



To: Members of the County Council

Date: 26 November 2013

Direct Dial: 01824712589

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Dear Councillor

You are invited to attend a meeting of the **COUNTY COUNCIL** to be held at **10.00 am** on **TUESDAY, 3 DECEMBER 2013** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN LL15 1YN.**

Yours sincerely

G Williams
Head of Legal and Democratic Services

AGENDA

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT MATTERS AS AGREED BY THE CHAIR

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B (4) of the Local Government Act 1972.

4 CHAIRMAN'S DIARY (Pages 5 - 6)

To note the civic engagements undertaken by the Chairman of the Council (copy attached).

5 MINUTES (Pages 7 - 16)

To receive the minutes of the meeting of the County Council held on 5 November, 2013.

EXCLUSION OF PRESS AND PUBLIC

**EXCLUSION OF PRESS AND PUBLIC
PART II**

It is recommended in accordance with Section 100A (4) of the Local Government Act, 1972, that the Press and Public be excluded from the meeting during consideration of the following item of business because it is likely that exempt information (as defined in Paragraph 12 of Part 4 of Schedule 12A of the Act) would be disclosed.

6 APPOINTMENT OF DIRECTOR OF SOCIAL SERVICES

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

7 ATTENDANCE BY DR HIGSON, CHAIR OF BOARD (BCUHB)

Following Notice of Motion at Council meeting on 5 November, 2013, Dr Higson, Chair of Board, BCUHB, to attend to explain to Full Council the future plans for the Board and Health Services across North Wales.

8 CAPITAL PLAN (Pages 17 - 32)

To consider a report by the Head of Finance and Assets (copy attached) to provide Full Council with an update regarding the Capital Plan including major projects and the Corporate Plan.

9 BUDGET PROPOSALS FOR 2014/2015 (Pages 33 - 66)

To consider a report by the Head of Finance and Assets (copy attached) for Full Council to note and approve the Budget proposals for 2014/2015.

10 NORTH WALES GYPSY AND TRAVELLER ACCOMMODATION NEEDS ASSESSMENT (GTANA) (Pages 67 - 92)

To consider a report by the Housing Care and Support Manager (copy attached) for Full Council to note and support the recommendations of the "Bangor University Report".

11 NOTICE OF MOTION

Councillor Hugh Evans put forward the following Notice of Motion for the consideration of Full Council:

"Denbighshire County Council is concerned about the prospect of a Local Government Review because it could undermine service provision to its residents, affect staff morale and end up costing more to implement than it saves.

Nevertheless, the council recognises that in the light of recent comments from the First Minister and members of the Public Services Commission a Local Government reorganisation appears inevitable.

If there is to be a reorganisation of Local Government in North Wales then the Council would advocate a three Council solution as the most appropriate for residents in the region. The Council also calls on the Welsh Government to ensure that the political representation of North Wales is not reduced".

12 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 93 - 96)

To consider the Council's Forward Work Programme (copy attached).

MEMBERSHIP

Councillors

Ian Armstrong
Raymond Bartley
Brian Blakeley
Joan Butterfield
Jeanette Chamberlain-Jones
Bill Cowie
Ann Davies
James Davies
Meirick Davies
Richard Davies
Stuart Davies
Peter Duffy
Hugh Evans
Peter Evans
Bobby Feeley

Pat Jones
Gwyneth Kensler
Geraint Lloyd-Williams
Margaret McCarroll
Jason McLellan
Barry Mellor
Win Mullen-James
Bob Murray
Dewi Owens
Merfyn Parry
Paul Penlington
Gareth Sandilands
David Simmons
Barbara Smith
David Smith

Carys Guy
Huw Hilditch-Roberts
Martyn Holland
Colin Hughes
Rhys Hughes
Hugh Irving
Alice Jones
Huw Jones

Bill Tasker
Julian Thompson-Hill
Joe Welch
Cefyn Williams
Cheryl Williams
Eryl Williams
Huw Williams

COPIES TO:

Press and Libraries
Town and Community Councils

Agenda Item 4

Digwyddiadau wedi eu mynychu gan y Cadeirydd / Events attended by Chairman

31.10.13 – 20.11.13

Dyddiad / Date	Digwyddiad / Event	Lleoliad / Location
31.10.13	Cinio Cymrodorion Anrhydeddus Honorary Fellows Dinner	Wrecsam Wrexham
01.11.13	Dawns Elusennol y Maer Mayor's Charity Ball	Rhuthun Ruthin
02.11.13	Penblwydd Mr E. Frobisher yn 100 oed Mr E. Frobisher's 100 th birthday	Gallt Melyd Meliden
03.11.13	Gwasanaeth Dinesig y Maer Mayor's Civic Service	Caerwys
06.11.13	CCB NSPCC AGM	Dinbych/Denbigh
06.11.13	Cyflwyniad gan 'Inner Wheel' Inner Wheel presentation	Dinbych Denbigh
07.11.13	Cyflwyno Gwobrau Cystadleuaeth Diogelwch y Cartref a Cheir Presentation to winners of the Home & Car Security Competition	Rhuthun Ruthin
08.11.13	Agoriad Swyddogol Canolfan Hamdden Rhuthun Official Opening of Ruthin Leisure Centre	
08.11.13	Gwasanaeth yn / Service at St Thomas's Church	Rhyl
10.11.13	Sul y Cofio / Remembrance Sunday	Dinbych/Denbigh
11.11.13	Gwasanaeth Cofio / Remembrance Service	Dinbych/Denbigh
12.11.13	Noson Wobrwyo Ysgoloriaeth 2013 Entrance Scholarship Awards 2013	Bangor
13.11.13	Cyflwyno tystysgrif i Mr John A. Jones Presentation of certificate to Mr John A. Jones	Llandyrnog
14.11.13	Gwasanaeth Dinesig Citizenship Ceremony Is-Gadeirydd wedi mynychu Vice Chairman attended	Rhuthun Ruthin
14.11.13	CCB 'Age Connects' Gogledd Cymru Age Connects North Wales AGM	Dinbych Denbigh
15.11.13	Dathliad 40 mlynedd Ysgol y Parc Ysgol y Parc 40 th Anniversary	Dinbych Denbigh
15.11.13	Cyflwyno tystysgrifau i Wirfoddolwyr Volunteering Certificate presentation	Rhyl
20.11.13	Cyfarfod blynyddol Cynghrair Dinas, Tref a Chymuned Annual meeting for City, Town & Community Councils	Rhuthun Ruthin

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COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN on Tuesday, 5 November 2013 at 10.00 am.

PRESENT

Councillors Ian Armstrong, Raymond Bartley (Chair), Brian Blakeley (Vice-Chair), Joan Butterfield, Jeanette Chamberlain-Jones, Bill Cowie, Ann Davies, Meirick Davies, Richard Davies, Stuart Davies, Hugh Evans, Peter Evans, Bobby Feeley, Huw Hilditch-Roberts, Martyn Holland, Colin Hughes, Hugh Irving, Huw Jones, Pat Jones, Gwyneth Kensler, Geraint Lloyd-Williams, Margaret McCarroll, Jason McLellan, Win Mullen-James, Bob Murray, Peter Owen, Dewi Owens, Merfyn Parry, Paul Penlington, Arwel Roberts, Gareth Sandilands, David Simmons, Barbara Smith, David Smith, Bill Tasker, Julian Thompson-Hill, Joe Welch, Cefyn Williams, Cheryl Williams, Eryl Williams and Huw Williams

ALSO PRESENT

Chief Executive (MM), Corporate Director; Economic and Community Ambition (RM), Principal Solicitor (SC), HR Services Manager (CR), Democratic Services Manager (SP) and Committee Administrator (SLW)

WELCOME

The Chair welcomed everyone to the Council meeting.

Councillor Julian Thompson-Hill informed Members that Councillor James Davies' wife, Nina, gave birth to a healthy baby boy yesterday, 6lb 11 ½ ozs. The Chair wished to send best wishes and congratulations to both James and Nina.

Susan Cordiner, Principal Solicitor, was attending the meeting in place of the Head of Legal and Democratic Services.

Councillor Gwyneth Kensler presented to the Chair a petition on behalf of the residents of Beacons Hill, Denbigh who were attempting to implement a one way system on Beacons Hill.

1 APOLOGIES

Apologies for absence were received from Councillors James Davies, Peter Duffy, Carys Guy, Rhys Hughes, Alice Jones and Barry Mellor

2 DECLARATIONS OF INTEREST

Councillors Stuart Davies, Huw Hilditch Roberts, Hugh Evans and Meirick Lloyd Davies declared a personal interest in item 6 – Workforce Efficiencies.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent matters had been raised.

4 CHAIRMAN'S DIARY

A list of civic engagements undertaken for the Council by the Chair, for the period 4 October 2013 – 25 October 2013 had been circulated prior to the meeting.

The Chair reported on the successful primary school visits which were proving extremely popular. Future visits for various primary schools had been booked until April 2014.

The Food Festival in Llangollen had been a great success and the Chair wished to express his thanks to all staff and everyone involved.

The Chair wished to send his congratulations to everyone involved with the Denbighshire Community Sports Awards and also the Excellence Denbighshire Awards.

***RESOLVED** that the list of civic engagements undertaken for the Council by the Chair be received and comments of the chair be noted.*

5 MINUTES

The minutes of the Council meeting held on the 8 October 2013 were submitted.

Page 8, Item 7. Councillor Huw Hilditch-Roberts referred to the Annual Performance Review as the questions he had raised were regarding targets and aspirations, not as stated in the minutes, which had been answered by the Head of Business Planning and Performance during the meeting.

***RESOLVED** that the minutes of the Council meeting held on the 8 October 2013 be confirmed as a correct record.*

6 WORKFORCE EFFICIENCIES

Councillor Barbara Smith presented the Workforce Efficiencies Report (previously circulated) to provide Full Council with an update on the workforce negotiations and, following a positive result to the Trade Unions' ballot of their members, to gain Full Council's agreement to the implementation.

As part of the agreement, the trade unions committed to further negotiate on two issues:

- Permanent savings of £72k required by the 2012/2015 Medium Term Financial Plan, and
- Cash savings of £143k in 2014/15 to cover the costs of the transitional arrangements agreed to support implementation of the changes to essential car user allowances.

Negotiations had taken place and the Local Joint Consultative Committee (LJCC) had been kept updated.

In September, 2013, Trade Unions balloted their members on the following proposals:

- From 1 October, 2013, incremental increases due for new starters and current employees with new posts would take place in either April or October, with the first incremental increase being effective after a minimum of 12 months and a maximum of 18 months after commencement in role, dependent upon the commencement date. Increments thereafter would be paid annually in either April or October. The proposal would apply to all staff with the exception of teachers. It was estimated the change would generate sufficient savings to meet the outstanding £72k saving required by the 2012/15 Medium Term Financial Plan on a recurrent basis.
- In 2014/15 only, employees would have their pay reduced by 1 day and in return would be able to take an additional day's leave. This proposal would apply to all staff (including senior staff), other than school based staff. It had been calculated this change would generate sufficient savings to meet the £143k transitional costs on a non-recurrent basis.

The recuperation of the additional day's leave payment would be divided by between 12 and 15 months so the amount was not deducted from employees in one month. Discussions were still to take place with Trade Unions regarding the finalities of the agreement.

County Councillors could voluntarily give up one day of their allowance. If any Councillor wished to give up one day's allowance they should write or email to the Head of Finance and Assets. If all Councillors were to give up one day of their allowance the saving would amount to approximately £3,000.

Teachers were not included within the savings plan due to the fact that teachers terms and conditions were not negotiated at local level, but at national level. If teachers were to be requested to take a one day pay cut it would not be classed as a saving due to the fact that the Welsh Government would request the monies be kept within the Education Budget.

A vote was taken which resulted in a unanimous support of the recommendation.

RESOLVED that Full Council agreed to the proposed permanent change to increments for new starters and appointments to promoted posts, and the day's additional unpaid leave for 2014/15 only as the means of meeting the remaining Workforce Efficiencies savings from the current Medium Term Financial Plan.

7 DRAFT ECONOMIC & COMMUNITY AMBITION STRATEGY

Councillor Hugh Evans presented the Draft Economic & Community Ambition Strategy report (previously circulated) for Full Council to approve the Economic and Community Ambition Strategy and Delivery Plan.

Since February 2013, a Task and Finish Group had been working to develop Denbighshire's first Economic & Community Ambition Strategy in line with the Corporate Plan priority of developing the local economy.

The vision statement for Denbighshire's Economic & Community Ambition had been confirmed as:

- Developing opportunities and creating confidence.
- Working together to make Denbighshire a place where:
 - Businesses, new and established, grow and flourish
 - Towns and communities were vibrant and prosper
 - Residents could enjoy a good quality of life and participate in the local economy.

The following had been identified as priority areas for action and form the core structure of the Strategy:

- The right infrastructure for growth
- Businesses that were supported and connected
- Maximised economic strengths / opportunities
- A high quality skilled workforce
- Vibrant towns & communities
- A well promoted Denbighshire.

Economic activity in Denbighshire generally was slightly above the North Wales level but below that of the UK as a whole. This masked pockets of significant economic activity and deprivation, with areas of Rhyl and upper Denbigh among the 10% most deprived in Wales.

Along with the other five North Wales Councils, Denbighshire was a member of the North Wales Economic Ambition Board. The Board was committed to working together to transform and grow the economy in North Wales.

An indepth discussion ensued:

- Eyesore sites were to be addressed across the county as these sites had an impact upon tourism. It was agreed a balanced approach across the Local Authority would be required.
- Issues had been identified in relation to Digital Denbighshire. A strategic vision for digital needs and opportunities was lacking. The roll out of Superfast Cymru Fibre Broadband would improve performance overall, but it was possible that some of the most rural communities would remain poorly served.
- The Rhyl Going Forward programme which included the West Rhyl Housing Improvement Project and the recently completed harbour bridge, was underway.

- If Denbighshire were successful in their work to deliver the right infrastructure for growth in the county then the indicators would show whether the Strategy was having a positive impact.
- Brown road signs on the A55 with directions through to St. Asaph would be reflected in the Town & Area Plans. Unfortunately, the signs were an extremely costly way of promoting the area.
- Promotion of businesses within the county would be progressed.
- Denbighshire close working with Denbighshire Enterprise Agency would continue.

A vote was taken which resulted in a unanimous support of the recommendation.

RESOLVED that Council notes the work undertaken by the Task and Finish Group to prepare the Economic & Community Ambition Strategy and Delivery Plan and approves them for implementation.

At this juncture the Chief Executive confirmed to Full Council that the Williams Report would be published before the end of the year which would recommend Local Government re-organisation. The report would confirm the change in the number of Local Authorities recommended for Wales.

Members called for a full and frank discussion to take place regarding the issue of what would be best for Denbighshire. If Members agreed to the suggestion of three Local Authorities for North Wales, the Chief Executive confirmed he would put this forward to the Welsh Government.

