

## **CABINET**

Minutes of the meeting of the Cabinet held in the Town Hall, Rhyl on Thursday, 22nd November, 2001 at 10.00 a.m.

### **PRESENT**

Councillors E.C. Edwards (Leader), I.M. German, D.M. Holder, R.W. Hughes, G.M. Kensler, D.M. Morris, E.A. Owens, A.E. Roberts, W.R. Webb, K.E. Wells and E.W. Williams.

Observers: Councillor R.J.R. Jones.

### **ALSO PRESENT**

Acting Chief Executive, Corporate Director of Resources, Financial Controller and the County Clerk.

### **ANNOUNCEMENT**

The Leader congratulated Councillor R.W. Hughes on the formal receipt of her MBE from Her Majesty the Queen.

The Leader welcomed Sally Ellis, Corporate Director of Personal Services to her first Cabinet meeting.

### **907. URGENT MATTERS**

The Leader gave notice of the following items which in his opinion should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972:-

- (i) Response to Local Government Boundary Commission for Wales Draft Recommendations Concerning the Boundary Between Denbighshire and Wrexham;
- (ii) Joint Council for Wales Seminar - item to be taken as last item of Part I;
- (iii) Syniad Joint Council for Wales Seminar on 11.12.2001 - Additional Item;
- (iv) Land Fronting Lairage Market, Glasdir, Ruthin - Additional Item, and
- (v) Prestatyn Golf Course - Additional Item.

### **908. MINUTES OF THE CABINET**

The Minutes of the Cabinet held on 6 November 2001 (previously circulated) were submitted.

Cabinet Minutes 23.10.2001 Item 12 - The Acting Chief Executive updated Members on discussions he had with Chris Ruane MP and Ann Jones AM with regard to the public meeting called by them to discuss Melyd Avenue, Prestatyn. After consultation with the Leader and Lead Members it was agreed the Acting Chief Executive attend the public meeting as otherwise Denbighshire County Council would have been the only public body not represented. The outcome of the public meeting was that the setting up of a Trust should be explored by local residents.

Item 7 Corporate Inland Flood Response Plan - Councillor G.M. Kensler, Lead Cabinet Member for Welsh Language had congratulated officers on the excellent report produced.

***RESOLVED*** that subject to the above, the Minutes of the Cabinet meeting held on 6 November 2001 be approved as a correct record and signed by the Deputy Leader.

### **909. RECRUITMENT**

The Leader, Councillor E.C. Edwards, submitted the following applications for approval:-

- (i) Sc 5 Part-time Accommodation Support Worker - Personal Services: Childrens' Services;

- (ii) Sc 5 Property Officer / Technician - Resources Directorate: County Property Unit;
- (iii) Sc 2 Childcare Information Assistant - Lifelong Learning: Education/Culture;
- (iv) Sc 6 Cyberskills Adviser - Lifelong Learning: Education Services;
- (v) SO 1 Staffing Officer - Lifelong Learning: Strategy and Resources, and
- (vi) Sc 6 Data Programmer/Analyst - Lifelong Learning: Education.

**RESOLVED** that the external advertisement of the above mentioned posts be approved.

**910. NORTH WALES VALUATION TRIBUNAL - ESTABLISHMENT OF JOINT APPOINTMENT PANELS**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking nominations of a Member and officer together with Administrative support to form the Local Authority's membership of a Joint Appointment Panel for the appointment of members to the Valuation Tribunals. After discussion, Members agreed Groups should provide Member nominations with the Corporate Director of the Environment as the officer nomination.

**RESOLVED** that Members agreed Groups should provide Member nominations and the Corporate Director of the Environment the officer nomination, together with Administrative support to form the Local Authority's membership of a Joint Appointment Panel for the appointment of members to the Valuation Tribunals.

**911. EMERGENCY PLANNING REVIEW**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' approval of the Denbighshire County Council response to the August 2001 Cabinet Office discussion document "The Future of Emergency Planning in England and Wales". The Leader asked Members for their comments.

Councillor G.M. Kensler, Lead Cabinet Member for the Welsh Language queried transfer of emergency planning throughout Wales to the National Assembly for Wales. Councillor K E Wells, Lead Cabinet Member for Education and ICT expressed his concerns if the transfer went ahead and suggested the direct link with the Home Office be maintained to ensure continuity of funding.

**RESOLVED** that Members approved the Denbighshire County Council response attached to the report.

**912. WLGA STRATEGIC REVIEW REVISED MANAGEMENT ARRANGEMENTS**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' approval of the response be recommended to Council on the WLGA's Strategic Review.

