

**CABINET**

Minutes of the Cabinet meeting held in Conference Room 1, County Hall, Ruthin at 10.00 a.m. on Tuesday 27 March 2007.

**PRESENT**

Councillors S A Davies, Lead Member for Policy, Communications and Improvement; P A Dobb, Lead Member for Health, Social Care & Wellbeing; E C Edwards, Lead Member for Customer Care and Citizen Engagement, R W Hughes, Leader and Lead Member for Economic Prosperity & European Programmes; D Owens, Lead Member for Schools and Lifelong Learning; G O Rowlands, Lead Member for Finance and Procurement; S Roberts, Lead Member for Tourism, Culture and Heritage and J Thompson Hill, Lead Member for Property and Sustainable Development.

Observers: Councillors J R Bartley; R E Barton, M LI Davies; G C Evans; H H Evans; C L Hughes, M M Jones; K N Hawkins; J A Smith and C H Williams.

**ALSO PRESENT**

Chief Executive; Deputy Chief Executive / Corporate Director: Resources and the Senior Solicitor.

**APOLOGIES**

Councillor M A German, Lead Member for Children, Young People and Families, E W Williams, Lead Member for Environment; County Clerk and the Financial Controller.

**ANNOUNCEMENT**

Cabinet Members sent their best wishes for a speedy recovery to Councillor M A German, following his recent illness.

Councillor P A Dobb welcomed Neil Ayling, Head of Adult Services and Sian Bennett, Health Policy Officer to Cabinet, in recognition of their being awarded the Excellence Wales status and commended for their work on behalf of the Authority for its health improvement strategy. She presented them with the Award for their team. Councillor Dobb said schools had been visited, community events attended and corporate improvements made regarding health promotion, along with the introduction of the Health Challenge Denbighshire website. The Head of Adult Services thanked Councillor Dobb and said the team was delighted to receive the award following the hard work on health promotion which had been led by herself, Cabinet and colleagues.

Councillor Dobb updated Members regarding the Houseproud Scheme, a Welsh Assembly Government initiative, which allocated loans to older people who would otherwise not be able to pay for housing improvements such as double glazing or heating. The scheme continued to be a success in Denbighshire.

Councillor G O Rowlands and Cabinet Members congratulated the Benefits Department in achieving their Charter Mark (the UK Government's national standard for excellence in customer service), with the assessors declaring the service so good that there were no recommendations for improvement.

Councillor R W Hughes welcomed S Cordiner, Senior Solicitor to Cabinet and went on to welcome 4 pupils from Ysgol Brynhyfryd, Ruthin who were members of the School Council and would be asking two questions to Cabinet.

## **1 URGENT MATTERS**

There were no Urgent matters.

## **2 MINUTES OF THE CABINET**

The Minutes of the Cabinet meeting held on 20 February 2007 were submitted.

**RESOLVED** that the Minutes of the Cabinet meeting held on 20 February 2007 be approved as a correct record and signed by the Leader.

## **3 WORKING TOGETHER AS THE WELSH PUBLIC SERVICE**

Councillor R W Hughes presented the report for Members to consider the progress the Authority was making to meet the collaboration strand of the 'Making the Connections' agenda and request further information and/or action where required. Members were asked to note the minutes of the third Regional Partnership Board meeting held on the 6 October 2006 (Appendix 1 refers) and the fourth Regional Partnership Board meeting held on the 21 December 2006 (Appendix 2 refers). Members were also asked to note the current position of the Year 1 projects and consider how Members might best engage in discussions in relation to the potential projects for Year 2 which had been identified by the Board.

Progress made with other North Wales Authorities was outlined by Councillor Hughes, including the initial funding provided by the Welsh Assembly Government for the Potential Year 2 Projects. She emphasised the importance of progressing projects in a regional context and then relating them back within Denbighshire. It was important to ensure that both officers and Members were engaged in the process.

The Chief Executive informed Members that the parking penalty process was due to start the following week and it had been arranged with Post Offices that payment penalties could be made at Post Offices as part of partnership working. The Deputy Chief Executive / Corporate Director: Resources would be attending Regional Partnership Board meetings to represent the views of the Finance Directors in North Wales.

Councillor P A Dobb was pleased to see the Potential Year 2 Projects included review of learning disability services and a joint project with the NHS North Wales Planning Forum.

Councillor G O Rowlands highlighted the Financial Controller Statement and emphasised the need to ensure that collaboration would only happen as long as the Authority was efficient.

The Corporate Director: Social Services and Housing stressed the importance of ensuring senior staff commitment and energy in the selection of projects to be developed. The Head of Strategic Policy Unit informed Members that each Scrutiny Committee would be visited and each Cabinet Member consulted.

**RESOLVED** that Members note the progress the Authority is making to meet the collaboration strand of the 'Making the Connections' agenda and note the minutes of the Regional Partnership Board meetings on 06.10.2006 and 21.12.2006. Members considered how they might best engage in discussions in relation to potential Year 2 projects.

#### **4 RHYL TOWN CENTRE REDEVELOPMENT**

Councillor R W Hughes presented the report for Members to receive the 'Rhyl Town Centre Retail Redevelopment Scheme' study undertaken by King Sturge, commissioned by the Welsh Development Agency (now Welsh Assembly Government, Department of Enterprise, Innovation & Networks (DEIN)) and supported by Denbighshire County Council. Members were also asked to approve the principles outlined in the King Sturge masterplan in order to progress the town centre retail redevelopment as outlined in the report and note that should the eventual preferred developer not be able to acquire the necessary properties through negotiation, the use of a Compulsory Purchase Order may be required.

Councillor S Roberts congratulated the Corporate Director: Environment and staff on their hard work in producing the report. She informed Members that the Corporate Director had had a vision for Rhyl since he had become the Director responsible for the Rhyl geographical area and much of the progress in the town had stemmed from this.

Jack Crompton, Head Boy who was currently studying Rhyl as part of his Geography Course asked what was the Council doing to ensure the quality of shops in the town improve particularly as the number of charity / pound shops appeared to be increasing? The Corporate Director: Environment said the quality of shops in any town was due to the retailers themselves. It was important to have space for large units made available. The Welsh Assembly Government DEIN wanted to bring the development of the Queen's Market area forward. There was a growing sense of confidence and optimism in the town and it was hoped this would continue to be developed over the next 2-3 years. The Authority surveyed all town centres each Autumn and the number of empty shops in Rhyl had decreased whilst the number of charity shops had not increased. He

emphasised that crime levels were virtually the same as some other large towns in North Wales and were certainly no worse.

Ffion Lloyd, Head Girl said Ysgol Brynhyfryd had concerns in respect of many children crossing the road at TESCO, Ruthin and a letter had been sent to the Highways Department asking for the situation to be monitored. Was this taking place and would a crossing alleviate the situation? The Corporate Director: Environment said the nature of traffic had changed in Ruthin since the new supermarket had opened and vehicle movement in all directions at the Bric roundabout was being undertaken which would help assess the need for a crossing. However, the Council was responsible for some roads whilst the Welsh Assembly were responsible for others. He felt that similar pedestrian crossing systems should be used if required. However, should a crossing be required this would need to be funded jointly.

Councillor R W Hughes thanked the pupils for their questions and attendance.

**RESOLVED** that Members receive and support the Rhyl Town Centre Retail Redevelopment Study proposals and note the scheme will then progress to the appointment of a preferred private sector development partner working closely with WAG DEIN and further note that the use of a CPO may be required to fully assemble the necessary site and that further reports will be brought before Cabinet prior to any formal CPO instigation.

## 5 DELEGATIONS

The Chief Executive presented the report seeking Members' agreement to add to the existing list of delegations to the Chief Executive at Section 3, Part 9.1 of the Constitution as follows:-

- 3.35 To authorise persons who are not officers of the authority to act in matters in respect of which such authorisation is an executive function.
- 3.36 To exercise the authority's functions under Chapter 1 Violent Crime Reduction Act 2006 (Drinking Banning Orders) and Section 15 (Power to impose charges on licence holders etc in zones).

And to amend the existing delegations to the Lead Member for Customer Care and Citizen Engagement by inserting "(a)" before the existing delegation and to add the following:-

- "(b) To designate localities as alcohol disorder zones under Chapter 2 Violent Crime Reduction Act 2006"

The Chief Executive thanked the County Clerk for his work in drafting the report.

**RESOLVED** that Cabinet agree to add to the existing list of delegation to the Chief Executive at Section 3, Part 9.1 of the Constitution as follows:-

- 3.35 *To authorise persons who are not officers of the authority to act in matters in respect of which such authorisation is an executive function.*
- 3.36 *To exercise the authority's functions under Chapter 1 Violent Crime Reduction Act 2006 (Drinking Banning Orders) and Section 15 (Power to impose charges on licence holders etc in zones).*

*To amend the existing delegations to the Lead Member for Customer Care and Citizen Engagement by inserting "(a)" before the existing delegation and to add the following:-*

*"(b) To designate localities as alcohol disorder zones under Chapter 2 Violent Crime Reduction Act 2006*

## **6 HOUSING REVENUE ACCOUNT BUDGET & CAPITAL PLAN REPORT 2006-2007**

Councillor P A Dobb explained the role of HRA in relation to the Council's housing stock to the pupils. She presented the report for Members to note the financial forecast position (revenue and capital) of the Housing Revenue Account for the current financial year, as at the end of February 2007. The outturn projection at the end of February 2007 showed a net surplus at the year end of £759k against a budgeted surplus of £333k. This was a reduction of £12k in the projected surplus at the end of January.

Right to Buy sales were still slow which meant more stock attracting negative subsidy but offset by more rent income than planned, hence the £224k positive variance on rent income. This year had seen 18 Right to Buy sales and the housing stock was at 3485. The forecast 20 sales should be achieved by month end. The updated Business Plan remained financially viable and had improved from the previous year. The Welsh Quality Standard had to be completed by 2012.

In response to a query from Councillor S A Davies regarding some of the Authority's garages being rented to people not living in Denbighshire who were running businesses from the garages, Councillor Dobb confirmed that this would be part of the consideration of the garage review. The Corporate Director: Social Services and Housing agreed to pass on Members' concerns regarding use of some garages.

***RESOLVED*** that Cabinet note the latest financial forecast position [revenue and capital] of the Housing Revenue Account for the current financial year.

## **7 REVENUE BUDGET AND SUMMARY CAPITAL PLAN 2006-2007**

Councillor G O Rowlands presented the report for Members to note the latest revenue budget performance figures for 2006-2007 and the summary capital plan performance for 2006-2007, all as detailed in the appendices to the report. The Corporate Director: Lifelong Learning confirmed there were no implications on the schools' delegated budget on Post 16 funding at the current time.

**RESOLVED** that Members note the revenue budget performance figures for 2006-2007 and the summary capital plan performance figures for 2006-2007, all as detailed in the appendices to the report.

## **8 ROUTINE REPORTING ON PERSONNEL**

Councillor S A Davies presented the latest report on staff headcount. He said the average number of days lost through illness was decreasing.

The Deputy Chief Executive / Corporate Director: Resources confirmed that the figures did not include agency staff costs. It was hoped that a more manageable report be provided in future, following further discussions on staffing figures. He went on to clarify the difference between Full Time Equivalent and staff numbers and in response to a question said if theatre casual staff salaries were paid by the Authority, these personnel would be included in the figures. The Chief Executive reminded Members that some employees - for example cleaners or school crossing patrols - had more than one job with the Authority. It was confirmed that Members were not employees and would therefore not be included in the report.

**RESOLVED** that Cabinet note the information in the report.

## **9 CABINET FORWARD WORK PROGRAMME**

Councillor S A Davies presented the Cabinet Forward Work Programme.

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

## **10 URGENT ITEMS:**

There were no Urgent Items.

## **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 20, 21 and 22 of Part 4 of Schedule 12A of the Local Government Act 1972.

## **PART II**

### **11 AGRICULTURAL ESTATE**

Councillor G O Rowlands declared an interest in the item and left the room.

Councillor J Thompson Hill presented the report seeking Members' agreement to

- 1.1 the preferred option for the Agricultural policies and operations to continue with the Agricultural Estate but make changes to policies and operations.
- 1.2 that the farm configurations contained in Appendix B form the future Denbighshire Agricultural Estate.
- 1.3 that the capital receipts generated by the Estate be used firstly for the essential maintenance of the Estate and for the next four financial years or until the essential maintenance work was completed, a maximum sum of 1/3 of the capital receipts annually generated by the Estate be provided for that purpose. Thereafter the maximum capital retention should drop to 10% with a report in all years going to the Capital Prioritisation Group. A table showing the likely impact of capital receipts over the next 10 years and capital expenditure programme was attached as Appendix A.
- 1.4 That the Estate be kept at roughly its present level and that its role in generating future capital receipts be taken forward through the development of a purchase reserve and acquisition policy.
- 1.5 That as a policy, subject to availability, starter farm tenants should have priority consideration for larger farms.
- 1.6 That a Members' Group be established
  - (a) to ensure the strategy is implemented
  - (b) to ensure the revenue requirements of the Estate

Councillor Thompson Hill outlined the Review Working Group's ideas and their work and detailed the information in the appendices to the report.

He sought Members' agreement to amend recommendation 9.3 so that the maximum capital retention should be reviewed after 4 (four) years.

The Chief Executive reminded Members that some health and safety issues had to be addressed and the work brought in as part of the Capital Prioritisation process. He suggested Members consider establishing a block for annual expenditure on the agricultural estate rather than a percentage of any estate sales.

Councillor S Roberts congratulated the Head of Development Services and the Valuation and Property Manager on their work in producing an excellent report with the Group. Councillor S A Davies agreed and supported the amendment by Councillor Thompson Hill. Councillor R W Hughes said the Members' Review Working Group had been successful and they had brought knowledge and experience to the Group. Councillor R E Barton (Observer) also congratulated officers and the consultants saying the work carried out was exceptional, he endorsed the report and agreed with the Leader's sentiments.

The Head of Development Services agreed to contact Councillor C H Williams (Observer) regarding a query on the Corwen Estate.

The Chief Executive reminded Cabinet that, apart from the Housing and Tenants' Group and the Cefndy Board, Members' Working Groups were Task and Finish Groups and should not lead to a permanent Members' Group making decisions. The cost of

supporting such groups was high and the Authority had an Executive which was the decision making body. He suggested Members could form a Task and Finish Group to consider the revenue implications if required. The Head of Development Services agreed a further report on the revenue implications could be required. Councillor R W Hughes felt the Members' Working Group had assisted the Lead Member and Cabinet on the way forward for the Agricultural Estate and had operated as an advisory group for a very specialised area.

Following further discussion, Members agreed that a Members' Group be established to provide the Lead Member for Property and Sustainable Development with guidance as required.

**RESOLVED** that Members agree:

- 1 **Preferred Option** - That the preferred option for the Agricultural policies and operations was to continue with the Agricultural Estate but make changes to policies and operations.
- 2 That the farm configurations contained in Appendix B to the report form the future Denbighshire Agricultural Estate.
- 3 That the capital receipts generated by the Estate be used firstly for the essential maintenance of the Estate and for the next four financial years or until the essential maintenance work is completed, a maximum sum of 1/3 of the capital receipts annually generated by the Estate be provided for that purpose. After 4 (four) years the maximum capital retention should be reviewed with a report in all years going to the Capital Prioritisation Group. A table showing the likely impact of capital receipts over the next 10 years and capital expenditure programme is attached as Appendix A to the report.
- 4 That the Estate be kept at roughly its present level and that its role in generating future capital receipts be taken forward through the development of a purchase reserve and acquisition policy.
- 5 That as a policy, subject to availability, starter farm tenants should have priority consideration for larger farms.
- 6 That a Members' Group be established to provide the Lead Member for Property and Sustainable Development with guidance as required.

At this juncture (11.40 a.m) the meeting adjourned for 15 minutes to allow Members to participate in refreshments.

## 12 CAPITAL PLAN

Councillor G O Rowlands presented the report for Members to note the latest position on the 2006-2007 element of the Capital Plan.

Councillor Rowlands informed Members that the Ruthin Craft Centre had received the necessary planning permissions and that the land for the new Prestatyn primary school had been purchased.



Councillor E C Edwards advised Members that all building and associated works at the CCTV Control Room had been completed. Councillor Edwards emphasised the strong partnership between the North Wales Police and Denbighshire and said both he and the Chief Executive and Chief Constable had put in a lot of time to bring in the scheme on budget and on time. He emphasised the need for Members' support to a Vale of Clwyd scheme which would complete the operation. Councillor G O Rowlands said this would be considered as part of the Capital Plan and further details on the revenue implications had been requested and congratulated Councillor Edwards on his hard work.

Councillor J Thompson Hill referred to Bryn Tyner, Corwen and said further funding was likely to be required. The Head of Development Services confirmed that an engineer's report would be prepared at the start of the new financial year.

Councillor G O Rowlands referred to the storm damage at the Botanical Gardens, Rhyl and the Riverside Park, Llangollen which was not covered by insurance. The necessary health and safety works would be funded via the capital contingency budget.

**RESOLVED** that Members note the latest position on the 2006-2007 element of the Capital Plan.

### 13 **CAPITAL PLAN 2007-2008 AND THE RECOMMENDATIONS OF THE CAPITAL STRATEGY GROUP**

Councillor G O Rowlands and Councillor J Thompson Hill presented the report for Members to note the recommendations of the Capital Strategy Group for projects to be included in the 2007/08 Capital Plan, details of the 2007/08 Capital Plan and outlined new procedures for how Members may progress capital projects. Cabinet Members were asked to recommend all three aspects for Council approval.

Councillor Rowlands thanked the team for their work in evaluating 50 bids amounting to over £17m. He emphasised the need to ensure that any monies allocated in the next financial year was used during that year.

Councillor S Roberts discussed the funding requirements for the refurbishment of the Riverside Park, Llangollen and it was agreed that further clarity was needed. The need for a feasibility study for a separate access at Rhyl Pavilion was discussed. The Clwyd Leisure Ltd study would not be providing detailed architectural design, only feasibility work. However, Members agreed to await the outcome of the consultant's report for Clwyd Leisure Ltd.

Councillor P A Dobb outlined a case for the purchase of a building to replace the current building used to provide mental health day care facilities. The business case for the purchase was, however, still incomplete.

The Corporate Director: Lifelong Learning reminded Members and CET that a capital prioritisation process was in place and the projects in the plan had been scored. He said some projects within his Directorate had achieved high scores and by asking for a

new project to take precedence, this could displace some Lifelong Learning projects. He appreciated the importance of the request, but emphasised the need to use the project management methodology and put the highly scored projects first.

Councillor R W Hughes, whilst supporting the prioritisation process said there would be occasions where mitigating circumstances would mean the process could not be adhered to, although the scoring system was a strong guide.

The Corporate Director: Lifelong Learning reiterated the principle of the capital prioritisation methodology and said a new project should not override other agreed projects. Capital receipts being used for specific projects must apply to all projects, if used.

The Chief Executive informed Members that if the proposal was workable, a decision would need to be taken by Council at their April meeting.

Councillor S A Davies said Members were being asked to make a decision without enough information about the proposed building purchase being available. He agreed that if the building purchase took place this would impact on the capital plan and another scheme could fail as a result.

Councillor P A Dobb appreciated Members' sentiments regarding the projects currently on the prioritisation list but said the purchase would eventually lead to another property becoming available for disposal.

Councillor G O Rowlands agreed with Councillor R W Hughes' statement about the integrity of the process whilst at the same time ensuring that new projects could be considered. The Chief Executive confirmed that if there was a financial implication to the project this would affect other projects in the Plan and Members would then need to decide which other project(s) would not proceed.

Councillor E C Edwards, whilst reiterating the need to keep the Members' Community Fund in place, said he was not against Councillor Dobb's proposal but at the same time referred to the much needed Vale of Clwyd CCTV and the funding required for the Cae Ddol Lake as it was possible these projects could be demoted lower on the list of projects if this building purchase was pursued. Referring to the Rhyl Pavilion Theatre separate entrance, he queried why it was necessary to employ external consultants to carry out any study.

Following discussion, Members agreed a further meeting of the Capital Strategy Group be convened to discuss and score the project which would then be followed by a Cabinet meeting to make a decision on whether the project should go ahead. The Deputy Chief Executive / Corporate Director: Resources said the issue of funding for Bryn Tyner, Corwen would also be included.

Councillor R W Hughes stressed the importance of the Capital Strategy Group scoring projects and following the methodology and that Members be given as much detailed

information as possible before being asked to make decisions. She suggested the Community Capital Fund financial position be considered in 6 months' time to review resources available.

**RESOLVED** that Cabinet note the report and defer the recommendations until further information becomes available, with a further Cabinet meeting to be convened in April.

## 15 BLESSED EDWARD JONES HIGH SCHOOL, RHYL

The Corporate Director: Lifelong Learning provided Members with a verbal update regarding Blessed Edward Jones Catholic High School, Rhyl. Estyn had recently completed an inspection and would arrange for one inspection to be carried out for the next three terms. The action plan had been scrutinised and many positive issues and the use of best practice would be focused on. A further report would be provided to the April 2007 Cabinet meeting.

**RESOLVED** that Members note the report.

### ANNOUNCEMENT

Councillor R W Hughes announced the Councillors who had been appointed as champions and said she had discussed the formation of champions with both the Wales Audit Office and the Welsh Local Government Association (WLGA). The WLGA had expressed their support for the experiment which had been trialled by other Authorities. She said all Members had been able to apply and those who had either genuine interest or specialist experience in a topic had been selected for the role of Champion. The Champions are:

Cllr Raymond Bartley	Disabilities
Cllr James Davies	Business
Cllr Stuart Davies	Communications and Equal Opportunities
Cllr Pauline A Dobb	Older People and Health
Cllr Hugh Evans	Rural Affairs
Cllr Mike German	Young People
Cllr Diana Hannam	Homelessness
Cllr Colin Hughes	E-Government
Cllr Morfudd Jones	Education
Cllr Sue Roberts	Biodiversity
Cllr John Smith	Safer Communities and Community Fire Safety
Cllr Cefyn Williams	Welsh Language

The meeting concluded at 1.15 p.m.

**CABINET**

Minutes of the Cabinet meeting held at 2.00 p.m. on Thursday 12 April 2007 in the Cabinet Room, Level III, County Hall, Ruthin.

**PRESENT**

Councillors P A Dobb, Lead Member for Health, Social Care & Wellbeing; M A German, Lead Member for Children, Young People and Families, R W Hughes, Leader and Lead Member for Economic Prosperity & European Programmes; D Owens, Lead Member for Schools and Lifelong Learning; G O Rowlands, Lead Member for Finance and Procurement; S Roberts, Lead Member for Promoting Denbighshire; J Thompson Hill, Lead Member for Property and Sustainable Development and E W Williams, Lead Member for Environment.

Observers: Councillors R E Barton, G C Evans and T R Hughes.

**ALSO PRESENT**

Deputy Chief Executive / Corporate Director: Resources; Senior Solicitor and the Financial Controller.

**APOLOGIES**

Councillor S A Davies, Lead Member for Policy, Communications and Improvement; E C Edwards, Lead Member for Customer Care and Citizen Engagement, Chief Executive and the County Clerk.

**1 URGENT MATTERS**

There were no Urgent matters.

