and will continue to identify and take advantage of savings and efficiencies.

9. RECOMMENDATION

- 9.1 That Members recommend to Council the proposed changes to the management of the capital plan as shown in section 6 of the attached Capital Task Group report and that it is subject to a review in 6 months.

APPENDIX 1

Report to: Capital Task Group

Date: 15 January 2007

Report by: Corporate Director: Resources
Lead Member for Finance

Subject: Revised Capital Procedures

1 Introduction and Background

The Capital Task Group, as part of its remit, has confirmed the view that capital planning procedures within the authority need to be tightened and that where procedures are in place that these are not consistently applied.

There have been considerable developments in capital procedures over the last 2 years, including:

- increased use of Prudential Borrowing
- implementation of Capital Prioritisation
- creation of a Project Management Team
- increase in external funding and major capital projects
- more transparent reporting

Areas of weakness remain, including:

1. insufficient resources dedicated to address pre-project feasibility work and planning
2. projects appear in the Capital Plan without adequate review
3. project management methodology is not applied consistently throughout the authority
4. Capital Plan is inadequately reviewed, with an over-reliance on discussions at Full Council
5. Reliance on Full Council for final authorisation often elongates the process and can prevent the authority from being able to react quickly

The Capital Task Group was created to address a short-term funding issue and secondly to advise on revised procedures, making recommendations for Cabinet and Council to consider. This paper outlines draft proposals for discussion. With the presentation of this paper, this work will be concluded.

2 Principles

Creation of a Capital Strategy Group (CSG)

The main innovation of the revised procedures is the creation of a small Capital Strategy Group.

The Group would consist of:

Lead Member for Finance
Lead Member for Asset Management
Corporate Director: Resources
Corporate Director: Environment

The role of the Capital Strategy Group would be to:

- Provide a robust appraisal of all new projects and feasibility requests
- Ensure the development and implementation of the revised Corporate Project Management Methodology
- Review the operation and progress of major projects
- Regularly review the capital plan in detail

Support to the group would be provided by officers such as the Principal Management Accountant, Senior Project Manager, Design and Development Manager, and relevant project managers as required

Project Management Methodology

The Corporate Project Management Methodology will be implemented consistently across the authority. The role of the Corporate Project Management team will increasingly be to review and develop the methodology and develop expertise across the authority.

Role of Scrutiny

The revised procedures are consistent with existing constitutional procedures. They are also divided into clearly defined stages, allowing scrutiny at each stage as required.

3 Revised procedures

In order to address the shortcomings identified in Section 1, revised proposals have been developed which identify a much clearer stage by stage approach to capital planning.

The different stages are identified below and also represented diagrammatically in Appendix 1.

Stage No.	Stage	Description
1	Pre-feasibility assessment	Development of options at an early stage. Revenue Budget bid of £75k to allow 3D to undertake feasibility work. 3D to report activity quarterly to CET and CSG.
2	Preparation of Outline Business Case (OBC)	If funding is approved in Stage 1, or alternative funding identified, an Outline Business case will be prepared. The OBC must be prepared in accordance with the requirements of the project management methodology.
3	Review by Capital Strategy Group (CSG)	The role of the CSG at this stage will be to appraise projects and confirm the scores in accordance with the agreed prioritisation methodology. It is possible that project sponsors and managers would be asked to attend review meetings to answer questions / explain projects. The Group is not decision-making and will provide reports for consideration by CET and Cabinet.
4	Report to CET and Cabinet	The CSG would produce reports for agreement by CET and submission to Cabinet.
5	Preparation of Full Business Case (FBC)	Projects approved by Cabinet will then be developed further by preparation of a Full Business Case. At this stage projects will be eligible for funding through the Capital Feasibility Fund. Note: Not all projects may require pre-feasibility / feasibility work and may go straight to full Business Case
6	Second Review by Capital Strategy Group	Following the completion of the Full Business case, the CSG will meet for a second time to discuss the projects in detail.
7	Report to CET, Cabinet and Council	The CSG will prepare reports that will be discussed at CET, prior to submission to Cabinet and Council as appropriate for ultimate inclusion in the Capital Plan. The CSG will also produce regular reports on the overall position of the Capital Plan.

4 Frequency of Meetings

The adoption of the revised procedures will create a greater degree of rigour in the decision-making and review processes, as well as requiring greater discipline.

It is envisaged that the CSG would meet at least quarterly, with ad hoc meetings if required.

It is proposed that capital bids will be sought twice a year:

1. by November of each year, coinciding with and supporting the revenue budget process
2. by May of each year in order to take advantage of the potential opportunities such as slippage, additional capital receipts etc

The CSG will also need to be responsive to new funding opportunities or the need to react quickly to project variations.

In order to agree these revised procedures and also to finalise the 07/08 capital plan, a draft timescale is included in Appendix 2.

Group Leaders or their elected representatives are asked to take this paper back to their respective groups and if possible highlight any concerns they have by 26 January.

5 Amendments to the decision-making process

Currently authorisation of capital projects depends on Full Council approval. Often the lengthy periods of time between meetings adds an unnecessary time delay for relatively small decisions.

The concept of delegations is already accepted in the Capital Planning process in relation to Block Allocations. It is therefore proposed that there should be further delegations in order to be able to take full and quick advantage of funding on offer (e.g. WAG Grants) or to take decisions on relatively small matters.

It is therefore proposed that

- 1 (a) delegation of authority to CET to accept 100% grant funding offers up to £1m.
- (b) delegation of authority to Cabinet to accept 100% grant funding offers up to £2m.
- 2 (a) delegation of authority to CET to approve funding of up to £10k for individual projects not covered by Block Allocations, up to a cumulative value of £250k
- (b) delegation of authority to Cabinet to approve funding of up to £25k for individual projects not covered by Block Allocations, up to a cumulative value of £500k

This will allow operational decisions to be taken but still provide the safeguards built into the revised capital procedures

One of the successes of the Capital Task Group is that it has been possible to inform generally about the processes involved in developing the capital plan and also about the capital plan in greater detail. It is proposed that this continues by putting capital planning higher on the Cabinet and Council agendas at some meeting and also by continuing the seminars which took place in 2006.