Members' views were surveyed as part of the WLGA Strategic Review examining the purposes and function of the WLGA during the summer of 2001. The initial paper did not receive substantial support at the WLGA Co-ordinating Committee on 26.10.2001, principally because of the proposal to create an executive group within the WLGA. As a result, the secretariat had been asked to submit a further paper for discussion and consultation.

Councillor W.R. Webb, Lead Cabinet Member for Property commented on the paper and suggested to members that this was the way forward as all Lead Cabinet Members would be invited to discuss topics and meetings would be held if required. Councillor E A Owens, Lead Cabinet Member for Finance also welcomed the paper and said Cabinet Members should be given the opportunity to comment and discuss items.

**RESOLVED** that Members approved and recommended to Council the draft response as a basis for responding to the WLGA Co-ordinating Committee.

**913. LGA EDUCATION EXECUTIVE CLIENT SIDE GROUP**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' nominations to forward to the WLGA for the LGA Education Executive Client Side Group. The Leader nominated Councillor K.E. Wells, Lead Cabinet Member for Education and ICT.

**RESOLVED** that Members nominated Councillor K.E. Wells, Lead Cabinet Member for Education and ICT to be the Welsh Local Authority member representative on the LGA Education Executive Client Side Group.

**914. NATIONAL ASSEMBLY WOODLAND FORUM**

(Typographical error - Officer nomination to read Mr. Michael Hughes).

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' retrospective approval of the nominations of Councillor D.M. Morris and Mr. Michael Hughes to represent the WLGA on the National Assembly Woodland Forum.

**RESOLVED** that Members agreed the retrospective nominations of Councillor D.M. Morris and Mr. Michael Hughes to the WLGA for the National Assembly Woodland Forum.

**915. MEMBERSHIP OF FINANCE WORKING GROUPS IN 2002**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' Member/Officer nominations for the WLGA Finance Working Groups in 2002: the Distribution Sub Group; the Expenditure Sub Group; the Capital Sub Group and the Consultative Forum on Finance.

The current representation for Denbighshire was Councillor W.R. Webb on the Expenditure Sub-Group and the Financial Controller on the Distribution Sub-Group.

Members discussed the role and agreed the Acting Chief Executive discuss with the Chief Executive Designate whether he should be nominated as a Denbighshire representative on these groups. It was also agreed Denbighshire's current representatives be renominated.

**RESOLVED** that Councillor W.R. Webb and the Financial Controller represent Denbighshire on the WLGA Finance Working Groups and the Acting Chief Executive to make further nomination of the Chief Executive Designate if appropriate.

**916. LOCAL MEMBERS NOMINATIONS FOR LEA GOVERNOR VACANCIES**

Councillor K.E. Wells, Lead Cabinet Member for Education and ICT presented the report (previously circulated) for LEA Governor vacancies from the Local Member(s) for the area in which the school(s) are located.

**RESOLVED** that the LEA Governor appointment be approved as listed.

**917. TECHNOLOGY PARTNER**

Councillor K.E. Wells, Lead Cabinet Member for Education and ICT presented the report (previously circulated) seeking Members' approval to the ICT Department to continue discussions with particular IT service companies into the possibility of forming innovative partnership arrangements. The Department needed agreement in principle to form a partnership with outside private sector organisations in order to progress the ICT Strategy and ensure delivery of best value service. Councillor Wells also took the opportunity to congratulate the ICT Department on the results of the recent Best Value Review. Councillor E W Williams, Lead Cabinet Member for Best Value concurred with Councillor Wells' sentiments and said the involvement of everyone at an early stage in the Best Value Review process had proved to be beneficial.

Councillor D.M. Holder, Lead Cabinet Member Training for queried whether both service and maintenance of the IT would be outsourced. The Head of ICT said no decision had been taken but ICT needed more skills which would evolve from a partnership.

**RESOLVED** that Members approved preliminary investigations with outside companies, with the intention of forming an innovative partnership.

**918. SURE START PLAN 2002-2003**

Councillor A.E. Roberts, Lead Cabinet Member for Personal Services Members' presented the report (previously circulated) seeking Members' endorsement of the Sure Start Plan for 2002-2003, as required by the National Assembly for Wales. Councillor Roberts detailed the Plan to Members.

Councillor E.A. Owens, Lead Cabinet Member for Finance said she was pleased to see new partnerships being incorporated and stressed the need to maintain the refocusing. Both the Director and Board needed to ensure new projects were introduced. Councillor Owens expressed concern also for the Social Workers and the pressure the Service faced and said it was important that the Social Workers used the programme.

Councillor R.W. Hughes, Lead Cabinet Member for Culture, Leisure and Tourism stressed the need to ensure that the most disadvantaged areas were made aware of grants available as they were less likely to reply to advertisements for the schemes.