**2 URGENT ITEMS:**

There were no Urgent Items.

**EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 20 of Part 4 of Schedule 12A of the Local Government Act 1972.

**PART II**

### **3 CAPITAL PLAN 2007-2008 AND THE RECOMMENDATIONS OF THE CAPITAL STRATEGY GROUP**

Councillor G O Rowlands and Councillor J Thompson Hill presented the report for Members to note the recommendations of the Capital Strategy Group for projects to be included in the 2007/08 Capital Plan, details of the 2007/08 Capital Plan and outlined new procedures for how Members may progress capital projects. Cabinet Members were asked to recommend all three aspects for Council approval.

Councillor Rowlands referred Members to the revisions presented to Cabinet on 27.03.2007. He informed Members that if the purchase of the building in Rhyl was successful, this would lead to reduced running costs which could help to fund prudential borrowing.

Councillor P A Dobb detailed the importance of the purchase of the building not only to improve the service but as an invest to save measure. The purchase costs could be paid for by the Social Services and Housing Directorate through prudential borrowing, but she hoped for funds from the Capital programme until funds were available from any of the potential Social Service capital receipts coming forward. She highlighted various properties where best facilities were currently not being provided. She advised that, that morning, Social Services and Housing Scrutiny had recommended including the purchase of the new building in the Capital Plan and selling the current building.

Councillor J Thompson Hill referred to the necessary change of use consent that would be required and that any necessary planning consent could take up to 3 months and therefore any offer made would be subject to planning consents being received. No decision on disposal of the current property could be made until office moves had been completed to Brighton Road, Rhyl. He also reminded Members that there would be costs for property maintenance for any vacant properties.

The Corporate Director: Social Services and Housing stressed the importance of being able to relocate the service from its current location and urged Members to grasp the opportunity whilst at the same time it allowed another building to become available as a possible capital receipt.

Members discussed possible receipts for the current building and were reminded by the Deputy Chief Executive / Corporate Director: Resources that capital receipts generally went into one budget and then decisions were made on the use of the overall funds available. However, it was possible for Council to decide that the receipt for the current building could be offset against the purchase of the new building.

In response to Councillor R W Hughes' question as to whether the purchase could be funded from the Capital Plan and the need for flexibility in the Plan, the Deputy Chief Executive / Corporate Director: Resources said the Capital Plan funding had already been allocated.

Councillor E W Williams agreed with the Deputy Chief Executive / Corporate Director: Resources and said although there was a contingency fund in place, using such funds at the start of the financial year was not the way forward. He stressed the importance of service delivery and felt that it was not necessarily a question of disposing of property but rather trying to make the best use of them.

Members agreed to support the purchase of the new building in principle, with initial funding from prudential borrowing. However, Councillor Dobb expressed concern that if prudential borrowing was used it would mean that the Directorate's efficiency savings could be non-existent.

Members agreed to the purchase of the new property by prudential borrowing, subject to necessary planning consents. Members also agreed with Councillor E W Williams' suggestion that the Recommendation be amended to reflect the fact that the purchase was to be by prudential borrowing and that steps be taken to ensure there would be no detriment to the revenue budget of the service and service provision.

The Head of Development Services informed Members that a report was being prepared on the County's asset portfolio and it was likely that surplus office accommodation would become available with Members being asked to consider the report in the Autumn. He emphasised the need for Members to see the complete portfolio before making any decisions on possible disposal of such assets.

The Corporate Director: Lifelong Learning said clarity on capital receipts and agreement on budget provision for maintenance of unoccupied buildings was required. The Deputy Chief Executive / Corporate Director: Resources agreed a corporate approach to the disposal of surplus assets and associated maintenance costs was required. It was agreed that the Action Plan be revised to include a report by Property Services within 3 months on where any empty properties are located and how their maintenance was to be funded.

Discussion followed on Bryn Tyner, Corwen, Riverside Park, Llangollen and the Pavilion Theatre Sound Desk with Members agreeing to the recommendations in the report.

**RESOLVED** that Cabinet:

- 1 *recommend to Council the proposed allocations of capital funding as shown in Appendix 1 columns 6,7,8 and 9 of the report (with the exception of those subject to Delegated Decisions)*
- 2 *recommend to Council the Capital Plan for 2007/08 as shown in Appendix 5 (summarised in appendix 4)*
- 3 *recommend to Council the additional procedure for Member input into the submission of capital bids, as outlined in Appendix 3*

- 4 *approve the funding of £50k for the HR / Payroll System upgrade as shown in Appendix 1*
- 5 *note the proposed projects to be supported when capital receipts are in place, as shown in Appendix 1 column 10*
- 6 *recommend to Council the purchase of the Toc H building through prudential borrowing, subject to the conditions shown in paragraph 2.23 and to ensure no detriment to the future Service Revenue Budget*
- 7 *recommend to Council the proposed projects at Riverside Park and Pavilion Theatre, Rhyl subject to the conditions shown in paragraphs 2.25 and 2.26*
- 8 *recommend to Council the Community Capital Fund allocation shown in Appendix 2 is funded through cashflow*

The meeting concluded at 3.25 p.m.

**REPORT TO CABINET**

**CABINET MEMBER: COUNCILLOR R HUGHES, LEADER**

**DATE: 24 April 2007**

**SUBJECT: DENBIGHSHIRE COUNTY COUNCIL'S IMPROVEMENT PLAN**

**1 DECISION SOUGHT**

That Cabinet agree the draft version of the Improvement Plan.

**2 REASON FOR SEEKING DECISION**

- 2.1 Under the requirements of the Wales Programme for Improvement (WPI) all local authorities in Wales must publish an Improvement Plan by the 31 October each year. The Improvement Plan must report on progress against actions from the previous plan; performance against the national strategic indicators and key local indicators; and must include details on future actions for the Authority.
- 2.2 Last year Denbighshire County Council published a 3 year Improvement Plan in October. The Wales Audit Office in their report on the audit of the Improvement Plan recommended that the Council publish the work programme of the Improvement Plan earlier so that it is available closer to the start of the financial and business year. This year the work programme of the Improvement Plan will be published in May and will be taken to Council for agreement on the 15 May.
- 2.3 As audited performance information will not be available until the third quarter of the reporting year, this information will have to be included at a later date but before the deadline date of 31 October.
- 2.4 Lead Members will already be aware of the details contained within this plan as the information has been taken from the Directorate Business Plans which have been discussed with Lead Members and have already been taken to the relevant Scrutiny Committee
- 2.5 The Improvement Plan has been arranged under the themes of the Community Strategy and explicitly highlights the link between planned actions and Denbighshire's Vision. The format has changed from that of last year's Improvement Plan in order to make it a more public friendly document
- 2.6 It should be noted that in order to cut down on printing costs this year's Improvement Plan has been designed so as to be viewed electronically. It will be published on Denbighshire's website with paper copies available at libraries and on request. The final version will include colour photographs which show the projects or work in action



- 2.7 It should be noted that the Improvement Plan contained in Appendix 1 is a working draft and will be subject to minor changes between the submission date of this report and the Cabinet meeting on the 24 April. There are some sections or section parts that will not be completed until the version for Council is prepared. Any significant changes will be circulated and explained at the Cabinet meeting.
- 2.8 The section on efficiency gains and planned efficiencies will be completed following final discussions with the Audit Office and once projects have been discussed by MMC.

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

Section 6 of the Local Government Act 1999 obliges each authority to publish an Improvement Plan and the guidance has statutory force under section 6(4) of the Act.

### **4 COST IMPLICATIONS**

The cost implications of the actions and targets in the Improvement Plan should have been identified as part of the business planning process. The costs of achieving the Improvement Plan should therefore be contained within service budgets. The costs of publishing the Improvement Plan are contained within the Strategic Policy Unit's budget and will be minimal as both documents will be published in-house and on Denbighshire's web site.

### **5 FINANCIAL CONTROLLER STATEMENT**

The Council has developed a 3 year budget strategy covering the period to 31 March 2010 that includes demonstrating the desire to identify additional resources to develop services in line with the Council's stated priorities and allowing for service pressures, while improving financial reserves and the Council Tax position relative to other authorities. Services have identified within their Business Planning process the resources ideally required to meet the key actions and targets within the Improvement Plan.

The Council's financial position means that it is unlikely that additional resources can be guaranteed to fund these improvements and service budgets will need to be reviewed to free up resources through efficiency savings.

### **6 CONSULTATION CARRIED OUT**

- 6.1 The information contained in the Improvement Plan has been taken from the Directorate Business Plans. Each Directorate has a comprehensive business planning process which involves consulting with service users, management, Councillors and staff.
- 6.2 The Corporate Performance Management Group has been involved in the drafting of the Improvement Plan and its members have responsibility for ensuring their service is involved in identifying actions for the Improvement Plan.

## **7 IMPLICATIONS ON OTHER POLICY AREAS:**

### **7.1 THE VISION**

Denbighshire's Improvement Plan is a key strategic document which links to the County's Vision and supports its aims. The actions and targets in the Improvement Plan ensure that progress is made against the County's Vision and the Council's key aims. The Improvement Plan should also focus on the reduction or elimination of identified corporate and service risks.

### **7.2 OTHER POLICY AREAS INCLUDING CORPORATE**

The Work Programme impacts on all policy areas as it includes actions for all services and corporate areas.

## **8 ACTION PLAN**

<b>Action</b>	<b>Lead Member/Officer</b>	<b>Deadline</b>
Agree Denbighshire's Improvement Plan	Council	15 May
Publish Improvement Plan on Denbighshire's website	Janette Williams, Strategic Policy Unit	Publish on the Internet by 18 May
Publish audited PI data	Janette Williams, Strategic Policy Unit	Dependent on final publication date for PIs but no later than 31 October 2007

## **9 RECOMMENDATIONS**

9.1 That Members agree the format and style of the Improvement Plan

9.2 That Members note and agree the information contained in this draft of the Improvement Plan

# Denbighshire County Council's Improvement Plan 2007 - 2010

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# Foreword

We are pleased to present Denbighshire County Council's 2007 – 2010 Improvement Plan which provides an update to the three year Improvement Plan we published last year. This plan shows how we performed in 2006 /07 and what our main actions will be for the next three years.

Details of our performance against the main themes of the Community Strategy are shown so that you can assess what contribution the Council has made towards achieving Denbighshire's Vision. The plan includes targets to show how we intend to improve performance in each area.

This year has seen the Council gain recognition for some of the areas of work where we perform exceptionally well or where we have developed innovative work practices. We are extremely proud to have been awarded Excellence Wales status for our Health Improvement Strategy which demonstrates our commitment to the well-being of Denbighshire's population.

Our work on the Council's priority of public realm has gained recognition this year with our public toilets being named the best in Wales and the cleaning staff who look after them being named the best overall public service team in the UK. Our street lighting team is one of the top four performing teams in the UK.



Cllr Rhiannon Hughes  
Leader



Ian Miller  
Chief Executive

Providing customer focused services remains a key aim for us and we were delighted that both our Revenues and our Benefits team were awarded the Charter Mark which is the UK Government's national standard for excellence in customer Service. Our Customer Service Centre celebrated its first birthday this year, having handled over 52,000 calls.

There is continuous change in the legislation and policy affecting local government, as well as in the public's expectations and our aspirations. Therefore it is important that we make sure that Denbighshire County Council is fit to meet any new challenges. We are committed to delivering excellent services in an efficient way and some of the plans we have for creating a dynamic authority are detailed in Section 10.

We hope you find this Improvement Plan to be of interest and we look forward to receiving any feedback you have on this plan or on any of the services we provide.

# Section 1

## How we plan our work

Every year all Councils in Wales must publish an Improvement Plan to show how they have performed over the last year and what actions they will be taking over the next year.

In Denbighshire we chose to publish a 3 year plan to show our medium term actions. Last year we published a detailed Improvement Plan for 2006 –09 and this document provides an account of our progress against that plan and an update on future actions.

The Improvement Plan is organised under the key themes of Denbighshire's Community Strategy showing clearly how the Council is contributing to Denbighshire's Vision.

### Denbighshire's Vision

The Vision for Denbighshire was developed following consultation with the public, Councillors, County Council staff, Town and Community Councils, local businesses and other public sector organizations. It was formally agreed in 2006. The Vision sets out what people told us they wanted Denbighshire to be like in 2025.

Following agreement of the Vision, a Local Service Board (LSB) was formed whose membership is made up of the most senior Officers and Board Members of Denbighshire's key public and voluntary organisations. The Local Service Board will be reviewing the Community Strategy now that the Vision has been agreed. The Community Strategy will set out how the Vision will be achieved by organisations working together.

**Did you know?**

Denbighshire's Vision has been cited as a good practice example by the Wales Audit Office, the Welsh Local Government Association and the Welsh Assembly Government.

## The Vision says that Denbighshire will be:

**Dynamic:** An exciting place to live, work, grow and enjoy life to the full

**Delightful:** As beautiful as ever, but even greener, cleaner and safer

**Different:** By making our unique towns, villages and countryside even more attractive

The revised Community Strategy will be concentrating on a number of key themes which are highlighted in the Vision. Under each theme is a key outcome that we want to achieve.

### **Health, Social Care and Wellbeing**

*People are happy and healthy*

### **Community Safety**

*People feel safe*

### **Lifelong Learning**

*People realize their full potential*

### **Children and Young People**

*Children and Young People are happy and healthy*

### **Environment and Countryside**

*People enjoy a green and clean county*

## **Economic Prosperity**

*There is a prosperous economy*

*People are not living in poverty*

### **Denbighshire's Priorities, Aims and Core Values**

While the Community Strategy is the main strategic document for the County, the Improvement Plan is the document which explains what the County Council will be doing to progress the Community Strategy and achieve the Vision.

To support the Council in its work, there are four aims which shape the corporate and service planning of the Council. Under each aim are a number of objectives and smart actions which are detailed in the relevant section of this Plan.

- 1. Working towards Denbighshire's Vision – see sections 4 - 9**
- 2. Providing excellent services and putting the customer first – see section 10**
- 3. Enhancing our capacity to improve – see section 10**
- 4. Working efficiently - see section 10**

Denbighshire County Councillors and staff are guided in their work by the four values of:

- **Unity**
- **Pride**
- **Respect**
- **Integrity**

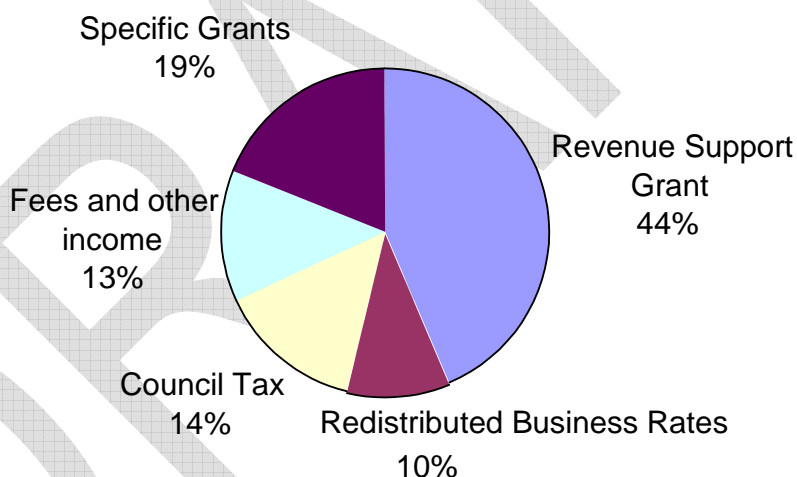


## Section 2

### Money

Denbighshire County Council's revenue expenditure is funded from a number of different sources. These include: the Council Tax; business rates; a grant from the Welsh Assembly called the Revenue Support Grant; money from charges the Council makes and grants from other bodies, such as the European Union. The chart below shows where Denbighshire County Council received its funding from for the financial year starting in 2007:

**Sources of Funding 2007-2008**

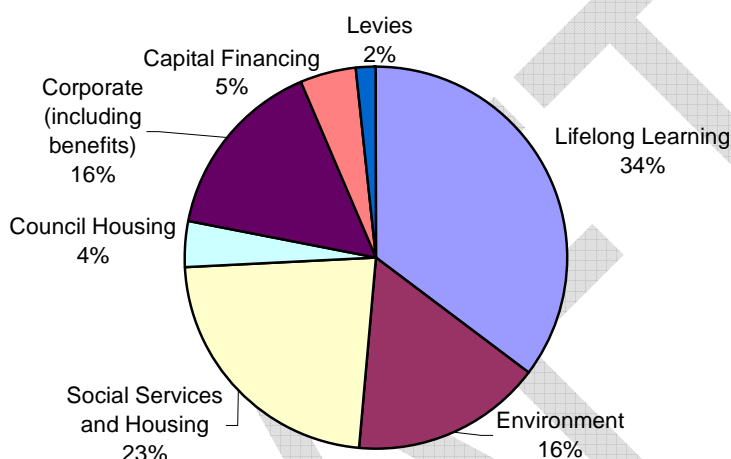


The Council has no control over the levels of funding it receives from external bodies (for example the Welsh Assembly Government sets the level of the Revenue Support Grant) and so any shortfall has to be covered by the level of Council Tax, which is controlled by the Council. For 2007/08 Members agreed a 3.5% rise. For the second year running this was the lowest percentage increase in North Wales and one of the lowest in Wales.

The Council Tax contributes to the funding of the County Council, the North Wales Police Authority and Town and Community Councils. The police element

of council tax has increased by 6.5% and the average increase for community councils is XX%. Whilst the Council collects the whole Council Tax on behalf of the other bodies, 19% of the total is paid by the County Council to the Police and Town and Community Councils.

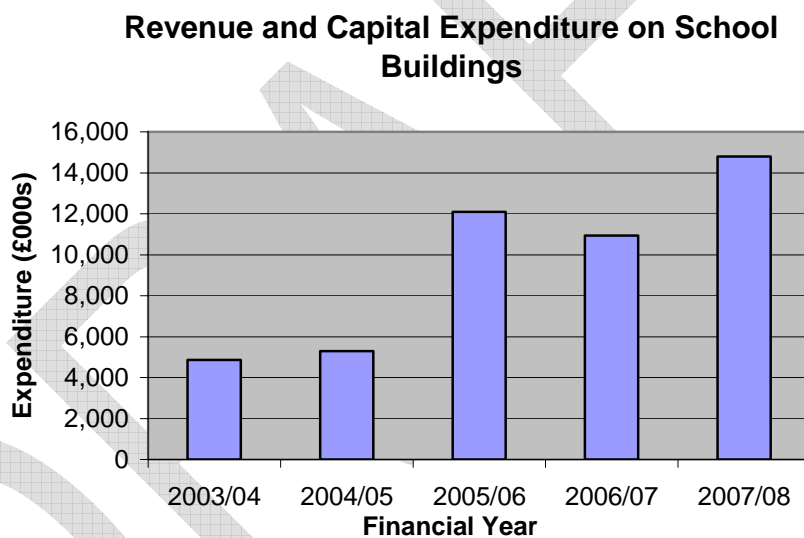
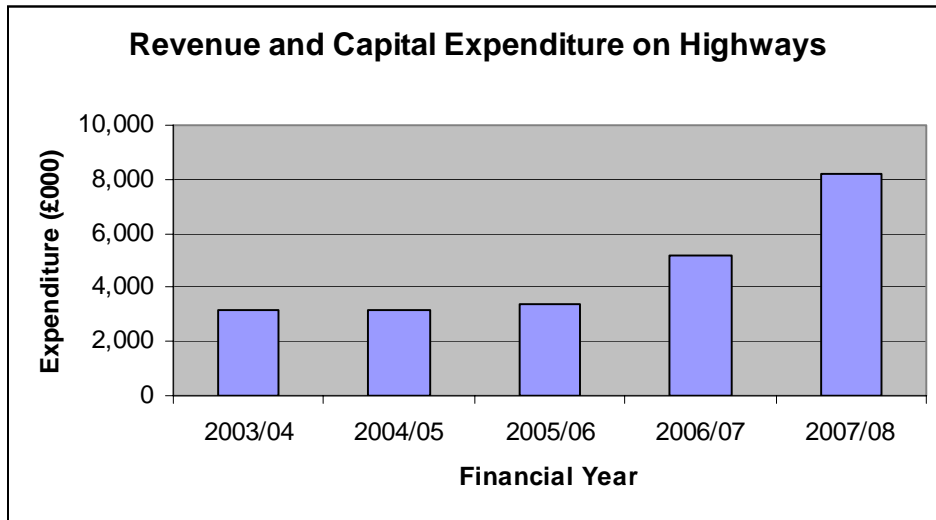
This year the Council plans to spend about £216m on its revenue services. The spending will be split into the various service areas, as shown below:



The Council will also invest around £44m in its assets (such as schools, roads, parks and offices). This is called capital expenditure and is funded through a mixture of grants, borrowing and the sale of Council assets. The Council's three year Capital Plan is regularly reviewed.

### Council Priorities

The Council has identified three priorities; improving school buildings, improving roads and improving the appearance and cleanliness of Denbighshire's public spaces. These priorities are targeted when spending decisions are made, as is demonstrated in the examples below:



Using a prioritisation process, the Council has used the money shown in the graphs above to fund a number of large scale projects. For example, during 2007/08, £640k will be spent on resurfacing some of the County's deteriorated road network and construction will start on an £8m new school.

The spending on improving the appearance and cleanliness of Denbighshire's public spaces is more difficult to show graphically, as many services and departments play a role in this. The work that was undertaken during 2006/07 included:

- Construction of the Drift Park on Rhyl sea front
- Work on Foryd Harbour
- Opening a new CCTV control centre
- Continuing programme of playground improvements
- Continuing programme of cycleways along the coast

We are keen to hear your views on what the Council should spend its money on so we will be organising a series of events to give you the chance to have your input into the Council's budget setting process for 2008-09.

## Efficiency

Pressure on local councils to improve efficiency has never been greater. To meet new government targets, all local councils are now required to make efficiencies both to improve services and to free up funds for front-line activities. Every Council in Wales must evidence 1% of efficiency gains every year for five years. For Denbighshire County Council this means £7.5m by 2010 or just over £1.5m every year. The **efficiency** agenda is about improving productivity – getting more from the same resource, or achieving the same results for less resource. Cuts in services do not count as efficiency gains. At least half of the efficiency gains made should be cashable, which means that they release funding for use elsewhere, either for reinvestment in frontline service or holding down Council Tax.

Denbighshire County Council has a Change Management Board which is responsible for overseeing progress against the Council's efficiency projects and targets. Membership of the Board consists of Lead Cabinet Members, the Corporate Executive Team, the Financial Controller and the Head of Strategic Policy. The Board meets monthly to identify and discuss outstanding issues and receive progress reports from the efficiency project managers.

An Efficiency Plan for 2007 – 2010 will be produced and will provide the basis for work to achieve efficiencies for Denbighshire County Council.

The following three efficiency priorities have been agreed and work has already started to make sure progress is made in these areas:-

- an increase in staff productivity through improved absence and performance management
- a reduction in office building occupancy and other efficiency improvements through mobile and flexible working arrangements
- the streamlining of support services

In addition to these projects the Council is identifying further efficiency projects for front-line services and continuing to improve our procurement, business processes and project management.