6 Recommendations

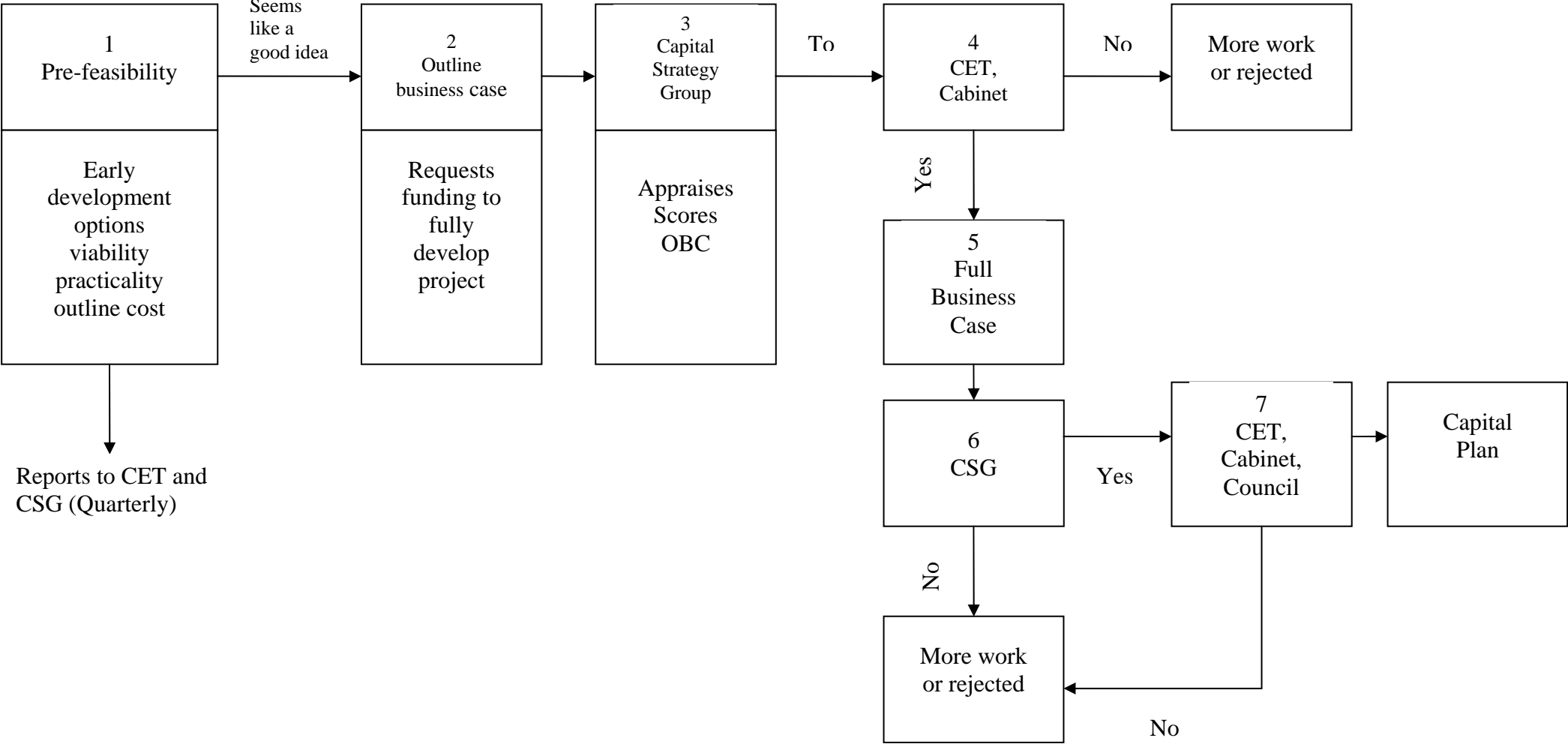
The proposals in this report address the weaknesses as defined in Section 1.

It is therefore proposed that

1. the revised capital planning procedures as outlined in Section 3
2. the delegations of authority outlined in Section 5

are recommended for approval to Cabinet and Council

CAPITAL PROCESS FLOWCHART



Proposed Timescale

Action	Date
Capital Task Group meeting	15 January 2007
Response to the revised procedures	By 26 January 2007
First meeting of the Capital Strategy Group to consider the capital bids for 07/08	w/c 29 January 2007
Cabinet to consider revised capital procedures	30 January 2007
CET to consider capital bids for 07/08	5 February 2007
Council to discuss revised capital procedures	13 February 2007
Cabinet to consider capital bids for 07/08	20 February 2007
Council to consider capital bids for 07/08 and agree capital plan	27 February 2007
Capital Task Group	2 April 2007

REPORT TO CABINET

**CABINET MEMBER: COUNCILLOR S. A. DAVIES
LEAD MEMBER FOR BUSINESS, COMMUNICATIONS
AND PERSONNEL**

DATE: 30th January 2007

SUBJECT: ROUTINE REPORTING ON PERSONNEL

1 DECISION SOUGHT

- 1.1 For Members to note the enclosed report on staff headcount.
- 1.2 Reports for the data included in this report cannot be run until payroll has been closed and cross check undertake to ensure all the data has been captured. The reports are normally ready by approximately the 16th of every month. Therefore there are difficulties in getting the reports to Cabinet within the timescale stated. Permission is therefore requested to submit this report as a late report to allow for the cross checking. This will only be for a short period (approximately 3 months) at which time the situation will be reviewed.

2 REASON FOR SEEKING DECISION

- 2.1. This is an updated monthly report on employee data (appendix A).
- 2.2. It should be noted that as Human Resource (HR) staff are still cleansing the HR system, there may be differences in the figures from the previous report. This will, in the main, be in the Full Time Equivalent (FTE) figure as accurate working hours are now being input into the system.
- 2.3 The starters and leavers have been revised from April 06 onwards to show starters and leavers to positions rather than starters and leavers to the authority. This is to reflect the fact that there are a number of employees with multiple employments within the authority.

The increase/decrease in actual number of employees reflects the starters and leavers to the authority and not to positions and as a result will not equate to the number of starters and leavers to positions which is detailed in the report.

- 2.4 A list showing the breakdown of starters and leavers is attached (appendix B).
- 2.5. Absence figures based on average number of days lost per employee and overall percentage absence have been added this month for the period April to December. This has also been broken down by Directorate/Department. Graphs have also been produced showing the corporate position since April 2006 (appendix C).

- 2.6. Work is on going on the payroll figures. For next month's report the intention is to have the gross pay and total number of employees paid each month for the period April 06 to January 07.

3 POWER TO MAKE THE DECISION

- 3.1. Section III of the Local Government Act 1972

4 COST IMPLICATIONS

- 4.1. There are no significant cost implications associated with the preparation of this information.
- 4.2. Additional costs are involved in the implementation of the payroll system and also in developing the interface between the time recording system and the HR system.

5 FINANCIAL CONTROLLER STATEMENT

- 5.1 Payroll costs are one of the largest costs faced by the Council and therefore any further actions to monitor and control expenditure are beneficial.

6 CONSULTATION CARRIED OUT

- 6.1. The headcount information has been prepared by the Central Personnel team directly from the HR system and discussed by the Corporate Directors.

7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE

- 7.1. No direct implication on any corporate policy.
- 7.2. The Vision – being able to deliver the Vision depends on having the right number of staff in the right jobs.

8 RECOMMENDATIONS

- 8.1. Members note the information considered in this report and approve the request for future reports to be submitted as a late report if necessary.