It was agreed that the item would be added to the Full Council Agenda on 3 December.

A vote took place by show of hands and the proposal was unanimously carried.

RESOLVED that Local Government reorganisation be added to the Agenda for the Full Council meeting taking place on 3 December 2013.

At this juncture (11.50 a.m.) there was a 20 minute break.

Meeting reconvened at 12.10 p.m.

8 SCRAP METAL DEALERS ACT 2013

Councillor David Smith presented the Scrap Metal Dealers Act 2013 report (previously circulated) to inform Members of the provisions of the Scrap Metal Dealers Act 2013 and request that they approve the suggested delegated powers for Licensing Committee to hear oral representations.

Metal theft had a major impact on the economy. To address the issue, the regulation of scrap metal dealers, introduced in the 1960s had been revised. The Government had introduced the Scrap Metal Dealers Act 2013. The Scrap Metal Dealers Act 2013 received Royal Assent on 28 February 2013 and came into force on 1 October 2013.

The Act would maintain Local Authorities as the principal regulator of these industries. The Act created two different types of Scrap Metal Licence, either a "Site Licence" or a "Mobile Collectors Licence". A Mobile Collector would have to have a licence in every Local Authority are in which they operated.

Under the 2013 Act, councils would be able to refuse to grant a licence where the applicant was judged not to be a suitable person to operate as a scrap metal dealer.

The report had been presented and approved at Cabinet on 24 September 2013.

Councillor David Smith agreed to a request from Councillor David Simmons to examine the legislation pertaining to the displaying of identity and authorisation badges by Scrap Metal Dealers.

Councillor Smith also agreed to a request from Councillor Win Mullen James to examine the use of Traffolyte as an alternative to metal being used.

A vote was taken which resulted in a unanimous support of the recommendation.

RESOLVED that Council Members approve the suggested delegated powers for Licensing Committee to hear oral representations:

- To grant or refuse a Scrap Metal Licence or a collector's licence
- To grant or refuse a variation to a licence
- To revoke a licence.

9 NOTICE OF MOTION

Councillor Colin Hughes put forward the following Notice of Motion for the consideration of Full Council.

"That this council prohibits access to payday loan companies websites from council run libraries, buildings and wifi spots to do its utmost to ensure that vulnerable people do not use council facilities to access unaffordable and sometimes irresponsible sources of money lending. Instead the council will direct people to credit unions and the CAB in the hope that good advice will better guide them through their financial problems."

Discussion took place and the notice of motion was proposed and seconded.

RESOLVED that the Notice of Motion put forward by Councillor Colin Hughes to prohibit access to payday loan company websites from council run libraries, buildings and wifi spots be carried.

10 NOTICE OF MOTION

Councillor Julian Thompson-Hill presented a Notice of Motion on behalf of the Denbighshire Conservative Group for the consideration of Full Council.

The Notice of Motion was as follows:

“In light of the recent critical national average coverage of Ysbyty Glan Clwyd and our long standing concerns about the running of Betsi Cadwaladr University Health Board, we call upon the recently appointed Chair of the Board to attend the next meeting of Full Council. We would like him to explain his plans for turning around the reputation of the Board and Health Service in general across North Wales and here in Denbighshire. We want him also to tell us how he will rebuild the confidence of staff, patients and the general public in our local health services.”

Discussion took place and the Notice of Motion was proposed and seconded.

RESOLVED that the Notice of Motion put forward by the Denbighshire Conservative Group to call upon the recently appointed Chair of the Board to attend the next Full Council be carried.

11 NOTICE OF MOTION

Councillor Gwyneth Kensler presented a Notice of Motion on behalf of the Denbighshire Plaid Cymru Group for the consideration of Full Council.

The Notice of Motion was as follows:

“Council notes that:

- Local government will see substantial real term cuts in the years ahead as a result of the Spending Review of the Westminster Government and its knock-on effect on the budget of the Welsh Government.
- Extending the current Financial Transaction Tax on shares to other asset classes such as bonds and derivatives could raise £20bn of additional revenue in the UK a year; and
- At least 11 European states including France, Germany, Italy and Spain are moving ahead with FTTs on shares, bonds and derivatives estimated to raise £30bn a year.

Council believes that:

- Revenues from the FTT could help repair the damage caused by cuts in public services;
- As key deliverers of local services and providers of employment, local government deserves to receive a significant proportion of FTT revenues.

Council resolves that:

- The UK government should extend the current FTT on shares to other asset classes, such as bonds and derivatives, and ensure that revenue is equitably distributed to devolved administrations.

Council further resolves to:

- Write to the UK Prime Minister, Deputy Prime Minister, and Chancellor of the Exchequer, stating this council’s support for extending FTTs.”

Discussions took place and Councillor Julian Thompson-Hill expressed his misgivings of the scheme following investigations he had made.

The Notice of Motion was proposed and seconded.

Councillor Arwel Roberts requested a Recorded Vote which was agreed by a number of Members.

A recorded vote was taken and accordingly, the following Members voted in favour of the Motion:

Raymond Bartley, Brian Blakeley, Joan Butterfield, Jeanette Chamberlain-Jones, Bill Cowie, Peter Evans, Bobby Feeley, Huw Hilditch-Roberts, Huw Jones, Peter Jones, Gwyneth Kensler, Margaret McCarrol, Jason McLellan, Win Mullen-James, Robert Murray, Paul Penlington, Arwel Roberts, Gareth Sandilands, David Simmons, Bill Tasker, Cefn Williams, and Cheryl Williams

The following Members voted against the Motion:

Ian Armstrong, Meirick Lloyd Davies, Ann Davies, Hugh Evans, Martyn Holland, Colin Hughes, Hugh Irving, Peter Owen, Dewi Owens, Merfyn Parry, Barbara Smith, David Smith, Julian Thompson-Hill, Joe Welch, and Huw Williams

RESOLVED that the Notice of Motion put forward by the Denbighshire Plaid Cymru Group to extend the current Financial Transaction Tax (FTT) on shares to other asset classes such as bonds and derivatives and also to write to the Prime Minister, Deputy Prime Minister and Chancellor of the Exchequer stating that the Council's support for extending FTTs be carried.

At this juncture, the Chair offered his thanks to all Members for their constructive debates during the morning.

The Chair reminded Members of the Special Budget Seminar taking place on 9 December 2013.

The Chair also reminded Members of the Carol Service taking place in St. Asaph Cathedral at 7.00 p.m. on 10 December.

12 COUNTY COUNCIL FORWARD WORK PROGRAMME

The Chair introduced the Council's Forward Work Programme, previously circulated, and Members agreed that the following new items be included in the Forward Work Programme:

- 3 December 2013 – Local Government Re-organisation
- 3 December 2013 – Following passing of Notice of Motion, Dr Higson, Chair of the Board to attend to explain his plans for turning around the reputation of the Board and Health Service in general across North Wales. Also to explain how he will rebuild the confidence of staff, patients and the general public in the local health service.

***RESOLVED** that subject to the above, the Council Forward Work Programme be approved and noted.*

The meeting concluded at 12.55 p.m.

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Report To: Council

Date of Meeting: 3 December 2013

Lead Member: Councillor Julian Thompson-Hill

Report Author: Head of Finance and Assets

Title: Capital Plan 2013/14 – 2017/18

1. What is the report about?

- 1.1 The report updates members on the 2013/14 element of the capital plan.

2. What is the reason for making this report?

- 2.1 To provide members with an updated Capital Plan including an update on major projects and the corporate plan.

Previous capital reports have been included as a part 2 item on the agenda. However following various requests for information, the status of the report has been reviewed, including a comparison with other Local Authorities, and it has been recognised that the item should be included within Part 1 of the agenda.

3. What are the Recommendations?

- 3.1 That Members note the latest position on the 2013/14 element of the Capital Plan and the update on major projects.

4. Report details

4.1 Capital Expenditure 2013/14

The full Capital Plan was last reported to Council in April 2013 when the 2013/14 Budget was set. Monthly updates are presented to Cabinet. The Estimated Capital Plan is now £40.638m (£39.704m on services and a contingency of £0.934m). The Plan has been updated slightly since being reported to Cabinet in November. A summary of the total plan and how it is financed is included as Appendix 1.

The actual expenditure to date is £13.3m and it is expected that there will be major expenditure on highways and the West Rhyl Housing Improvement project during the next few months. Any slippage in the plan will be reported to Cabinet. Summary planned expenditure for each Head of Service is shown in Appendix 2. and details of schemes are included in Appendix 3.

4.2 Major Projects

Appendix 4 provides an update on the following major projects:

Rhyl Harbour Development

Rhyl Going Forward

Prestatyn Library Re-location

Welsh Medium Area School – Ysgol Maes Hyfryd Site

4.3 Corporate Plan

The Corporate Plan 2012-17 sets out the Council's ambition to deliver significant capital investment in its priorities over the next five years, and the latest figures highlights that the Council will need to invest in the region of £124.6m of capital funding.

	Council Funding £m	External Funding £m
21 Century Schools	36.700	36.700
Modernising Education	17.190	0
Extra Care Housing and Cefndy	8.550	14.000
Highways	6.600	4.916
Total	69.040	55.616

The Plan makes critical assumptions on various factors, including funding from both the Welsh Government and the council's own resources, estimated costs and the timing of the works.

A summary of the latest estimate of the Corporate Plan is shown in Appendix 1.

4.4 Capital Bids 2014/15

The provisional Welsh Government Capital Settlement for 2014/15 is £4.844m, which is £0.022 less than for 2013/14. This continues with the very poor settlements provided by the Welsh Government over the last 6 years. In light of the settlement and the decrease in other capital funding it has been decided to focus the 2014/15 funding on previously agreed block allocations. Bids are being invited from the relevant Heads of Service and the Strategic Investment Group will meet in December to review the bids. The proposals for the 2014/15 allocations will be presented to Council for approval in February 2014.

4.5 Capital Receipts

It is anticipated that the Council will receive £341k in capital receipts by March 2014. These include Fronfraith, Rhyl and other smaller receipts

4.6 Prudential Indicators

Each year the Council sets Prudential Indicators that determine prudent limits on its borrowing. The Council's outstanding debt is currently £132.5m. This is within the Operational Boundary (£170m) and Authorised Limit (£175m) and is less than the forecast Capital Financing Requirement (£194.6m). This means the Council is adhering to the Prudential Code of Capital Finance and is not borrowing in excess of its capital needs.

The ratio of financing costs to the net revenue stream for 2013/14 is 6.38%. This ratio is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet borrowing costs.

5. How does the decision contribute to the Corporate Priorities?

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

6. What will it cost and how will it affect other services?

6.1 Cost Implications

It is necessary to ensure that the Capital Plan is fully funded as any cost overruns above the total available funding have to be funded from revenue budgets.

6.2 Staffing/IT/Accommodation Implications

Each new project is required to complete a Business Case form and any specific implications are discussed at that stage.

6.3 Assessment of Impact on Climate Change – Mitigation and Adaptation:

New capital projects are subject to scrutiny by the Strategic Investment Group. Each business case will show, where relevant carbon tonne emission pre and post project, thus identifying whether the project is carbon emission positive, negative or neutral. In addition, it is necessary to ensure new capital projects are future proof and able to adapt to climate change.

7. What are the main conclusions of the Equality Impact Assessment undertaken on the decision?

All new projects are subject to an individual EqIA..

8. What consultations have been carried out with Scrutiny and others?

Projects are prepared and subsequently monitored in consultation with Heads of Service. The figures used in the reports are based upon the latest estimates available.

9. Chief Financial Officer Statement

No project should commence without being fully funded against a robust project plan and the project being discussed with the Strategic Investment Group.

Project Sponsors need to exercise tight control over their capital expenditure to ensure that the projects are able to remain within their budgets.

The Council has approved an ambitious Corporate Plan. Underpinning the affordability of the Plan are key assumptions around revenue

budgets and cash. The scale of the Corporate Plan means that it will span a 5-7 year horizon and will undoubtedly mean that as it develops, there will be timing differences between planned and actual assumptions around the use of cash. This may mean that earmarked reserves may increase until commitments are made. It is crucial however to appreciate that if resources are diverted through the life of the Plan, the Council will have to decide which of the projects previously identified it would want to cancel.

10. What risks are there and is there anything we can do to reduce them?

10.1 Risks associated with not agreeing the recommendations

Possible risks would include schemes not progressing, loss of grant and disruptions to services.

10.2 Risk associated with agreeing the recommendations

No capital project is without risk. However all schemes are reviewed by the Strategic Investment Group and are also subject to on-going monthly monitoring and reporting.

11. Power to make the Decision

Part 1 of the Local Government Act 2003 determines the arrangements for capital financing from 2004/05 onwards.