**[LINK TO EFFICIENCY STATEMENT](#)**

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## Section 3

### Sustainability and Equalities

In 2006 Denbighshire County Council took the decision to undertake an audit of Sustainable Development and appointed a Sustainable Development Coordinator to carry out this piece of work. The initial audit was completed in January 2007 and in March a workshop was held with staff to inform them of the findings of the audit and to begin to put together an action plan which will mainstream the ethos of sustainability across the whole Council and ensure that we are taking actions which do not compromise the principles of sustainability. **The generic action plan is to go to Scrutiny in April 2007 and Cabinet in May 2007.** Service specific action plans will be developed. Service specific action plans will include the generic actions plus additional actions where areas of improvements are required.

A definition of Sustainable Development has been agreed for use within Denbighshire County Council. Below are some of our plans for sustainable development for the next year:

- The revised Community Strategy will have sustainability as a guiding principle
- The Sustainable Development Action Plan will be agreed by Cabinet with progress against actions monitored quarterly
- Council services will be supported to implement the Sustainable Development actions
- We will take the initial steps to achieve level 1 of the Green Dragon award
- Appoint a Sustainable Development/Green Dragon Champion (for each service/level/building)
- We will create a Sustainable Development webpage on Denbighshire County Council's website to provide information on Sustainable Development to the public

- Investigate the possibility of introducing Sustainable Development performance indicators

## **Equalities**

Denbighshire County Council is committed to equality in both employment and service provision. The Council recognises the diverse nature of the County and endeavours to ensure that employees, potential employees, contractors, partners, clients and customers are treated with dignity and respect. The Council opposes all forms of discrimination and undertakes not to discriminate unfairly on the grounds of sex, marital status, gender, race, colour, nationality, ethnic origin, language, disability, age, sexual orientation or religion or belief, responsibility for dependents, social or economic status or criminal record.

Every possible step will be taken to take into account the diverse nature of individuals and ensure that they are treated fairly and decisions on service provision and employment are based on objective criteria.

### **Equalities and Employment in Denbighshire County Council**

We monitor on a quarterly basis, age, gender, disability and minority ethnic staff. We introduced the age legislation 8 months before it became law to allow staff to request to stay on beyond 65 and continue to grant the majority of requests to stay on. We have a modular e-learning training package on equalities, have the "two ticks" disability award for recruiting disabled staff and are current working towards the Recruitment and Selection Investors in People award.

### **ADD EMPLOYEE STATISTICS**

### **Equalities and Service Provision in Denbighshire County Council**

During April and May the Council is undertaking an assessment to make sure that the services are provided with due regard to the principles of equality and fairness. Interviews took place with Heads of Service to find out the actions

which are taking place and what good practice can be shared between departments.

A survey of disabled people and carers took place during April and May which was widely distributed and could also be completed online through Denbighshire County Council's website.

The Customer Contact Centre piloted an equalities monitoring form for two weeks in April and monitoring will take place within services every six months from October 2007.

The activities outlined above will result in the publication of the Council's revised integrated Equalities Scheme in July which will promote equalities and include action plans to improve race, disability, gender and age equality.

**ADD POPULATION STATISTICS**



## Section 4

### Health Social Care and Well being

#### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

##### Supporting Older People

Our Vision says:

***We will safeguard vulnerable adults, promoting their independence  
New housing will meet the needs of our diverse population***

Actions	Progress
Start to build an extra care housing scheme in Rhyl and complete a feasibility study for Prestatyn	<p>Building work has started on a 59 unit Extra Care Scheme in Rhyl which will be due for occupation by August 2008.</p> <p>Planning permission is being sought for a 61 unit extra care scheme in Prestatyn on the site of the existing Llys Nant Care Home on Marine Road. This will involve a phased development, with the first units being ready for occupation in 2010.</p> <p>A bid was submitted to the Welsh Assembly Government in October 2006 for a Social Housing Grant to fund an Extra Care extension to the Awelon Care Home in Ruthin. If successful this would finance 24 apartments and the units would be ready for occupation in 2010.</p> <p>A feasibility study is underway to consider a potential site in Llangollen and a further study will be commissioned in the near future for Corwen. Sites are actively being sought in Denbigh and other areas for further extra care developments.</p>
Implement a Healthy Ageing action plan	Approximately 280 people attended four Health Living Days for Older People that were held in Prestatyn and

and hold at least two Healthy Living Days for Older People	Rhyl with a further 300 people attending the Celebrating Age Festival which was held at a number of locations across the County			
Develop an approach to Telecare	Six pilots for telecare are currently being supported by the Telecare Project Board. A special event for key stakeholders is scheduled for 2nd May with further workshops planned during June/July.			
Review care management procedures and pilot standards by Autumn 2006	The standards and procedures were validated and agreed in June 2006 at the Adult/Older People's Team Managers Meeting and the Quality Assurance procedure was validated and agreed at August Adult Services Management Group. The Quality Assurance procedure was launched in October 2006.			
<b>Performance Indicators</b>	<b>Indicator type</b>	<b>Target 2006/07</b>	<b>Performance 2006/07</b>	<b>Target Analysis</b>
SCA/S/002a The rate of older people (aged 65 or over) helped to live at home per 1,000 population aged 65 or over	National strategic	65		
SCA/S/002b The rate of older people (aged 65 or over) supported in care homes per 1,000 population aged 65 or over	National Strategic	41		
SCA/C/010 The rate per 1,000 adult clients assessed during the year who are provided with assistive technology as part of a package of care	National core set indicator	None set		
Number of people taking up voice and choice skills development programme	Local indicator	100	150	

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### Did you know?

Denbighshire Night Rider scheme, a door to door transport service for older people is now up and running with 70 people having used it since October 2006 .

### Did you know?

Over 400 staff and patients were involved in the 'Theatre Journey' project in Ysbyty Glan Clwyd as part of the Arts in Healthcare programme supported by the County Council's Arts Service. This project saw staff, patients and visitors create images of fish and birds that were then used to create a trail throughout the hospital. 50 patients with some staff were responsible for the poetry booklet which, with a print run of 2,000, will touch hundreds of other people throughout the county, Wales and beyond. Every day dozens of people enjoy the paintings on display in the 5 hospitals and the ongoing projects with the Artists in Residence are reaching yet more and more of the hospital's ever changing community.

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## Improving the quality of Housing

Our Vision Says:

***New housing will meet the needs of our diverse population with the appropriate provision of affordable housing***

**Retaining and attracting more young people**

Actions	Progress
During 2007 prepare a revised Local Housing Strategy and undertake a Local Housing Market Assessment	A revised Local Housing Strategy is currently being drafted in line with the new Welsh Assembly Government guidance. There will be consultation on the Strategy during April/May 2007.  Local Housing Market Assessments are being undertaken in North West and North East Wales and these will also feed into the revised Local Housing Strategy.
Deliver Council Housing	Major progress continues to be made to achieve the Welsh Housing Quality Standard 2012 by progressing the

Improvement Programme	Improvement Programme. The Improvement Programme is in its third year, 2007/08.			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
60 units of affordable housing provided during 2006/07	Local Policy Agreement	60		
Number of Houses of Multiple Occupation which have been licensed	National Strategic	41		
Number of HMOs inspected under the Housing Health and Safety Rating System	National core set indicator	None set		

### Did you know?

Denbighshire's affordable housing policy has been cited by the Welsh Assembly Government, Chartered Institute of Housing and Housemark as a good practice example for other authorities to follow. Since introducing the policy in July 2004, planning permission has been given for 247 new affordable homes, most of which will be available to first time buyers. The County's first affordable housing property was completed in Ruthin during the summer and further schemes are currently being built in Llangollen, Bryneglwys and Rhyl.

### Our Policy in practice:

Garry Teeson and Ceri Jones were presented with the keys and a celebratory bouquet of flowers from Cllr Pauline Dobb, Cabinet Lead Member for Health and Well-being, and Gwynne Jones of Cymdeithas Tai Clwyd. Their two bedroom terrace house in Ruthin was made affordable by offering the couple a 43% discount off the open market value of the property.

## Tackling Homelessness

Vision statements:

***Partners will have worked together to eliminate deprivation and to encourage individuals and encourage individuals to help themselves and their communities***

Key Challenges: The number of people presenting as homeless and requiring alternatives to Bed and Breakfast accommodation continues to cause concern

Actions	Progress			
Improve the Homelessness service with particular emphasis on prevention	Continued proactive preventative measures being followed including the appointments of Temporary Accommodation Officer and Housing Options Officer being filled February 2007 and the use of private sector leased accommodation			
Identify alternatives to Bed and Breakfast accommodation	Homelessness Section continues to seek alternatives to B&B accommodation and proactively pursuing the route of prevention and support as above.			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
The number of homelessness presentations	Local	500		
HHA/S/001a The number of families with children, except in emergencies, using B and B accommodation	National Strategic Indicator	35		
HHA/C/007a The total number of homeless households having used Bed and Breakfast accommodation	National Core Set Indicator	100		

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## Health Improvement

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Our Vision says:

***People will take more responsibility for their own health and wellbeing  
More adults and young people will take part in sport and physical activity  
A range of sports and activities for all age groups***

Actions	Progress			
Improvements to Denbigh and Corwen Leisure centres	The main reception and swimming pool changing rooms have been refurbished at Denbigh Leisure Centre. There has also been the development of new fitness suite with 32 station gym, with full wellness system at Denbigh Leisure Centre, the centre is now fully DDA compliant. Corwen Leisure centre is currently being fully refurbished to include front entrance access, main reception, new changing, new disabled changing, new male/female toilets, fully refurbished 16 station fitness suite with wellness system, along with new pool viewing area.			
Expand GP referral scheme to Denbigh when leisure centre is re-opened	Cardiac rehab sessions at Denbigh leisure centre will start in summer 2007, and will be part of the Welsh Assembly Government GP Exercise Referral scheme to be introduced county wide in 2007/08			
Enhance opportunities to participate in physical activity through a Mentro Allan lottery funded activity	Appointment of a Mentro Allan coordinator, along with specific officers for Watersports and Climbing, will permit the roll out of Mentro Allan, a lottery funded scheme seeking to maximise the use of the natural outdoors, creating opportunities for those deemed as hard to reach groups and those facing specific barriers to participation. The project focuses on Rhyl specifically, and commences its initial programmes during Easter, with activities for watersports, climbing and cycling.			
Deliver free swim initiative for under 16s and over 60s and pilot free swimming for the over 50s	County wide roll out was achieved during 2006/07, with Free Swim programmes for U16's, over 60's and the new Welsh Assembly Government pilot for over 50's. Programmes are delivered through the County's 4 main swimming pools, along with The Nova Centre in Prestatyn			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Number of people participating in Health Walks by March 2007	Policy agreement indicator	5,100		

6,500 visits to indoor and outdoor sports facilities per 1,000 population for 2006/07	National Strategic	41
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## Did you know?



We were awarded Excellence Wales status for our Health Improvement Strategy. The judges cited our Health Challenge Denbighshire website as good practice.

[www.healthchallengedenbighshire.co.uk](http://www.healthchallengedenbighshire.co.uk)

The Health Challenge Denbighshire website was launched in April 2006. The website is fully bilingual and is the place to go for information and advice on everything that affects your health and well-being. The site also provides a sign posting service and links to a number of other health promotion websites.

## Protecting Vulnerable Adults

Our Vision says:

***We will safeguard vulnerable children and adults, promoting their independence .***

Actions	Progress
Further develop and implement Protection of Vulnerable Adults arrangements	Extensive programme in place to train Denbighshire County Council staff and staff from key partner organisations about the Protection of Vulnerable Adults arrangements. Current procedures are now being reviewed and revised.
Appoint a full time Protection of Vulnerable Adults Coordinator by June 2006	Full time Protection of Vulnerable Adults coordinator with administrative support appointed.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
SCA/C/008a) The number of adult protection referrals completed during the year per 1,000 population aged 18+	National Core Set	Targets for the indicator have not been set due to a lack of baseline information		
b) Of the adult protection referrals completed during the year, the % <ul style="list-style-type: none"> <li>i) that lead to an adult protection investigation</li> <li>ii) That were admitted or proved</li> <li>iii) where the client or their property is no longer at risk</li> </ul>				

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## What we plan to do over the next three years

**Working Towards our Vision –  
Health Social Care and Well-being**  
Outcome: People are happy and healthy

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

### Housing

- **Affordable Housing**
- **Council House Improvement Programme**

**Our vision says:** *“everyone whether they buy or rent will be able to access good quality, affordable housing, which is more energy efficient and designed to meet their needs”*

#### We will:

Continue to monitor the effectiveness of the affordable housing policy by ensuring that all new developments contain a percentage of affordable houses through Section 106 agreements. We will make sure that **27** units of affordable housing are provided during 2007/08.

#### We will:

Continue to improve the quality of local authority housing with our £50 million improvement programme. We will fit new windows and doors in 200 properties and install central heating in over 500 properties in 2007-08.

### Older People

- **Ensuring older people are able to stay in their homes for longer**
- **Healthy Ageing**

**Our vision says:** *“we will use new technology and provide services which enable people to stay longer in their own homes,” “the support, skills and experience of our older population will help to sustain our communities and grow our economy”*

**We will:**

Complete the extra care housing scheme in Rhyl by August 2008 providing 59 units. Progress the building of extra care housing in Prestatyn in 2008-09 providing 61 beds and in Ruthin in 2009-10. Complete feasibility study for Llangollen and for Corwen and find a suitable site for extra care housing in Denbigh.

**We will:**

Ensure that people are able to stay for longer in their own homes with the help of technology. We will develop and implement a Telecare Strategy as part of a North Wales project and will train staff to demonstrate how telecare can be used.

**We will:**

Expand the Night Rider transport service to three rural areas by March 2008.

**We will:**

Hold two Healthy Living Days to promote the health and well being of older people.

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## **Tackling Homeless**

- **Preventing homelessness**
- **Reducing use of temporary accommodation**

**Our vision says:** *“Housing will meet the needs of our diverse population”*

**We will:**

Reduce the number of homeless presentations by strengthening our relationship with private landlords so we can provide more alternative accommodation. We will concentrate on preventing people becoming homeless by helping out with deposits and bonds, by mediation, by the mortgage rescue scheme and by

helping people to explore all the housing options available to them before they become homeless.

## **Health Improvement**

- **Working with Partners to improve health**
- **Promoting health and wellbeing**
- **Providing excellent sports and outdoor facilities**

Our vision says: *“People across the County will take more responsibility for their own health and wellbeing. More adults and young people will participate in sport and physical activity.”*

### **We will:**

Raise public awareness on the key public health themes by developing the role of the Health Champions for each theme

### **We will:**

Promote health and wellbeing through our libraries by developing an action plan and allocating £15,000 to buy books and other materials relating to health and wellbeing to support a programme of promotional events

### **We will:**

Hold Sport Spectacular days for people with disabilities to try out a range of different sports in a fun session. These days will be held in Rhyl leisure centre in September and October.

### **We will:**

Hold an Excellence Wales Learning Exchange in November to share our good practice on health improvement with other local authorities.

### **We will:**

Complete the refurbishment of Corwen leisure centre to include front entrance access, main reception, new changing, new disabled changing, new male/female toilets, fully refurbished 16 station fitness suite with wellness system, along with

new pool viewing area.

**We will:**

Hold cardiac rehabilitation sessions at Denbigh leisure centre as part of the GP exercise referral scheme

**We will:**

Continue to offer free swimming session to under 16s and over 60s, with a target of 30,500 people taking part in 2007-08

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# Section 5

## Economic Prosperity

### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Reducing Deprivation

*Our Vision says: Partners in the public, private and voluntary sector will have worked together to eliminate deprivation and to encourage individuals to help themselves and their communities*

Key Challenge: There are high levels of deprivation in some areas of the County

Actions	Progress			
Delivery of the Rhyl Going Forward programme, in particular the Drift Park, Foryd Harbour, 16 Edward Henry Street	The Drift Park is complete. Phase 1 of the Foryd Harbour redevelopment has started and is on schedule to be completed by the end of May 2007. Phase 2 (the marina and site development feasibility) has started and is due to be completed by the end of May 2007. 14–16 and 18 Edward Henry Street renovation work has started and will be completed by March 2008			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Rhyl Going Forward targets: No of hectares developed	Local indicators	3.23		
No of large sites developed		2		
No of jobs accommodated		10		

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## Tourism

**Our Vision says:** *Denbighshire will be the ideal place to visit because:  
New markets for tourism will have been developed  
We will offer a high standard, year round set of attractions and activities*

Key Challenge: Attracting high quality tourism which is consistent with the County's Vision

Actions	Progress
Complete and implement a new tourism and marketing strategy by June 2007	The budget for the Strategy has now been confirmed and a Strategy Steering Group has been set up
Begin the project to transform Ruthin craft centre	Work on the £4.3 million transformation for Ruthin Craft Centre started in April. The centre is due to be completed by spring 2008
Produce a brand and strapline for the County	A logo and strapline for Denbighshire's Vision has been developed and will start to be used in 2007/08
Develop the Heather and Hillforts project	The first year implementation plan has been completed. Some of this work has included archaeological surveys, the development of an interpretation plan and management of the heather. An application for stage two of the Heather and Hillforts development was submitted in January 2007 to the Heritage Lottery Fund
Work will continue on developing the Cyd Coed Community Woodland projects at Rhyl, Prestatyn and Denbigh	All three Cyd Coed community woodland projects are well underway and on schedule. Generic works at all sites include: landscaping, access and signage, habitat management, interpretation, tree planting and other works to improve visitor enjoyment. All projects will continue into a second year.
Restoration and refurbishment work at Plas Newydd	The restoration of a disused former potting shed has been completed. The building, an arts and activities venue, was named Y Caban and was opened by the Chairman on 22 March 2007.

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### Did you know?

**Plas Newydd** and **Ruthin Gaol** have both received awards under the Visitor Attraction Quality Assurance Scheme for VisitWales

### Did you know?

The Heather and Hillforts Landscape Partnership Scheme won a Diploma in the European Cultural Heritage Award from Europa Nostra.

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## Boosting the local economy and ensuring appropriate land use

Our Vision says: “We will have grown more high quality businesses”

Actions	Progress
Develop a comprehensive economic growth strategy for Denbighshire	A draft strategy was presented to all of Denbighshire County Council's Scrutiny Committees and was finally agreed in April
Begin work on a set of industrial units in Rhyl and the Colomendy industrial estate in Denbigh	Work has started on four industrial units at Colomendy and is expected to be complete in the Autumn of 2007. Work has started on Edward Henry Street, Rhyl to provide up to 9 small business units and should be complete by March 2008.
Work on the Local Development Plan	A number of participation events were held in the Autumn with the public, businesses and town and community councils to discuss the Local Development Plan and in particular, population / household forecasts employment / commercial land forecasts and potential development sites. We are currently undertaking a Strategic Environmental Assessment and a Sustainability Appraisal. The aim is to have a draft document available for public consultation by September 2007.

## What we plan to do over the next three years

### **Working Towards our Vision – Economic Prosperity**

Outcome: There is a prosperous economy  
People aren't living in poverty

The information below shows new or updated actions for the year 2007-08  
(or for a longer period where indicated)

### **Boosting the local economy and ensuring appropriate land use**

Our Vision says: "We will have grown more high quality businesses"

We will:

Develop a joint information and training initiative on records management for small businesses with Clwydfro

We will:

*Develop and implement an Agricultural Estates Strategy*

We will:

*Consult on the draft Local Development Plan (LDP) in September 2007*



## **Strengthening tourism and promoting Denbighshire**

**Our Vision says:** *“Denbighshire will be the ideal place to visit because: New markets for tourism will have been developed We will offer a high standard, year round set of attractions and activities”*

**We will:**

Submit a funding bid to improve watersports facilities at Marine Lake, Rhyl

**We will:**

Complete the Area of Outstanding Natural Beauty Sustainable Tourism Project

**We will:**

Deliver workshops on “sense of place” to tourist accommodation providers

**We will:**

Organise a programme of visits for travel writers to promote the County’s rich cultural tourism

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## **Reducing deprivation**

**Our Vision says:** *“Partners in the public, private and voluntary sector will have worked together to eliminate deprivation and to encourage individuals to help themselves and their communities”*

**We will:**

Increase the number of people taking up the benefits that they are entitled with a planned programme of publicity events. This will include operating the late night counter, taking the benefit bus to supermarkets, town centres, Denbigh and Flint show and holding joint events with the Pensions Service.

**We will:**

Continue with the Rhyl Going Forward Programme. Phase 2 (the marina and site development feasibility) is due to be completed by the end of May 2007. 14–16 and 18 Edward Henry Street renovation work will be completed by March 2008

## Section 6

### Children and Young People

#### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Improving placement choice and quality for looked after children

What our Vision says: *We will safeguard vulnerable children, promoting their independence and ensuring that everyone is able to realise their potential*

##### Actions

Put in place a foster carer strategy with targets for improving the number and skills of foster carers by September 2006

##### Progress

The foster care strategy has been completed and is now in place. We continue to use traditional methods for recruiting foster carers such as advertising in the local press, holding regular information evenings and distributing promotional materials. However, we have also used new methods in the Recruitment Strategy. These methods include advertising on Marcher Coast 96.3 Radio Station, holding a balloon release in conjunction with a local school, renewing and redesigning fostering webpages on the Denbighshire website, celebrating current foster carers efforts by holding awards evenings and relaunching the 'recommend a friend' scheme in which foster carers are rewarded for recommending someone to foster.

The participation of current foster carers in recruiting is an extremely important part of the strategy. Foster carers have an active role in recruitment, through delivering the initial foster care training, speaking at information events, through word of mouth and recently attending media training in order to talk to the press via TV, radio or newspapers.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
SCC/C/004 % of children looked after on 31 March with three or more placements during the year	National Core set indicator			

## Improving the quality of care planning and improving the life chances of looked after children

What our Vision says: *We will safeguard vulnerable children, promoting their independence and ensuring that everyone is able to realise their potential*

Actions	Progress
Develop our preventative services in order to reduce the number of looked after children so that it is in line with the Welsh average	<p>We have been awarded Cymorth funding to employ a Family Support Coordinator to work with us to develop a Social Services family support approach. We lead on the Framework Partnership Family Support Working Group which will develop a County-wide Family Support Strategy; we have achieved pilot status for the Common Assessment Framework which will be trialed in Upper Denbigh during 2007-08.</p> <p>We offer our own Family Support Services to assist up to 112 service users and we have introduced a Therapeutic and Preventative project to support young people to return home to live with their parents.</p>

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
SCC/S/001a) NPA 7a % of first placements of looked after children during the year to begin with a care plan	National Strategic Indicator	90%		

in place		
SCC/S/001b) NPA 7b % of children looked after whose second review (due at 4 months) is due in the year to have a plan for permanence at the due date	National Strategic Indicator	100%
SCC/C/005a) % of children looked after on their 16 <sup>th</sup> birthday who have a care plan;	National Core set indicator	90%
SCC/C/0029 a) %of eligible, relevant and former relevant children that have pathway plans as required.	National Core set indicator	No target set

## Ensuring children and young people have an opportunity to be involved in shaping the decisions which affect their lives

What our Vision says: *promoting their independence and ensuring that everyone is able to realise their potential*

Actions	Progress
Finalise and launch the children and young people's Participation Strategy	The Children and Young People's Participation Strategy was agreed by the Children and Young People's Partnership and approved by Denbighshire County Council. It was formally launched in October.
Establish a Denbighshire Schools' Council and ensure representation on Funky Dragon	The All Denbighshire School Council Forum (Chairs and Vice Chairs of all Secondary Schools) meet together on a termly basis. The young people take responsibility for the organisation and administration of the Forum and for the implementation of the recommendations and actions

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from each meeting. We are in the process of renewing representation on Funky Dragon, all members will be in place this year.