Overall Council Position

		SS&H				LL				Env				CE + CC				Res				TOTAL					
		Average Number of Days Lost Per Employee		Overall Percentage Absence	Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence	Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence	Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence	Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence	Leavers	Starters	
Year	Month	FTEs	Employee		FTEs	Employee		FTEs	Employee		FTEs	Employee		FTEs	Employee		FTEs	Employee		FTEs	Employee						
Establish't																											
2005	Apr	766	685		2361	1956		894	734		58	53		229	213		4308	3642						39	45		
	May	779	698		2370	1966		940	776		59	54		225	209		4373	3703						28	32		
	Jun	787	705		2369	1969		957	789		59	54		225	209		4397	3726						31	30		
	Jul	791	709		2370	1976		943	760		60	54		230	214		4394	3714						37	41		
	Aug	795	714		2360	1988		943	758		62	56		233	217		4393	3732						132	24		
	Sep	789	711		2421	2079		941	757		56	53		246	226		4453	3825						81	157		
	Oct	812	730		2439	2108		938	757		55	52		248	228		4492	3874						34	34		
	Nov	813	732		2481	2152		940	761		55	52		250	230		4539	3927						17	50		
	Dec	814	735		2494	2172		943	763		55	52		249	230		4555	3951						84	33		
2006	Jan	815	737		2498	2187		946	762		54	50		249	229		4562	3966						30	53		
	Feb	810	732		2491	2185		946	760		54	50		246	226		4547	3954						36	29		
	Mar	806	729		2482	2184		940	757		54	50		245	225		4527	3945						60	33		
	Apr	799	725	1.01	5.60	2475	2183	0.48	3.42	936	760	0.66	3.66	55	51	0.72	4.02	243	224	0.92	5.09	4508	3943	0.61	3.87	48	30
	May	805	732	1.19	5.65	2494	2200	0.80	3.96	951	785	0.72	3.42	54	50	0.91	4.33	244	224	0.80	3.81	4548	3990	0.85	4.14	28	57
	Jun	810	738	1.12	5.07	2498	2208	0.82	3.85	950	789	0.72	3.29	55	51	0.91	4.14	244	224	0.70	3.20	4557	4010	0.84	3.92	31	32
	Jul	805	738	1.02	4.87	2487	2201	0.67	3.65	946	798	0.69	3.29	54	50	0.63	2.98	256	235	0.49	2.31	4548	4021	0.73	3.70	56	52
	Aug	803	737	0.99	4.49	2483	2197	0.60	2.73	950	805	0.72	3.29	53	49	0.61	2.79	261	240	0.93	4.21	4550	4028	0.75	3.39	110	29
	Sep	812	747	1.03	4.92	2504	2239	0.50	2.50	958	828	0.62	2.95	54	50	0.27	1.27	257	236	1.17	5.58	4585	4099	0.66	3.21	44	97
	Oct	817	753.2	1.25	5.68	2447	2168.6	0.93	4.53	960	836.4	0.84	3.84	52	48.8	0.73	3.32	258	236.9	0.98	4.46	4534	4044	0.94	4.39	40	31
	Nov	783	712.2	1.17	5.31	2332	1976.9	0.91	4.40	953	832.2	0.85	3.88	54	51.3	0.99	4.52	257	236.5	1.24	5.62	4379	3809	0.96	4.49	17	37
	Dec	794	716.6	0.64	3.35	2338	1930.0	0.69	3.94	960	822.8	0.85	4.47	52	47.7	0.69	3.64	259	238.5	0.68	3.60	4403	3756	0.71	3.87	47	31
2007	Jan																							0	0		
	Feb																							0	0		
	Mar																							0	0		
Rolling Average																											
2006	Apr	801	721.5	1.01	5.60	2438	2095.7	0.48	3.42	943	763.5	0.66	3.66	57	52.2	0.72	4.02	241	222.2	0.92	5.09	4478	3855.1	0.61	3.87	51.5	45.5
	May	803	724.4	1.10	5.63	2448	2115.2	0.64	3.69	944	764.2	0.69	3.54	56	51.8	0.82	4.18	242	223.4	0.86	4.45	4493	3879.0	0.73	4.01	51.5	47.6
	Jun	805	727.1	1.11	5.44	2459	2135.1	0.70	3.74	943	764.2	0.70	3.46	56	51.6	0.85	4.16	244	224.7	0.81	4.03	4506	3902.7	0.77	3.98	51.5	47.8
	Jul	806	729.5	1.09	5.30	2468	2153.9	0.69	3.72	943	767.3	0.70	3.42	55	51.2	0.79	3.87	246	226.4	0.73	3.60	4519	3928.3	0.76	3.91	53.1	48.7
	Aug	807	731.4	1.07	5.14	2479	2171.3	0.67	3.52	944	771.2	0.70	3.39	55	50.6	0.76	3.65	248	228.4	0.77	3.72	4532	3952.9	0.76	3.80	51.3	49.1
	Sep	809	734.4	1.06	5.10	2486	2184.6	0.65	3.35	945	777.1	0.69	3.32	54	50.4	0.68	3.26	249	229.3	0.84	4.03	4543	3975.7	0.74	3.71	48.2	44.1
	Oct	809	736.3	1.09	5.18	2486	2189.6	0.69	3.52	947	783.7	0.71	3.39	54	50.1	0.68	3.26	250	230.0	0.86	4.09	4547	3989.9	0.77	3.80	48.7	43.8
	Nov	807	734.7	1.10	5.20	2474	2175.0	0.71	3.63	948	789.7	0.73	3.45	54	50.1	0.72	3.42	251	230.6	0.90	4.29	4533	3980.0	0.79	3.89	48.7	42.8
	Dec	805	733.1	1.05	4.99	2461	2154.9	0.71	3.66	950	794.7	0.74	3.57	54	49.7	0.72	3.45	252	231.3	0.88	4.21	4521	3963.8	0.78	3.89	45.6	42.6

Starters/Leavers - December 2006

Please see attached breakdown on starters and leavers

Please note that the figures contained within this report may differ from previous reports as the data is changing on a daily basis as HR staff input working hours

Reasons for Leaving	TOTAL
Dismissal - Misconduct	1
End of Temporary Contract	5
Not known	1
Resignation - Another Post Outside DCC	22
Resignation - Another Post Within DCC	2
Resignation - Personal	11
Retirement	2
Retirement - Standard Age	2
Transfer - System	1
	0
	47

Directorate:

Resources

		Director				Personnel				Finance				ICT				Internal Audit				Strat Pol Unit				TOTAL									
		Number of staff		Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence		Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence		Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence		Number of staff		Average Number of Days Lost Per Employee		Overall Percentage Absence		Number of staff		FTEs		Leavers		Starters	
Establish't		2		2.0																															
Apr	2005	2	2.0	22	20.6			144	132.0			44	41.6			9	9.0			6	6.0					227	211	4	3						
May		2	2.0	22	20.6			140	128.0			44	41.6			9	9.0			6	6.0					223	207	0	1						
Jun		2	2.0	22	20.6			140	128.0			44	41.6			9	9.0			6	6.0					223	207	2	2						
Jul		2	2.0	25	23.6			142	129.5			45	42.6			9	9.0			5	5.0					228	212	2	6						
Aug		2	2.0	29	27.5			143	130.5			44	41.6			9	9.0			4	4.0					231	215	1	5						
Sep		2	2.0	25	23.5			144	131.2			58	51.9			9	9.0			8	8.0					246	226	6	9						
Oct		2	2.0	23	21.6			146	133.2			59	52.9			9	9.0			9	9.0					248	228	1	3						
Nov		2	2.0	24	22.6			147	134.2			59	53.3			9	9.0			9	9.0					250	230	2	4						
Dec		2	2.0	23	22.1			147	134.2			59	53.5			9	9.0			9	9.0					249	230	2	1						
Jan	2006	2	2.0	23	22.1			147	134.2			59	53.1			9	9.0			9	9.0					249	229	1	1						
Feb		2	2.0	23	22.1			144	131.2			59	53.1			9	9.0			9	9.0					246	226	3	2						
Mar		2	2.0	25	24.1			143	130.2			59	53.1			9	9.0			7	7.0					245	225	4	2						
Apr		2	2.0	25	24.5	1.55	8.63	142	129.5	0.34	1.89	58	51.6	0.35	1.94	9	9.0	0.00	0.00	7	7.0	0.00	0.00			243	224	4	2						
May		2	2.0	24	23.1	3.19	15.17	142	129.2	0.37	1.75	60	53.4	1.07	5.07	9	9.0	0.00	0.00	7	7.0	0.14	0.68			244	224	1	3						
Jun		2	2.0	24	23.2	1.82	8.28	142	129.2	0.35	1.61	60	53.2	0.99	4.49	9	9.0	0.22	1.01	7	7.0	0.71	3.25			244	224	1	0						
Jul		2	2.0	30	29.2	0.19	0.82	146	133.0	0.38	1.83	60	53.2	0.69	3.29	10	10.0	0.05	0.24	8	8.0	2.63	12.50			256	235	0	12						
Aug		2	2.0	33	32.2	0.39	1.77	146	132.6	0.81	3.67	62	55.2	1.46	6.64	10	10.0	0.00	0.00	8	8.0	2.75	12.50			261	240	0	5						
Sep		2	2.0	29	27.7	1.33	6.35	147	133.6	0.82	3.93	61	54.7	2.03	9.67	10	10.0	0.50	2.38	8	8.0	2.63	12.50			257	236	7	3						
Oct		2	2.0	28	26.7	1.74	7.90	148	134.6	0.64	2.91	61	54.5	2.42	10.98	10	10.0	0.50	2.27	9	9.0	2.44	11.11			258	237	2	4						
Nov		2	2.0	28	26.7	1.28	5.84	148	135.1	0.87	3.96	60	53.6	1.87	8.50	10	10.0	1.10	5.00	9	9.0	1.22	5.56			257	236	1	2						
Dec		2	2.0	29	27.7	1.44	7.59	149	136.1	0.62	3.27	60	53.6	0.72	3.78	10	10.0	0.00	0.00	9	9.0	0.00	0.00			259	238	1	3						
Jan	2007																									0	0								
Feb																										0	0								
Mar																										0	0								
Rolling Average																																			
Apr	2006	2	2.0	24	22.9	1.55	8.63	144	131.1	0.34	1.89	54	49.2	0.35	1.94	9	9.0	0.00	0.00	7	7.3	0.00	0.00			240	221.5	2.3	3.2						
May		2	2.0	24	23.1	2.37	11.90	144	131.2	0.36	1.82	55	50.1	0.71	3.51	9	9.0	0.00	0.00	7	7.4	0.07	0.34			242	222.9	2.4	3.3						
Jun		2	2.0	24	23.3	2.19	10.69	144	131.3	0.35	1.75	57	51.1	0.80	3.83	9	9.0	0.07	0.34	8	7.5	0.28	1.31			244	224.3	2.3	3.2						
Jul		2	2.0	25	23.8	1.69	8.23	144	131.6	0.36	1.77	58	52.0	0.78	3.70	9	9.1	0.07	0.31	8	7.8	0.87	4.11			246	226.2	2.2	3.7						
Aug		2	2.0	25	24.2	1.43	6.93	145	131.8	0.45	2.15	59	53.1	0.91	4.29	9	9.2	0.05	0.25	8	8.1	1.25	5.79			248	228.4	2.1	3.7						
Sep		2	2.0	26	24.5	1.41	6.84	145	132.0	0.51	2.45	60	53.4	1.10	5.18	9	9.3	0.13	0.61	8	8.1	1.48	6.91			249	229.2	2.2	3.2						
Oct		2	2.0	26	25.0	1.46	6.99	145	132.1	0.53	2.51	60	53.5	1.29	6.01	9	9.3	0.18	0.84	8	8.1	1.61	7.51			250	230.0	2.3	3.3						
Nov		2	2.0	26	25.3	1.44	6.85	145	132.2	0.57	2.69	60	53.5	1.36	6.32	9	9.4	0.30	1.36	8	8.1	1.57	7.26			251	230.5	2.2	3.1						
Dec		2	2.0	27	25.8	1.44	6.93	145	132.4	0.58	2.76	60	53.5	1.29	6.04	10	9.5	0.26	1.21	8	8.1	1.39	6.46			252	231.3	2.1	3.3						