General Capital Plan

		2013/14	2014/15	2015/16	2016/17	2017/18
		£000s	£000s	£000s	£000s	£000s
Capital Expenditure						
	Total Estimated Payments	39,704	8,539	312		
	Contingency	934	1,000	1,000	1,000	1,000
	Total	40,638	9,539	1,312	1,000	1,000
Capital Financing						
1	External Funding	26,913	10,540	4,777	4,571	4,571
2	Receipts and Reserves	3,182	1,854			
3	Prudential Borrowing	10,543	1,011	250		
5	Unallocated Funding	0	(3,866)	(3,715)	(3,571)	(3,571)
	Total Capital Financing	40,638	9,539	1,312	1,000	1,000

Corporate Plan

		£000s	£000s	£000s	£000s	£000s
Approved Capital Expenditure included in above plan						
	Cefndy Healthcare Investment	30	470			
	Highways Maintenance	2,808				
	Bridges	1,300				
	Schools Capitalised Maintenance	190				
	Rhyl High School	900	575			
	Ysgol Bro Dyfrdwy - Dee Valley West Review	1,228	100	0		
	Bodnant Community School	150	145			
	Ysgol Glan Clwyd	20	1,500			
	Estimated Capital Expenditure		11,575	32,636	34,818	23,041
	Total Estimated Payments	6,626	14,365	32,636	34,818	23,041
Approved Capital Funding included in above plan						
	External Funding	1,418	1,600	0		
	Receipts and Reserves	1,100	1,190			
	Prudential Borrowing	4,108				
	Estimated Capital Funding		4,036	15,904	10,305	12,094
	External Funding		4,036	15,904	10,305	12,094
	Receipts and Reserves		1,854	7,546	6,808	3,692
	Prudential Borrowing		5,685	9,186	17,705	7,255
	Total Estimated Funding	6,626	14,365	32,636	34,818	23,041

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Denbighshire County Council - Capital Plan 2013/14 to 2017/18
Position to October 2013

APPENDIX 2

HEAD OF SERVICE
CAPITAL PROGRAMME SUMMARY

Page 23

	Estimated Programme 2013/14	Estimated Programme 2014/15	Estimated Programme 2015/16
	£000	£000	£000
Housing and Community Development	11,086	1,222	0
Highways and Environmental Services	11,706	1,644	0
Customers and Education Support	9,000	3,331	62
Planning and Public Protection	2,904	664	0
Communication, Marketing and Leisure	2,098	95	0
Finance and Assets	1,446	436	0
ICT/ Business Transformation	836	495	250
Adult and Business Services	403	577	0
School Improvement and Inclusion	200	50	0
Legal and Democratic Services	5	17	0
Strategic HR	20	8	0
	39,704	8,539	312

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Denbighshire County Council - Capital Plan 2013/14 to 2017/18
Position to October 2013

APPENDIX 3

CAPITAL PROGRAMME DETAILS OF SCHEMES	Estimated Programme 2013/14 £000	Estimated Programme 2014/15 £000	Estimated Programme 2015/16 £000
Housing and Community Development			
Rhyl Harbour Development	3,055	500	
WRHIP - Main Programme Works	7,051		
Bee and Station	110	69	
Strategic Regeneration Match Funding / Town	200	509	
Other Schemes	670	144	
Total Housing and Community Development	11,086	1,222	0
Highways and Environmental Services			
Highways Maintenance, Bridges, traffic and coastal defence	7,549	0	
Flood prevention Schemes including Corwen	1,217	1,560	
Regional Transport Consortia Grant	686	0	
West Rhyl Coastal Defense Schemes	99		
Vehicles , Plant and Equipment	700		
Heather and Hillforts Implementation	262		
North wales Cycling of Excellence	445		
Ruthin Arts Trail	112		
Rhyl Cut Fisheries	77		
Health and Safeth Works - School Kitchens Equipment	101		
Other Schemes	458	84	
Total Highways and Environmental Services	11,706	1,644	0
Customer and Education Support			
Schools Capital Maintenance	1,363		
H&S Works - YGC,YB and Rhyl	386		
Digital Investment in Schools	670		
Transforming 3-18 Welsh Medium Education in North Denbighshire	2,937	990	62
Ysgol Dyffryn Ial, Llandegla - Extension - Dee Valley East Review	639	21	
Ysgol Bro Dyfrdwy - Dee Valley West Review	1,228	100	
Rhyl High School	900	575	
Bodnant Community School	150	145	
Ysgol Glan Clwyd	20	1,500	
Other Schemes	707		
Total Customer and Education Support	9,000	3,331	62
Planning and Public Protection			
Housing Improvement Grants	1,835		
Renewal Areas	671		
Houses to Homes Grants	360		
Other Schemes	38	664	
Total Planning and Public Protection	2,904	664	0
Communication, Marketing and Leisure			
Ruthin Leisure Centre - Development Proposal	1,139		
Prestatyn Library - Relocation	681		
Other Schemes	278	95	
Total Communication, Marketing and Leisure	2,098	95	0
Finance and Assets			
Agricultural estates	320	158	
Asbestos	311	100	
Property Block Allocation	248		
Fire Risk Assessment works	261	100	
Other Schemes	306	78	
Total Finance and Assets	1,446	436	0
ICT /Business Transformation			
Centralised Infrastructure Upgrades	414	250	250
Various Prudential Borrowing Projects	0	245	
ICT Strategy Phase 1 and 2	422		
Total ICT / Business Transformation	836	495	250
Adult and Business Services			

CAPITAL PROGRAMME DETAILS OF SCHEMES	Estimated Programme 2013/14	Estimated Programme 2014/15	Estimated Programme 2015/16
	£000	£000	£000
Minor adaptations and Equipment	241	42	
Cefndy Healthcare Investment	30	470	
Cysgod Y Gaer - Biomass	132		
Replace care.com	0	65	
Total Adult and Business Services	403	577	0
Other Schemes			
School Improvement and Inclusion	200	50	
Legal and Democratic Services	5	17	
Strategic HR	20	8	
Total Other Schemes	225	75	0
Total Capital Plan Services	39,704	8,539	312

Appendix 4 - Major Capital Projects Update

Rhyl Harbour Development

Total Budget	£10.233m
Expenditure to date	£ 8.725m
Estimated remaining spend in 2013/14	£ 1.008m
Future Years estimated spend	£ 0.500m
Funding	WG £2.917m; WEFO £5.766m; Sustrans £0.700m: RWE £155k and DCC £0.695m
Comments	<p>Quayside Units, Public Square & Extended Quay Wall There are still some issues with Conwy County Borough Council planners in respect of the compliance with planning permission granted, but it is anticipated that these will be resolved next month.</p> <p>Costs £0.34m of the £0.5m Council's capital contingency set aside for this project remains unused. Works required further to a recent internal Health and Safety inspection in respect of the harbour operation will impact on this contingency.</p> <p>A letter of intent has been issued in respect of the 30 year maintenance contract for the bridge, and the contract documents are now being prepared.</p> <p>Programme The bridge was handed over on 21st October 13, some 16 weeks behind the programme. The enabling works were handed over on 21st October 13, some 11 weeks behind programme.</p> <p>The works to the boardwalk in the dunes have been delayed until the outcome of the WREN grant is known, in March 2014.</p> <p>The site set up for the quayside building has been established and ground works are well underway. The quayside building is due to complete by the first week of May 2014.</p>
Forecast In Year Expenditure 13/14	£3.055m

Rhyl Going Forward

Total Budget	£12.097m
Expenditure to date	£ 5.810m
Estimated remaining spend in 13/14	£ 6.287m
Future Years estimated spend	£Nil
Funding	WG £12.097m
Comments	<p>Honey Club</p> <p>Demolition of the Honey Club is complete. A planning application is awaited from the chosen developer and it is anticipated that the hotel will be completed and in operation by Autumn 2014.</p> <p>The Compulsory Purchase Order for the adjacent burnt out property at 25/26 West Parade has been confirmed, but there is a 'cooling off' period built into the statutory process which means that it will not be possible to enter the site and complete the demolition until January 2014.</p> <p>West Rhyl Housing Improvement Project</p> <p>Demolition of nos 2-30 Gronant Street and 31 Gronant street has now been completed with further demolitions in Aquarium Street, Abbey Street and John Street scheduled for January 2014.</p> <p>Excellent progress has been made with the re-settlement programme with 73 households in the rented sector being relocated with no negative issues. There are 49 households to re-locate this financial year and a further 6 scheduled for 2014/15 in respect of privately owned properties. However, due to the delays with the CPO decision the resettlement programme remains under pressure to achieve within the funding timescales.</p> <p>The tender for the procurement of Landscape Designer for the Green Space has resulted in the successful contractor – Capita Property and Infrastructure Ltd being appointed as from 1st November 2013.</p> <p>Capita are now very busy arranging community consultation events in order to engage with the local community and collate ideas on what the community would wish to see developed in the open space. It is hoped that a concept design will be available for approval by Cabinet in January 2014, with detailed design following by mid March for planning submission. Overall, the project budget remains well managed and within funding estimates.</p>
Forecast In Year Expenditure 13/14	£7.181m

Prestatyn Library Re-location

Total Budget	£1.069m
Expenditure to date	£0.779m
Estimated remaining spend in 13/14	£0.290m
Future Years estimated spend	£NIL
Funding	DCC £0.769m; Cymal £0.300m
Comments	<p>Council have approved the re-location of the library to 21 Kings Avenue.</p> <p>The new library on 21 Kings Avenue is still on schedule to open to the public on Monday 25th November 2013.</p> <p>The existing library on Nant Hall Road closed at the end of business on Saturday 2nd November 2013. The three week period following the closure will be used for the relocation of book stock, commissioning of ICT systems, staff training and induction to the new building. This period will also be used to resolve any snags and complete the installation of specialised library furniture.</p> <p>The One Stop Shop and Cash Payment System will also be operational from 25th November 2013.</p> <p>The process to relocate the existing tenants of 21 Kings Avenue has been complex and protracted. Consequently the estimated project costs have increased substantially; mainly as a result of compensation payments and relocation costs. A potential additional cost of £182k has been included in the latest forecast. Work will continue to reduce this figure. However, provision has been made within service budgets to cover the additional cost.</p>
Forecast In Year Expenditure 13/14	£0.681m

Welsh Medium Area School – Ysgol Maes Hyfryd Site

Total Budget	£1.413m
Expenditure to date	£0.532m
Estimated remaining spend in 13/14	£0.781m
Future Years estimated spend	£0.100m
Funding	WG £1.2m; DCC £0.213m
Comments	<p>The Welsh Government has provided £1.2m funding as part of the wider 21st Century Schools Programme. This will enable the new school to move to a single site following a significant extension and refurbishment to the current Ysgol Maes Hyfryd site.</p> <p>Works commenced on site in July 2013.</p> <p>Good progress has been made to date, and the scheme is currently on programme to finish by early February</p>

	2014. However, with the winter period approaching there is the risk of adverse weather hindering progress on site.
Forecast In Year Expenditure 13/14	£1.228m

North Denbighshire Welsh Medium Provision

Total Budget	£4.749m
Expenditure to date	£1.593m
Estimated remaining spend in 13/14	£2.083m
Future Years estimated spend	£1.073m
Funding	WG £3.061m, DCC £1.688m
Comments	<p>The Welsh Government has provided funding as part of the transitional 21st century Schools Programme. This approval will allow for improvement works to be undertaken at three Welsh Medium schools. Work at Ysgol Dewi Sant has been completed.</p> <p>Ysgol y Llys, Prestatyn This project will deliver an extended, remodelled and refurbished school for 420 pupils. Work is progressing well on the new extension, with the windows currently being installed. The new dining extension will be handed over to the school shortly, along with the new boiler room and boilers that have now been commissioned and put into operation.</p> <p>Ysgol Twm o'r Nant, Denbigh This project will deliver additional school hall accommodation and teaching areas.</p> <p>Recent work completed includes the erection of the steel substructure, excavation and laying of a new gas main and some internal works. The completion date remains at May 2014.</p>
Forecast In Year Expenditure 13/14	£2.915m

Ysgol Dyffryn Ial

Total Budget	£0.911m
Expenditure to date	£0.742m
Estimated remaining spend in 13/14	£0.150m
Future Years estimated spend	£0.019m
Funding	DCC £0.898m; Other Contributions £0.013m
Comments	<p>The new building is now in operation and has been occupied by the school since mid October. There remain a number of minor snagging items to be addressed over the next few weeks.</p> <p>An official opening ceremony has been organised for 18th December 13.</p> <p>It is hoped at this stage that the project will come in at 5% under budget.</p>
Forecast In Year Expenditure 13/14	£0.638m

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Report To: County Council

Date of Meeting: 3rd December 2013

Lead Member / Officer: Councillor Julian Thompson-Hill /Paul McGrady

Report Author: Richard Weigh, Chief Accountant

Title: Revenue Budget 2014/15

1. What is the report about?

The report provides an update of the latest position with regard to setting the council's budget for 2014/15. The prime focus of this report is to approve the second phase of saving proposals for 2014/15.

2. What is the reason for making this report?

To provide an update of the latest budget position for 2014/15 and to approve the saving proposals listed in Appendix 1.

3. What are the Recommendations?

To note the latest position with regard to the budget for 2014/15.

To approve the savings proposals listed in Appendix 1.

4. Report details

The majority (around 78%) of the council's funding comes from Welsh Government via the Revenue Support Grant and redistribution of NNDR. In 2013/14, the final settlement for Denbighshire was £150.821m. The remainder of the council's funding is provided through Council Tax (£40.7m budgeted in 2013/14). Therefore the impact of movement on the settlement has a much more significant impact than movement on levels of Council Tax.

The draft Local Government Settlement for Wales 2014/15 was published on 16th October 2013. The headline figures are:

- Average cash reduction across Wales of -3.5%
- Denbighshire has the worst settlement in Wales at -4.6%
- A damping mechanism has been applied to lessen the impact in 2014/15 but this will have an impact in 2015/16
- Draft settlement figure for 2014/15 is £145.080m

Initial analysis of the Draft Settlement and the consequences for the council estimated that savings of approximately £8.5m might be required. Council approved Phase 1 savings of £1.7m in September. A member workshop on 21st October 2013 was presented with the details of further saving proposals

totalling £4.7m. These Phase 2 proposals are enclosed as Appendix 1. Where a proposal has an impact over two years, the estimated saving for 2015/16 is also highlighted. The details of all proposals were sent to all elected members and have been shared with staff. The details behind each proposal are included for reference as Appendix 2. Members were encouraged to raise any issues or concerns about any of the proposals. To date, the only issues raised have been about the proposal to review the Music and Arts Service (saving £52k). A detailed response to the issues raised is enclosed as Appendix 3.

If the savings proposed in Appendix 1 are agreed, it will mean that £6.5m (76%) of the target has been identified. The remainder will be discussed at the next member workshop (9th December) and brought back to Council for approval in February.

5. How does the decision contribute to the Corporate Priorities?

Effective management of the council's revenue budget and delivery of the agreed budget strategy underpins activity in all areas, including corporate priorities.

6. What will it cost and how will it affect other services?

The Phase 2 savings proposals identified in Appendix 1 total £4.723m. Savings previously agreed in Phase 1 totalled £1.736m.

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?

Individual services are responsible for carrying out impact assessments on their saving proposals contained within the budget. A summary EqIA is enclosed as Appendix 4.

8. What consultations have been carried out with Scrutiny and others?

The Phase 2 saving proposals for 2014/15 were presented to a member workshop on 21st October 2013 and subsequently the detail behind each proposal has been sent to all members. Comments have been invited from members over the past five weeks. The proposals have also been shared with staff. An update on the budget position and the enclosed saving proposals were presented to the Corporate Governance Committee on 6th November 2013.

9. Chief Finance Officer Statement

The next three years will be extremely challenging. There are many uncertainties and caveats but it is clear that significant savings will be required. Elected members will have a key role to play in determining the council's response to the challenges ahead. Agreement to the proposals in

this report will mean that more effort can be focussed on the remainder of the task ahead to ensure the council delivers a sustainable budget for 2014/15 and a robust Medium Term Financial Plan for the coming three years.

Agreeing these proposals will still leave a budget gap of approximately £2m in 2014/15.

10. What risks are there and is there anything we can do to reduce them?

This is potentially the most challenging financial period the council has faced. Failure to deliver the agreed budget strategy will put further pressure on services in the current and future financial years. Effective budget monitoring and control will help ensure that the financial strategy is achieved.