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## Ensuring children, young people and their families are supported to reach their potential

What our Vision says: *promoting their independence and ensuring that everyone is able to realise their potential*

Actions	Progress
Open an integrated children and families service unit in upper Denbigh	The Margaret Morris Centre for integrated service provision has now been established in Upper Denbigh. The Centre will provide a range of services offering support, advice and learning opportunities for families and the wider community.
Continue to implement the National Services Framework for children, young people and families	The National Services Framework for children, young people and families is a 10 year plan. Progress against the Framework is monitored by the Framework Partnership. Actions from the Framework will be included in the Children's Single Plan from April 2008
By the end of 2006 begin to implement the flying start programme	A coordinator for Flying Start has been appointed and the programme is now being implemented.
Work with Careers Wales to ensure that all young people between the age of 14 – 19 have at least two weeks work experience	All young people in year 10 & 11 are offered 2 weeks work experience. Some young people in year 12 are also offered further work experience as part of a vocational course.

### Did you know?

[www.youthden.com](http://www.youthden.com)

**Youthden**, a website for children and young people, was launched in January. The website has information on issues relevant to children and young people such as work experience opportunities, social activities, health and housing.

Youthden has already proved popular with the young people of Denbighshire with over 1000 people visiting the site in its first two months.

### **Did you know?**

**Denbighshire's Mock Management Board**, Year 12 pupils from Ysgol Glan Clwyd, Blessed Edward Jones High School and Rhyl High School have taken part in two all day workshops to find out what life is like for the Councillors and Officers of Denbighshire County Council. The Mock Management Workshops were organised jointly by Denbighshire County Council and Careers Wales.

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## What we plan to do over the next three years

### Working Towards our Vision – Children and Young People

Outcome: Children and Young People are happy and healthy

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

#### Improving life chances for looked after children

Our vision says: *“We will safeguard vulnerable children, promoting their independence and ensuring that everyone is able to realise their potential”*

**We will:**

*Develop and implement a Family Support Strategy*

**We will:**

Pilot the Common Assessment Framework in Upper Denbigh in 2007-08

**We will:**

Develop outcome measures for Children’s Services to guide our work

**We will:**

We will set up a Corporate Parenting Panel and will increase the number of work placements offered to looked after children.

## **Involving children and young people in decision making**

Our vision says: *“promoting their independence and ensuring that everyone is able to realise their potential”*

### **We will:**

Invite representatives from every secondary school council to attend a Cabinet meeting and question Lead Members

### **We will:**

Invite pupils from each primary school to visit County Hall’s Council Chamber, meet the Leader of the Council and have a tour of the building

### **We will:**

Work with Careers Wales to provide work experience opportunities at the Council and promote local government careers

## **Providing learning opportunities and support for children, young people and their families**

Our vision says: *“promoting their independence and ensuring that everyone is able to realise their potential”*

### **We will:**

Establish children’s art classes at Plas Newydd in Llangollen and Ruthin Gaol starting in Spring 2007

### **We will:**

Support the Young Archaeology Club by holding 11 meetings per year

### **We will:**

Develop a programme of library events for children and young people with a target of 13,500 participants in 2007-08



**We will:**

Prepare the Single Children and Young People's Plan by April 2008

**We will:**

Deliver the playground improvement programme with the completion of three projects each year until 2009-10

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# Section 7

## Lifelong Learning

### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Improve School Buildings

Our Vision says: *We will invest in our schools in order to sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy*

Key Challenge: The poor condition of school buildings resulting from insufficient capital investment (Council Priority)

Actions	Progress
Ensure school buildings are 'fit for purpose' by investing in improvements	Improvements to school buildings is one of the Council's 3 priority areas. In 2006/7 a total of £6.5m was invested in improving the quality of school buildings.
Build a new primary school in Prestatyn by September 2008	A site has been purchased and a contractor appointed. The Project currently remains on schedule for its target opening date of September 2008
Develop Plas Brondyffryn and Phase 2 of Ysgol Tir Morfa	The Primary site at Ysgol Plas Brondyffryn is now finished and pupils started in the newly built primary school in September 2006. Building work for the 52 week provision has been completed, the Care Standards Registration has been completed and submitted to Care Standards Inspectorate Wales. It is proposed that the 52 week provision site will open for pupils in September 2007.

Work on Phase 2 of the Tir Morfa building has now started and will be completed in December 2007.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Maintenance carried out to school buildings on the school priority maintenance list	Local Indicator	27%/180 projects		
% and number of schools where capital expenditure in excess of £50K has been spent bringing the school building portfolio towards the Assembly's aspiration of 'fit for purpose' by 2010	Local Indicator	33%/ 20 schools		

## Improve educational attainment

Our Vision says: *We will invest in our schools in order to sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy*

Key Challenge: The need to further increase levels of attendance in some schools

Actions	Progress
Implement the school improvement programme and continually monitor all schools	The school improvement strategy was distributed to all headteachers and chairs of governors during the Autumn term 2006. The monitoring programme in primary and secondary schools continues to have a positive impact on provision across the curriculum. The strategy in primary schools is to monitor all schools two years after their Estyn inspection
The KS4 curriculum will concentrate more on vocational and work related courses	Seven high schools and two special schools have substantially increased the number of 14-16 year olds on vocational courses, mainly with FE colleges and extended work experience through Careers Wales. In addition, work related courses have taken place involving a wide range of companies including Optec, TRB and Design Reality.
Implement	Lesson tracking systems have been installed at 3 secondary

computerised lesson tracking systems in all secondary schools by Summer 2007

schools and have been received well. One more school is in the process of having the system installed. Installation of the remaining 4 schools is on course for completion by Summer 2007.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
EDU/S/003 % of pupils eligible for assessment at the end of Key Stage 2 achieving the Core Subject Indicator, as determined by Teacher Assessment	National Strategic Indicator	72%		
EDU/S/004 % of pupils eligible for assessment at the end of Key Stage 3 achieving the Core Subject Indicator, as determined by Teacher Assessment	National Strategic Indicator	60%		
EDU/S/011 The average external points score for 16 year olds in learning setting maintained by the local authority.	National Strategic Indicator	40		
EDU/S/002 ib) % of 15/16 year olds leaving full-time education without a recognized qualification	National Strategic Indicator	1.5%		

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## Develop community based education

Our Vision says: *We will bring services closer to communities*

*More people will be working and will have the vocational and life skills required to meet employment needs and the confidence and support to start their own businesses*

*There will be vocational learning hubs in the north and south of the County and an integrated network of local centres providing lifelong learning throughout the County*

Actions	Progress
Continue to restructure adult education services and work with our partner colleges	All high schools that deliver adult education have a management group that oversees provision of the adult education and ensures that local needs are met
Community learning centres will be developed across the County	Revised plans have been submitted to the Department of Education, Lifelong Learning and Skills and we are now awaiting a decision. All work on the Community Learning Centres will be completed by June 2008.

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## Modernising education

Our Vision says: *We will invest in our schools in order to sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy*

Key Challenge: Modernising the County's education services and provision

Actions	Progress
Review the number of unfilled places in primary schools and present options to Council in 2007	The Modernising Education Programme is on schedule to report to Council in July 2007. Among other things, this report will include a review of unfilled primary places.

Did you know...?

**Denbighshire Healthy Schools Scheme** was relaunched in February 2007. The scheme is made up of 9 health promoting themes - food and nutrition, physical activity, sexual health and relationships, education for sustainable development and global citizenship, staff health and well being, substances (alcohol, tobacco and drugs), mental health and well being, safety and the environment.

To support the work of the schools the scheme has been successful in securing additional funds for schools -

£8320 towards 40 water coolers for schools

£27,500 towards food and fitness projects in schools during 2007/08

Four schools have secured Community Chest funding (awards of up to £750) to improve staff health and well being, and to install bike racks.

Did you know...?

Last summer 2,763 children took part in the **Summer Reading Challenge** run by Denbighshire's Library Service. This is an increase of 17%, borrowing 8% more books than in 2004/05. Over 400 children joined the library for the first time to take part. The Challenge lays a key role in encouraging children to read for pleasure during the summer break from school and makes a significant contribution to their reading skills and motivation. For more details on this year's summer reading challenge, please contact our Library Service on...

# What we plan to do over the next three years

## Working Towards our Vision – Lifelong Learning Outcome: People realise their potential

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

### Improving educational attainment

Our vision says: *“We will have excellent schools with high standards of educational achievement”*

**We will:**

Improve school attendance by installing lesson tracking systems at four more schools by summer 2007

**We will:**

Continue to monitor national curriculum subjects in Primary schools with 9 schools monitored by subject specialist each year

**We will:**

Train all governing bodies so that they are aware of their role in school improvement

### Improving school building

Our vision says: *“We will invest in our schools in order to sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy”*

**We will:**

Produce a Service Asset Management Plan every year to determine priorities for spending on school buildings

**We will:**

Review the use of temporary accommodation so that we can reduce its use by 15% by 2009-10

**We will:**

Open the new primary school in Prestatyn in September 2008

**Developing and delivering training, skills and learning opportunities for adults**

Our vision says: *“People will have vocational and life skills”, “skills and experience . . . will help to sustain our communities and grow our economy”*

**We will:**

Train 50 people to become skilled surveyors of wildlife species through a series of biodiversity training events

**We will:**

Teach new adult skills in felting, stained glass and clay modeling through an advertised programme of events

**We will:**

Provide volunteering opportunities for 26 people in 2007-08 at Rhyl Pavilion Theatre

**We will:**

Hold a healthy living day for older people, “Grey Matters” with the theme of staying mentally active

**We will:**

Involve older people and younger people in an intergenerational project “Timeline” to teach people about our modern history

**We will:**

Increase the number of adults attending community education courses by 10% compared to the numbers from the previous academic year



## Section 8

### Environment

#### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Reduce the amount of waste being sent to landfill

What our Vision says: *We will recycle most of our waste and conserve energy*

Actions from 2006 – 2007 Improvement Plan	Progress
Develop longer term waste disposal facilities with other Councils	We are in the initial stages of looking at jointly procuring (with Flintshire & Conwy) a waste treatment facility and composting facility. The Waste Recycling Group is likely to offer green waste composting at Llanddulas. Progress on a project to have an enclosed composting facility that can also take food waste is slow but ongoing.
Continue to introduce wheelie bins and waste collection throughout the County	10,000 wheelie bins were introduced to parts of Rhyl and Prestatyn in 2006/07 as part of the x2 scheme. A similar number of properties in Denbigh and Ruthin will be given wheelie bins in 2007 and 2008 when the x2 scheme is extended.
Extend the blue box kerbside recycling scheme and increase the number of recycling bring sites	Blue box recycling was extended when the x2 wheelie bin scheme was introduced. It will be further extended in 2008. More bring sites are due to be

opened during 2007 (three installed in March) so that those living in rural areas do not have to travel so far to recycle their waste.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
WMT/S/001bi % of municipal waste reused and/or recycled	National Strategic Indicator	15%		
WMT/S/001bii % of municipal waste composted or treated biologically in another way		10%		

#### Did you know...?

The 10,000 homes in Rhyl on the x2 scheme have reduced their non-recyclable waste by 25%

## Improve the appearance and cleanliness of Denbighshire's public spaces

What our Vision says: *We will have clean streets and open spaces because the County has a strong enforcement policy*  
*We will respect and maintain our natural environment*

Actions	Progress
Operate an anti-litter initiative in relation to fast food outlets	We have been making businesses aware that they are responsible for cigarette litter emanating from their premises (In preparation for the Smoking Ban). This has been done via roadshows and briefing sheets for businesses. We have also been offering subsidized cigarette litter bins. We plan to tackle fast food retailers about litter in July.
Launch an anti graffiti initiative	As an innovative approach at Rhyl Land

Train Station (Children's Village) a mural depicting Denbighshire Landmarks / seaside scenes has been started on a wall. The design of the mural is 'busy' so that if graffiti tags are added to it they get lost in the original design.

The STARS group will provide 30 hours per week of supervision of people on probation who will help to clean graffiti. Racist or obscene graffiti is removed immediately through a painting contractor.

Re-evaluate litter bin provision especially around schools

Town councils are funding the purchase of more litter bins, especially in Ruthin and St. Asaph. We are continuing with our programme of placing additional bins across the county. The Environment Directorate are working with schools to find solutions to litter spots, such as teachers patrolling grounds where litter is a problem. At Rhyl High we will erect green mesh fixed in areas to keep litter within the school grounds, so as to avoid nuisance for nearby residents.

Increase the number of officers able to undertake environmental enforcement roles

Staff that are trained to issue Fixed Penalty Notices for one type of breach are now being trained to issue fixed Penalty Notices for more than one type of breach.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Number of enforcement actions taken for dog fouling / litter / fly tipping / abandoned cars etc	Local Indicator	150		

**Did you know...?**

**The best toilets in Wales are in Denbighshire**

Our public toilets and the team who clean them have won no less than six different awards over the last year, including cleaning team of the year  
 Our complaints from the public are now minimal and the over all cleaning satisfaction score has risen from 53% in 2004 to 91% at the end of September 2006.

## Achieving environmental sustainability

What our Vision says: *We will make sure that any actions we take protect the environment and do not have a negative impact on the lives of future generations*

Actions		Progress		
Prepare an energy efficiency strategy by April 2007		The energy efficiency strategy is completed and will be taken to Denbighshire County Council's Cabinet for formal ratification.		
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
EEF/S/001a % change in carbon dioxide emissions in the non domestic housing stock	National Strategic Indicator and	- 2%		
EEF/S/001b % change in energy use in and carbon dioxide emissions in the housing stock	National Policy Agreement	- 2%		
Use of green energy (electricity) in our corporate buildings	Local Policy Agreement	100%		
Use of green heating oil in the non domestic public buildings	Agreement	20%		

**Did you know?**

Denbighshire recently took over the management of the Little Tern Colony at Gronant. Having taken over the duties from the RSPB for the wardening of the last remaining colony in Wales earlier this year we are delighted to have recorded a record number of 193 fledglings.

## Improving the quality of our roads

What our Vision says: *We will improve access by developing better transport links for journeys within Denbighshire between rural areas and the main towns and between Denbighshire and other areas*

Actions		Progress		
Take a strategic role in the development of the Regional Transport Plan with Partners		Consultants have been appointed to develop a Regional Transport Plan. Production of the draft document finished in April 2007.		
Establish a highway asset management plan by March 2007		A framework to establish what the Highway Asset Management Plan will review is now in place and an exercise to look at the condition data is ongoing. The Highway Asset Management Plan is scheduled to be completed by March 2008.		
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
THS/S/001a Condition of Principal Roads	National Strategic Indicator	18%		
THS/S/001b Condition of non-principal roads		17.5%		

## What we plan to do over the next three years

### Working towards Denbighshire's Vision Environment and Countryside

Outcome: People enjoy a green and clean County

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

#### Waste management

**Our vision says:** *"we will recycle most of our waste"*

**We will:**

Increase the percentage of municipal waste that we recycle to 32% in 2008. We will do this by extending the x2 scheme to Ruthin and to Denbigh and increasing the number of bring sites in the County to make it easier for people in rural areas to recycle their waste.

**We will:**

Procure a waste treatment / disposal facility for April 2010

**We will:**

Launch and sell reusable book bags in Denbighshire's libraries to promote the recycling message

## **Clean environment**

**Our vision says:** *“we will have clean streets and open spaces”*

**We will:**

Operate an effective enforcement unit against litter, fly tipping, dog fouling, abandoned cars etc with a target of taking 200 enforcement actions by March 2008.

**We will:**

Train our enforcement officers so that they are able to issue fixed penalty notices for more than one type of breach.

**We will:**

Operate an anti-litter initiative in relation to fast food outlets

**We will:**

Use resources to improve the quality and level of service of our public toilets

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## **Transport links**

**Our vision says:** *“We will improve access by developing better transport links for journeys within Denbighshire between rural areas and the main towns and between Denbighshire and other areas”*

**We will:**

Complete the Highway Asset Management Plan by March 2008

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## **Green and clean countryside**

**Our vision says:** *“we will respect and maintain our natural environment”*

**We will:**

Continue to manage the Little Tern Colony at Gronant to ensure a stable population

**We will:**

Produce a Geodiversity action plan for the Clwydian Range Area of Outstanding Natural Beauty

**We will:**

Review the management plan for the Clwydian Range Area of Outstanding Natural Beauty and carry out four consultation exercises

**We will:**

Complete five projects each year until 2009-10 to improve the Offa's Dyke National Trail. The projects include installing a sculpture at Trail end, Prestatyn and restoring the Moel Fenlli footpath

**We will:**

Increase the County's woodland area with a programme of new planting

**We will:**

Encourage more people to think about the environment and will work with the Black Environment Network to launch a programme of events looking at landscape interface projects

**We will:**

Preserve historic landscape records by creating a North East Wales Archives Service Partnership to promote the use of archives to help people to appreciate the local landscape



## Section 9

### Community Safety

#### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Reduce overall levels of crime and anti-social behaviour

Our vision says:

*Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home*

Actions	Progress
The Community Safety Partnership will publish more realistic measures and targets by the end of 2006	New measures and targets have been developed and will be introduced for April 2007
Reduce the number of repeat offenders and victims by referring them to the Persistent and other Priority Offenders Strategy	The Anti-Social Behaviour Order (ASBO) Co-ordinator has been tasked with ensuring that repeat offenders are referred to the Persistent and Other Priority Offenders Strategy as part of the probation management process
Identify crime hotspot areas and develop local action plans	A seminar looking at alcohol related crime was held with licensed premises operators, the Police, Denbighshire County Council Officers and members of Denbighshire's Licensing committee to develop local action plans
Expand the use of CCTV	CCTV has been extended to Rhyl Drift Park with two cameras being installed and to Rhuddlan where four cameras have now been installed
Expand the alleygate scheme	Consideration is currently being given to extending the alleygate scheme to include: Railway footbridge Clifton Park, Hafod Road, Prestatyn; Bridge Street, Rhyl;

	Gamlin Street, Rhyl; Footpath Colomendy Estate, Denbigh and Bryn Ffynnon Terrace, Denbigh			
Improve the taxi rank on Water Street, Rhyl	Railings have now been installed to manage queues and reduce the possibility of conflict			
Increase the number of people who can issue fixed penalty notices	10 people have now been trained so that they can issue Fixed Penalty Notices in smoke free zones. Staff that have been trained to issue Fixed Penalty Notices for one breach are now being trained so that they can issue them for more than one type of breach			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Overall levels of crime	Local Indicator	-5%		
Levels of antisocial behaviour	Local Indicator	-15%		

### Did you know?

This year Denbighshire's street lighting team was named one of the top four in the United Kingdom by the Association of Public Service Excellence (APSE). APSE measure performance based on the percentage of street lights working correctly across the County. Just three years ago, the team was rated 20th out of 22 Welsh counties, and now we are proud to say we are in the top four across the whole of the United Kingdom.

## Reduce levels of violent crime

Vision statements:

***Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home***

Key Challenge: Work with Partners to reduce overall levels of crime and violent crime

Actions	Progress
Implement the Rhyl Town Centre Plan which addresses	The Rhyl Town Centre Plan is now in place and is being delivered. As of March 2007 crime in Rhyl is down by 3% or by 103 offences compared to the previous year

violent crime

Provide extra support to domestic abuse 'hotspots' Encourage domestic abuse reporting and reduce repeat victimisation

The Safer Homes Initiative for those at risk of domestic violence is being implemented across Denbighshire. There has been a publicity initiative on domestic violence at Ysbyty Glan Clwyd

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Number of violent crime committed	Local Indicator	-15%		

## Reduce crime associated licensed premises

Our vision says: *Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home*

Key Challenge: Reduce crime associated with licensed premises

Actions	Progress
Consideration of Orders to ban the consumption of alcohol in public places	Alcohol controlled zones will be in place in Prestatyn and Llangollen by 6 May 2007
Increased visits on licensed premises. Carry out test purchases at on and off licensed premises	Trading Standards have increased the number of visits to licensed premises. In their 2007/08 work programme they have set aside 38 days to undertake test purchases. Licensing enforcement officers also visit on a regular basis

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Recorded crime at licensed premises	Local indicator	-20%		
Test purchases at off and on licensed premises	Local indicator	-5% (44% failure rate)		

## Improve Food Hygiene

Key Challenge: Continue to improve food hygiene standards in order to limit the risk of a food poisoning outbreak to the public

Actions	Progress			
Inspect 70% of low risk premises which have not been inspected since before April 2004	Emphasis and priority has been placed on inspecting high risk premises, and as such there are still 500 low risk premises which are due a programmed inspection			
Inspect 50% of school kitchens	There are 63 school kitchens of which 41 were liable for inspection in 2006/07. 34 have been inspected so far.			
Provide 12 training events for catering businesses	The scheduled training programme will not be completed this year due to the loss of key personnel			
Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
PPN/S/001bii % high risk businesses liable to a programmed inspection that were inspected	National Strategic	-20%		
PPN/C/004 % of all eligible food premises with a Valid Food Hygiene Award	National Core Set Indicator	8%		

## Reduce Road Accidents

Key Challenge: Reduce number of people killed or seriously injured on the roads by 40% by 2010 and reduce the number of children killed or seriously injured by 50% by 2010

Actions	Progress
Highway asset management plan established by March 2007	A framework to establish what the Highway Asset Management Plan will review is now in place and an exercise to look at the condition data is ongoing. The Highway Asset Management Plan is scheduled to be completed by March 2008.