Reasons for Leaving

End of Temporary Contract

1

Directorate: County Clerk & CE

		CE		CC		TOTAL					
		Number of staff	FTEs	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Leavers	Starters
Establish't											
Apr	2005	2	2.0	56	51.2			58	53	0	0
May		2	2.0	57	51.8			59	54	0	1
Jun		2	2.0	57	51.8			59	54	0	0
Jul		2	2.0	58	52.4			60	54	0	1
Aug		2	2.0	60	54.0			62	56	0	2
Sep		2	2.0	54	50.6			56	53	1	0
Oct		2	2.0	53	49.8			55	52	0	0
Nov		2	2.0	53	49.8			55	52	0	0
Dec		2	2.0	53	49.8			55	52	2	0
Jan	2006	2	2.0	52	47.7			54	50	0	1
Feb		3	3.0	51	46.7			54	50	1	1
Mar		3	3.0	51	46.7			54	50	0	0
Apr		3	3.0	52	47.7	0.72	4.02	55	51	0	0
May		3	3.0	51	46.7	0.91	4.33	54	50	1	0
Jun		3	3.0	52	47.7	0.91	4.14	55	51	1	1
Jul		3	3.0	51	46.7	0.63	2.98	54	50	0	0
Aug		3	3.0	50	45.7	0.61	2.79	53	49	1	0
Sep		3	3.0	51	47.2	0.27	1.27	54	50	0	2
Oct		3	3.0	49	45.8	0.73	3.32	52	49	0	0
Nov		3	3.0	51	47.0	0.99	4.52	54	50	0	2
Dec		3	3.0	49	44.0	0.69	3.64	52	47	1	0
Jan	2007							0	0		
Feb								0	0		
Mar								0	0		
Rolling Average											
Apr	2006	2	2.3	54	49.9	0.72	4.02	57	52.2	0.3	0.5
May		2	2.3	54	49.5	0.82	4.18	56	51.8	0.4	0.4
Jun		2	2.4	53	49.2	0.85	4.16	56	51.6	0.5	0.5
Jul		3	2.5	53	48.7	0.79	3.87	55	51.2	0.5	0.4
Aug		3	2.6	52	48.0	0.76	3.65	55	50.6	0.6	0.3
Sep		3	2.7	52	47.7	0.68	3.26	54	50.4	0.5	0.4
Oct		3	2.8	51	47.4	0.68	3.26	54	50.1	0.5	0.4
Nov		3	2.8	51	47.1	0.72	3.42	54	50.0	0.5	0.6
Dec		3	2.9	51	46.7	0.72	3.45	54	49.6	0.4	0.6

Reasons for Leaving

End of Temporary Contract

1

Directorate: Environment

Director		Dev Services				Env Services				Fin & Perf				Plan & PP				Transp & Infra				TOTAL													
Establish't	Number of staff	FTEs	Number of staff		Average Number of Days Lost		Overall		Number of staff		Average Number of Days Lost		Overall		Number of staff		Average Number of Days Lost		Overall		Number of staff		FTEs	Leavers	Starters										
			FTEs	FTEs	Per Employee	Percentage Absence	FTEs	FTEs	Per Employee	Percentage Absence	FTEs	FTEs	Per Employee	Percentage Absence	FTEs	FTEs	Per Employee	Percentage Absence	FTEs	FTEs	Per Employee	Percentage Absence													
	2	2.0																																	
Apr	2005	2	2.0	68	68.0				510	387.8				33	31.2							118	114.3			163	131.1			894	734	7	19		
May		2	2.0	72	72.0				525	399.7				34	32.2							117	113.7			190	156.6			940	776	3	3		
Jun		2	2.0	74	74.0				536	407.2				34	32.2							117	113.7			194	160.1			957	789	11	9		
Jul		2	2.0	73	72.5				541	394.4				34	32.2							120	116.7			173	142.7			943	760	14	7		
Aug		2	2.0	74	73.3				539	395.2				34	32.2							120	116.0			174	140.0			943	759	11	6		
Sep		2	2.0	75	74.3				538	395.2				33	31.7							121	117.0			172	137.0			941	757	13	8		
Oct		2	2.0	72	71.1				538	398.6				33	31.7							123	119.0			170	134.7			938	757	11	8		
Nov		2	2.0	73	72.1				543	404.9				33	31.7							124	120.0			165	129.9			940	761	7	7		
Dec		2	2.0	75	74.1				541	403.0				33	31.7							125	121.0			167	130.9			943	763	20	6		
Jan	2006	2	2.0	76	75.1				545	403.3				33	31.7							122	118.0			168	132.1			946	762	9	6		
Feb		2	2.0	75	74.1				546	402.1				32	30.7							121	117.0			170	134.7			946	761	8	3		
Mar		2	2.0	80	79.1				538	396.5				32	30.6							121	117.0			167	132.4			940	757	14	7		
Apr		2	2.0	71	69.9	0.53	2.94		538	403.9	0.71	3.92		32	30.6	0.39	2.18					122	118.0	0.57	3.15		171	136.2	0.74	4.09	936	760	13	10	
May		2	2.0	76	74.9	0.89	4.26		544	417.5	0.75	3.56		32	30.6	0.03	0.16					124	120.0	0.79	3.74		173	139.6	0.64	3.05	951	785	13	19	
Jun		2	2.0	76	74.9	0.80	3.64		543	422.2	0.77	3.48		33	31.6	0.47	2.16					123	119.0	0.71	3.21		173	139.7	0.64	2.90	950	789	13	6	
Jul		2	2.0	78	76.9	0.46	2.17		539	424.6	0.90	4.28		33	31.6	0.22	1.06					122	118.0	0.66	3.13		172	144.5	0.35	1.65	946	798	15	11	
Aug		2	2.0	78	76.9	0.53	2.41		546	433.7	0.77	3.52		32	30.6	0.25	1.13					122	118.0	0.72	3.27		170	144.4	0.79	3.59	950	805	10	10	
Sep		2	2.0	78	76.9	0.36	1.73		546	445.3	0.71	3.37		34	32.6	0.23	1.10					121	117.0	0.46	2.18		177	154.1	0.71	3.36	958	828	11	9	
Oct		2	2.0	80	78.9	0.53	2.42		548	541.6	0.91	4.31		34	32.6	0.46	2.09					119	115.0	0.67	3.04		177	156.4	1.03	4.66	960	926	8	10	
Nov		2	2.0	79	77.9	0.30	1.34		551	451.1	0.87	3.94		34	32.6	0.92	4.18					118	114.0	0.78	3.56		177	155.7	1.13	5.15	961	833	3	7	
Dec		2	2.0	79	77.4	0.27	1.40		555	448.7	0.88	4.65		33	31.2	0.43	2.26					118	112.2	0.93	4.89		173	151.4	1.08	5.69	960	823	9	11	
Jan	2007																																		
Feb																																			
Mar																																			
Rolling Average																																			
Apr	2006	2	2.0	74	73.4	0.53	2.94		539	400.3	0.71	3.92		33	31.6	0.39	2.18				121	117.2	0.57	3.15		173	138.9	0.74	4.09	943	763.5	11.2	6.7		
May		2	2.0	75	73.7	0.71	3.60		541	401.8	0.73	3.74		33	31.5	0.21	1.17				122	117.7	0.68	3.45		172	137.5	0.69	3.57	944	764.2	12.0	8.0		
Jun		2	2.0	75	73.8	0.74	3.61		541	403.0	0.74	3.65		33	31.4	0.30	1.50				122	118.2	0.69	3.37		170	135.8	0.67	3.35	943	764.2	12.2	7.8		
Jul		2	2.0	75	74.1	0.67	3.25		541	405.6	0.78	3.81		33	31.4	0.28	1.39				122	118.3	0.68	3.31		170	136.0	0.59	2.92	943	767.3	12.3	8.1		
Aug		2	2.0	75	74.4	0.64	3.08		542	408.8	0.78	3.75		33	31.2	0.27	1.34				123	118.5	0.69	3.30		170	136.3	0.63	3.06	944	771.2	12.2	8.4		
Sep		2	2.0	76	74.6	0.60	2.86		542	412.9	0.77	3.69		33	31.3	0.27	1.30				123	118.5	0.65	3.11		170	137.8	0.65	3.11	945	777.1	12.0	8.5		
Oct		2	2.0	76	75.3	0.59	2.80		543	424.9	0.79	3.78		33	31.4	0.29	1.41				122	118.1	0.65	3.10		171	139.6	0.70	3.33	947	791.2	11.8	8.7		
Nov		2	2.0	77	75.8	0.55	2.61		544	428.7	0.80	3.80		33	31.5	0.37	1.76				122	117.6	0.67	3.16		172	141.7	0.75	3.56	949	797.3	11.4	8.7		
Dec		2	2.0	77	76.1	0.52	2.48		545	432.5	0.81	3.89		33	31.4	0.38	1.81				121	116.9	0.70	3.35		172	143.4	0.79	3.79	950	802.3	10.5	9.1		