11. Power to make the Decision

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

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APPENDIX 1 : PHASE 2 SAVING PROPOSALS 2014/15

Service Area	Description	Phase 2		
		Budget 2013/14 £k	Saving Proposals 20/14/15 2015/16 £k £k	
CORPORATE EFFICIENCIES				
Removal of one-off funds	Social Care Additional Funds in 12/13		905	
Carbon Reduction Commitment	Dropping out of payment scheme		150	
Capital Financing Budget	Repayment of loans to generate ongoing revenue saving		250	
Single Status	Scheme now fully implemented, no additional budget needed		315	
Property Running Costs	Energy efficiency, NNDR reductions		120	
Insurance Premiums	Negotiated reductions in some premiums		20	
Inflation Budget	Balance of 2013/14 allocation		142	
LDP contribution	Reduce Corporate contribution to LDP from £25k p.a to £15k p.a		10	
			1,912	0
SERVICE EFFICIENCIES				
Communication, Marketing & Leisure				
ECTARC	Reduced Council subsidy	5,435	20	
Youth Services	Reconfiguration of elements of the service		40	
			60	0
Highways & Environmental Services				
Management Restructure	Integration of Environment & Highways into one structure	20,140	400	
Emergency Planning	Savings arising from joint service with Flintshire		30	
Waste Management	Efficiencies from investment in transfer station and reduced contribution to Sustainable Waste Management Grant reserve		200	
Fleet Efficiencies	Reduction in vehicle numbers		80	
Building Cleaning	Renegotiation of Contracts		100	
			810	0
Planning and Public Protection				
Review of Planning Policy Service	Reduce LDP contribution	2,541	10	
Review of CCTV service	Reduction of overtime costs and collaborative project		65	
			75	0
Adults & Business Services				
Service Managers	Streamline Management structure	33,299	60	
Day & Work Opportunities	Modernise Day & Work Opportunities (Learning Disability)		50	
Mental Health Services	Reduce management commitment within service		46	
Welfare Rights Service	Channel Shift		50	
Community Development	Refocus service delivery		25	
			231	0
School Improvement & Inclusion				
Special Education	Review of Recoupment and Out of County Placements	4,859	200	
Pupil Support	University related fees		8	
ABA	Specific budget no longer required		25	
Training	20% reduction in budget		6	
Outreach	Budget Re-alignment		5	
Music & Arts	Review of Service Provision		52	
			296	0
Customers & Education Support				
Supplies & Services	Targeted reduction in spend	1,960	30	
			30	0
Children's Services				
Outcome Agreement	Funding no longer needed in CS	8,797	69	
Tir Na Nog	Reconfigure service provision		64	
Staffing Budgets	Adjust budgets to account for staff turnover		195	
			328	0
Housing & Community Development				
Review of Economic & Business Development	Review of Management Structure	1,887	30	40
Non HRA	Review of commissioning		10	10
			40	50
Finance & Assets				
Property Services	Management Restructure and review of process / admin	7,070	100	50
Finance	Includes not replacing vacant posts and reduction in hours		75	75
Internal Audit	Not replacing vacant post and reduction in hours		25	
			200	125
HR				
Training	Re provision of service	919	10	15
Occupational Health	Review of service		3	
Lead Business Partner	Efficiency saving		3	
Capital Financing	Investment repaid following 2010 Restructure		12	
			28	15
Legal & Democratic Services				
Registration of Electors	Capacity within the budget for canvassers fees	1,527	30	
Registrar	Improved efficiencies within the service		20	
Civics	Reduction in resource available for civic events		5	
Legal Library	Reduce expenditure on publications		8	
Administration	Review administration provision		20	
			83	0
Business Planning & Performance				
Improvement Team	Delete Vacant Manager Post	1,430	54	
Partnership & Communities Team	Delete Performance Officer Post		45	
Programme Office	Reduce Core Funding		13	
			112	0
Schools				
School Reorganisation	Non-pupil related elements of budget (Area 2)	63,839	150	
School Reorganisation	Saving related to Formula Review for Middle Schools		80	
Schools	Release of Non-delegated contingency fund		200	
School Reorganisation	Non-pupil related elements of budget (Area 1)		88	62
			518	62
Total Service Savings			2,811	252
Total Council Savings			4,723	252

Total Savings Identified Phase 1 & Phase 2)

6,459 252

Includes Modernisation Targets of:

300

Savings Proposals for : Corporate Savings

Savings	2014/15 £000	2015/16 £000	2016/17 £000	TOTAL £000
1 Removal of One-off funds (Adults)	905			905
2 Carbon Reduction Scheme	150			150
3 Capital Financing Budget	250			250
4 Single Status Budget	315			315
5 Property Running Costs	120			120
6 Insurance Premiums	20			20
7 Inflation Budget	142			142
8 LDP Contribution	10			10
TOTAL	1912	0	0	1912

1 Removal of One-off funds (Adults)

Description

Funds were allocated in 2013/14 to invest in one-off preventative measures. The saving is the planned removal of these funds.

Impact on Service Provision

Service has planned for the funds to be used for one-off pump priming expenditure.

Impact on Staff

None

Impact on Priorities

Will assist in the delivery of affordable social care services

Risks

Investments are not sufficient to manage demand in the medium term.

2 Carbon Reduction Scheme

Brief Description

Investment in more energy efficient equipment and monitoring has meant the council has dropped out of the CRS saving £150k per year.

Impact on Service Provision

Services also benefit from the energy efficiency measures taken.

Impact on Staff

None

Impact on Priorities

None

Risks

Need to ensure the council remains out of the Scheme

3 Capital Financing Budget

Brief Description

Re-financing and careful management of borrowing needs means the budget requirement is less and can therefore be reduced.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

The capital budget can still support the capital and corporate plan

Risks

A future rise in borrowing costs will impact upon the budget but this is assumed in forward treasury plans

4 Single Status Budget

Brief Description

In 2010/11 a budget was set aside to meet incremental increases arising from Single Status for three years. The budget was based on estimates at the time.

Impact on Service Provision

Services have received funding for incremental drift for the past three years.

Impact on Staff

None

Impact on Priorities

None

Risks

None

5 Property Running Costs

Brief Description

Savings arising from energy efficiency measures and reduction in the impact of NNDR rises over the council's property portfolio.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

Future rises in energy costs may be greater than allowed for in the Medium Term Plan

6 Insurance Premiums

Brief Description

Savings through renegotiating some premiums

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

Cover has not been compromised by reducing the premiums

7 Inflation Budget

Brief Description

Estimates are made before the start of the year of the cost of implementing a pay award.

The saving represents the difference between the estimated and actual cost.

Impact on Service Provision

None

Impact on Staff

The pay award has been fully funded

Impact on Priorities

Risks

None

8 LDP Contribution

Description

Reduce the annual contribution to the LDP reserve (part of a £20k saving proposal - divided between corporate and Planning & Public Protection budgets)

Impact on Service Provision

None. The reserve will be built up in time to cover the costs for the next LDP examination in public.

Impact on Staff

None.

Impact on Priorities

None.

Risks

Insufficient funds in the reserve when we arrive at the next examination in public, resulting in a budget pressure in year.

Savings Proposals for :	<u>ADULT & BUSINESS SERVICES</u>
	'£000
Current Budget (£000)	33,436
Savings already agreed for 2014/15	387
One Off Budget reinvestment for 2013/14	905
Further Savings Proposed for 2014/15	231
2014/15 Savings as a % of Budget	4.6%
2010/11- 2013/14 Savings Achieved (%)	7.9%
	12.5%

Savings	2014/15 '£000	TOTAL '£000
1 Streamline Management Structure	60	60
2 Modernise Day & Work Opportunities (Learning Disability)	50	50
3 Refocus Community Development Agency	25	25
4 Welfare Rights Team Channel Shift	50	50
5 Reduce management commitment within Mental Health	46	46
TOTAL	231	231

1	Streamline Management Structure	
	<u>Brief Description</u>	
	Remove one of the Service Manager posts which has responsibility for the European funded New Work Connections project which is due to end in February 2014.	
	<u>Impact on Service Provision</u>	
	Minimal as remaining responsibilities will be absorbed within other managers' roles.	
	<u>Impact on Staff</u>	
	The loss of one post will be managed through voluntary or natural means.	
	<u>Impact on Priorities</u>	
	Minimal as remaining responsibilities will be absorbed within other managers' roles.	
	<u>Risks</u>	
	Capacity to implement changes associated with Sustainable Social Services and the Social Services and Wellbeing Bill will be reduced.	
2	Modernise Day & Work Opportunities (Learning Disability)	
	<u>Brief Description</u>	
	Day & Work Opportunities provide a range of businesses and activities for adults with disabilities, including a horticulture project at Aberwheeler, a woodwork project at Meifod, catering at Popty and an administrative function at Taskforce. In addition there are activity groups for people not wanting or able to work, a Job Finding Service and services commissioned from social enterprise businesses. A review of the service has shown that there is a need to reduce costs while ensuring that the service is achieving maximum potential for its users.	
	<u>Impact on Service Provision</u>	
	A modern service should provide for a wider range of needs and therefore provide for a broader range of service users.	
	<u>Impact on Staff</u>	
	Most of the resources in services are spent either on Local Authority employees or contracted agency workers so any reduction in budget will have an impact on the individuals delivering a service. Further work is being undertaken involving all stakeholders on the model for the service. This will determine the staffing implications.	
	<u>Impact on Priorities</u>	
	A modern service should focus on supporting independence as far as possible, supporting the corporate priority to protect vulnerable people and enable them to live as independently as possible.	
	<u>Risks</u>	
	There is a risk that any proposals from the further work are not accepted by stakeholders but this should be minimised by involvement in the scoping of a modern service.	

3 Refocus Community Development Agency

Brief Description

The Community Development Agency in Rhyl currently provides accommodation for New Work Connections, which is a European funded project that is due to come to an end in February 2014. Only 2 permanent staff funded by the County Council are based at the Agency and, post February 2014, it will no longer be viable for these 2 to manage activities at the Agency on their own. Savings from the rental of their base can be made by using these staff within Adult Services locality teams to encourage the development of community groups and activities that support vulnerable people. The resources available at the Agency, for example, guidance on using ICT equipment for local and community groups, can be provided in alternative ways and these will be fully explored with the third sector and other agencies.

Impact on Service Provision

This would improve services to vulnerable people.

Impact on Staff

Relocation may be an issue.

Impact on Priorities

This would better support the corporate priority to protect vulnerable people and enable them to live as independently as possible.

Risks

If existing services are not absorbed by other agencies there may be a perceived loss of services in Rhyl.

4 Welfare Rights Team Channel Shift

Brief Description

Welsh Government have undertaken a review of advice services nationally and internal audit have reviewed aspects of the services locally. The team have identified that directing more customers to telephone support rather than home visits would make a saving.

Impact on Service Provision

The intention of the review is to ensure that we can provide at least the same level of service and achieve the same outcomes with less resource.

Impact on Staff

Most of the resources in services are spent on employees so any reduction in funding will have an impact.

Impact on Priorities

No impact if the intention is realised.

Risks

There is a minimal risk that the required channel shift will not be realised but experience from other services has shown that this is unlikely.

5 Reduce management commitment within Mental Health

Brief Description

Mental Health Services are managed by the Local Health Board through a Memorandum of Understanding with the Council. At present, the management costs borne by the Local Authority are disproportionate to the level of staffing in the service.

Impact on Service Provision

The management structure provides support to the Mental Health Act Assessment function so there may be a slight impact on availability of assessment time. However, Denbighshire has a high number of assessment staff than is required so this should be minimal.

Impact on Staff

The proposal would result in the reduction of a post and the usual HR processes would apply.

Impact on Priorities

As with Service Provision, this should be minimal.

Risks

There is a risk that the balance of the management team within mental health becomes more health focused but the impact of this should be managed by the performance management arrangements being put in place to support the MOU.

Savings Proposals for :

BUSINESS PLANNING AND PERFORMANCE

	£000
Current Budget (£000)	1,430
Savings already agreed for 2014/15	0
Further Savings Proposed (£000)	112
2014/15 Savings as a % of Budget	7.8%
2010/11- 2013/14 Savings Achieved (%)	<u>0.7%</u>
	<u>8.6%</u>

Savings	2014/15 £000	2015/16 £000	2016/17 £000	TOTAL £000
1 Improvement Team Restructure	54			54
2 Partnership & Communities Team Restructure Phase 1	45			45
3 Programme Office Restructure	13			13
TOTAL	<u>112</u>	<u>0</u>	<u>0</u>	<u>112</u>

1 Improvement Team RestructureDescription

Deletion of a Team Manager post

Impact on Service Provision

Loss of capacity. Responsibilities taken on by Programme Office Manager, Head of Service and Team members

Impact on Staff

Postholder has moved to another position in the Council. Remaining staff required to take on some extra responsibility

Impact on Priorities

None

Risks

Decreased resilience if environment changes

2 Partnership & Communities Team Restructure Phase 1Description

Deletion of Performance and Planning Office post

Impact on Service Provision

Capacity reduced, particularly senior capacity within the team. Impact managed by prioritisation of work and shifting resources from lower priorities to higher. Some impact to be expected on DCC engagement with consultations and some WG initiatives.

Impact on Staff

Postholder has left the Authority. Staff will need to take on some new roles

Impact on Priorities

None on Council Priorities.

Risks

Decreased resilience and capacity to respond to new WG programmes

3 Programme Office RestructureDescription

Shifting a core funded post towards greater fee-earning.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

That sufficient fee-earning work will not always be available, putting the post at risk.

Savings Proposals for :

SCHOOLS MODERNISATION, CUSTOMERS AND
EDUCATION SUPPORT

	'£000
Current Budget (£000)	2,007
Savings already agreed for 2014/15	0
Further Savings Proposed (£000)	30
2014/15 Savings as a % of Budget	1.5%
2010/11- 2013/14 Savings Achieved (%)	1.4%
	<u>2.9%</u>

Savings	2014/15 '£000	2015/16 '£000	2016/17 '£000	TOTAL '£000
1 Reduction in Supplies and Services	30			30
TOTAL	<u>30</u>	<u>0</u>	<u>0</u>	<u>30</u>

1 Reduction in Supplies and Services

Description

This saving is a direct result of the reduction in day to day non pay costs such as travel, consumables etc. There has been a significant drive to reduce such costs across the service and the budget saving is, in part, reflective of this.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

None

Savings Proposals for :	COMMUNICATION, MARKETING & LEISURE
	'£000
Current Budget	5,961
Savings already agreed for 2014/15	147
Further Savings Proposed for 2014/15	60
2014/15 Savings as a % of Budget	3.5%
2010/11- 2013/14 Savings Achieved (%)	16.6%
	20.1%

Savings	2014/15 '£000	TOTAL '£000
1 Reconfiguration of Youth Service	40	40
2 Reduce Subsidy - ECTARC	20	20
3		0
TOTAL	60	60

1	Reconfiguration of Youth Service	
	<u>Description</u>	Realignment of the Community Youth work responsibilities and roles.
	<u>Impact on Service Provision</u>	None. Youth provision will be maintained.
	<u>Impact on Staff</u>	None. Not replacing a vacant post.
	<u>Impact on Priorities</u>	None
	<u>Risks</u>	
2	Reduce Subsidy - ECTARC	
	<u>Description</u>	We have been reducing the subsidy to this Company year on year. It is proposed to remove the remaining revenue contribution as the Company is no longer financially dependant on the grant and also has significant reserves and resources at its disposal.
	<u>Impact on Service Provision</u>	None - Denbighshire will maintain the partnership and continue to provide placement opportunities for overseas students. ECTARC will continue to benefit from the use of the Council owned premises.
	<u>Impact on Staff</u>	None
	<u>Impact on Priorities</u>	None
	<u>Risks</u>	None

Savings Proposals for :

CHILDRENS SERVICES

	'£000
Current Budget	8,819
Savings already agreed for 2014/15	122
Further Savings Proposed for 2014/15	328
2014/15 Savings as a % of Budget	5.1%
2010/11- 2013/14 Savings Achieved (%)	4.8%
	9.9%

Savings	2014/15 '£000	TOTAL '£000
1 Outcome Agreement grant funding no longer required	69	69
2 Tir Na Nog (net savings)	64	64
3 Assume mid point of grade for salary budgets	195	195
TOTAL	328	328

1 Outcome Agreement grant funding no longer required

Description

The funding from the outcome agreement grant has always been used to fund Social Work posts. However, when we restructured the budget at the start of this financial year, we allocated sufficient funds to all Social Work posts without allowing for receiving the grant monies in the event that they weren't received.