Actions to improve road safety

Annual accident report results in identification of hotspots. These are then incorporated into works that will make the sites safer. Some examples include pedestrian routes in Prestatyn and Rhyl, Safer Routes to School project for Bodnant Juniors, various anti-skid treatments, and improved pedestrian crossing facilities.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Number of people taking up the Pass Plus course for new drivers	Local indicator	130		
Number of driver assessments for older people	Local indicator	75		

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## What we plan to do over the next three years

### Working Towards our Vision – Community Safety

Outcome: People feel safe

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

#### Reduce levels of violent crime

Our vision says: *“Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home”*

**We will:**

Operate the 'safer homes initiative' by providing additional bolts and security in properties where domestic abuse is at risk

**We will:**

Increase the reporting of domestic abuse incidents through the purchasing of publicity materials, such as trolley coins (attached to key rings) which will include the domestic abuse help line telephone number

#### Reduce levels of criminal damage

Our vision says: *“Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home”*

**We will:**

The Community Safety Partnership will fund 200 community clean up days which are managed by the Probation Service and the STARS wardens

**We will:**

Introduce alcohol controlled areas in Prestatyn and Llangollen in May 2007

**We will:**

Develop a coordinated response to the affects of alcohol on the community through the work of the Local Service Board's first project

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**Reduce fear of crime**

**Our vision says:** *"Levels of crime will continue to fall and neighbourhood policing will mean that we feel safer when we are out and at home"*

**We will:**

Provide two theatre based projects exploring Community Safety issues for example substance misuse

**We will:**

Run the 'Chose Life project' in all secondary schools. This is an anti drug prevention project whereby prisoners from Walton Gaol speak of their experience of substance misuse to children in schools

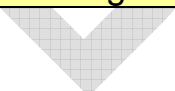
**We will:**

Deploy a sniffer dog to schools, HMOs, licences premises, etc. to identify drug use on these premises

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**Reduce road accidents****We will:**

Continue to use accident data to inform our programmes for road safety, highway asset management and traffic management



# Section 10

## A Dynamic Council

### What we did last year

The information below shows our performance against the actions from last year's Improvement Plan

#### Our aim: Enhancing our capacity to improve

Actions	Progress
Implement a sickness absence management framework	During 2006/07, a sickness absence framework was developed to support the current Sickness Absence Management Policy which was introduced in 2002. Sickness reporting is one element of the framework. Directors and Heads of Service are now provided with monthly sickness data in graphical format for the whole council, their Directorate and their service.
Produce a workforce development plan by April 2007	The corporate workforce plan has not been completed but work is ongoing in this area and the plan will now be completed by March 2008
Implement a leadership and development programme	All Directors and Heads of Service have now been enrolled on a leadership and development programme.
Ensure all staff receive a performance appraisal by June 2007	The performance appraisal system has now been rolled out and all managers have or will be receiving training on the new system. Data is currently being collected to record which staff have had a performance appraisal.
Performance Indicators	Indicator Target 2006/07 Performance 2006/07 Target Analysis
CHR/C/002 The number of working days/shifts per full time equivalent local authority employee lost due to sickness	National core set indicator 10 days



absence		
The % of managers attending the leadership and management programme by December 2008	Local indicator	10%
% of the workforce receiving an annual performance appraisal	Local indicator	100%

### **Our aim: Putting the customer first**

<b>Actions</b>	<b>Progress</b>
Develop a consultation strategy	A draft consultation strategy has been written and is waiting for formal approval by Denbighshire's Cabinet
Meet regularly with town and community councils	Over the last year we have held two Town and Community Council liaison meetings, 3 cluster meetings and four special meetings with Town and Community Councils to discuss the budget setting process
Invite representatives from primary and secondary schools to visit County Hall and to meet Councillors and staff	Representatives from each of Denbighshire County Council's secondary school councils have visited a Cabinet meeting to listen to the discussions and to question the Lead Members.

### **Our aim: Working towards Denbighshire's vision**

<b>Actions</b>	<b>Progress</b>
Review the community strategy to reflect Denbighshire's Vision	New Community Strategy guidance from the Welsh Assembly Government is expected in July 2007. The revision of the Community Strategy has therefore been delayed until this is in place. The Community Strategy will be revised in line with the priorities agreed by the newly formed Local Service Board.

### **Mainstreaming equality and sustainability through the Council**

Actions	Progress
Further develop the Impact assessment tool	The impact assessment tool has been amended and is now being used in the development of strategies, policies and key projects
Set up a corporate equalities group	A corporate equalities group made up of Denbighshire County Councillors and key managers has been set up and meet on a quarterly basis. Their role is to look at equality issues relating to the County Council and to raise awareness of equality
Undertake a sustainability audit and develop an action plan by April 2007	A Sustainability Coordinator has been appointed. An audit of sustainability in Denbighshire County Council has now been completed and an action plan developed.

## Our aim: Working efficiently

Actions	Progress
Implement phase 2 of the Customer Service Centre	Phase 2 involved giving one stop shops access to the same customer relationship management system that the customer contact center uses. All one stop shop advisers have been or are currently being trained on using the new system.
Collobaration between North Wales authorities	<p><b>The Telecare Project</b> will be reporting at the end of March and reporting to the Board in June 2007. This project will bid to the Making the Connections fund for further support to implement the recommendations agreed by the project team and the Board.</p> <p><b>The Transport Project</b> team will debate the issue of bidding for further support on the basis of releasing savings of in excess of £600k through implementing integration of the management of education and social services transport.</p> <p><b>The Decriminalised Parking Enforcement Project.</b> Denbighshire County Council has processed the parking tickets for Anglesey and Gwynedd County Councils since April 2007 with Wrexham and Flintshire Councils joining the partnership at a later date.</p> <p><b>The Revenues Project.</b> Consultants have been</p>

appointed and have begun work interviewing key stakeholders and gathering data. The scope of the study has expanded to include financial assessments.

**Contact Centre Collaboration Project.** The submission of an all Wales bid to the Home Office for the introduction of the 101 service was rejected but a baseline assessment of the current on Call Centre development across North Wales has been completed.

**Specialist Planning Services Project.** The project brief was approved by the Strategic Directors (Environment) Group on 1st December 2006.

Implement the e-procurement system      The e-procurement system is currently being implemented with a pilot in a number of Council services taking place.

Performance Indicators	Indicator type	Target 2006/07	Performance 2006/07	Target Analysis
Levels of efficiency saving achieved	Local indicator	£2 million		

## Did you know...?

[www.denbighshire.gov.uk](http://www.denbighshire.gov.uk)

The Denbighshire website is your one stop shop for information and advice about the services we provide. We are developing the website so you can access services and contact us directly through the website. More and more people are making use of these services and in the last 12 months we have had 1,144,544 unique visitors to the website.

## Did you know...?

In the last year both Denbighshire's Revenues and Benefits departments have been awarded the prestigious Charter mark which recognises excellence in customer service.

## Did you know...?

The Customer Service Centre dealt with 52,000 calls in its first year. You can contact the Customer Service Centre on 01824 706100 (Cymraeg) or 01824 706101 (English) for enquiries about:

Abandoned vehicles  
Bulky household collection  
Council house repairs  
Dead animals  
Election information  
Fixed penalty notice payment  
Flooding, sandbags, gritting, snow clearance  
Fly tipping  
Grounds maintenance of public areas  
Highway lighting  
Job application form request  
Missed bin collections  
Public footpaths and bridleways  
Public toilets  
Recycling / composting  
Refuse  
Road and pavement maintenance  
Road signs  
Road works  
Street cleaning  
Trade waste

## What we plan to do over the next three years

### A Dynamic Authority

Outcome: Our customers are satisfied with the service they receive

A happy and healthy workforce with the right skills to do the job

People, property and technology are used efficiently

The information below shows new or updated actions for the year 2007-08 (or for a longer period where indicated)

### Customer Focus

**We will:**

Appoint a Head of Customer Care

**We will:**

Agree a Customer Access Strategy by April 2008

**We will:**

Ensure all one stop shop staff have access to the Customer Relationship Management System by July 2007

**We will:**

Expand the range of queries that the Customer Care Service Centre can deal with

**We will:**

Arrange three Town and Community Council Cluster Meetings in 2007-08

**We will:**

Launch a series of consultation events on the Council's budget at the Denbigh and Flint Show in August and hold a number of roadshow events for the public

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**Efficiency**

**We will:**

Implement the Electronic Document Management System in the benefits department by April 2008

**We will:**

Implement the e-procurement software and run pilot projects

**We will:**

Run project management training course and train 10 people by December 2007

**We will:**

Agree the Efficiency Strategy

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**Collaboration / Partnership Working**

**We will:**

Revise the Community Strategy by April 2008

**We will:**

Increase the number of joint visits between the Benefits service and the

Pensions Service

**We will:**

Progress the Year 2 regional collaboration projects

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**Orgainsational Development**

**We will:**

Write a workforce plan for Denbighshire County Council by April 2008

**We will:**

Complete the development training for senior and middle managers by October 2007

**We will:**

Agree an approach to mobile and flexible working by October 2007

**We will:**

Complete a study of our support services by June 2007

**We will:**

Achieve the silver level of the corporate health standard

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**Equalities & Sustainability**

**We will:**

Agree an integrated equalities plan by April 2007

**We will:**

Collect baseline information on the make up of our workforce by April 2008

**We will:**

Use the Integrated Impact Assessment Tool to test all new strategies

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**Regulatory Work**

**To Be Completed**

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**REPORT TO CABINET**

**CABINET MEMBER: COUNCILLOR R HUGHES LEADER**

**DATE: 24 APRIL 2007**

**SUBJECT: MONITORING THE ACTIONS AGREED BY CABINET**

**1 DECISION SOUGHT**

1.1 That Members consider the progress the Authority is making against the actions which have been agreed by Cabinet since the 12 September 2006 and the update on the actions agreed since 1 January 2006 (Appendix I refers).

**2 REASON FOR SEEKING DECISION**

2.1 It had been agreed by the Corporate Executive Team that each Cabinet report should include an Action Plan to ensure that decisions made by the Executive were effectively progressed.

2.2 In order that progress against the agreed actions could be monitored by Cabinet it was further agreed that a quarterly report would be produced by the Strategic Policy Unit. The actions are detailed in Appendix 1:-

- + the date of the Cabinet meeting
- + the responsible portfolio holder / officer
- + the report title
- + the actions from Section 8, the "Action Plan"
- + whether or not the action/s has been completed
- + reasons why the action has not been completed

2.3 The Revenue Budget, Housing Revenue Account Budget, Routine Reporting on Personnel and Capital Budget monthly reports are not included in the Appendix as these actions are monitored on a monthly basis.

2.4 The following reports have been or will be removed from the Action Plan list as they contain ongoing actions and are being monitored by relevant officers or are routinely being reported to Cabinet:

- Asset Review Programme
- Capital Prioritisation Process
- Improving the Council Housing Stock
- Working Together as the Welsh Public Service
- School Buildings Improvement Grant 2006-2007 to 2009-2010
- Implications of the Beecham Review "Beyond Boundaries" on Denbighshire County Council
- Monitoring the Authority's Key Performance Indicators

2.5 The following reports have been removed from the list as the actions have been completed:

Homelessness Service  
Extension to Exemption of Contract Procedure Rule 23.4  
Cefndy Healthcare

2.6 Members will note that out of 85 actions, 69% have been completed whilst 31% are incomplete / ongoing. A number of larger projects, for example the Joint Procurement of Waste Disposal Services will be ongoing for a number of years and will continue to be monitored.

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

3.1 Section III of the Local Government Act 1972.

### **4 COST IMPLICATIONS**

4.1 The cost implications associated with progressing the actions will have been identified in each individual Cabinet report.

### **5 FINANCIAL CONTROLLER STATEMENT**

5.1 There are no financial implications specifically resulting from this report. The implications of the individual action plans will have been included in the relevant reports.

### **6 CONSULTATION CARRIED OUT**

6.1 The Cabinet Officer has contacted the responsible officer for each report for an update on each Action Plan. The report is regularly updated.

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

7.1 Actions agreed at Cabinet will have implications on all policy areas including the Vision and other corporate policies.

### **8 ACTION PLAN**

<b>Action</b>	<b>Lead Member/Officer</b>	<b>Deadline</b>
Regular report to Cabinet on progress against agreed Action Plan	Leader / J Williams	Every 4 months : next report in September 2007

### **9 RECOMMENDATIONS**

9.1 That Members note the progress the Authority is making against the actions which have been agreed by Cabinet since the 12 September 2006 and request further information and/or action where required (Appendix I refers).

### CABINET ACTION PLANS ~ 30.01.2007

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
21.02.2006	Finance and Personnel / J Williams	Monitoring the Authority's Key Performance Indicators	To explore and address the reasons for below target performance at Departmental Team Meetings and CET – CET by 10 March 2006 Report to Informal Cabinet on actions taken to address below target performance – CET 28 March 2006	✓ ✓		An analysis of PIs was provided for debate at Informal Cabinet 12.09.2006. Discussion by Departmental Management Teams should be ongoing
21.02.2006	Health and Wellbeing / C Curtis Nelson	Health Social Care and Wellbeing Strategy: Headline Achievements for 2005-06 and Key Actions for 2006-07	Senior Manager review of HSCWB Action Plan - Senior reps of LA, LHB, Trust, NPHS - 15.02.06. HSCWB Workforce Workshop Strategic Partnership Board/Lead Officer Group - 16.02.06. Monitoring of Joint Working Grant Projects - Lead Officer Group monthly. Implement Health Challenge Denbighshire Action Plan and Calendar - Nominated officers and "champions" - throughout year. Developing work to measure performance, action plan to meet WAO recommendations - Health, Social Care and Wellbeing Strategy Manager - September 2006. The Needs Assessment process needs to start for the beginning of the 2008-2013 HSCWB Strategy in the Autumn ready for consultation in December and January assuming a similar timescale to the development of the last Strategy. This will also be the start of the Equality Impact Assessment process - Health, Social Care and Wellbeing Strategy Manager - Autumn 2006	✓ ✓ ✓ ✓ ✓		The Interagency Performance Management Group has reviewed its terms of reference and membership. Quarterly thematic reports are provided to LOG and SPB and a detailed Issues Log is actively monitored at every LOG meeting. Work is well developed on the needs assessment for the 2008 - 11 strategy. This is being undertaken by a broadbased group made up of all partners. The Equality Impact Assessment is forming part of this work. The draft guidance removes the requirement for consultation on the needs assessment however comprehensive consultation will be undertaken on the draft strategy during its development
21.03.2006	Communities / J Williams	Beyond Area Partnerships	Report to Council recommending removal of Area Partnerships from Constitution and recommendations in 9.0 - Councillor E C Edwards – 04.04 2006 Formal response to Area Partnerships - J Williams -	✓ ✓		

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
			30 April 2006 Annual Programme and Agenda for Cluster meetings with Town and Community Councils agreed - Councillor E C Edwards – 30.06.2006	✓		3 very successful cluster meetings taken place
23.05.2006	Finance and Personnel / J Williams	DCC's Performance Against Key Indicators 2005-2006 (Directorate Business Plans)	Explore and address the reasons for below target performance at Departmental Team Meetings and CET – CET 01.06.2006 To produce Directorate Business Plans by 31.07.06 which have been to Lead Members and Scrutiny Committees and which reflect the Council's Vision, priorities and Work Programme	✓	✓	All four Directorates have produced Business Plans which have been to Scrutiny Committee
27.06.2006	Environment / S Parker	Joint Procurement of Waste Disposal Services in Conjunction with Conwy CBC and Flintshire CC	Draw up formal partnership agreement between Denbighshire, Flintshire & Conwy Councils - S Parker & DCC Legal Dept. - 10 / 2006 Contribute to the development and preparation of the Contract documents - DCC Waste Team & Legal dept. - 3 / 2007 Sign Contract documents - Environment Director - 6 / 2007 Start delivering waste to new facility - DCC Waste Team 4 / 2010		✓ ✓ ✓ ✓	Consultants appointed to draft contract document / agreement. Flintshire are now Lead Authority. Official Journal of the European Union notices March 2007.
21.07.2006	Health and Wellbeing / E Woods	Extra Care Development, Prestatyn	Work still needs to be undertaken in the following areas and a timescale for these actions will be agreed at a meeting scheduled to take place on 10/07.2006:  More detailed financial appraisal. Further discussions with health colleagues. Meeting with Head Teacher and Governors of Bodnant Infants School. Further meetings with residents, day centre users, families and staff using the existing Llys Nant site.		✓ ✓ ✓ ✓	Bid to WAG made and other funding options being explored
12.09.2006	Finance and Personnel J Williams	Monitoring the Authority's Key Performance Indicators	To explore and address the reasons for below target performance in Qtr 1 at Departmental Team Meetings and CET - 29 September 2006	✓		
12.09.2006	Health and Wellbeing Glesni Owen	Delegations and Authorisations to Officers	Implement delegation with immediate effect. Consolidate existing delegations and bring them up to date a further report to be presented to Cabinet –	✓	✓	Authorisations will be completed by June 2007

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
			report anticipated November 2006			
12.09.2006	Health and Wellbeing P Quirk	Housing Improvement Programme	The Housing Development Team and Design Team will oversee the contract. Monthly reports on site progress and costings will be given to Cabinet as part of the HRA Budget monitoring.	✓		
12.09.2006	Finance and Personnel K Jones	Review of Authority Procedures Regarding Rent Collection for Leased Buildings	That a data base be established that can be interrogated to validate Lettings income That all units have a property file containing Lease details That procedures are in place to ensure a regular review of unit invoicing All by December 2006	✓ ✓	✓	Work nearing completion
26.09.2006	Environment M Pender	Llangollen Design Guide	Following Cabinet approval, Head of Planning & Public Protection Services, to submit the Llangollen Design Guide for formal approval as Supplementary Planning Guidance to Full Council by December 2006	✓		
26.09.2006	Lifelong Learning D Evans	Modernising Education: Progress Update	Modernising Education Programme contract delivered in 4 stages between March 2006 - April 2007: Stage 1 Scoping and Initiation – Cambridge Education – April-June 2006 Stage 2 Consultation an Stakeholder Participation Planning – Cambridge Education – June-Aug 2006  Stage 3 Data / Intelligence Gathering and Analysis – Cambridge Education – Aug-Dec 2006  Stage 4 Conclusion: Costed Programme of Options – Cambridge Education – Dec 2006-April 2007  Proposals and Options presented to Members – Cambridge Education and Council – April 2007 Formal Decision on Programme Proposals – Cabinet – Post April 2007	✓ ✓	✓ ✓ ✓ ✓	At Council request, additional works undertaken by consultants to enable full picture to be given in final report Scheduled for June 2007  County Council July 2007 Following July 2007
26.09.2006	Business and Communications P Wickes	101 Cymru: Proposal for Submission to the Home Office	Proposal deadline of 6 October 2006. If accepted by the Home Office then Regional project teams will be created to implement the solution in 2007	✓		Wave 2 roll-out postponed by Home Office - decision will be made Autumn 2007
26.09.2006	Health and Wellbeing	Extra Care Housing	SHG bid will be submitted to the Welsh Assembly	✓		

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
				✓	✓	
	N Ayling	Development: Proposed Development of Llys Nant Site, Prestatyn	Government for consideration - Housing Strategy Manager & Extra Care Project Managers –Sept 2006 Finalise nature and scale of LHB financial contribution - Management Accountant, Head of Service, Director of Finance, LHB – Oct 2006 A strategy for the tenure split of the extra care units will be developed - Extra Care Project Managers – Nov 2006 Detailed projections of local care needs will be produced - Extra Care Project Managers – Nov 2006 Capital prioritisation bid submitted to Finance - Extra Care Project Managers – Dec 2006 An extra care project plan to be developed for approval by Council - Extra Care Project Managers – Feb 2007	✓	✓	Work in progress  Dependent upon funding arrangements  Ongoing  Ongoing
26.09.2006	Health and Wellbeing Glesni Owen	Houses in Multiple Occupation Licensing – Licence Conditions	Implement HMO Mandatory Licensing regime – G Owen - with immediate effect Send out HMO Licensing application form to 250 properties – G Owen – Oct 2006	✓	✓	Feedback form sent to 304 properties, 208 returned with 169 exempt with 37 possible additional licences and 2 mandatory licences. Sent out 140 licensing application forms with approx 80 returned exempt and 4 valid for licence and 60 outstanding but being pursued
26.09.2006	Business and Communications Catrin Roberts	Local Government Pension Scheme	Consultation document to be completed and returned to DCLG by 29.09.2006	✓		
31.10.2006	Health and Wellbeing	Supporting People Operational Plan	Work will commence in November 2006 to develop the detailed specifications required for commissioning the new services identified, and changes will be implemented to deliver the remodelled services within the planned financial year 2007/8.	✓		
31.10.2006	Health and Wellbeing	Partnership Planning Structures Relating to Children and Young People	Paper submitted to Cabinet, October 2006 Arrangements reported to WAG, October 2006 Chairs and membership of sub-groups agreed, September /October 2006	✓	✓	Membership of most working groups agreed, others will be completed by July 2007

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
			Terms of reference of sub-groups drafted and agreed, September/October 2006 First meetings of groups in new structure, November 2006 Protocols agreed defining roles across strategic partnerships, December 2006 Partnership Agreement finalized for adoption, December 2006			
31.10.2006	Leader M Dixon	West Cheshire / North East Wales sub-Regional Spatial Strategy	Notify Welsh Assembly Government and North West Regional Assembly of the Cabinet's decision - M Dixon, 17 November 2006 Enter into discussions with partners regarding arrangements for the implementation of the strategy, Councillor R W Hughes / I Miller, 31 December 2006	✓		
31.10.2006	Leader M Dixon	Rural Development Plan for Wales 2007-2013	Nominate County Council representatives on Partnership Board , Councillor R.W. Hughes, 31 <sup>st</sup> January 2007 Prepare local development strategy, M. Dixon, 16 <sup>th</sup> February 2007	✓		Councillors H H Evans and G C Evans nominated to sit on the Mersey – Dee Alliance Group Extra representative nominated is Councillor P A Dobb
28.11.2006	Business and Communications	Monitoring the Authority's Key Performance Indicators	To explore and address the reasons for below target performance in Qtr 2 at Departmental Team Meetings and CET, CET, 31 December 2006 To explore and address any concerns arising from lack of progress made against key actions in the Improvement Plan, CET, 31 December 2006	✓		
28.11.2006	Children and Young People	SSIW Inspection 2005-2006 Action Plan	Implementation of the action plan has already been commenced and incorporated into Children and Family Services Service Business Plan. Monitoring of these activities and progress reporting will occur through the Children and Family Service senior management group meetings. The SSIW will monitor progress through their regular business and progress	✓		



CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
			monitoring activities via the Performance Evaluation Framework.			
28.11.2006	Health and Wellbeing P Quirk	Tenant Involvement in Housing	The County Clerk and Head of Housing Services will make arrangements for nominations to the Housing Working Party and to call the first meeting before 31 <sup>st</sup> January 2007.	✓		
28.11.2006	Health and Wellbeing P Quirk	Council Housing Garages	Completion of garage site surveys and consultation with Local Members and Tenants' Associations, Head of Housing Services, 31.12.2006 (in order to influence budget decisions)		✓	Surveys completed, consultation with Local Members to be completed. Maintenance programme organised
28.11.2006	Finance R Parry	Spend to Save	Regular progress reports to CET by Financial Controller.  Potential future savings resulting from the projects funded through this budget will feature in the budget setting process for 2008/9 and future years.	✓	✓	Ongoing work
28.11.2006	Property and Asset Management D Mathews	Faenol Farm Pentrecelyn	Subject to Cabinet approval and the grant of planning consent then we will appoint an agent to dispose of the farm by auction in lots on the open market. Anticipated date of completion Spring 2007.		✓	Revised layout planning application being considered by April 2007 Planning Committee Agent will be appointed once Planning permissions gained for sale on open market June/July
19.12.2006	Chief Executive	Review of Car Parking Charges	A report containing detailed information on the Council's budgetary situation will be brought to Cabinet on the 20 <sup>th</sup> February 2007 for final approval of the Council's car parking charges from April 2007.	✓		
19.12.2006	Health and Wellbeing	Denbighshire's Older People's Commissioning Strategy	Appendix 1 - Older People's Commissioning Strategy Action Plan 2006 -2009 Appendix 2 – Denbighshire's Older People's NSF Action Plan Appendix 3 – Denbighshire's Older People's NSF 6 month WAG report	✓ ✓ ✓		Developing Joint Strategy with LHB Summer 2007  Ongoing and monitored by Older People's Partnership Board Ongoing and monitored by Older People's Partnership Board
16.01.2007	Children and Young People	Child Trust Funds	Finance would be asked to manage and control Child Trust Fund payments on behalf of the Local Authority and to claim any Grant payments available from any	✓		