Reasons for Leaving

Resignation - Another Post Outside DCC	6
Resignation - Another Post Within DCC	1
Resignation - Personal	2
	9

Directorate: Social Services and Housing

Establish't	Director	Adult Ser				Bus Sup				Child Serv				Child & Young				Housing Serv				TOTAL					
		Number of staff	FTEs	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Average Number of Days Lost Per Employee	Overall Percentage Absence	Number of staff	FTEs	Leavers	Starters
		3	3.0																								
Apr	2005	3	3.0	542	471.3		24	23.7			108	103.0			2	2.0			87	81.9				766	685	2	5
May		3	3.0	545	474.6		24	23.7			118	112.5			2	2.0			87	81.9				779	698	5	5
Jun		3	3.0	551	480.0		24	23.7			119	112.6			2	2.0			88	83.4				787	705	7	6
Jul		3	3.0	552	482.2		24	23.7			123	116.6			2	2.0			87	81.9				791	709	7	11
Aug		3	3.0	575	505.2		24	23.7			102	96.2			2	2.0			89	83.9				795	714	8	7
Sep		3	3.0	574	505.0		23	22.7			99	94.2			2	2.0			88	84.3				789	711	12	9
Oct		3	3.0	575	506.6		24	23.7			123	112.3			2	2.0			85	82.2				812	730	7	7
Nov		3	3.0	579	511.5		24	23.7			123	112.8			2	2.0			82	79.2				813	732	1	3
Dec		3	3.0	578	512.7		24	23.7			123	112.8			3	3.0			83	80.2				814	735	10	2
Jan	2006	3	3.0	577	513.0		25	24.7			122	111.8			3	3.0			85	81.8				815	737	7	9
Feb		3	3.0	573	508.9		25	24.7			121	110.8			3	3.0			85	81.8				810	732	9	3
Mar		3	3.0	569	506.1		25	24.7			121	110.8			3	3.0			85	81.8				806	729	10	1
Apr		3	3.0	561	499.9	1.11	6.17	25	24.7	0.08	0.45	124	113.8	0.99	5.47	3	3.0	4.00	22.22	83	80.4	0.57	3.18	799	725	6	2
May		3	3.0	566	506.3	1.25	5.95	26	25.7	0.27	1.30	122	111.8	1.73	8.21	3	3.0	0.00	0.00	85	82.4	0.40	1.91	805	732	5	9
Jun		3	3.0	569	509.3	1.14	5.16	26	25.7	0.34	1.54	122	112.3	1.49	6.78	3	3.0	0.67	3.03	87	84.4	0.75	3.42	810	738	4	9
Jul		3	3.0	563	505.9	0.96	4.58	27	26.7	0.11	0.53	123	115.9	1.56	7.44	3	3.0	6.33	30.16	86	83.4	0.73	3.49	805	738	13	8
Aug		3	3.0	562	506.3	0.94	4.26	27	26.7	1.44	6.54	121	113.9	1.01	4.59	6	6.0	3.67	16.67	84	81.4	1.01	4.59	803	737	9	7
Sep		4	4.0	566	510.8	0.97	4.60	26	25.7	0.23	1.11	123	115.9	1.20	5.74	9	9.0	3.11	14.81	84	81.4	1.25	5.95	812	747	3	13
Oct		4	4.0	570	516.1	1.25	5.67	26	25.7	0.19	0.88	124	117.1	1.72	7.83	9	9.0	0.11	0.51	84	81.4	1.03	4.67	817	753	7	9
Nov		4	4.0	547	483.5	1.28	5.81	26	25.7	0.31	1.41	116	110.5	1.18	5.35	8	8.0	1.88	8.52	86	83.4	0.73	3.33	787	715	3	12
Dec		4	4.0	551	483.6	0.80	4.19	28	27.7	0.43	2.25	115	109.2	0.41	2.17	10	10.0	0.00	0.00	86	82.1	0.14	0.73	794	717	6	4
Jan	2007																							0	0		
Feb																								0	0		
Mar																								0	0		
Rolling Average																											
Apr	2006	3	3.0	567	500.5	1.11	6.17	24	24.0	0.08	0.45	118	109.7	0.99	5.47	2	2.4	4.00	22.22	86	81.9	0.57	3.18	801	721.5	7.42	5.42
May		3	3.0	569	503.1	1.18	6.06	24	24.2	0.18	0.88	119	109.7	1.36	6.84	3	2.5	2.00	11.11	85	81.9	0.49	2.55	803	724.4	7.42	5.75
Jun		3	3.0	571	505.5	1.17	5.76	25	24.3	0.23	1.10	119	109.7	1.40	6.82	3	2.6	1.56	8.42	85	82.0	0.57	2.84	805	727.1	7.17	6.00
Jul		3	3.0	572	507.5	1.12	5.47	25	24.6	0.20	0.96	119	109.6	1.44	6.98	3	2.7	2.75	13.85	85	82.1	0.61	3.00	806	729.5	7.67	5.75
Aug		3	3.0	571	507.6	1.08	5.22	25	24.8	0.45	2.07	120	111.1	1.36	6.50	3	3.0	2.93	14.42	85	81.9	0.69	3.32	807	731.4	7.75	5.75
Sep		3	3.1	570	508.1	1.06	5.12	25	25.1	0.41	1.91	122	112.9	1.33	6.37	4	3.6	2.96	14.48	85	81.7	0.79	3.76	809	734.4	7.00	6.08
Oct		3	3.2	569	508.9	1.09	5.20	26	25.2	0.38	1.76	122	113.3	1.39	6.58	4	4.2	2.56	12.49	84	81.6	0.82	3.89	809	736.3	7.00	6.25
Nov		3	3.3	567	506.6	1.11	5.28	26	25.4	0.37	1.72	122	113.1	1.36	6.43	5	4.7	2.47	11.99	85	82.0	0.81	3.82	807	734.9	7.17	7.00
Dec		3	3.3	565	504.1	1.08	5.15	26	25.7	0.38	1.78	121	112.8	1.25	5.95	5	5.3	2.20	10.66	85	82.1	0.73	3.47	805	733.4	6.83	7.17