Impact on Service Provision

None - resource built into base budget

Impact on Staff

None

Impact on Priorities

None

Risks

There are no inherent risks as the budget established already integrates this spending into the base budget

2 Tir Na Nog (net savings)

Description

Tir Na Nog as a specific resource and is planned for closure by Conwy Council and will in future be part of the development of Ysgol Y Gogarth. We currently purchase one bed in the current resource throughout the year. We want to take the opportunity to reconfigure our response to children with disabilities and create more flexibility than the current resource provides. By investing more in alternatives we will seek to reduce our need for the residential respite provision at this resource.

Impact on Service Provision

Reduce level of residential respite available

Impact on Staff

None directly

Impact on Priorities

Clearly it would always be helpful to use released resources to invest elsewhere but in the current climate it will make no particular impact on our priority activities

Risks

There is a risk that we will not be able to provide for all people who would wish to access residential respite.

3 Assume mid point of grade for salary budgets

Description

We currently budget at the top of the scale with no vacancy factor built into the budget. This change would instead project at the mid range of the scale. Currently we start each year with a surplus because our staff will not be in that position as a result of staff turnover

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

Clearly it would always be helpful to use released resources to invest elsewhere but in the current climate it will make no particular impact on our priority activities

Risks

That we reach a stage of such staff stability that the impact of progress and turnover are insufficient to meet our liabilities.

Savings Proposals for :

HIGHWAYS AND ENVIRONMENT

	£000
Current Budget (£000)	19,874
Savings already agreed for 2014/15	17
Further Savings Proposed (£000)	810
2014/15 Savings as a % of Budget	4.2%
2010/11- 2013/14 Savings Achieved (%)	10.0%
	<u>14.2%</u>

Savings	2014/15 '£000	2015/16 '£000	2016/17 '£000	TOTAL '£000
1 Service Restructure	400			400
2 Emergency Planning	30			30
3 Waste Management	200			200
4 Fleet Efficiencies	80			80
5 Building Cleaning	100			100
TOTAL	810	0	0	810

1 Service RestructureDescription

Following the collapse of the highways collaboration project with Conwy, Denbighshire restructured Environmental Services and Highways and Infrastructure in to one service: Highways and Environmental Services. The service was reorganised in to 6 teams which are at advanced, but different, stages of restructure. These savings are from the changes that have already been implemented within the new management structure.

Impact on Service Provision

There have been significant change management issues to deal with but most of the structures are now well developed and implemented or close to implementation. There has been a significant element of service wide consultation on all aspects of the restructure which has been used to moderate the impact on services.

Impact on Staff

All large scale change programmes will impact staff and this has been the case, with a number of redundancies occurring. However the effects have been mitigated via the consultation and communication that has taken place.

Impact on Priorities

Once complete the restructure will enable a more coherent focus for the front line operations which should lead to improved service on public realm and highways operational matters.

Risks

The major risks will be mitigated by the widespread consultation. All responses have been considered and discussed before moving forward.

2 Emergency PlanningDescription

The Denbighshire Emergency Planning function has been provided in collaboration with Flintshire for the last eight years. All North Wales Authorities have agreed the business case for a regional Emergency Planning function and it is anticipated this will be in place for April 2014. It is anticipated that there will be savings from reduced management costs and shared support service costs.

Impact on Service Provision

The new service will be significantly more resilient than the existing service and the local presence will improve our ability to respond to emergencies. The development of policies and plans across North Wales will ensure consistency and be more effective when working with other agencies.

Impact on Staff

Denbighshire does not directly employ any staff but those within the joint unit will be redeployed in to the North Wales service. There will also be more opportunity for development and specialism within the enlarged team.

Impact on Priorities

None

Risks

The timescale is tight for the implementation of the unit but there are specific project management resources and procedures in place to mitigate this risk.

3 Waste Management

Description

Denbighshire operates a highly efficient collection regime. As a result of this; over the past few years we have built-up a significant waste management reserve fund. We now propose to use this reserve fund to supplement our recycling budget, i.e. over the next two years or so.

Within this two year period, we will therefore have to implement cost reduction measures and/or system efficiencies. One of the changes being proposed is to stop the kerbside collection of green waste over the winter months. The service is also working with front line staff to develop more flexible work patterns, that will allow us to double-shift on the collection vehicles.

Impact on Service Provision

The service will change as working hours are extended to make the best use of a reduced fleet of vehicles. This will mean earlier and later collection times for the customer. Ceasing green waste collection during the Winter months is also being developed.

Impact on Staff

Reduction in the workforce linked to stopping green waste in the Winter and the more efficient use of operatives on a shift system.

Impact on Priorities

None

Risks

Risks associated with a major change management project linked to reducing staff and changing the service and level of service.

4 Fleet Efficiencies

Description

A review of fleet service across North Wales was instigated by the Regional Partnership Board. Following the conclusion of this process there was an opportunity for each Authority to engage the consultants to undertake an efficiency review that would be primarily focussed on vehicle usage. The review was undertaken on a 'savings share' basis and resulted in the identification of savings across the Council.

Impact on Service Provision

The review resulted in the identification of vehicles which were agreed with services as being under utilised. The vehicles were subsequently released by the services for use elsewhere or sale. The saving is based on the costs relating to those vehicles and should not impact on service provision.

Impact on Staff

None

Impact on Priorities

More efficient use of vehicles in the provision of services including highways maintenance.

Risks

None

5 Building Cleaning

Description

The Council allocated funding to services to alleviate the additional costs of Single Status. A budget was allocated to the Building Cleaning service but was not used as contracts were renegotiated and included the higher wage costs resulting from the single status exercise. Therefore this budget is available without any implications of the service.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

None

Savings Proposals for :	<u>Strategic HR</u>
Current Budget (£000)	919
Savings already agreed for 2014/15 (£000)	0
Further Savings Proposed 2014/15 (£000)	28
2014/15 Savings as a % of Budget	3.0%
2010/11- 2013/14 Savings Achieved (%)	13.5%

Savings	2014/15 £000		TOTAL £000
1 Review of HR structure	13		13
2 Occupational Health	3		3
3 Capital Financing	12		12
			0
TOTAL	28	0	0
			28

1 Review of HR structure

Description

To review the structure and assess the impact of the changes made to processes, systems etc. that have been put in place

Impact on Service Provision

There would be no impact on service provision as the intention would be that the workload would either be redistributed or have already reduced as a result of the systems that have implemented.

Impact on Staff

Potential reduction of 1 employee in year 1 and 2 in year 2

Impact on Priorities

No impact

Risks

2 Occupational Health

Brief Description

To review the Occupational Health Service to ensure that it meets the needs of the services its supports.

Impact on Service Provision

There is potential for the service to be delivered differently, through a combination of internal and external provisions.

Impact on Staff

Reduction in 1 full time staff and potentially 4 part time staff.

Impact on Priorities

The service would be better placed to support the council's modernisation agenda through the reduction of sickness absence.

Risks

To be identified as part of the review and dependent on how the service will be delivered in the future.

3 Capital Financing

Brief Description

The service was given capital financing to delivered the changes required around the new structure and systems. The balance would be offered up as a saving from the service.

Impact on Service Provision

No impact on service provision

Impact on Staff

No impact on staff

Impact on Priorities

None

Risks

None

Savings Proposals for :

LEGAL & DEMOCRATIC SERVICES

Current Budget (£000)	1,528
Savings already agreed for 2014/15	0
Further Savings Proposed 2014/15 (£000)	88
2014/15 Savings as a % of Budget	5.8%
2010/11- 2013/14 Savings Achieved (%)	18.2%

Savings	2014/15 'E000	TOTAL 'E000		
1 Registration of Electors - Canvassers fees	30			30
2 Registrars	20			20
3 Civics	5			5
4 Legal services	13			13
5 Reduction in Admin.	20			20
TOTAL	88	0	0	88

1 Registration of Electors - Canvassers feesDescription

There has been a repeated underspend in this area for a number of years. The changes to electoral registration may require less canvassing than in previous years but the impact of this is as yet unknown. The new system being introduced nationally will rely more on data matching.

Impact on Service Provision

There should be minimal impact on service provision.

Impact on Staff

There may be a reduction in the number of canvassers required in future years due to changes in electoral registration.

Impact on Priorities

There is no direct impact on corporate priorities.

Risks

There is a risk that postage costs may be increased due to the increased number of letters that will be required to be sent to households where data matching has not been successful.

2 RegistrarsDescription

There has been an underspend in this area for a number of years due to a difficulty in filling vacancies and improved efficiencies. The saving is a reflection of the extent of the repeated underspend.

Impact on Service Provision

There will be minimal impact on service provision at current levels of demand. The vacancy is being covered by increased hours for part time staff.

Impact on Staff

There may be a need to make permanent the increased hours worked by some staff to cover the vacancy and other absences.

Impact on Priorities

There is no direct impact on priorities.

Risks

There would be insufficient resources to cover a substantial increase in demand for services. However most services are fee income producing and substantial increases in demand may justify additional resource.

3 CivicsDescription

This saving will not necessarily prevent current activity from taking place although sponsorship of some activity may be necessary. There will be a limitation to the extent to which the civic profile is raised.

Impact on Service Provision

This saving will mean that there will be less resource available for civic events and a requirement to seek sponsorship of some activities. Most existing activities will remain but there will be no growth in the civic profile.

Impact on Staff

There is no direct impact on staff.

Impact on Priorities

There is no direct impact on current corporate priorities but there may be some diminution in the extent to which the civic arm of the council is able to promote a closeness to the community.

Risks

Potential for a reduction in the civic profile.

4 | Legal Services

Description

This saving results from a rationalisation of the reference and precedent materials available to legal staff most of which are provided online, a reduction in the costs associated with travel of solicitors to meetings at the north of the county and to courts which are located in the north of the county, and a reduction in spend on training due to collaborative training arrangements.

Impact on Service Provision

The reference and precedent titles that have been cancelled are being supplemented by cheaper alternatives. The hard copy titles that are cancelled will be retained but no longer updated. They will gradually become obsolete. However, collaborative activity is ongoing in sharing precedents and best practice examples of documentation. An increased use of technology and mobile working by lawyers enables staff to travel to and from home to meetings and courts thereby reducing mileage. Staff are also able to work remotely from court and office locations reducing the need to return to base.

Impact on Staff

There may be some assimilation required by staff that have been used to using certain reference and precedent services. This is being addressed by increased collaboration in respect of precedent sharing etc. There will be an increase in mobile and flexible working. Training will be predominantly organised on a regional basis.

Impact on Priorities

There should be no direct impact on corporate priorities other than working in a more flexible way contributes to the modernisation priority.

Risks

There may be some additional time taken to draft some more niche documentation in the absence of some of these reference works but this can be managed by increased sharing of precedents and other collaborative work. For staff that are not at hand in offices however the technology enables them to be contactable and able to access the council systems whilst working in remote locations. The ability to work from other council sites actually makes the staff in some circumstances more accessible to client departments.

5 | Administration

Description

The budget has consistently underspent in previous years as more modern ways of working have been introduced. This saving is a reflection of that underspend and further efficiencies in process as part of modernisation.

Impact on Service Provision

There should be minimal impact on service provision in 2014/15

Impact on Staff

There has been a reduction in staff over the period 2010 to date. The savings for 2014/15 should not lead to further reductions.

Impact on Priorities

There is no direct impact on corporate priorities.

Risks

The saving reduces any cushion for unexpected absences or cover costs. Staffing is maintained at basic levels. There may be additional resource pressures arising from requirements to promote local democracy and public engagement which is leading to a more complex service area that will require support.

Savings Proposals for :	<u>PLANNING & PUBLIC PROTECTION</u>
Current Budget (£000)	2,559
Savings already agreed for 2014/15 (£000)	60
Further Savings Proposed 2014/15 (£000)	75
2014/15 Savings as a % of Budget	5.3%
2010/11- 2013/14 Savings Achieved (%)	18.3%

Savings	2014/15 £000	TOTAL £000
1 Review of Planning Policy	10	10
2 Review of CCTV/Out of Hours Calls Team	65	65
		0
		0
TOTAL	75	75

1 Review of Planning Policy

Description

Reduce the annual contribution to the LDP reserve.

Impact on Service Provision

None. The reserve will be built up in time to cover the costs for the next LDP examination in public.

Impact on Staff

None.

Impact on Priorities

None.

Risks

Insufficient funds in the reserve when we arrive at the next examination in public, resulting in a budget pressure in year.

2 Review of CCTV/Out of Hours Calls Team

Brief Description

Reduce the maintenance budget & look to increase income.

Impact on Service Provision

Grow the service to become more commercial and increase income.

Impact on Staff

Different skills and responsibilities will need to be gained via training and development.

Impact on Priorities

None direct but will assist CSP work.

Risks

Income levels may not be maintained or sustained in the long term.

Savings Proposals for :

SCHOOLS

	'£000
Current Budget (£000)	63,839
Savings already agreed for 2014/15	0
Further Savings Proposed (£000)	580
2014/15 Savings as a % of Budget	0.8%
2010/11- 2013/14 Savings Achieved (%)	0.0%
	<u>0.8%</u>

Savings	2014/15 '£000	2015/16 '£000	2016/17 '£000	TOTAL '£000
1 School Reorganisation - Priority Funding A	88	62		150
2 School Reorganisation - Priority Funding B	150			150
3 School Reorganisation - Priority Funding C	80			80
4 Removal of schools non delegated contingency	200			200
TOTAL	<u>518</u>	<u>62</u>	<u>0</u>	<u>580</u>

1 School Reorganisation - Priority Funding ADescription

The School Budget Forum has agreed that all non-pupil led savings related to any schools that have gone through reorganisation will be removed from the delegated school budget. This funding relates to the savings from the proposed closure of Ysgol Llanbedr

Impact on Service Provision

No direct impact on schools or services as they relate to real savings following reorganisation

Impact on Staff

None

Impact on Priorities

This allows funding to be reinvested into Modernising Education without being a direct cost to schools

Risks

Funding will not materialise if school closure does not take place

2 School Reorganisation - Priority Funding BDescription

This budget has been built up from the delegated school budget and relates to funding clawed back from the total schools quantum following school reorganisation schemes such as the closure of Llantysilio and the amalgamation of Dyffryn Ial.