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
			relevant sources, on an annual basis. Implementation of these payments would be backdated to 01.09.2002 for those children remaining in our care			
30.01.2007	Property and Asset Management / Finance K Jones / G Evans	Review of Authority Procedures Regarding Rent Collection for Leased Buildings	Revenues Department commences the administration of the Industrial Unit portfolio - Head of Economic Development/Principal Revenues Manager, 01.03.07	✓		
30.01.2007	Health and Wellbeing	Commissioning Strategy for Adults with Learning Difficulties	Draft Action Plan	✓		Monitored by Adult Service Management Group Joint work with Social Services Improvement Agency to develop full business plan arising out of Learning Disabilities Commissioning Strategy
30.01.2007	Health and Wellbeing	Warm Wales – Denbighshire Initiative	Officers to engage with Warm Wales, Gareth Roberts, Early February 2007 Provide all available relevant statistics to Warm Wales to inform the Business Plan, Affordable Warmth working group, May 2007 Submit draft Business Plan, Warm Wales, July 2007 Report to Cabinet on final Business Plan, Graham Boase July 2007	✓	✓ ✓ ✓	On target  On target On target
30.01.2007	Health and Wellbeing	Managing the Supporting People Grant 5 Year Strategy	Present Strategy to the Supporting People Planning Group, Corporate Director – Social Services & Housing, 25 <sup>th</sup> 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	✓ ✓		
30.01.2007	Deputy Chief Executive/ Corporate Director: Resources	Revised Capital Procedures	All departments undertake regular budget monitoring and will continue to identify and take advantage of savings and efficiencies.	✓		
20.02.2007	Leader	Delegations: Asset	If agreed by Cabinet, proposals to be implemented	✓		

CABINET DATE	PORTFOLIO HOLDER/ OFFICER	REPORT TITLE	ACTION	COMPLETE	INCOMPLETE	DATE COMMENCED / REASON OUTSTANDING
	Chief Executive	Management Committee	immediately			
20.02.2007	Chief Executive	Car Parking Charges	All appropriate signing within the car parks will require to be altered to reflect the new charges. This will be carried out prior to the 1st of April 2007 by the Transport and Infrastructure Department.	✓		
20.02.2007	Business, Communications & Personnel J Williams	Monitoring the Authority's Key Performance Indicators	To explore and address the reasons for below target performance in Qtr 3 at Departmental Team Meetings and CET – CET by 31 <sup>st</sup> March 2007 To explore and address any concerns arising from lack of progress made against key actions in the Improvement Plan – CET by 31 <sup>st</sup> March 2007	✓ ✓		
20.02.2007	Corporate Director: Environment	Joint Procurement Arrangements for Catering Supplies	Final checks to ensure competitiveness of contract prices - A Staples - 02 / 2007 Formally give notice that DCC wish to enter the consortium - S Parker - 02 / 2007 Consortium membership confirmed – SNUPI 02/2007 Start using the contracts – All - 03/2007	✓ ✓ ✓ ✓		Contracts used from 04/2007
27.03.2007	Leader J Williams	Working Together as the Welsh Public Service	Regular report to Cabinet on collaboration, with Partnership Board and Collaboration Officers Group minutes - Leader/Ian Miller - Every 4 months : next report in July 2007 Consider how Members, managers and officers can become more engaged in the collaboration agenda - CET, MMC, J Williams - 20 April 2007 Identify a methodology for impact assessing collaborative projects - J Williams, Collaborative Officers Group - 13 April 2007	✓ ✓ ✓		Collaboration report produced and presented to Cabinet on a regular basis. Report will also be presented to Scrutiny Committees and collaboration was discussed at a meeting of the Joint Scrutiny Chairs. Regular newsletter sent to Members and staff.
27.03.2007	Leader P Smith	Rhyl Town Centre Redevelopment	No specific action for the Authority as the report supports action by the Welsh Assembly Government. Follow up reports for information will be made available as work progresses.	✓		
27.03.2007	CEO	Delegations	Officer delegations will be made following Cabinet approval. Any designations by the Lead Member will comply with the legislative provisions and timetable.	✓		

**REPORT TO CABINET**

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

**DATE:** 24<sup>th</sup> April 2007

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

**1 DECISION SOUGHT**

That Members note the provisional year-end financial position (revenue and capital) of the Housing Revenue Account (H.R.A.).

**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 March 2007 shows a projected net surplus at the year end of £632k (Appendix 1) against a budgeted surplus of £333k.
- Right to Buy (RTB) sales were slower in 2006/07, which meant there is more stock attracting negative subsidy. However, this also meant that more rent income than planned was received, hence the £140k positive variance on rent income for the year.
- There have been 19 RTB sales in 2006/07 and the housing stock is now 3484. The average value of sales so far is approximately £60k, compared to £53k allowed for in the Housing Stock Business Plan (HSBP).

Housing Stock Business Plan

- The Plan has now been fully updated to allow for all changes, including the Subsidy Determinations for 2007/08, revised RTB sales, leasing and inflation and the Plan remains financially viable. In fact, the Plan has improved from last year, largely because of a better than expected Subsidy settlement.

- Currently, the Plan suggests that HRA balances will not fall below £1.2m.

### Housing Capital Plan

- Progress on the HRA capital plan is included as Appendix 2. The total forecast expenditure for the year is £5.9m and this has exceeded previous forecasts (£5.5m last month) as the improvement programme has continued to catch up on some of the slippage from earlier in the year.
- Achievements to date on the major contracts are as follows (the figures quoted in brackets are those reported in February 2007):

Major Refurbishments	106 properties underway (82) and 19 completions (13)
Windows contract	1,910 properties completed (1,857)
Heating contract	751 properties completed (733)

- Slippage on the 2006/07 contracts will roll forward to 2007/08. The financing will move with the slippage so there is no adverse impact to the HRA, in fact it is beneficial financially in the longer term.

### Summary

The revenue and capital budgets as reported at the end of March 2007 impact positively Council's Housing Stock Business Plan.

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

The Business Plan has been fully updated and reviewed and it is in an improved position from last year. The adverse impact of reduced RTB sales has been compensated for by other favourable variances within the Plan.

An external review of the Plan has confirmed that it is viable and on target to achieve the Welsh Housing Quality Standard by 2012.

The HRA and capital plan position as reported does not have any additional staffing implications.

## **5 FINANCIAL CONTROLLER STATEMENT**

The latest HRA financial position is welcome and contributes positively to the Housing Business Plan.

## **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**

<b>Action</b>	<b>Responsibility</b>	<b>Date</b>
Ongoing monitoring of the HSBP.	Head of Housing Services & Senior Management Accountant.	Monthly updates to Cabinet.

## **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>		
Actual	<u>Month 12 (Provisional)</u>	Original Budget	Forecast Out-turn	Variance to Budget
£		£	£	£
	<b><u>EXPENDITURE</u></b>			
1,240,343	Supervision & Management - General	1,118,236	1,108,644	9,592
219,533	Supervision & Management - Special	212,949	256,291	-43,342
129,481	Welfare Services	129,866	138,235	-8,369
0	Homelessness - Leased Accommodation	0	225,877	-225,877
373,200	Rents	391,451	368,490	22,961
2,657,345	Repairs and Maintenance	2,599,819	2,599,819	0
<b>4,619,901</b>	<b>Total Management &amp; Maintenance</b>	<b>4,452,321</b>	<b>4,697,356</b>	<b>-245,035</b>
28,745	Rent Rebates	0	0	0
927,876	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	2,796,644	180,093
-40,608	Provision for Bad Debts	50,000	50,000	0
<b>8,552,223</b>	<b>Total Expenditure</b>	<b>8,661,131</b>	<b>8,703,864</b>	<b>-42,733</b>
	<b><u>INCOME</u></b>			
8,534,781	Rents (net of voids)	8,803,016	8,942,729	139,713
	Leased Rents	0	145,158	145,158
94,189	Garages	96,912	99,505	2,593
143,532	Interest (Balances & RTB mortgages)	95,000	148,926	53,926
<b>8,772,503</b>	<b>Total Income</b>	<b>8,994,928</b>	<b>9,336,318</b>	<b>341,390</b>
	<b>Surplus / Deficit (-) for the Year</b>			
<b>546,279</b>	<b>General Balances</b>	<b>333,797</b>	<b>632,454</b>	<b>298,657</b>
<b>-326,000</b>	<b>Earmarked Balances</b>	<b>0</b>	<b>0</b>	<b>0</b>
1,308,768	Balance as at start of year ~ General	1,855,264	1,855,264	0
326,216	Balance as at start of year ~ Earmarked	0	0	0
1,855,264	Balance as at end of year ~ General	2,189,061	2,487,718	298,657
0	Balance as at end of year ~ Earmarked	0	0	0

## Appendix 2

### HRA Capital Plan Update 2006/07 Month 12 PROVISIONAL

Actual 2005/06 £	Description	Approved Schemes £	Actual at End Mar £	Forecast Outturn £
751,529	Housing Repair Work Pre 2006/07	136,273	28,175	28,175
171,991	Environmental Improvement Works	373,000	16,911	16,911
2,650,442	2005/06 Major Improvements – All Groups	0	1,000,436	1,000,436
0	2006/07 Major Improvements – All Groups	2,979,000	1,228,725	1,228,725
0	Bodelwyddan Gas Supply Scheme	0	16,404	16,404
2,011,332	Windows Replacement	2,982,000	2,325,313	2,325,313
743,287	Central Heating Contract	1,000,000	1,084,507	1,084,507
100,000	DFG - Council Properties	100,000	100,000	100,000
0	Capitalised HRA Repairs & Maintenance	0	100,000	100,000
<b>6,428,581</b>	<b>Total</b>	<b>7,570,273</b>	<b>5,900,472</b>	<b>5,900,472</b>
<b>2005/05</b>	<b>HRA Capital Plan Financed By:</b>	<b>Original</b>		<b>Forecast</b>
<b>£</b>		<b>£</b>		<b>£</b>
2,400,000	Major Repairs Allowance Grant	2,400,000		2,400,000
556,500	Useable Capital Receipts	706,000		261,250
3,146,082	Prudential Borrowing	4,464,273		3,239,222
326,000	CERA	0		0
<b>6,428,582</b>	<b>Total</b>	<b>7,570,273</b>		<b>5,900,472</b>



REPORT TO CABINET

**CABINET MEMBER:** Councillor G Rowlands Lead Member for Finance and Procurement

**DATE:** 24 April 2007

**SUBJECT:** Revenue Budget Projected Outturn 2006-2007 and Summary Capital Plan 2006-2007 – 2009-2010

**1. DECISION SOUGHT**

1.1 Members note the projected outturn 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 March 2007. This is the last budget report for 2006/07 and a final outturn will be presented in June with the Statement of Accounts.

Appendix 1 details an underspend totalling £931k, which is an increase of £225k from last month. This excludes the schools' delegated budgets.

i) **Lifelong Learning** is now forecasting an underspend of £41k (overspend of £22k last month). The change is due to an increase in various departmental savings and the agreed extension of Objective 1 funding and the completion of the Tourism & Culture review.

ii) **Environment** is projected to underspend by £132k – small movement from last month.

- iii) **Social Services & Housing** - the forecast underspend has improved from £468k to £536k. Fee income has continued to increase. In addition, conditions around an external grant were clarified by the Assembly, resulting in the council being able to claim a higher amount than previously thought.
- iv) The **Resources** forecast outturn has improved by £125k because of several reasons, including delays filling vacant posts in ICT and Audit and an underspend on the Vision.

- 4.2 **Single status / equal pay** claims are likely to impose a greater than expected financial burden on the council but it will be some time before the actual financial impact will be known.
- 4.3 The **schools' delegated budget** – Forecasts are that schools will now be using £311k of their brought forward balances in 2006/07. This is an increase of £18k compared to the last monitoring report. The overspend is mainly due to increasing staffing pressures e.g. supply, exam invigilation and the impact of staffing changes following the new academic term in September. Other financial pressures causing schools to overspend during the year are exam fees and capitation.
- 4.4 Details are also included in Appendix 1 showing Directorates have achieved the required efficiency savings.
- 4.5 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.
- 4.6 Capital expenditure at the end of March is £30.5m (£25.6m at the end of February). 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 have exercised 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 that the Council finishes the year in a strong financial position.

## 6. CONSULTATION CARRIED OUT

- 6.1 Lead Cabinet members have consulted 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 have undertaken regular budget monitoring identified savings and efficiencies.

## **9. RECOMMENDATION**

9.1 That Members note the projected outturn 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 MARCH 2007**

Directorate	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
Lifelong Learning (excluding schools delegated)	30,058	-10,761	19,297	29,996	-10,740	19,256	-62	21	-41	22
Environment	37,505	-16,389	21,116	37,415	-16,431	20,984	-90	-42	-132	-133
Social Services & Housing	54,722	-18,874	35,848	55,343	-20,031	35,312	621	-1,157	-536	-468
County Clerk	1,680	-414	1,266	1,849	-603	1,246	169	-189	-20	-20
Resources	8,882	-2,740	6,141	9,276	-3,426	5,850	394	-686	-292	-167
Corporate, Miscellaneous & Benefits	26,718	-22,617	4,101	26,767	-22,576	4,191	49	41	90	60
<b>Total All Services</b>	<b>159,565</b>	<b>-71,795</b>	<b>87,769</b>	<b>160,646</b>	<b>-73,807</b>	<b>86,839</b>	<b>1,081</b>	<b>-2,012</b>	<b>-931</b>	<b>-706</b>
Capital Financing Charges/Investment Income			10,995			10,995			0	0
Precepts & Levies			4,185			4,185			0	0
			<b>102,949</b>			<b>102,019</b>			<b>-931</b>	<b>-706</b>

**Note:**

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

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07  
LIFELONG LEARNING  
POSITION AS AT END MARCH 2007

	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
Individual School Budgets	<u>52,910</u>	<u>-4,009</u>	<u>48,901</u>	<u>53,540</u>	<u>-4,328</u>	<u>49,212</u>	<u>630</u>	<u>-319</u>	<u>311</u>	<u>293</u>
School Funds Held Centrally	15,618	-4,720	10,898	15,468	-4,720	10,748	-150	0	-150	-118
Non school Funding #	2,012	-881	1,131	2,012	-881	1,131	0	0	0	0
Corporate Services	475	-44	431	490	-31	459	15	13	28	28
Countryside & Leisure	5,987	-3,238	2,749	6,089	-3,221	2,868	102	17	119	112
Tourism, Culture & Heritage	5,966	-1,878	4,088	5,937	-1,887	4,050	-29	-9	-38	0
	<b>30,058</b>	<b>-10,761</b>	<b>19,297</b>	<b>29,996</b>	<b>-10,740</b>	<b>19,256</b>	<b>-62</b>	<b>21</b>	<b>-41</b>	<b>22</b>
<b>Total Lifelong Learning</b>	<b>82,968</b>	<b>-14,770</b>	<b>68,198</b>	<b>83,536</b>	<b>-15,068</b>	<b>68,468</b>	<b>568</b>	<b>-298</b>	<b>270</b>	<b>315</b>

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07**  
**LIFELONG LEARNING**  
**POSITION AS AT END MARCH 2007**

<u>Comments</u>	<b>Current Month</b>	<b>Previous Month</b>
	<b>£000s</b>	<b>£000s</b>
<b>EDUCATION</b>		
<b>Individual School Budgets:</b> Projections indicate that the school balances of £1,298k as at 31/03/2006 will reduce by £311k during 2006/07. A number of projections have again been completed this month as Schools require up-to-date projected balances. There are no significant variations since last month to be reported.	311	293
<b>SCHOOL FUNDS HELD CENTRALLY</b>		
<b>School Transport</b> Full year effect of retendered contracts in February 2006 in excess of budget provision. The increase since last month's Report reflects the partial effects of retendering.	69	59
<b>Special Education Non-Delegated</b> Ysgol Plas Brondyffryn Prudential Borrowing costs for the 38 Week Unit.	37	37
<b>Other</b> Various savings from vacancy control, delays in appointment of staff, variations in income and other management initiated cost savings. These savings are supported through the ongoing budget monitoring process and are reflected in the projected outturn position.	-256	-214
<b>Total</b>	<b>-150</b>	<b>-118</b>
<b>CORPORATE SERVICES</b>		
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 Years by approximately £6k. The Equalities Unit has been transferred from Lifelong Learning to Resources with effect from 01/02/2007.	28	28
<b>COUNTRYSIDE &amp; LEISURE</b>		
Energy costs above inflation allowance in budget	43	43
Increase in energy costs at Leisure Sites	47	47
Impact of closure at Corwen, Denbigh & Prestatyn Leisure Centres	28	28
Clwyd Leisure Arbitration	6	6
Increased cost of N.N.D.R. at Rhyl Leisure Centre	45	45
Vandalism and Health & Safety issues at Ffrith Beach	-20	-20
Successful resolution of income dispute	-15	-12
Cut in Sports Development programmes	-21	-20
Increased Leisure Centre income	-1	-1
Savings on Leisure Centre equipment purchase	-4	-4
Reduction in staff costs	11	0
Potential VAT clawback		
<b>Total</b>	<b>119</b>	<b>112</b>
<b>TOURISM, HERITAGE &amp; CULTURE</b>		
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 Heritage events, increased premises costs & reduced income.	33	33
Non-appointment of curator post	-30	-30
Salary savings due to delayed appointments	-17	-17
Underspend relating to agreed extension of Objective 1 project into September '07 & completion of the Tourism & Culture review that had been delayed pending approval of funding	-38	
<b>TOTAL CULTURE &amp; LEISURE</b>	<b>-38</b>	<b>0</b>
<b>TOTAL LIFELONG LEARNING</b>	<b>270</b>	<b>315</b>

**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.

**CULTURE & LEISURE EFFICIENCY SAVINGS PROGRESS REPORT**

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

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07**  
**ENVIRONMENT DIRECTORATE**  
**POSITION AS AT END MARCH 2007**

	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 (Note 1)	8,724	-5,032	3,692	8,754	-5,137	3,617	30	-105	-75	-110
TRANSPORT & INFRASTRUCTURE (Note 2)	9,108	-3,980	5,128	9,068	-3,900	5,168	-40	80	40	25
PLANNING & PUBLIC PROTECTION	4,186	-1,908	2,278	4,200	-1,923	2,277	14	-15	-1	-1
DIRECTOR & SUPPORT (Note 3)	1,506	-369	1,137	1,468	-369	1,099	-38	0	-38	-10
ENVIRONMENTAL SERVICES (Note 4)	13,981	-5,100	8,881	13,925	-5,102	8,823	-56	-2	-58	-37
<b>Total Environment</b>	<b>37,505</b>	<b>-16,389</b>	<b>21,116</b>	<b>37,415</b>	<b>-16,431</b>	<b>20,984</b>	<b>-90</b>	<b>-42</b>	<b>-132</b>	<b>-133</b>

**Notes**

- 1 Additional non-recurring income generated by the Department.
- 2 The delay in the implementation of the car parking charges on Rhyl Promenade have caused an overspend on the car parking budget during 2006/07.
- 3 Savings arising from delays in filling vacant posts.
- 4 Savings from underspend on "degassing" budget.

**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	Replaced
Environmental Services - reorganisation of Street Lighting operations	10	Achieved
Environmental Services - public realm initiatives	15	Achieved
Environmental Services - annual fee from CCTV at Matalan Rhyl	10	Achieved
	<b>156</b>	



**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07**  
**SOCIAL SERVICES AND HOUSING**  
**POSITION AS AT END MARCH 2007**

	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
Children Services	9,291	-1,050	8,241	9,035	-930	8,105	-256	120	-136	-119
Adult Services	34,303	-8,896	25,407	35,463	-10,338	25,125	1,160	-1,442	-282	-271
Business Support & Development	3,819	-1,875	1,944	3,866	-1,896	1,970	47	-21	26	35
Cymorth Grant	1,651	-1,651	0	1,651	-1,651	0	0	0	0	0
Supporting People Grant	4,119	-4,116	3	3,904	-4,052	-148	-215	64	-151	-114
Sub Total Social Services	53,183	-17,588	35,595	53,919	-18,867	35,052	736	-1,279	-543	-469
Non HRA Housing	1,539	-1,286	253	1,424	-1,164	260	-115	122	7	1
<b>Directorate Total</b>	<b>54,722</b>	<b>-18,874</b>	<b>35,848</b>	<b>55,343</b>	<b>-20,031</b>	<b>35,312</b>	<b>621</b>	<b>-1,157</b>	<b>-536</b>	<b>-468</b>

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07**  
**SOCIAL SERVICES AND HOUSING**  
**POSITION AS AT END MARCH 2007**

**Note** Adult Services budgets will be reviewed in the new financial year and virement completed between to match expenditure between the main service blocks

<u>Comments</u>	<b>Current Month</b> £000s	<b>Prev Month</b> £000
<b>SOCIAL SERVICES</b>		
<b>CHILDREN'S SERVICES</b>		
The expenditure within Children's Services continues to reduce. 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 (£570k) is the reason for the increased underspend.	-136	-119
<b>ADULT SERVICES</b>		
<b>Learning Disabilities</b>		
Within the Purchasing budgets Residential Placements and Family Support continue to be the main areas of budget pressure (£411k over spent). This is in keeping with previous years as service demands continue to exceed the budget available. Within the Provider Unit in year pressures are the new Adult Placement Scheme (£20k). Pressures have been marginally offset by clarification on grant terms resulting in the department retaining £80k more than planned.	461	502
<b>Mental Illness</b>		
Residential & Nursing spend is the main budget pressure. The increased outturn reflects a provision for repayments under Section 117 and a disputed £109k invoice from the NHS.	286	203
<b>Older People</b>		
Community Care spend has been reduced due to increased levels of income on older people purchasing. The main area of overspend in the Provider Unit is once again Residential Homes. A large amount of the underspend within Older people Purchasing relates to staff slippage on vacant posts.	-525	-496
<b>PDSI (Physical Disability &amp; Sensory Impairment)</b>		
The main budget pressure is Community Care (£58k). There is still an overspend on minor adaptations and equipment (£47k), and Drug and Alcohol (£20k). Direct payments (£41k) is the other major overspend.	135	136
<b>Performance Management &amp; Commissioning</b>		
The majority of these budgets relate to staffing. The majority of these budgets are underspent due to slippage on vacant posts.	-177	-148
<b>Other Adult Services</b>		
There is a definite upward trend in charging policy income. It is now assumed that £205K extra is achievable this year. Part of this budget will be re-allocated in 2007/08 to meet pressures in services and to meet the ongoing cost of the Social Work pay review.	-462	-458
<b>Joint Working &amp; Older People Strategy</b>		
This budget is grant funded supplemented by a small base budget. This will now be fully spent.	0	-10
<b>Cefndy Enterprises</b>		
Indications for 2006-7 are that Cefndy will be on target with a predicted £2.9m turnover.	0	0
<b>TOTAL ADULT SERVICES</b>	<b>-282</b>	<b>-271</b>
<b>Business Support &amp; Development</b>		
The Outturn has increased because of additional premises costs arising from Henllan (£38k). In additional, expenditure has been included re the new Brighton Road building.	26	35
	<b>26</b>	<b>35</b>
<b>Cymorth Grant</b>		
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
<b>Supporting People Grant</b>		
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, plus balances brought forward have (following January Cabinet) been transferred to a reserve established to dampen the impact of cuts to the grant in future years - it is therefore not now included in the departmental figures.	-151	-114
<b>HOUSING</b>		
Increased demand on homeless budgets has resulted in a small overspend.	7	1
<b>TOTAL HOUSING</b>	<b>7</b>	<b>1</b>
<b>TOTAL SOCIAL SERVICES &amp; HOUSING</b>	<b>-536</b>	<b>-468</b>