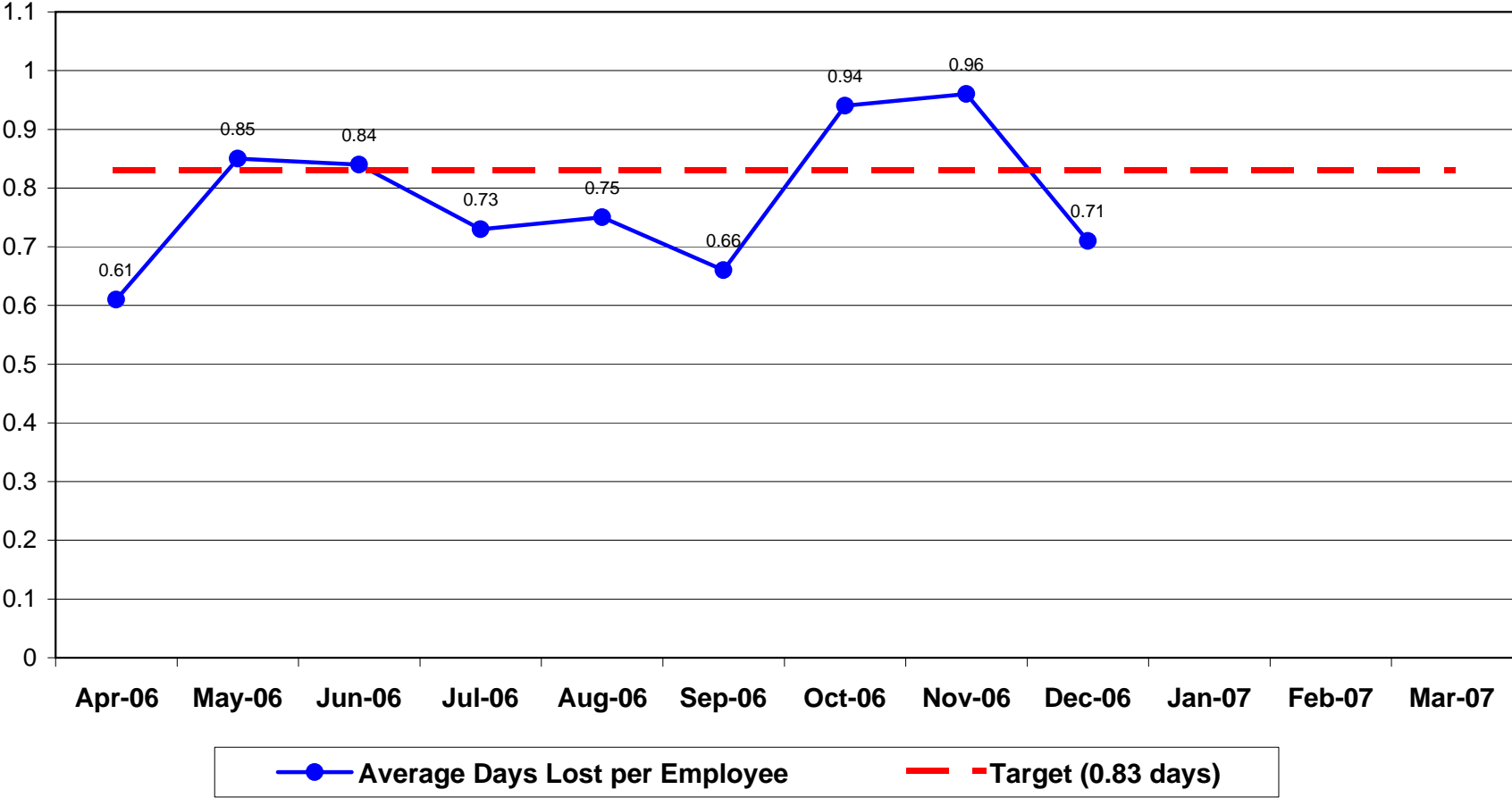
Reasons for Leaving

End of Temporary Contract	1
Not known	1
Resignation - Another Post Outside DCC	1
Resignation - Personal	1
Retirement	1
Transfer - System	1