Impact on Service Provision

The funding has historically been used to help support the one off revenue costs incurred during school reorganisations schemes.

Impact on Staff

None

Impact on Priorities

The loss of this funding puts some pressure on the service as it reduces the ability to support one off costs during reorganisation.

Risks

That one off reorganisation costs cannot be funded through other service budgets/savings.

3 School Reorganisation - Priority Funding C

Description

Saving related to Formula Review for Middle Schools.

Impact on Service Provision

No direct impact.

Impact on Staff

None

Impact on Priorities

None

Risks

None

4 Removal of schools non delegated contingency

Description

The schools non-delegated budget currently holds a £200k contingency that is used to support one-off unforeseen costs. It is proposed to use this to fund post 16 transport for one year pending a review which will facilitate a saving of 200k in transport.

Impact on Service Provision

No direct impact.

Impact on Staff

None

Impact on Priorities

None

Risks

There will simply be no contingency held centrally for schools so less scope to address one off in year issues where needed

Savings Proposals for :

SCHOOL IMPROVEMENT AND INCLUSION

	'£000
Current Budget (£000)	4,905
Savings already agreed for 2014/15	0
Further Savings Proposed (£000)	296
2014/15 Savings as a % of Budget	6.0%
2010/11- 2013/14 Savings Achieved (%)	<u>11.6%</u>
	<u>17.6%</u>

Savings	2014/15 '£000	2015/16 '£000	2016/17 '£000	TOTAL '£000
1 Reduction in Recoupment / Out of County Budget	200			200
2 Pupil Support (University Fees)	8			8
3 Music and Arts	52			52
4 ABA Budget Adjustment	25			25
5 Outreach	5			5
6 Training (L&M)	6			6
TOTAL	296	0	0	296

1 Reduction in Recoupment / Out of County Budget

Description

Charges from other LEA's and private schools for special schools placements of DCC pupil and charges to other LEA's for placements in DCC schools. This budget has been underspent over recent years by over £220k. It is currently projected to underspend by a similar amount this financial year.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

This is a demand led service. Future pupil numbers are not known, income from other LEA's could reduce and charges from others LEA's could increase. To mitigate this risk it will be recommended that a reserve is set up from the current years underspend to cope with future annual variations.

2 Pupil Support (University Fees)

Description

University related fees recharged from Social Services. Historically underspent.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

Dependant on number of pupils in university.

3 Music and Arts

Description

Promote and develop music opportunities for DCC pupils and coordinate creative arts. Reviewing the SLA with William Mathias where they would take full control of the delivery of the peripatetic music service in Denbighshire.

Impact on Service Provision

This will ensure that the schools who use the service have equal access to equipment tuition and performance opportunities and supports national and regional delivery models of working as well as ensuring local access to music provision

Impact on Staff

Currently 2.6 members of staff employed in the service. As a result of the revised SLA this will reduce to 1 fte "Events coordinator" at a reduced grade (currently solbury) and a 0.2 music coordinator. Staff to either move over to Williams Mathias or redundant/retired.

Impact on Priorities

This will support the eisteddod legacy and will enhance, promote and increase pupil participation in vocal and instrumental tuition and ensembles

Risks

The provider of the service will not be able to meet the requirements of the SLA and that schools will request the to make their own arrangements

4 ABA Budget Adjustment

Description

Specialist 1:1 support for a child a YPB. Child has now left (July 2014). Budget no longer required.

Impact on Service Provision

None

Impact on Staff

Staff was to be made redundant however school has taken on the contract.

Impact on Priorities

None

Risks

None

5 Outreach

Description

Support provided by YPB for pupils with ALN in mainstream schools. Budget was set at what was expected to be the highest requirement based on pupil numbers. Reality was budget was set too high.

Impact on Service Provision

None

Impact on Staff

None

Impact on Priorities

None

Risks

Potential risk if numbers increase.

6 Training (L&M)

Description

20% reduction in budget for leadership and management training for school staff.

Impact on Service Provision

Schools may have to contribute to future courses/training.

Impact on Staff

None

Impact on Priorities

None

Risks

None

Savings Proposals for :	<u>FINANCE & ASSETS</u>
Current Budget (£000) - excl. PFI.	6,093
Savings already agreed for 2014/15	0
Further Savings Proposed 2014/15 (£000)	200
2014/15 Savings as a % of Budget	3.3%
2010/11- 2013/14 Savings Achieved (%)	12.8%

Savings	2014/15 £000	TOTAL £000
1 Property Services	100	100
2 Finance	75	75
3 Internal Audit	25	25
		0
TOTAL	200	0

1 Property Services

Description

Management/staff restructure and review of process/admin/technical support roles and service delivery models. Review replacement of vacated posts and consideration of requests for reduced hours.

Impact on Service Provision

Dependent on outcomes of restructure and service re-design. Emphasis on efficiency identification could reduce resource available for good practice property/asset management functions. Statutory undertakings will need to be maintained.

Impact on Staff

Dependent on outcomes of restructure and service re-design. May be some changes in duties/process responsibilities to deliver efficiencies through staff reduction/ implementation of technology etc.

Impact on Priorities

Will continue to support service and corporate priorities in a support service role.

Risks

Increased activity in statutory/income generation areas could impact on property management functions. Impact of "corporate and democracy overheads" needs to be considered. Emerging corporate/regional/national initiatives could impact on outcomes.

2 Finance

Brief Description

Not replacing a vacant post & various requests for reduction in hours across the service. Also, reduction in business miles, subscription and system maintenance budgets.

Impact on Service Provision

None at these levels - changes can be managed by working more efficiently.

Impact on Staff

Staff have requested the reduced hours.

Impact on Priorities

Will continue to support delivery of priorities.

Risks

Changes to workloads and negotiations around external system support costs will need to be properly managed to reduce risks.

3 Internal Audit

Brief Description

Not replacing a vacant post & reduction in hours.

Impact on Service Provision

None - achieved by working more efficiently.

Impact on Staff

Post already vacant.

Impact on Priorities

None.

Risks

Minimal - workplans will reflect the reduction in staff resource.

Savings Proposals for :	<u>HOUSING & COMMUNITY DEVELOPMENT</u>
Current Budget (£000)	1,905
Savings already agreed for 2014/15 (£000)	20
Further Savings Proposed 2014/15 (£000)	40
2014/15 Savings as a % of Budget	3.1%
2010/11- 2013/14 Savings Achieved (%)	14.1%

Savings	2014/15 £000	TOTAL £000
1 Review of Economic & Business Development	30	30
2 Review of Non HRA	10	10
		0
		0
TOTAL	40	40

1 Review of Economic & Business Development

Description

Savings shall be generated largely from the salary budget. Planned efficiency savings were built into the recent service restructuring process.

Impact on Service Provision

The service will focus upon core priorities for example Area Plans and the emerging priorities within the Economic and Community Development Strategy. The savings however will limit the capacity of the service to play a bigger role shaping and influencing the regional economic development agenda and the opportunities that flow from that and could restrict the potential to develop a more proactive approach to inward investment.

Impact on Staff

Staff should be able to focus upon the core service priorities however there will be little capacity to take on initiatives outside the core priorities and managers will need to review how we deliver services to make best use of available resources.

Impact on Priorities

The service shall deliver its core priorities. Capacity to deliver non core priorities and new initiatives shall be very limited.

Risks

There is a risk that the savings will have a significantly adverse impact upon the service at a time when the expectations and aspirations of the council and stakeholders in relation to Economic and Business Development have never been higher. A clear focus upon the Economic and Business Development strategic priorities will be essential as will a clear narrative to explain what things the service will not be taking forward.

2 Review of Non HRA

Brief Description

The savings comprise a mixture of savings on commissioning works and efficiency savings.

Impact on Service Provision

The savings should not negatively impact upon the service as they are being made to the Housing Strategy Team which have secured savings through service restructuring and the re-apportionment of officer costs from the General Fund to the HRA.

Impact on Staff

The savings should not have a negative impact upon staff as part of the savings are being generated as a result of service restructuring.

Impact on Priorities

Savings will not impact upon priorities.

Risks

Given the small scale of savings identified the risks are deemed to be low. Given the relatively small Non HRA budget a small cost pressure in Housing Strategy or Homelessness could have a disproportionate impact and put the savings at risk. Robust management of the budget should mitigate this risk.

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Appendix 3

Music Service Review

The proposal detailed below aims to strengthen the music service provision and as a consequence will deliver a budget saving.

The SLA arrangement with the current provider is due for renewal and the opportunity to review the service as a whole has been taken.

Informed discussions have been undertaken with our regional partners in Gwynedd, Ynys Mon Conwy and Flintshire and our current provider William Matthias with regards to the music arrangements in place for these local authorities. A full review of the music provision within Denbighshire County Council has also been carried out recently.

The service is currently delivered in two parts:

- Part one is delivered by the local authority and this is in relation to the management of instruments and delivery of some ensembles.
- Part two is delivered by the provider and this relates to the management and organisation of the peripatetic music lessons to schools.

The review also highlighted a number of areas that could be improved by drawing up a detailed tender and specification to include clear outcomes and responsibilities as highlighted below:

1. Clarity on the management responsibilities of the peripatetic teaching service
2. Introducing an improved system within the authority for the audit and control the instruments
3. Ensuring equal access for all pupils to ensembles
4. Introducing a consistent method for setting and agreeing targets for individual pupils and reporting on pupil progress and attainment.
5. Agreeing and implementing a strategy for
 - a. increasing the numbers of pupils participating in vocal and instrument tuition and ensembles,
 - b. enhancing and extending musical opportunities for pupils at all key stages in order to promote, engage and secure improved outcomes
 - c. how numbers of ensembles will increase and develop and how the quality of musical ensembles in the pyramid of provision at area/county/regional and national level are monitored
 - d. the training programmes to be delivered to pupils and how those programmes already delivered will be maintained

It is felt that by engaging experts in the delivery of the entire service this will deliver significant improved outcomes for pupils within Denbighshire. There will be a consistent and joined up approach to developing a strategy and delivering operational priorities and it will ensure business continuity should there be staff absence. The approach will also release savings. It is recognised that there will be an impact on some of the existing staff employed by the DCC Music Service, which may include transferring employment and changes to roles.

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Report To: Council

Date of Meeting: 3rd December 2013

**Lead Member / Officer: Councillor Hugh Irving – Lead Member for Housing
Peter McHugh; Head of Housing and Community Development**

Report Author: John Sweeney, Housing Care & Support Manager

**Title: North Wales Regional Gypsy & Traveller Accommodation Needs
Assessment**

1. What is the report about?

North Wales Gypsies and Traveller Accommodation Needs Assessment.

2. What is the reason for making this report?

The purpose of this report is to provide information regarding the North Wales Gypsy and Traveller Accommodation Needs Assessment (GTANA) undertaken by Bangor University.

The North Wales County Councils of Denbighshire, Flintshire, Conwy, Ynys Môn, and Gwynedd jointly commissioned Bangor University to undertake research and assess unmet accommodation need for Gypsies and Travellers.

The collaborative approach is in line with Welsh Government guidance which urges “local authorities to work in a regional capacity and share the legal, moral, financial and political responsibility to address the accommodation inequality experienced by the Gypsy and Traveller community in Wales” (Travelling to a Better Future, Welsh Government).

3. What are the Recommendations?

That Council:

3.1 notes and provides observations on the recommendations of the “Bangor University Report”; that Denbighshire County Council shall be required to provide 2 residential pitches for Gypsies and Travellers (each of which could accommodate up to 4 caravans) and one transit pitch which could accommodate up to 7 caravans on a short term basis - to be developed on a sub regional basis with Conwy County Borough Council; and

3.2 supports the proposed composition and remit of the steering group, as outlined in Appendix 2, to drive the recommendations forward.

4. Report details.

The Executive Summary to the Bangor University North Wales GTANA contains key findings and recommendations and is attached for reference (Appendix 1).

Current site provision across the partaking Local Authorities is a total of 78 pitches; 66 of which are situated within Flintshire and 12 within Gwynedd.

The findings of the Report indicate that by 2016 the site provision needs to be increased by a further 62 residential pitches and 28 transit caravan spaces. The growth requirement for residential pitches is identified per Local Authority; whereas for transit requirements it is identified only as a regional figure.

It is recommended that collaboratively the partaking Local Authorities identify and develop three or four transit sites across the region each accommodating up to seven caravans.

In terms of static provision it is identified that Denbighshire County Council (DCC) should make provision for two residential pitches.

The advice from DCC Legal Services is that the GTANA be adopted as it has identified an accommodation need within Denbighshire which the Council will be obliged to respond to. This requirement upon local authorities is to be further strengthened by Welsh Government in the forthcoming White Paper whereby Local Authorities are to be mandated to provide sites for the Gypsy and Traveller community where there is evidence that a need exists. That said it important for the Council to open up a dialogue with the Gypsy and Traveller Community to ensure their needs will be met by the proposed sites that may be offered.

It should be noted that Conwy County Borough Council is undergoing a similar process and which could present an opportunity to collaborate where appropriate, particularly in relation to the provision of a sub regional transit pitch.

5. How does the decision contribute to the Corporate Priorities?

The proposal meets the Corporate Plan priorities relating to ensuring that:

- Vulnerable People are protected and are able to live as independently as possible
- Ensuring access to good quality housing

6. What will it cost and how will it affect other services?

Additional Resources needed

Financial

Should the Council decide to develop site provision there could be a capital cost including land acquisition and provision of services. It is worth noting that Welsh Government grant assistance can be applied for to assist in meeting these costs; but these are limited and are subject to a bidding process. (Appendix 3)

There may be ongoing management and supervisory responsibilities which will be built into the site appraisal process. Options for site management including whether it is possible to host the service in house, outsource or develop a collaborative approach shall be considered as part of an options appraisal.

It is possible that the Gypsy and Traveller Community might want to purchase land and develop their own site. In this circumstance the Council's role would be to help identify suitable sites within the context of the Local Development Plan (LDP) and ensure subsequent development meet statutory requirements.

It is not possible at this stage to state what the resource requirements will be necessarily as no sites have yet been identified. Any proposed sites will be supported by a business case as part of the options appraisal process.

Examples of arrangements for site provision, management arrangements and associated costs have been obtained from Flintshire CC and Wrexham County Borough Council to provide members with broad indicative cost in respect of revenue commitment. (Appendix 4).

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.

An Equalities Impact Assessment has been undertaken and there are no potentially negative equality impact implications in adopting the GTANA Report (Appendix 5).