**Social Services and Housing Efficiency Savings 2006/7 - Progress Report**

<b>Children Services</b>	<b>Target</b>	<b>Details</b>	<b>Status</b>
Family Support Workers	£148,000	Transfer funding to Supporting People	<b>Achieved</b>
<b>Adult Services</b>			
Domiciliary Contract Efficiencies	£53,000	Single rate for Domiciliary Care introduced October 2005.	<b>Achieved</b>
EMI Nursing / Domiciliary Efficiencies	£5,000	Block purchase of 5 EMI beds to be paid at previous year's rates.	<b>Achieved</b>
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.	<b>Achieved</b>
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	<b>Achieved</b>
General Contractual Savings in Adult Services	£20,000	Review of Link House and personal care service contracts.	<b>Achieved</b>
Direct Payments	£10,000	Increase DP having financial benefits of £1.50 per hour	<b>Achieved</b>
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.	<b>Achieved</b>
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.	<b>Achieved</b>
Vacant Posts	£80,000	Staff savings through slippage on vacant posts.	Achievable
Meals on Wheels	£5,000	Increased use of frozen meals.	<b>Achieved</b>
Voluntary Organisation Payments	£14,000	Reduction of 2% below inflationary uplift.	<b>Achieved</b>
Reduction in recruitment & Retention	£5,000	Less advertising costs due to better retention of employees.	<b>Achieved</b>
NNDR - Henllan	£6,000	Henllan deleted from Valuations list so no NNDR charge.	<b>Achieved</b>
Telephone Rental Streamlining	£1,000	Deleted Extension numbers no longer required.	<b>Achieved</b>
Paris Project Savings	£8,000	Reduction in revenue costs by possible grant funding	Achievable
<b>Housing</b>			
Homelessness	£5,000	Further savings to be made by transferring expenditure from B&B to leased accommodation.	<b>Achieved</b>
<b>Totals</b>	<b>£562,000</b>		

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2006/07**  
**RESOURCES, COUNTY CLERK, CORPORATE & MISCELLANEOUS**  
**POSITION AS AT END MARCH 2007**

	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
County Clerks (Note 1)	1,680	-414	1,266	1,849	-603	1,246	169	-189	-20	-20
<b>Resources Directorate</b>										
Finance (Note 2)	4,122	-1,923	2,199	4,396	-2,231	2,165	274	-308	-34	0
Policy Unit (Note 3)	367	0	367	331	-24	307	-36	-24	-60	-25
Audit (Note 4)	437	-84	353	417	-82	335	-20	2	-18	-2
I.T (Note 5)	2,621	-480	2,141	2,579	-628	1,951	-42	-148	-190	-140
Personnel (Note 6)	1,334	-253	1,081	1,333	-242	1,091	-1	11	10	0
Project Management	1	0	0	220	-219	1	219	-219	0	0
<b>Total</b>	<b>8,882</b>	<b>-2,740</b>	<b>6,141</b>	<b>9,276</b>	<b>-3,426</b>	<b>5,850</b>	<b>394</b>	<b>-686</b>	<b>-292</b>	<b>-167</b>
<b>Corporate and Miscellaneous (Note 7)</b>	5,001	-864	4,137	5,050	-823	4,227	49	41	90	60
<b>Benefits</b>	21,717	-21,753	-36	21,717	-21,753	-36	0	0	0	0
<b>Capital Fin Charges/Investment Income</b>	10,995	0	10,995	10,995	0	10,995	0	0	0	0

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

**NOTES**

1. £20k underspend projected due to increase in fair funding income from schools.
2. Underspend projected due to delayed recruitment .
3. Underspend projected on Visioning budget.
4. Underspend projected from delayed recruitment & reduced consultancy fees resulting from tendering process.
5. Underspend caused by delayed recruitment & not filling vacancies with consultants. Planned underspend to be c/fwd to meet salary pressures in IT as a result of job evaluation earlier in the year.
6. Overspend due to reduced fees & charges.
7. Overspend projected primarily 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
<b>Capital Funding:</b>					
<b>1</b>	<b>General Funding:</b>				
	Unhypothcated Supporting Borrowing	8,373	5,799	5,803	5,776
	General Capital Grant	49	3,623	1,736	1,736
	General Capital Receipts	0	3,712	0	0
	Earmarked Capital Receipts	495	2,723	0	0
		8,917	15,857	7,539	7,512
<b>2</b>	<b>Prudential Borrowing</b>	5,669	11,139	1,000	0
<b>3</b>	<b>Reserves and Contributions</b>	1,577	404	215	0
<b>4</b>	<b>Specific Grants</b>	15,280	20,265	3,473	20
	<b>Total Finance</b>	31,443	47,665	12,227	7,532
	<b>Total Estimated Payments</b>	-31,343	-46,665	-10,045	-395
	<b>Contingency</b>	-100	-1,000	-1,000	-1,000
	<b>Unallocated Reserve</b>	0	0	-1,182	-110
	<b>Surplus/ -Insufficient Resources</b>	0	0	0	6,027

**Capital Expenditure By Directorate**

	2006/7	2006/7		2007/8	2008/9	2009/10
	Spend to end March	Estimated programme		Estimated programme	Estimated programme	Estimated programme
<b>Environment</b>	19,469	20,236		21,585	4,220	30
<b>Lifelong Learning</b>	9,780	9,780		23,054	5,445	40
<b>Resources</b>	890	896		1,440	300	75
<b>Social Services and Housing</b>	411	431		586	80	250
<b>Total</b>	30,550	31,343		46,665	10,045	395

**Capital Expenditure by Council Priority**

	2006/7	2006/7		2007/8	2008/9	2009/10
	Spend to end March	Estimated programme		Estimated programme	Estimated programme	Estimated programme
<b>School Buildings</b>	7,510	7,485		14,297	4,384	0
<b>Highways</b>	4,706	4,787		5,372	800	0
<b>Public Realm</b>	4,673	4,709		3,886	190	30
<b>Total</b>	16,889	16,981		23,555	5,374	30

As part of its 06/07 & 07/08 revenue budget, the Council agreed to fund the borrowing costs of additional Prudential Borrowing. The table below shows how the funds were allocated and forecast expenditure

**Additional Prudential Borrowing**

	2006/07	2006/7		2006/7	2007/8
	Allocated	Spend to end March		Estimated programme	Estimated programme
<b>School Buildings</b>	1,680	1,358		1,358	1,322
<b>Highways</b>	1,750	1,750		1,750	2,000
<b>Public Realm</b>	360	285		360	0
<b>Health &amp; Safety</b>	210	208		210	500
<b>Total</b>	4,000	3,601		3,678	3,822

**REPORT TO CABINET**

**CABINET MEMBER: COUNCILLOR S. A. DAVIES  
LEAD MEMBER FOR BUSINESS, COMMUNICATIONS  
AND PERSONNEL**

**DATE: 23 April 2007**

**SUBJECT: ROUTINE REPORTING ON PERSONNEL**

**1 DECISION SOUGHT**

1.1 For Members to note the enclosed report on staff headcount.

**2 REASON FOR SEEKING DECISION**

2.1. This is an updated monthly report on employee data (appendix A). The monthly gross pay statistics which is a summary of the payments made to employees of Denbighshire County Council each month, and the number of jobs which have contributed to that expenditure remains in the report. Excluded from those figures are payments relating to refund of expenses, such as traveling and subsistence. The figures demonstrate the expenditure on salaries and the number of paid posts within the Authority excluding members.

2.2 A list showing the breakdown of starters and leavers is attached (appendix B).

Graphs showing the corporate position since April 2006 are attached (appendix C). Due to the nature of sickness reporting these reports should be used for monthly data and only as a guide for the annual position. The final annual reports will be available at the end of April giving the overall position of last years sickness absence rate, this is in order to allow for any outstanding paperwork to be entered onto the system. It does however appear that we will be on track to meet the target of an average of 10 days lost per person, compared to 11.2 days for 2005/06.

**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.



Overall Council Position

SS&H				LL				Env				CE + CC				Res				TOTAL									
Number of staff	FTEs	Average Number of Days Lost		Number of staff	FTEs	Average Number of Days Lost		Number of staff	FTEs	Average Number of Days Lost		Number of staff	FTEs	Average Number of Days Lost		Number of staff	FTEs	Average Number of Days Lost		Number of staff	FTEs	Average Number of Days Lost		Leavers	Starters	Gross pay	No. of Employments		
		Per Employee	Overall Percentage Absence			Per Employee	Overall Percentage Absence			Per Employee	Overall Percentage Absence			Per Employee	Overall Percentage Absence			Per Employee	Overall Percentage Absence			Per Employee	Overall Percentage Absence					Per Employee	Overall Percentage Absence
<b>Establish't</b>																													
Apr	2005	766	685		2361	1956		894	734		58	53		229	213		4308	3642						39	45	6,965,021.60	5182		
May		779	698		2370	1966		940	776		59	54		225	209		4373	3703					28	32	6,864,697.00	5139			
Jun		787	705		2369	1969		957	789		59	54		225	209		4397	3726					31	30	6,905,006.20	5166			
Jul		791	709		2370	1976		943	760		60	54		230	214		4394	3714					37	41	6,929,749.80	5221			
Aug		795	714		2360	1988		943	758		62	56		233	217		4393	3732					132	24	6,990,180.30	5234			
Sep		789	711		2421	2079		941	757		56	53		246	226		4453	3825					81	157	6,797,529.10	4834			
Oct		812	730		2439	2108		938	757		55	52		248	228		4492	3874					34	34	7,039,295.90	5169			
Nov		813	732		2481	2152		940	761		55	52		250	230		4539	3927					17	50	7,027,057.80	5222			
Dec		814	735		2494	2172		943	763		55	52		249	230		4555	3951					84	33	7,109,461.10	5311			
Jan	2006	815	737		2498	2187		946	762		54	50		249	229		4562	3966					30	53	6,973,021.70	5279			
Feb		810	732		2491	2185		946	760		54	50		246	226		4547	3954					36	29	7,074,525.40	5339			
Mar		806	729		2482	2184		940	757		54	50		245	225		4527	3945					60	33	7,049,938.40	5328			
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	7,242,435.00	5359
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	7,105,461.00	5304
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	7,214,945.42	5365
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	7,438,512.70	5792
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	7,236,479.10	5317
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	7,134,722.40	4985
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	1.23	4.46	4534	4044	0.94	4.39	40	31	7,303,514.00	5241
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	7,387,035.40	5377
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	7,429,681.00	5405
Jan	2007	797	716.6	1.31	5.98	2321	1888.1	1.04	5.19	958	744.0	1.27	5.77	53	48.3	0.95	4.33	262	241.5	0.86	3.90	4391	3638	1.11	5.30	30	33	7,290,325.80	5363
Feb		803	721.4	1.31	6.53	2316	1872.2	1.01	5.91	958	743.6	1.23	6.14	53	48.3	1.08	5.40	266	245.6	0.63	3.15	4396	3631	1.07	5.35	34	31	7,367,967.60	5384
Mar		809	729.5	1.13	5.14	2324	1897.4	1.04	4.73	959	751.6	1.19	5.41	52	47.3	0.87	3.96	266	246.0	0.81	3.67	4410	3672	1.04	4.74	33	29	7,390,025.80	5383
<b>Rolling Average</b>																													
Apr	2006	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	7,000,233.14	5216.8
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	7,020,305.14	5230.5
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	7,046,133.41	5247.1
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	7,088,530.32	5294.7
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	7,109,055.22	5301.6
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	7,137,154.66	5304.2
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	0.89	4.09	4547	3989.9	0.77	3.80	48.7	43.8	7,159,172.84	5320.2
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	0.94	4.29	4533	3980.0	0.79	3.89	48.7	42.8	7,189,170.97	5333.1
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	0.91	4.21	4521	3963.8	0.78	3.89	45.6	42.6	7,215,855.96	5340.9
Jan	2007	803	731.4	1.07	5.09	2446	2130.0	0.74	3.82	951	793.2	0.79	3.79	54	49.6	0.74	3.53	253	232.3	0.90	4.18	4506	3936.5	0.82	4.03	45.6	40.9	7,242,297.97	5347.9
Feb		803	730.5	1.09	5.22	2431	2103.9	0.77	4.01	952	791.8	0.83	4.00	54	49.5	0.77	3.70	254	233.9	0.88	4.08	4494	3909.6	0.84	4.15	45.4	41.1	7,266,751.49	5351.7
Mar		803	730.5	1.10	5.22	2418	2080.0	0.79	4.07	953	791.3	0.86	4.12	53	49.3	0.78	3.73	256	235.7	0.87	4.05	4484	3886.8	0.86	4.20	43.2	40.8	7,295,092.10	5356.3

Starters/Leavers - March 2007

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

**Directorate:**

**Resources**

		Director				Personnel				Finance				ICT				Internal Audit				Strat Pol Unit				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		Leavers		Starters	
<b>Establish't</b>		<b>2</b>	<b>2.0</b>																																		
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	7	7.0	0.14	0.68	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	0.00	0.00	7	7.0	0.14	0.68	0.00	0.00	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	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	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	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	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	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	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	9	9.0	0.00	0.00	259	238	1	3						
Jan	2007	2	2.0	29	27.7	0.40	1.80	150	137.1	0.88	3.99	62	55.6	1.15	5.21	10	10.0	0.90	4.09	9	9.0	0.00	0.00	9	9.0	0.00	0.00	262	241	2	4						
Feb		2	2.0	30	28.6	0.28	1.41	151	138.6	0.67	3.35	64	57.4	0.85	4.27	10	10.0	0.50	2.50	9	9.0	0.00	0.00	9	9.0	0.00	0.00	266	246	0	4						
Mar		2	2.0	30	28.6	0.31	1.43	150	138.0	1.01	4.58	64	57.4	0.82	3.73	10	10.0	0.35	1.59	10	10.0	0.00	0.00	10	10.0	0.00	0.00	266	246	1	0						
<b>Rolling Average</b>																																					
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	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	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	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	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	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	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	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	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	8	8.1	1.39	6.46	252	231.3	2.1	3.3						
Jan	2007	2	2.0	27	26.2	1.33	6.42	146	132.6	0.61	2.88	60	53.7	1.28	5.96	10	9.6	0.33	1.50	8	8.1	1.25	5.81	8	8.1	1.25	5.81	253	232.3	2.2	3.5						
Feb		2	2.0	28	26.8	1.24	5.96	146	133.2	0.61	2.92	61	54.1	1.24	5.80	10	9.7	0.34	1.59	8	8.1	1.14	5.28	8	8.1	1.14	5.28	254	233.9	1.9	3.7						
Mar		2	2.0	28	27.2	1.16	5.58	147	133.9	0.65	3.06	61	54.5	1.20	5.63	10	9.8	0.34	1.59	8	8.3	1.04	4.84	8	8.3	1.04	4.84	256	235.6	1.7	3.5						



**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
<b>Establish't</b>											
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	3	3.0	53	48.3	0.95	4.33	56	51	0	0
Feb		3	3.0	53	48.3	1.08	5.40	56	51	0	0
Mar		3	3.0	52	47.3	0.87	3.96	55	50	0	0
<b>Rolling Average</b>											
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
Jan	2007	3	3.0	51	46.7	0.74	3.53	54	49.7	0.4	0.5
Feb		3	3.0	51	46.8	0.77	3.70	54	49.8	0.3	0.4
Mar		3	3.0	51	46.9	0.78	3.73	54	49.9	0.3	0.4





**Directorate: Lifelong Learning**

Director		Country & Lei				Tour, Her & Cult				Edu				Schools				Strat & Res				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		Average Number of Days Lost		Overall		Number of staff	FTEs	Leavers	Starters					
			FTEs	Per Employee	Percentage Absence	Number of staff	FTEs	Per Employee	Percentage Absence	Number of staff	FTEs	Per Employee	Percentage Absence	Number of staff	FTEs	Per Employee	Percentage Absence	Number of staff	FTEs	Per Employee	Percentage Absence	Number of staff	FTEs	Per Employee	Percentage Absence										
		<b>2</b>	<b>2.0</b>																																
Apr	2005	2	2.0	139	126.5				249	204.5				144	135.5			1785	1447.3				43	41.3			2362	1957	27	18					
May		2	2.0	154	141.5				245	200.5				145	136.5			1785	1444.8				43	41.3			2374	1967	20	22					
Jun		2	2.0	155	142.5				240	196.5				146	137.5			1784	1449.3				42	40.9			2369	1969	11	13					
Jul		2	2.0	155	142.7				252	210.4				145	136.5			1775	1445.0				41	39.9			2370	1976	15	16					
Aug		2	2.0	153	140.8				250	209.1				145	136.5			1769	1459.5				41	39.9			2360	1988	112	4					
Sep		2	2.0	145	132.8				234	194.1				148	141.0			1851	1569.0				41	39.9			2421	2079	49	131					
Oct		2	2.0	144	131.8				238	198.1				149	142.0			1865	1594.1				41	39.9			2439	2108	15	16					
Nov		2	2.0	142	129.8				243	203.1				148	141.2			1904	1635.5				42	40.9			2481	2152	7	36					
Dec		2	2.0	135	123.5				247	207.1				148	141.2			1920	1657.0				42	40.9			2494	2172	50	24					
Jan	2006	2	2.0	129	117.5				244	205.1				147	140.2			1935	1682.6				41	39.9			2498	2187	13	36					
Feb		2	2.0	120	108.1				170	146.5				217	195.6			1942	1694.0				40	38.9			2491	2185	15	20					
Mar		2	2.0	119	107.1				172	147.8				212	191.5			1937	1696.5				40	38.9			2482	2184	32	22					
Apr		2	2.0	120	109.2	0.61	3.40		173	149.1	0.48	2.65		207	187.6	0.44	2.42	1935	1697.9	0.48	3.69		38	37.3	0.05	0.30	2475	2183	25	16					
May		2	2.0	130	119.2	0.84	4.00		173	149.1	0.92	4.40		206	186.9	0.64	3.06	1946	1706.3	0.81	4.05		37	36.3	0.19	0.91	2494	2200	8	26					
Jun		2	2.0	130	118.5	0.54	2.47		174	150.1	0.67	3.03		206	186.9	0.58	2.63	1948	1713.0	0.85	4.08		38	37.3	1.28	5.81	2498	2208	12	16					
Jul		2	2.0	127	115.5	0.66	3.13		178	153.8	1.18	5.61		217	198.0	0.73	3.46	1926	1695.3	0.62	3.47		37	36.5	1.25	5.96	2487	2201	28	21					
Aug		2	2.0	128	116.5	0.50	2.27		177	152.8	1.08	4.92		218	199.0	0.37	1.67	1920	1689.0	0.51	2.34		38	37.5	1.87	8.49	2483	2197	90	7					
Sep		2	2.0	118	107.1	0.43	2.06		176	152.0	0.91	4.31		217	198.2	0.69	3.28	1954	1743.0	0.44	2.21		37	36.5	1.36	6.50	2504	2239	23	70					
Oct		2	2.0	119	107.3	0.55	2.48		161	136.0	1.25	5.69		192	162.9	1.46	6.65	1936	1723.7	0.88	4.37		37	36.8	1.01	4.58	2447	2169	23	8					
Nov		2	2.0	121	109.3	0.45	2.05		157	130.6	1.15	5.21		190	161.0	0.87	3.97	1833	1542.2	0.92	4.53		38	37.8	1.25	5.66	2341	1983	10	14					
Dec		2	2.0	120	106.9	0.29	1.51		160	131.2	0.72	3.77		187	154.1	0.44	2.29	1831	1499.4	0.75	4.36		38	36.8	0.22	1.14	2338	1930	30	13					
Jan	2007	2	2.0	111	95.8	0.93	4.22		160	130.4	1.18	5.35		181	145.3	0.55	2.50	1829	1477.7	1.09	5.58		38	36.8	0.42	1.90	2321	1888	18	18					
Feb		2	2.0	111	95.9	1.49	7.46		156	126.1	1.09	5.43		182	144.9	1.26	6.32	1826	1465.7	0.95	5.82		39	37.6	0.41	2.03	2316	1872	25	7					
Mar		2	2.0	112	101.4	0.78	3.53		151	122.4	1.16	5.28		179	145.0	1.11	5.03	1836	1483.6	1.02	4.66		39	38.1	1.04	4.71	2319	1892	19	16					
<b>Rolling Average</b>																																			
Apr	2006	2	2.0	139	127.3	0.61	3.40		226	188.9	0.48	2.65		163	152.3	0.44	2.42	1867	1585.4	0.48	3.69		41	39.9	0.05	0.30	2438	2095.8	30.3	29.7					
May		2	2.0	137	125.4	0.73	3.70		220	184.6	0.70	3.53		168	156.5	0.54	2.74	1880	1607.2	0.65	3.87		41	39.5	0.12	0.61	2448	2115.2	29.3	30.0					
Jun		2	2.0	135	123.4	0.66	3.29		214	180.8	0.69	3.36		173	160.6	0.55	2.70	1894	1629.2	0.71	3.94		40	39.2	0.51	2.34	2459	2135.1	29.4	30.3					
Jul		2	2.0	133	121.2	0.66	3.25		208	176.1	0.81	3.92		179	165.7	0.60	2.89	1907	1650.0	0.69	3.82		40	38.9	0.69	3.25	2468	2153.9	30.5	30.7					
Aug		2	2.0	131	119.1	0.63	3.05		202	171.4	0.87	4.12		185	170.9	0.55	2.65	1919	1669.2	0.65	3.53		40	38.7	0.93	4.29	2479	2171.3	28.7	30.9					
Sep		2	2.0	129	117.0	0.60	2.89		197	167.9	0.87	4.15		191	175.7	0.58	2.75	1928	1683.7	0.62	3.31		39	38.4	1.00	4.66	2486	2184.6	26.5	25.8					
Oct		2	2.0	126	114.9	0.59	2.83		191	162.7	0.93	4.37		195	177.4	0.70	3.31	1934	1694.5	0.66	3.46		39	38.1	1.00	4.65	2486	2189.6	27.2	25.2					
Nov		2	2.0	125	113.2	0.57	2.73		184	156.6	0.96	4.48		198	179.1	0.72	3.39	1928	1686.7	0.69	3.59		39	37.9	1.03	4.78	2475	2175.5	27.4	23.3					
Dec		2	2.0	123	111.8	0.54	2.60		176	150.3	0.93	4.40		201	180.2	0.69	3.27	1920	1673.6	0.70	3.68		38	37.5	0.94	4.37	2462	2155.4	25.8	22.4					
Jan	2007	2	2.0	122	110.0	0.58	2.76		169	144.1	0.95	4.49		204	180.6	0.68	3.19	1911	1656.5	0.74	3.87		38	37.3	0.89	4.13	2447	2130.5	26.2	20.9					
Feb		2	2.0	121	109.0	0.66	3.19		168	142.4	0.97	4.58		201	176.4	0.73	3.48	1902	1637.5	0.75	4.05		38	37.2	0.85	3.93	2432	2104.4	27.0	19.8					
Mar		2	2.0	121	108.5	0.67	3.22		166	140.3	0.98	4.64		199	172.5	0.76	3.61	1893	1619.7	0.78	4.10		38	37.1	0.86	4.00	2419	2080.1	25.9	19.3					