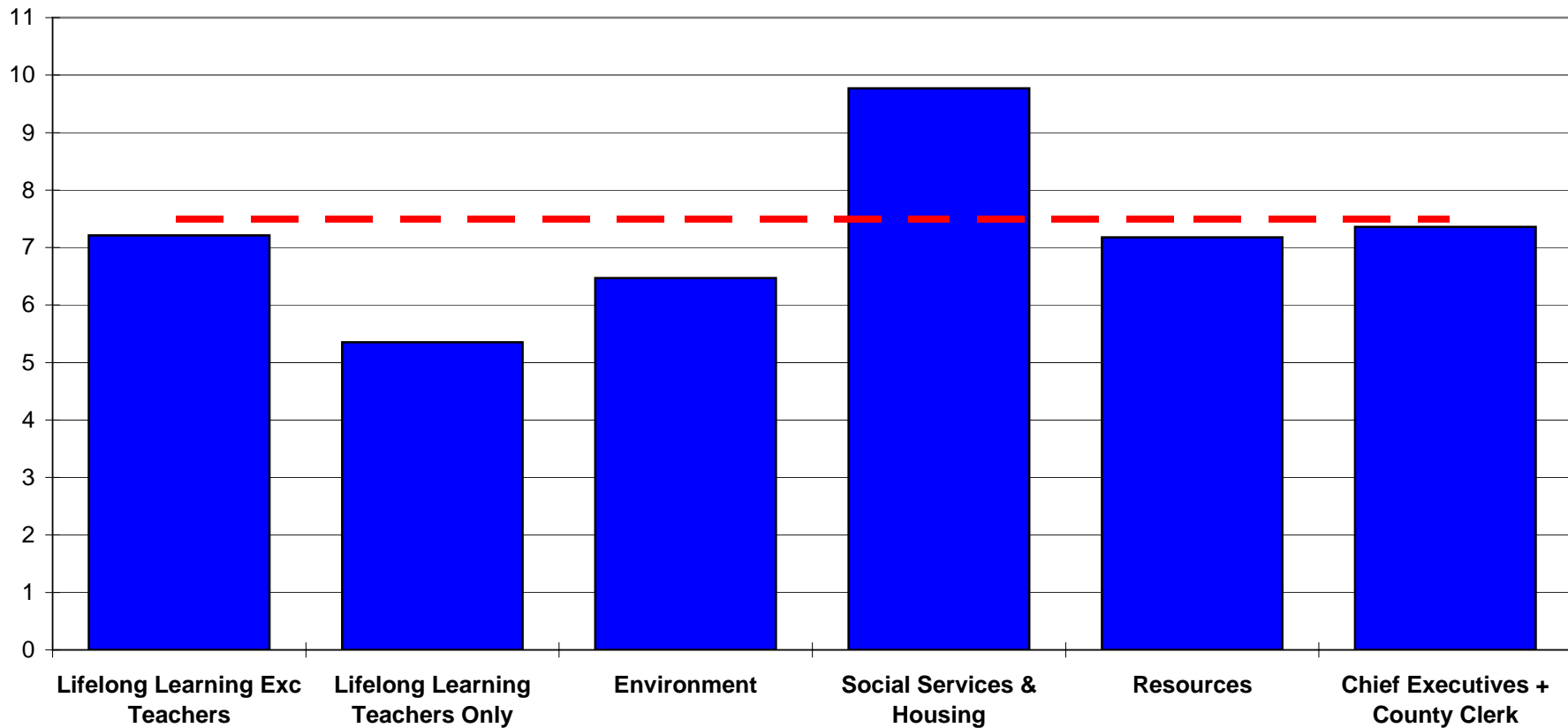
Breakdown of Starters for December 2006

Start Date	Post	Directorate	Department	Section
04/12/2006	Principal Valuation & Property Surveyor01	Environment	Development Services	Property
04/12/2006	Catering Assistant01	Environment	Environmental Services	Catering
18/12/2006	Winter Maintenance Driver	Environment	Environmental Services	Highway Operations
18/12/2006	Winter Maintenance Driver	Environment	Environmental Services	Highway Operations
18/12/2006	Winter Maintenance Driver	Environment	Environmental Services	Highway Operations
18/12/2006	Winter Maintenance Driver	Environment	Environmental Services	Highway Operations
12/12/2006	Assistant Storekeeper	Environment	Environmental Services	Sign Shop, Street Lighting, Safety & CCTV
18/12/2006	Street Lighting Electrician	Environment	Environmental Services	Sign Shop, Street Lighting, Safety & CCTV
01/12/2006	Senior Engineer (Maintenance)02	Environment	Transport & Infrastructure	Network Management
18/12/2006	Technical Assistant- Streetworks	Environment	Transport & Infrastructure	Network Management
04/12/2006	Administration Officer01	Lifelong Learning	Education	Inclusive Learning
04/12/2006	Nursery Nurse (mat cover)	Lifelong Learning	Schools	Primary Schools
01/12/2006	Caretaker	Lifelong Learning	Schools	Primary Schools
04/12/2006	Mid Day Supervisor	Lifelong Learning	Schools	Primary Schools
01/12/2006	Mid Day Supervisor	Lifelong Learning	Schools	Primary Schools
12/12/2006	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools
11/12/2006	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools
12/12/2006	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools
11/12/2006	Teacher	Lifelong Learning	Schools	Secondary Schools
15/12/2006	Learning Support Assistant	Lifelong Learning	Schools	Secondary Schools
14/12/2006	Cleaner	Lifelong Learning	Schools	Secondary Schools
07/12/2006	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools
11/12/2006	Clerk to the Governing Body	Lifelong Learning	Schools	Special Schools
11/12/2006	Corporate Assistant Health & Safety Advisor0	Resources	Central Personnel	Corporate Health & Safety
11/12/2006	Corporate Assistant Road Risk Advisor01	Resources	Central Personnel	Corporate Health & Safety
04/12/2006	Senior Project Manager	Resources	Finance	Management Accounting
04/12/2006	Social Worker03	Social Services & Housing	Adult Services	Assessment & Care Management Older People
04/12/2006	Admin Officer01	Social Services & Housing	Adult Services	PMSU
18/12/2006	Support Worker01(temp)	Social Services & Housing	Adult Services	PMSU
07/12/2006	Information Assistant	Social Services & Housing	Business Support & Development	Performance Management & Support Unit

Denbighshire County Council Average Number of Days Lost Per Employee 2006 - 2007



**Average Days Lost per Directorate
April - December 2006**



Average Days Lost per Employee **Target (7.50 Days)**

**CABINET
FORWARD WORK PROGRAMME**

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
FEBRUARY 2007	
Revenue Budget Monitoring Report	Councillor G O Rowlands R Parry
Capital Plan	Councillor G O Rowlands R Parry
Treasury Management Strategy	Councillor G O Rowlands R Parry
Corporate Quarterly Performance Report	Councillor G O Rowlands J Williams
Housing Renewal and Houseproud Scheme: A New Direction	Councillor P A Dobb Gareth Roberts
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Economic Growth Strategy for Denbighshire	Councillor R W Hughes M Dixon
Rural Development Plan Local Development Strategy for Rural Denbighshire	Councillor R W Hughes M Dixon
MARCH 2007	
Revenue Budget Monitoring Report	Councillor G O Rowlands R Parry
Capital Plan	Councillor G O Rowlands R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Modernising Education Update	Councillor D Owens H W Griffiths
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Affordable Housing Local Needs Connection Policy	Councillor E W Williams M Pender
Approval of LDP Preferred Strategy and Strategic Options	Councillor E W Williams M Pender
European Union Convergence Programme Action Plan for Denbighshire	Councillor R W Hughes G Evans
Sustainable Development Strategy and Action Plan	Councillor E W Williams J Williams
Efficiency Strategy	Councillor R W Hughes J Williams
APRIL 2007	
Revenue Budget Monitoring Report	Councillor G O Rowlands R Parry
Capital Plan	Councillor G O Rowlands R Parry
Use of the £200k 'Spend to Save' Efficiencies Budget	Councillor G O Rowlands A Evans
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Disabilities / Equalities Scheme Approval	Councillor S A Davies J Williams
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Conwy Denbighshire Spatial Framework	Councillor R W Hughes

REPORT TITLE	REPORT LEAD MEMBER / AUTHOR
	M Dixon
Improvement Plan	Councillor R W Hughes J Williams
MAY 2007	
Revenue Budget Monitoring Report	Councillor G O Rowlands R Parry
Capital Plan	Councillor G O Rowlands R Parry
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Community Vision	Councillor R W Hughes J Williams
JUNE 2007	
Revenue Budget Monitoring Report	Councillor G O Rowlands R Parry
Capital Plan	Councillor G O Rowlands R Parry
Community Capital Grants 2007-2008	Councillor R W Hughes M Dixon
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Local Housing Strategy	Councillor P A Dobb S Kaye
Clwyd Leisure Joint Study	Councillor S Roberts T Hughes
Improvement Planning	Councillor R W Hughes J Williams