8. What consultations have been carried out with Scrutiny and others?

A report on this subject was considered by DCC Communities Scrutiny Committee on 17th October 2013. Scrutiny Committee rejected the proposal on a split decision and feedback from members recommended that more detail on the current costs of dealing with illegal encampments and costs relating to the provision of pitches in line with the GTANA recommendation would be helpful for members to consider which have been incorporated within the appendices attached to this report.

Note the Gypsy and Traveller Community across the Local Authorities involved in the Bangor University "Assessment" were consulted in identifying accommodation need.

9. Chief Finance Officer Statement

Costs relating to the creation of residential and transit pitches are not presently available and shall be subject to the provision of a business case detailing the financial implications for the Council for any sites due for recommendation.

10. What risks are there and is there anything we can do to reduce them?

The data collected through the “Accommodation Assessment” process informs the preparation of Local Development Plans. One of the tests of the soundness of a draft Local Development Plan at its examination is whether it is founded on robust and credible evidence

At the time the Denbighshire LDP was formulated the regional North Wales GTANA had not been fully concluded; however the Denbighshire LDP has been written in such a way as to accommodate future updates based on available data and evidence. Given that the GTANA has now been concluded and a need identified for site provision in the County, DCC could face legal challenge under the Equalities Act if planning permission was refused for an otherwise acceptable site.

Flintshire County Council has adopted the “GTANA” and Conwy CBC has published it at the request of the Inspector who undertook the inspection of their LDP. The County Councils who commissioned the GTANA are each taking the findings through their respective political processes. It is worth noting that both Flintshire and Wrexham are seeking to expand their sites by up to 30 caravans and to provide additional transit sites. Conwy Local Development Plan commits the Authority to find a suitable site for planning consideration by March 2014, whilst Gwynedd already provide a site for Travellers and Anglesey are looking to take a paper to members to seek approval for the provision of sites for Gypsy and Travellers.

The other Authorities who jointly commissioned the North Wales GTANA have accepted or are recommending acceptance of the findings of this research study; as a consequence Denbighshire may be singled out as the only Local Authority not to have adopted the GTANA which could result in further scrutiny/sanction from Welsh Government and potential legal challenge from the Gypsy and Traveller Community.

Should the Council fail to provide appropriate sites for the Gypsy and Traveller Community then the number of illegal encampments is likely to continue and possibly escalate. It is worth noting that there have been 24 instances of illegal encampment by Gypsies and Travellers in the last 3 years and every Local Authority in North Wales have experienced an increase in illegal encampments over the last two years.

The economic impact of unauthorised encampments should not be underestimated not only through potentially significant clear up costs – a recent illegal encampment in Cefndy Road Industrial Park, Rhyl, over the summer cost £5,000 and caused considerable disruption and inconvenience to businesses operating at the industrial park. One prominent local business at a meeting with the Head of Housing and Community Development urged the council to do all within its power to stop illegal encampments stating that should they continue disrupt his business he would need to consider relocating from Rhyl and possibly moving out of Denbighshire.

11. Power to make the Decision

Article 6.3.2(a) of the Council’s Constitution provides the committee with the power to make recommendations in connection with the discharge of the Authority’s functions.

Executive Summary

- 1.1 This summarizes the main findings and recommendations of the Gypsy and Traveller Accommodation Needs Assessment [GTANA] conducted for a consortium of five authorities in north Wales, and the Snowdonia National Park Authority. The objective of the GTANA is to assess the accommodation needs of members of the Gypsy and Traveller communities, giving them a direct voice in the process. The GTANA was managed by a Steering Group including local authority representatives, and members of the Gypsy and Traveller communities. Fieldwork also employed community members as interviewers. This Report has been written by members of the University of Bangor, on behalf of the Steering Group. Any conclusions are the responsibility of the authors alone.
- 1.2 The study draws of three sources of information:
 - An analysis was made of existing sources of information, including research literature and other GTANA surveys identifying strengths and weaknesses of the sources available.
 - Information was obtained from key stakeholders within the local authorities
 - The views of the community were obtained through questionnaires, focus groups and discussions. A total of 93 responses from adult Gypsies and Travellers, and a further 43 from a survey of young Gypsies and Travellers, from a range of tenures and community groups, were received. The community questionnaire invited respondents to identify their aspirations for sites and their preferred location.

Background

- 1.3 Since 2006, the Welsh Government has encouraged local strategic housing authorities to collaborate in producing Local Housing Market Area assessments of the future level and nature of housing demand. The LHMA process feeds into the production of Local Development Plans. An essential part of the LHMA process is the production of a Gypsy and Traveller Accommodation Needs Assessment. For this GTANA, the counties of Conwy, Denbighshire, Flintshire, Gwynedd and Ynys Môn joined together to conduct the GTANA, in collaboration with Bangor University. The Study was managed and commissioned by a steering group consisting of representatives of the local

authorities [and SNPA], members of the Gypsy and Traveller community and the University of Bangor.

1.4 The broader objectives of the study are:

- To produce, in consultation with local Gypsies and Travellers, detailed information about in relation to their demographic profile, household formation, current accommodation needs, accommodation related service and support needs and barriers to accessing services.
- To generate reliable estimates of future accommodation need.
- To assess the current and potential future needs within the Gypsy and Traveller communities in the North West Wales Housing Market Area & Flintshire, i.e. the Study Area, for learning, health services and other services provided by local authorities and their partner organisations.
- To assess the relevance of the policies and strategies in relation to Gypsies and Travellers used by the Partner authorities.

Main Findings

Local Gypsies and Travellers

1.5 Very little information is available on the numbers of Gypsies and Travellers in the UK as a whole, in Wales, or in the study area. Estimates for the UK as a whole vary from 82,000 to 300,000, including those living in Bricks and Mortar housing. It is agreed that in Wales most Gypsies and Travellers are concentrated along the key transport routes in the North and South of Wales. In the study area, there are currently 78 authorized pitches, and a further four caravans on unauthorized developments. Ten vehicles occupied by New Travellers are situated on an unauthorized but tolerated encampment on Ynys Môn. It is estimated that between half and two-thirds of the Gypsy and Traveller population of the UK now live in 'bricks and mortar' housing, either through choice, but may also be through necessity, due to the shortage of pitches on authorized sites. There is no reliable estimate of the total numbers of Gypsies and Travellers living in bricks and mortar in the study area, but from the survey it is clear the number is significant, and distributed between the local authorities. They occupied both private and socially rented accommodation, and owner occupiers.

Characteristics of local Gypsies and Travellers

- 1.6 24 per cent identified as Romany Gypsy, 58 per cent as Travellers, of whom 34 per cent were Irish Travellers, 17 per cent as New Travellers, and 1 per cent as Travelling Showman.
- 1.7 Mean household size was 4.37 persons, median size was four persons. Younger families predominated. The survey did not contact any persons aged 65 or over.
- 1.8 Most respondents described themselves as local to the area.

Gypsies and Travellers and local services

- 1.9 The survey questioned Gypsies and Travellers about their use of local services and their views on the services provided. The Traveller Education Service Some accounts of perceived discriminatory behaviour by local services, health and welfare agencies, and police and local authorities were reported, but other respondents were considered they were treated 'as other people' The Traveller Education Service was generally praised, and the availability of dedicated liaison staff such as the GTLO welcomed.

Accommodation preferences and aspirations

- 1.10 Respondents were asked for their views on the location and nature of further permanent site provision. It should be noted Gypsies and Travellers who want to develop sites privately are face significant obstacles in obtaining planning permission, though more permissions are obtained through the planning and legal appeal processes.

Accommodation need and supply

- 1.11 Using standard calculations, a shortfall of 62 pitches was identified by the year 2016. It should be noted that while the calculations to 2016 are presented on a local authority basis, this is not to imply that future provision should automatically be confined within the boundaries currently existing. Both the WAG guidance (WAG, 2006) and current policy proposals (WG, 2011) support the view that collaborative approaches to these issues are to be preferred.

Table 1: Residential accommodation needs arising from existing district level Gypsy and Traveller populations

Authority	Current provision	Total additional residential pitch requirement (2011-2016)	Total additional transit pitch provision (2011-2016)
Ynys Môn	0	11	28*
Conwy	0	3	
Denbighshire	0	2	
Flintshire	66	36	
Gwynedd	12	10	
Study Area	78	62	28*

*Shared

Note: For pragmatic reasons these figures have been rounded up to the nearest whole pitch

1.12 After 2016, assuming all current need has been addressed; the base calculation is that the number of pitches required will continue to increase at 3 per cent per annum compound. This would produce an overall requirement of 167 pitches (rounded up to nearest whole number) by 2021, an increase of 25 on the 2016 figure, and 194 pitches, a further increase of 27 (both estimates by 2026). Other factors might increase this requirement.

Unauthorized encampments and transit requirements

1.13 Currently, there is no transit site located within the study area. Part of the Gypsy and Traveller site at Llandegai in Gwynedd was previously used as a transit site, but this was discontinued in 2005, following significant management issues relating directly to this part of the site. The discussion of transit site need derives its evidence from local authority data, on unauthorized encampments in the GTANA area during the years 2009 and 2010, together with an input of stakeholder experience.

1.14 Addressing unauthorized encampments can lead to considerable outlay, by both public authorities and the private sector, and may have a significant

impact on relationships between the settled community and the Gypsy and Traveller community

1.15 This calculation of the transit site requirement is based on assumptions set out below. These are:

- Annually, about 55 encampments occur in the study area
- 10% of temporary encampments, about six during the year, will be from those looking for permanent site accommodation, and are discussed under the permanent site requirement
- Thus 90% of encampments, about 49 in total, would require transit accommodation
- The maximum stay would be for one month, though some encampments would be for a shorter period
- Accommodation for 7 caravans would deal with most encampments.

1.16 Using 7 as a working figure, transit requirements would be for (49 multiplied by 7) caravans per annum, or 343 over the year. On a monthly basis, this amounts to 28.5 caravans. However, for reasons discussed, this can involve some element of double counting. Proportionately, about 47% of encampments are recorded in the Gwynedd and Ynys Môn area, 15% in the central area of Conwy and Denbighshire, and 37% in Flintshire.

1.17 It is therefore suggested that the authorities work together to consider three or four transit sites accommodating up to seven caravans. More than one site is to be preferred, for a number of reasons

- They are more likely to be used if close to traditional stopping places
- The size of each site would be reduced
- Difficulties about ethnic or inter-family tensions would be reduced.
- A single transit site for the area would not resolve the issues. It is important that there is somewhere for occupants to move on, and a network is required. The local authorities should work jointly to identify appropriate sites for temporary accommodation on a regional basis.

1.18 It is recommended that the local authorities work jointly to identify appropriate sites for temporary accommodation. These may be transit sites, with a relatively full range of facilities where stays of up to three months may be permitted, or temporary stopping places with more restricted provision, where stays may be limited to 28 days. The nature, as well as the location, of provision, should be informed by data on the patterns of unauthorized encampment in recent years

1.19 There are a number of recommendations for action:

1.20 *Recommendation 1:* Following the guidance from the Welsh Government on adopting a collaborative approach, a North West Wales Gypsy and Traveller

Co-ordination Group comprising of representatives from local authorities and sub-regional partners should be formed to continue the development of a meaningful and co-ordinated approach to Gypsy and Traveller accommodation and related issues, as well as ensuring that the findings from the GTANA are disseminated to departments within the partner Authorities and other stakeholder. The existing Gypsy Traveller Working Group would provide an excellent foundation for such a group, along with representation from the Gypsy and Traveller community.

- 1.21 *Recommendation 2:* A North West Wales Gypsy and Traveller Representative Group, with as wide a geographical representation as possible, should be established representing the views of the local Gypsy and Traveller population, and contribute to the consultative process. A Chair and administrative support for the group should be provided from the North West Wales Gypsy and Traveller Co-ordination Group.
- 1.22 *Recommendation 3:* All partner authorities should ensure that an internal working group exists within each authority. This group should cut across service areas, in order to better co-ordinate the response and approach on Gypsy and Traveller issues and avoid potential duplication of work.
- 1.23 *Recommendation 4:* Each authority should identify a lead officer who manages each authority's response to Gypsies and Traveller issues.
- 1.24 *Recommendation 5:* In order to adhere to Equalities legislation, and to ensure the high quality of on-going monitoring, local authorities should ensure that Gypsies and Travellers are recognised in ethnic monitoring forms, most urgently in relation to housing and planning
- 1.25 *Recommendation 6:* Local authorities should ensure that principles of equality, in relation to Gypsies and Travellers, are embedded in the wide range of services provided. In particular this includes: housing, planning and homelessness polices.
- 1.26 *Recommendation 7:* Local authorities should be sensitive to the different cultural and support needs of Gypsies and Travellers who may present as homeless and those who may require local authority accommodation.
- 1.27 *Recommendation 8:* Residential site waiting lists should be: accessible to all Gypsies and Travellers in the area, and clear and transparent in terms of allocation policies
- 1.28 *Recommendation 9:* The management of permanent sites needs to be evaluated at regular intervals in accordance with the guidance issued by the to the Welsh Assembly Government (WAG, 2008)

- 1.29 *Recommendation 10:* Social Housing Agencies to establish if any such pattern results from positive choices, or negative decisions due to perceived threats or other causes.
- 1.30 *Recommendation 11:* The methods and approaches used by local authorities in promoting affordable accommodation to members of the non-Traveller communities should be adapted to the accommodation used by members of Gypsy and Traveller communities.
- 1.31 *Recommendation 12:* A progressive campaign which would promote the lifestyle and culture of Gypsies and Travellers in a positive light may help alleviate some of the racial discrimination experienced by young and older Gypsy and Travellers across the study area.
- 1.32 *Recommendation 13:* Ensure that staff working in primary and secondary schools have sufficient training about Gypsy and Traveller culture in order to tackle bullying more effectively.
- 1.33 *Recommendation 14:* Local Authorities should consider collectively providing the resources to recruit and train outreach workers (possibly from Gypsy and Traveller communities) to engage with young people.
- 1.34 *Recommendation 15:* Further research is needed with Travelling Show people, in conjunction with the Showmen's Guild, before recommendations can be made
- 1.35 *Recommendation 16:* An aspiration of many members of the Gypsy and Traveller community is to be owner-occupiers, as such there is a need to develop a constructive dialogue between Gypsies and Travellers seeking to develop private sites and planning authorities.
- 1.36 *Recommendation 17:* Planning departments should offer appropriate advice and support to Gypsies and Travellers on the workings of the planning system and the criteria to be considered in applications. This advice may require some tailoring for this particular client group.
- 1.37 *Recommendation 18:* All issues relating to access to services issues need to be disseminated as widely as possible by the North West Wales Gypsy and Traveller Co-ordination Group in consultation with the North West Wales Gypsy and Traveller Representative Group resulting in a strategy on how to improve the experiences of the local Gypsy and Traveller community as well as a facility to report other examples.
- 1.38 *Recommendation 19:* Local authorities should seek to identify possible sites where permission for a residential site might be granted.