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
		<b>3</b>	<b>3.0</b>																								
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	4	4.0	556	485.5	1.39	6.33	28	27.7	0.86	3.90	113	107.8	1.61	7.32	9	9.0	2.00	9.09	87	82.6	0.71	3.23	797	717	6	7
Feb		4	4.0	559	487.4	1.36	6.70	28	27.7	0.46	1.98	112	106.8	1.35	16.67	9	9.0	3.33	6.74	91	86.6	1.13	5.64	803	721	2	10
Mar		4	4.0	567	495.7	1.16	5.29	28	27.7	0.07	0.33	109	104.3	0.82	3.74	9	9.0	2.44	11.11	92	88.7	0.49	2.21	809	729	3	7
<b>Rolling Average</b>																											
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
Jan	2007	3	3.4	563	501.8	1.11	5.27	26	26.0	0.43	1.99	120	112.5	1.29	6.09	6	5.8	2.18	10.50	85	82.2	0.73	3.45	804	731.6	6.75	7.00
Feb		4	3.5	562	500.1	1.13	5.40	27	26.2	0.43	1.99	120	112.1	1.30	7.05	6	6.3	2.28	10.16	86	82.6	0.77	3.65	803	730.7	6.17	7.58
Mar		4	3.6	561	499.2	1.13	5.39	27	26.5	0.40	1.85	119	111.6	1.26	6.78	7	6.8	2.30	10.24	86	83.2	0.75	3.53	803	730.7	5.58	8.08

**Leavers**

Appendix B

Directorate	Service	Dept	Position	Leaving Date	Leaving Reason
Environment	Environmental Services	Catering	Catering Assistant01	29/03/2007	Resignation - Another Post Outside DCC
Environment	Environmental Services	Catering	Catering Assistant09	14/03/2007	Resignation - Personal
Environment	Environmental Services	Cleaning Service	Cleaner07	30/03/2007	Resignation - Personal
Environment	Environmental Services	Cleaning Service	Cleaner04	30/03/2007	Resignation - Another Post Outside DCC
Environment	Environmental Services	Cleaning Service	Cleaner11	30/03/2007	Resignation - Another Post Outside DCC
Environment	Planning & Public Protection	Health And Private Sector	Student Environmental Health Officer	31/03/2007	Resignation - Another Post Outside DCC
Environment	Planning & Public Protection	Health And Private Sector	Senior Housing Enforcement Officers (Registration)01	31/03/2007	Resignation - Another Post Outside DCC
Environment	Transport & Infrastructure	Bridges, Structures & Major Projects	Technician (Highways)01	31/03/2007	Resignation - Personal
Environment	Transport & Infrastructure	Passenger Transport	School Escort24	16/03/2007	Resignation - Another Post Outside DCC
Environment	Transport & Infrastructure	Traffic & Transportation	Engineer/ Technician01	31/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Countryside & Leisure Services	Community Leisure	Instructor14	29/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Countryside & Leisure Services	Community Leisure	Instructor10	02/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Education	Cyberskills	Business ICT Advisor02	30/03/2007	End of Fixed Term/Temporary Contract
Lifelong Learning	Education	Secondary	E-Learning Development Officer	10/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Education	Youth Service	Young Parent Support Co-Ordinator01	13/03/2007	Resignation - Personal
Lifelong Learning	Schools	Primary Schools	Nursery Nurse	15/03/2007	Retirement - Standard Age
Lifelong Learning	Schools	Primary Schools	Mid Day Supervisor	11/03/2007	Resignation - Personal
Lifelong Learning	Schools	Primary Schools	Teacher	31/03/2007	End of Fixed Term/Temporary Contract
Lifelong Learning	Schools	Secondary Schools	Cleaner	18/03/2007	Resignation - Personal
Lifelong Learning	Schools	Secondary Schools	Exam Invigilator	29/03/2007	Relief Staff
Lifelong Learning	Schools	Secondary Schools	Exam Invigilator	29/03/2007	Relief Staff
Lifelong Learning	Schools	Special Schools	Cleaner	17/03/2007	Resignation - Ill Health
Lifelong Learning	Schools	Special Schools	Child Care Officer	29/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Tourism, Heritage & Culture		Cantata Project Officer	25/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Tourism, Heritage & Culture	Archives & Heritage	Heritage Trail Attendant02	31/03/2007	Resignation - Personal
Lifelong Learning	Tourism, Heritage & Culture	Archives & Heritage	Plas Newydd Seasonal03	02/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Tourism, Heritage & Culture	Archives & Heritage	Plas Newydd Seasonal01	12/03/2007	Data Cleansing
Lifelong Learning	Tourism, Heritage & Culture	Tourism & Marketing	Cantata Project Officer	25/03/2007	Resignation - Another Post Outside DCC
Lifelong Learning	Tourism, Heritage & Culture	Tourism & Marketing	Marketing Assistant01	31/03/2007	End of Fixed Term/Temporary Contract
Resources	Finance	Exchequer & Financial Accounting	Cashier (Rhyf)06	23/03/2007	Resignation - Personal
Social Services & Housing	Adult Services	PMSU	Participation Project Officer01	31/03/2007	End of Fixed Term/Temporary Contract
Social Services & Housing	Adult Services	PMSU	Wokforce Development Co-Ordinator01	31/03/2007	Redundancy
Social Services & Housing	Children's Services	Resources & Specialist Services	Social Worker05	18/03/2007	Resignation - Another Post Outside DCC

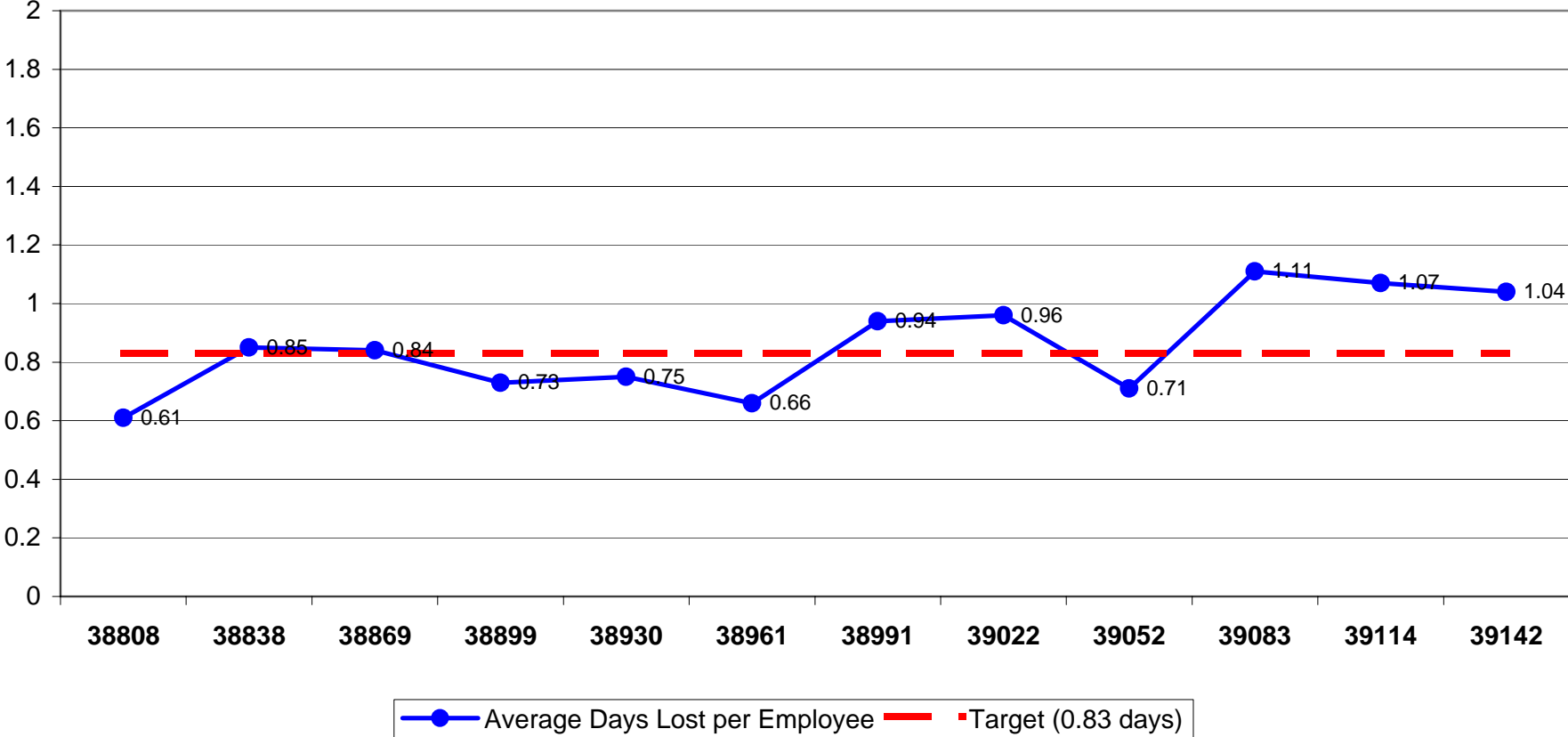
**Starters**

Appendix B

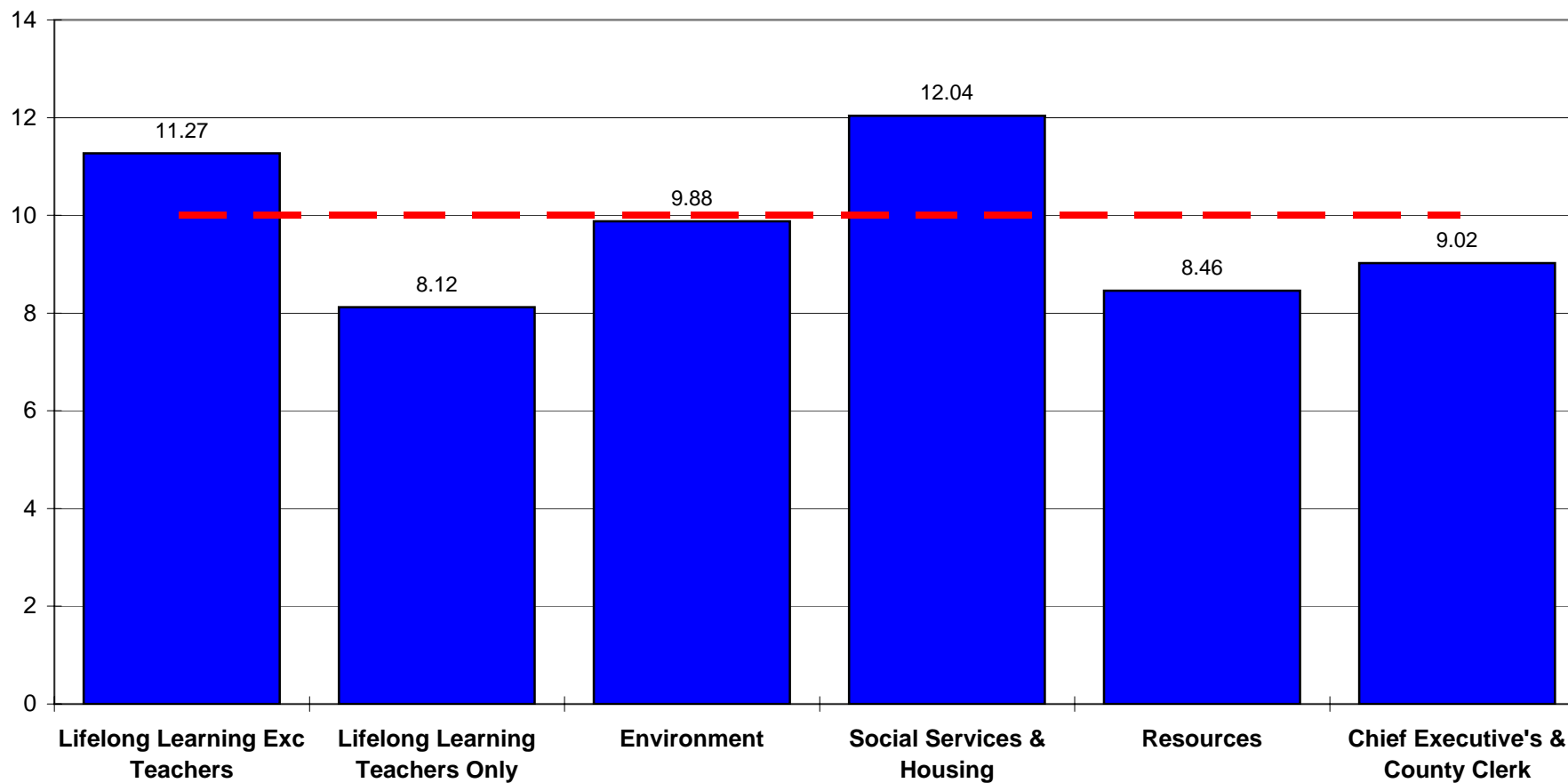
Joining Date	Position	Directorate	Service	Dept	Location
01/03/2007	Site Supervisor01	Environment	Environmental Services	Catering	Bodelwyddan
13/03/2007	Administrative Officer - Performance Manager	Environment	Finance & Performance	Performance Management & Inf	Denbigh
26/03/2007	Eho (Food Safety)01	Environment	Planning & Public Protection	Health And Private Sector	Trem Clwyd
26/03/2007	Admin Assistant Parking Services	Environment	Transport & Infrastructure	Network Management	Bodelwyddan
26/03/2007	Admin Assistant Parking Services	Environment	Transport & Infrastructure	Network Management	Bodelwyddan
01/03/2007	Pedestrian Skills Trainers	Environment	Transport & Infrastructure	Traffic & Transportation	Caledfryn
19/03/2007	Family Support Worker	Lifelong Learning	Education	Partnerships	
26/03/2007	Project Development Coordinator	Lifelong Learning	Education	Partnerships	
01/03/2007	Read a Million Words in Wales Teacher01	Lifelong Learning	Education	Primary	
12/03/2007	Cleaner	Lifelong Learning	Schools	Primary Schools	Corwen C.P - Caer Drewyn
12/03/2007	Learning Support Assistant	Lifelong Learning	Schools	Primary Schools	Denbigh - Gwaenynog Infants
01/03/2007	Breakfast Supervisor	Lifelong Learning	Schools	Primary Schools	Llanrhaeadr Y.C Bro Cinmeirch
05/03/2007	Clerical Assistant/Reception Clerk	Lifelong Learning	Schools	Secondary Schools	Denbigh High School
01/03/2007	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools	Ysgol Glan Clwyd
01/03/2007	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools	Ysgol Glan Clwyd
01/03/2007	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools	Ysgol Glan Clwyd
01/03/2007	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools	Ysgol Glan Clwyd
01/03/2007	Exam Invigilator	Lifelong Learning	Schools	Secondary Schools	Ysgol Glan Clwyd
26/03/2007	Child Care Officer	Lifelong Learning	Schools	Special Schools	Plas Brondyffryn School
12/03/2007	Plas Newydd Seasonal03	Lifelong Learning	Tourism, Heritage & Culture	Archives & Heritage	Yr Hen Garchar
26/03/2007	Denbigh Castle Attendant02	Lifelong Learning	Tourism, Heritage & Culture	Archives & Heritage	Yr Hen Garchar
05/03/2007	Library Assistant 10	Lifelong Learning	Tourism, Heritage & Culture	Library & Information Service	Rhyl
18/03/2007	Day Care Assistant06	Social Services & Housing	Adult Services	Provider Unit	Awelon
18/03/2007	Day Care Assistant06	Social Services & Housing	Adult Services	Provider Unit	Ty Nant
19/03/2007	Day Care Assistant03	Social Services & Housing	Adult Services	Provider Unit	Awelon
19/03/2007	Day Care Assistant03	Social Services & Housing	Adult Services	Provider Unit	Ty Nant
01/03/2007	Production Operative02	Social Services & Housing	Adult Services	Sheltered Workshop	Cefndy Healthcare
19/03/2007	Community IT Development Worker	Social Services & Housing	Adult Services	Social Inclusion & Voluntary Sec	Rhyl
19/03/2007	DTARF Development Worker	Social Services & Housing	Housing Services	Housing Tenancy	Fronfraith



### Denbighshire County Council Average Number of Days Lost Per Employee April 2006 - March 2007



### Average Days Lost per Directorate April 2006 - March 2007



■ Average Days Lost per Employee    - - - Target (10 Days)

**CABINET  
FORWARD WORK PROGRAMME**

<b>REPORT TITLE</b>	<b>REPORT LEAD MEMBER / AUTHOR</b>
<b>MAY 2007</b>	
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
Blessed Edward Jones High School, Rhyl	Councillor D Owens H W Griffiths
Routine Reporting on Personnel	Councillor S A Davies L Atkin
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Increasing The Supply of Affordable Housing	Councillor P A Dobb P Quirk
Approval of LDP Preferred Strategy and Strategic Options	Councillor E W Williams M Pender
Corporate Consultation	Councillor S A Davies H W Griffiths
Sustainable Development Strategy and Action Plan	Councillor E W Williams J Williams
Efficiency Strategy	Councillor R W Hughes J Williams
Interreg New Programme	Councillor R W Hughes C Brady
<b>JUNE 2007</b>	
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
Economic Growth Strategy for Denbighshire	Councillor R W Hughes M Dixon
European Union Convergence Programme Action Plan for Denbighshire	Councillor R W Hughes G Evans
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
Working Together as the Welsh Public Service	Councillor R W Hughes J Williams
Modernising Education Update	Councillor D Owens H W Griffiths
Corporate Quarterly Performance Report 2006-08 Qtr 4	Councillor S A Davies J Williams
Proposal to Introduce a Charge for Post 16 Transport	Councillor D Owens G Yates
Sustainability Route Map	Councillor J Thompson Hill D W Davies / E McWilliams

<b>REPORT TITLE</b>	<b>REPORT LEAD MEMBER / AUTHOR</b>
<b>JULY 2007</b>	
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
Warm Wales – Business Plan	Councillor P A Dobb Gareth Roberts
Corporate Equalities Plan Approval	Councillor S A Davies J Williams
Working Together as the Welsh Public Service	Councillor R W Hughes J Williams
<b>AUGUST 2007 ~ NO MEETINGS</b>	
<b>11 SEPTEMBER 2007</b>	
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
<b>25 SEPTEMBER 2007</b>	
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
Rural Development Plan Local Development Strategy for Rural Denbighshire	Councillor R W Hughes M Dixon

**REPORT TO CABINET**

**REPORT BY: CHIEF EXECUTIVE**

**DATE: 24 April 2007**

**SUBJECT: Delegation of Functions**

**1 DECISION SOUGHT**

1.1 To delegate to the Chief Executive functions in respect of footpaths and bridleways as set out at Appendix 1 which have now been designated by the Assembly as executive functions having previously been non-executive functions.

**2 REASON FOR SEEKING DECISION**

2.1 This report arises from new Assembly regulations arising from a review by the Assembly of the split of functions as between full Council and the Cabinet as part of the ongoing modernisation agenda.

2.2 The transfer of the functions in respect of footpaths and bridleways as set out in the appendix is helpful in that it rectifies some of the anomalies of functions being split between the executive and Council for reasons that are not entirely clear. However, even these changes have not brought about a fully unified approach, for example footpath diversions under planning legislation remain a Council function. No doubt further refinements will be made in due course.

2.3 The functions now transferred are essentially operational and to date have been carried out by officers in accordance with detailed statutory provisions. Having previously been carried out by officers it could be argued that existing delegations are sufficient. However, with the passage of time and restructurings, coupled with the desirability of being able to trace all delegations through the Constitution, it is respectfully suggested to Cabinet that a formal delegation avoids any doubt and provides clarity for the future.

**3 POWER TO MAKE THE DECISION**

3.1 Local Government Act 2000.

**4 COST AND STAFFING IMPLICATIONS**

4.1 No direct costs arise from the legislative changes.

**5 FINANCIAL CONTROLLER STATEMENT**

5.1 There are no obvious significant financial implications arising from this report.

## **6 CONSULTATION CARRIED OUT**

- 6.1 This report is for consideration by Cabinet since the functions are transferred to Cabinet by operation of law. Corporate Governance Committee (25 April) and Council (15 May) are being advised of the transfer of these functions.

## **7 IMPLICATIONS ON OTHER POLICY AREAS INCLUDING CORPORATE AND THE VISION:**

- 7.1 These legislative changes assist reduce the confusion as to the division of functions as between the Council and Cabinet. A formal delegation provides clarity for the public, members and officers.

## **8 ACTION PLAN**

- 8.1 Officer delegations will be made following Cabinet approval.

## **9 RECOMMENDATIONS**

- 9.1 To delegate to the Chief Executive functions in respect of footpaths and bridleways as set out at Appendix 1 which have now been designated by the Assembly as executive functions having previously been non-executive functions.

**FOOTPATH AND BRIDLEWAY FUNCTIONS BECOMING EXECUTIVE  
FUNCTIONS**

<b>Function</b>	<b>Provision of Act or Statutory Instrument</b>
Power to authorise erection of styles etc on footpaths or bridleways	Section 147 of the Highways Act 1980
Power to permit deposit of builders skip on highway	Section 139 of the Highways Act 1980
Power to licence planting, retention and maintenance of trees etc in part of highway	Section 142 of the Highways Act 1980
Power to licence works in relation to buildings etc which obstruct the highway	Section 169 of the Highways Act 1980
Power to consent to temporary deposits or excavations in the street	Section 171 of the Highways Act 1980
Power to dispense with obligation to erect hoarding or fence	Section 172 of the Highways Act 1980
Power to restrict the placing of rails, beams etc over highways	Section 178 of the Highways Act 1980
Power to consent to construction of cellars etc under street	Section 179 of the Highways Act 1980
Power to consent to the making of openings into cellars etc under streets and pavement lights and ventilators	Section 180 of the Highways Act 1980
Power to create footpaths and bridleways	Section 25 and 25 of the Highways Act 1980
Power to stop up footpaths and bridleways	Section 118 of the Highways Act 1980
Power to divert footpaths and bridleways	Section 119 of the Highways Act 1980
Duty to assert and protect the rights of the public to use and enjoyment of highways	Section 130 of the Highways Act 1980
Powers relating to the removal of things so deposited on highways as to be a nuisance	Section 149 of the Highways Act 1980
Duty to keep a definitive map and statement under review	Section 53 of the Wildlife and Countryside Act 1981
Duty to reclassify roads used as public paths	Section 54 of the Wildlife and Countryside Act 1981