- 1.39 *Recommendation 20*: that all counties complete the biannual caravan count.
- 1.40 *Recommendation 21*: that a common protocol for reporting the presence of unauthorised encampments and addressing the issues is agreed by the local authorities.
- 1.41 *Recommendation 22*: All authorities within the study area, or whatever group continues the GTANA process, should decide on a common format for the recording of encampments. Ideally this should contain at least the following items:
- Date encampment was reported
 - Date encampment ended
 - Location, nature of site [public/private; industrial or business park, retail car park, other]
 - Number of caravans,
 - Estimated number of adults and children.
- 1.42 *Recommendation 23*: It is also recommended that data from North Wales Police be included, to aid consistency and completeness.
- 1.43 *Recommendation 24*: It is recommended that the local authorities work jointly to identify appropriate sites for temporary accommodation. These may be transit sites, with a relatively full range of facilities where stays of up to three months may be permitted, or temporary stopping places with more restricted provision, where stays may be limited to 28 days. The nature, as well as the location, of provision, should be informed by data on the patterns of unauthorised encampment in recent years. That stated, analysis of the existing data indicates different patterns between the local authorities in the consortium.

Draft

Gypsy and Traveller Working Group

Introduction

The North Wales Gypsy and Traveller Accommodation Needs Assessment (GTANA) has identified unmet need for residential sites in Denbighshire and transit sites across the region; the recommendation for the latter being that this need be met by cross County collaboration with Conwy County Council.

It is proposed Denbighshire County Council, in accordance with GTANA recommendation, establish an internal working group to better co-ordinate the response and approach on Gypsy and Traveller issues and to ensure that the authority complies with its statutory duties in relation to this area.

Purpose

The purpose of establishing a Denbighshire Gypsy and Traveller Working Group is;

- To ensure the Council meets its full legal obligations in addressing the needs of Gypsies and Travellers
- To look at how the accommodation needs of Gypsies and Travellers can best be met within the County.
- To consider the potential impact of establishing accommodation (site provision) on the Council's resources, local communities and the local economy and how this can be most effectively managed through a fully coordinated approach.
- To determine how unmet accommodation need be met e.g. through site provision owned and managed by Gypsies and / or Travellers; or owned and managed by the Council; or owned by the Council but managed by an appointed agent, or owned and managed by an RSL.

Membership

It is recommended that the Group be lead by Housing Services (the Housing , Care and Support Manager would chair the group) with a broad based membership to facilitate a fully coordinated approach. Representation from the following is considered appropriate;

- Legal Services
- Planning
- Community Safety
- Education (Education Welfare)
- Homelessness and Housing Options
- Supporting People
- Lead Member for Housing (Cllr Hugh Irving)
- Homelessness Champion (Cllr Bill Tasker)

The task and finish group would consider how best to meet the Councils statutory obligations in relation to meeting the accommodation needs of the Gypsy and Traveller Community and make recommendations which shall be reported back to full council for consideration.

It is important to note that the LDP did state that sites would be made available for Gypsy and Traveller Accommodation where there was an identified need however any sites would be subject to the full planning process.

Unauthorised Encampments Costs (2 year period)		Estimated Cost to DCC in running a Site.	Comment
Service	Cost £	Revenue Costs Per Annum	
Legal	2,642.00		
Planning	7,474.00		
Education	7,168.00		
Housing Services	2,200.00		
Total over 2 yrs	19,484.00		
Average p. annum	9,742.00	£18,116.00*	Based on averaged costs from Neighbouring Councils whom provide sites for the Gypsy and Traveller Community. <i>Please note that these figures need to be treated with caution as they do not represent a like for like comparison with Denbighshire and are used as illustration only.</i>

Legal Costs incurred in respect of unauthorised encampments in Denbighshire over a 3 year period is £3,935. Average per annum cost used to calculate costs over two years.

Countrywide & Planning Services

2012/13

- Supervision £1,347.00
 - 6 month Count £203.60
 - Clean up £0.00
-
- Total £1550.60

2013/14

- Supervision £963.34
 - 6 month Count £209.97
 - Clean up £4,750.00
-
- Total £5,923.31

- **Grand Total £7,473.91**

Education

2012/13

- ESW - Cost / Time £ 1,989.90 10 days per academic year.
- ESW Manager Cost / Time £ 1,594.08 6 days per academic year .

2013/14

- ESW Cost / Time £1,989.90 10 days per academic year.
- ESW Manager Cost / Time £1,594.08 6 days per academic year .

Total £7,167.96

Housing Services

2012/13

- Co-ordinating Welfare checks, liaising with legal services, police and countryside services
– 5 days costing £875.00

2013/14

- Co-ordinating welfare checks, liaison with legal, police and other departments and local business
- 7 days costing £1,325.00

Total £2,200.00

- **Estimated Cost to DCC in running a Site.**

It is extremely difficult to estimate costs for running a site in Denbighshire as it will depend upon a large number of variables which at this stage are unknown such as the size, location, infrastructure requirements of the site, availability of capital funding from Welsh Government, is the site to be owned and managed by the Council, the Gypsy and Traveller Community or by a third party?

The answer to all of these questions will influence the final costs of site provision and it is recommended that a full appraisal and business case is undertaken in order to ensure that all costs, income and grant funding is captured and reported back to council as part of any recommendations to provide accommodation sites for the Gypsy and Traveller Community.

It is also worthwhile noting that the costs of managing illegal encampments will raise as the Council will need to undertake more robust housing and welfare assessments going forward which will potentially increase both costs to the council and length of stay for illegal encampments.

Costs for running a site in Denbighshire have been raised on estimating the cost of managing a site in Flintshire added to actual costs in Wrexham which have been aggregated to provide a cost per pitch which has been multiplied by the number of pitch's required in Denbighshire.

Information from Flintshire County Council

Existing Site provision within Flintshire

Current site provision within Flintshire is as follows

- Riverside; Queensferry.
Owned by FCC
22 pitches

- Sandycroft
Privately owned
20 pitches

- Gwespyr
Privately owned
20 pitches

- Hope
Privately owned
4 pitches

- Dollar Park – Holywell
Subject to temporary approval that expires February 2016
8 pitches

Management Arrangements

FCC owned site is managed through a management agreement between the Council and a site resident.

Site management is undertaken under the overview of the Council and is monitored through regular contact with a dedicated officer

The information contained under the below points relate to the Council owned site.

Site Fees and Payment / Collection Arrangements.

The pitch fee currently stands at £70.00 per week and covers the ground rent. This is a Housing Benefit (HB) eligible charge.

The fee is paid to the site manager.

Most occupiers are in receipt of HB.

Note; there are also static caravans on the site provided by the site manager and are subject to rent officer determination in respect of HB.

Electricity supply to each amenity block is provided by pre payment token meter.

Site electricity bills are paid by the site manager

Metered water and sewage charges are billed by Welsh Water/ Dwr Cymru to FCC, which recharges the site manager on the basis of a metered supply to the site. This is collected by the site manager from site residents.

Site Maintenance Issues and Related Indicative Costs

Under the terms of the “management agreement” site maintenance is included within the pitch fee.

This broadly covers general site maintenance e.g. keeping the site clean and free of rubbish, general repairs including damage to amenities, fencing etc.

Any capitalised improvements including replacement of time expired components, electrical installation updates, upgrading etc, fall under the responsibility of the Council

Recently a programme of refurbishment of electrical installation was undertaken by the Council with capital grant aid of £130,000 from Welsh Government

The current pitch fee provides a maintenance fund of approximately £30,000 per annum. The current pitch fee has been based on historical costs of repair and maintenance carried out on the site.

Work carried out by the site manager has included renewal of boundary fences, electrical and plumbing repairs.

Note electrical works are undertaken by Council approved contractor. Works undertaken by the site manager are reported to council for inspection

Information from Wrexham County Borough Council

Existing Site provision within Wrexham

- Ruthin Road
Wrexham County Borough Council owned
15 pitches
- Homestead Lane
Privately owned
1 pitch
- Long Lane
Privately owned
1 pitch
- Southsea
Privately owned
Applied for four pitches but refused, planning appeal pending.

Management Arrangements

Information under this and subsequent headings relates to Wrexham County Borough Council owned site.

The Council Departments for Housing and Public Protection manage the site. Staffing arrangements are as follows; one Housing Estate Manager who has an extended role incorporating overseeing site management, unauthorised encampments and strategic issues; one Tenancy Enforcement Office who has additional duties for Gypsy and Traveller issues; and two Estate Caretakers / Wardens who daily spend time on site i.e. one each morning

and half an hour each afternoon, the rest of their working time is linked to a local Housing Office undertaking estate based caretaking duties .

Site Fees and Payment / Collection Arrangements.

Site Fees.

Older, non refurbished pitches: Current pitch fees are £90.31 per week.

Newly refurbished pitches: Current pitch fees are £103.38 per week.

Note, included within the fee for both non refurbished and refurbished pitches is a £19.00 water charge.

The site fees are Housing Benefit (HB) eligible; whilst the water charge is not. Ninety nine percent of residents are in receipt of HB.

Water Charges.

Charging residents for water is an issue for the Council and residents due to Welsh Water classifying the site as commercial and thus providing only one meter charged to the Council, who then have to divide cost for water and sewerage across the fifteen pitches. Welsh Government are apparently pushing Welsh Water to provide each individual household / consumer with their own individual meter.

Electricity Charges.

Each amenity block is supplied with electricity via a pre payment card meter. The meters are registered to the Council and residents are able purchase cards from the site office or from other locations throughout the Borough.

Site Maintenance Issues and Related Indicative Costs

The site budget for 2013 / 14 inclusive of maintenance and all associated staff costs is circa £90,000.00. Historically the Council has collected approximately £50,000.00 in site fees and electricity charges; indicating an approximate cost to the Council of £40,000.00.

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North Wales Gypsy and Traveller
Accommodation Needs Assessment
November 2013

Equality Impact Assessment

Housing Services Restructure

Contact: John Sweeney.

Updated: 11/11/2013

1. What type of proposal is being assessed?

A strategic or service plan

2. Please describe the purpose of this proposal

To recommend the adoption of the findings of the North Wales Gypsy and Traveller Accommodation Needs Assessment (GTANA) as they relate to DCC

3. Does this proposal require a full equality impact assessment? *(Please refer to section 1 in the toolkit above for guidance)*

Yes

4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken *(Please refer to section 1 in the toolkit for guidance)*

Gypsies and Irish Travellers are distinct recognised racial or ethnic groups under Race Relations case law and all the duties on public bodies under Race Relations legislation apply.

The assessment of Gypsy and Traveller accommodation is a statutory requirement under s.225 of the Housing Act 2004, The Welsh Assembly Government requires local authorities to fully assess Gypsy and Traveller accommodation needs in main-streaming their coverage within their local housing strategy.

“Homes for Wales – A White Paper for Better Lives and Communities 2012 ” introduces a statutory duty on local authorities to provide sites for Gypsy and Traveller communities where need has been identified.

Note the Gypsy and Traveller Community across the Local Authorities involved in the Bangor University “Assessment” were consulted in identifying accommodation need.

5. Will this proposal have a positive impact on any of the protected characteristics?

(Please refer to section 1 in the toolkit for a description of the protected characteristics)

The specific accommodation needs of a defined racial and ethnic group (Gypsies and Travellers) are currently not formally addressed within Denbighshire. Adopting the findings of the North Wales GTANA by DCC will enable this deficit in provision to be addressed.

6. Will this proposal have a disproportionate negative impact on any of the protected characteristics?

No

7. Has the proposal been amended to eliminate or reduce any potential negative impact?

No	<If yes, please provide detail>
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8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?

No	<If yes please complete the table below. If no, please explain here>
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Action(s)	Owner	Date
Report to full Council on 3 December 2013 recommending adoption of the North Wales Gypsy and Traveller Accommodation Assessment and establishment of a working group to ensure the Council complies with its regulatory and statutory responsibilities with regards to the Gypsy and Traveller community.	John Sweeney	3/12/13
<For additional actions, insert row below>	<Enter Name>	<DD.MM.YY>

9. Declaration

Every reasonable effort has been made to eliminate or reduce any potential disproportionate impact on people sharing protected characteristics. The actual impact of the proposal will be reviewed at the appropriate stage.

Review Date:	11.11.2014>
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Name of Lead Officer for Equality Impact Assessment	Date
John Sweeney	11.11.2013>

Please note you will be required to publish the outcome of the equality impact assessment if you identify a substantial likely impact.

County Council Forward Work Plan

Meeting		Item (description / title)	Purpose of report	Council Decision required (yes/no)	Author – Lead member and contact officer
Council Briefing – Budget 9 December		Reserved for an all-Council budget workshop			Cllr Julian Thompson-Hill / Paul McGrady
Council Briefing 27 January	1	Social Media Training (Requires an hour – first on agenda if possible)	A short session for members on the use of social media	N/A	Sue License / Eleri Woolford
	2	Modernisation (2 hours requested)	To give a presentation to Members on the Modernisation programme	N/A	Julie Horman
	3	Denbighshire Talented Athlete Grant	To provide information and seek support for the continuation of the grant	N/A	Cllr Huw Jones / Rhian Roberts
4 February					
25 February	1	Supplementary Planning Guidance Masterplan for the North Wales Hospital	To seek approval to adopt the SPG	Yes	Graham Boase
	2	Local Housing Strategy	To agree the Local Housing Strategy	Yes	Cllr Hugh Irving / Peter McHugh / Sue Lewis

County Council Forward Work Plan

Meeting		Item (description / title)	Purpose of report	Council Decision required (yes/no)	Author – Lead member and contact officer
	3	Capital Plan	To set the budget for the year 2014/2015	Yes	Cllr Julian Thompson-Hill / Paul McGrady / Richard Weigh
	4	North Wales Police – Force Communications Centre (FCC)	Superintendent Alex Goss to give a presentation to increase knowledge of the FCC function and accessibility and possible visits to the FCC if required by Members.	N/A	Superintendent Alex Goss / Jane Pearson, Command Team Secretary.
	5	Contract Procedure Rules: Revised	To consider revisions to the CPRs	Yes	Cllr Julian Thompson-Hill / Lisa Jones
8 April					
Council Briefing 28 April	1	Natural Resources Wales	To introduce the new arrangements now that NRW has been established and to share their corporate priorities and discuss how they impact on the council	N/A	Rebecca Maxwell
13 May ANNUAL MEETING					

County Council Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Council Decision required (yes/no)	Author – Lead member and contact officer
September 2014	1	Capital Plan	To discuss previous years outturn and update of 5 months of current year	Yes	Cllr Julian Thompson-Hill / Paul McGrady / Richard Weigh

Note for officers – Full Council Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
<i>November</i>	22 October	<i>December</i>	19 November	<i>February (4th)</i>	21 January

Updated 08/11/2013 – SP

Council Work Programme.doc

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