Councillor G.M. Kensler, Lead Cabinet Member for the Welsh Language mentioned some of the various services and in particular the Toy and Equipment Library and asked whether those services were situated where there was greatest need. Councillor K.E. Wells, Lead Cabinet Member for Education and ICT said criteria were laid down for the use of the funds with key geographical areas mentioned. The Corporate Director Personal Services responded by referring to a modest development budget element which could be accessed for the benefit of those areas of identified need not addressed by the implementation of the Plan. This would be highlighted at the evaluation stage of the Plan.

Councillor E.W. Williams, Lead Cabinet Member for Best Value said Members were not always aware of all the funds available and suggested a list / directory of grant aid be made available. Councillor E.A. Owens said a list/directory could be made available once resources had been identified for its production. Members agreed that a report on the practicalities of establishing a Directory of Grant Funding be made to a future Cabinet meeting.

**RESOLVED** that Members endorsed the Sure Start Plan 2002-2003.

**919. PASSENGER TRANSPORT SERVICES**

Councillor D.M. Morris, Lead Member for the Environment presented the report (previously circulated) seeking ratification of the award of contracts to the lowest available tenderer for education transport and public transport services introduced during September 2001; further to Council's resolutions No. 472 on the 19 September 2000 to adopt formally the contract letting procedure as entered into on a trial basis for 12 months, approval of a financial contribution to North Denbighshire Dial A Ride Ltd from the National Assembly for Wales (NAfW) Local Transport Services Grant, (LTSG) to fund the provision of drivers to operate the service to ensure continued provision of this service. Following the provision of a new bus shelter at Ffrith Beach, Prestatyn, to approve its transfer i.e. ownership and maintenance to Prestatyn Town Council.

After discussion it was agreed that "to Prestatyn Town Council" be inserted after Ffrith Beach in the third recommendation.

**RESOLVED** that Members agreed:

- (a) to ratify the award of education transport and public transport services to the lowest available tenderer, for contracts introduced during September 2001 and confirmed as a permanent arrangement the Contract Letting Procedure - Council resolution No 472 refers;

- (b) to approve payment to North Denbighshire Dial A Ride Ltd (an established non profit making organisation) for the provision of paid drivers to provide a public transport service within Denbighshire's passenger transport service network, and
- (c) to approve the transfer of ownership and maintenance of the bus shelter at Ffrith Beach to Prestatyn Town Council following its replacement by the County using Local Transport Services Grant.

**920. TRANSFER OF THE SCHOOL CATERING SERVICE TO CONTRACT SERVICES - ANNUAL SUBSIDY**

Councillor E.A. Owens, Lead Cabinet Member for Finance submitted the report (previously circulated) seeking Members' approval to the payment to Denbighshire Contract Services of an annual subsidy of £30,000 until 2003/2004 when the school catering contract was retendered, associated with the financial implications of the Council's decision in January 2000 to transfer the County's school catering service to the organisation.

**RESOLVED** that an annual subsidy of £30,000 be allocated to Contract Services up until 2003/2004 financial year.

**921. REVENUE BUDGET 2001/2002**

Councillor E.A. Owens, Lead Cabinet Member for Finance submitted the report (previously circulated) seeking Members' further consideration of actions required to reduce the balance of overspendings on services. Councillor Owens detailed the appendices to Members:-

- Schools Delegated Budget projected underspend of £350k still leaves schools balances at a fairly low level;
- Lifelong Learning variance had been reviewed and revised down to £18k overspend;
- Environment had an overspend of £50k on office accommodation which would be contained within base, and
- Personal Services had considerably improved the projected overspend to £18k.

The final projected total overspend at year end was now projected at £18k but with the winter period ahead care would need to be exercised to keep the overall spending within budget.

Councillor W.R. Webb, Lead Cabinet Member for Property welcomed the latest paper and the improved figures.

The Leader, Councillor E.C. Edwards congratulated the Director of Resources and the Financial Controller and staff on their work. Directorates were also complimented on their endeavours to manage within established budgets.

**RESOLVED** that Members noted the figures in the appendices to the report.

**922. LLANGOLLEN CULTURE AND LEISURE FACILITIES**

Councillor R.W. Hughes, Lead Cabinet Member for Culture, Leisure and Tourism submitted the report (previously circulated) seeking Members' approval to the restructuring of the culture and leisure facilities in Llangollen as outlined in Option 5 by refocusing, refurbishing and re-launching of the Old Chapel, Castle Street, Llangollen to provide a new integrated Culture, Learning and Information Centre to benefit both the local community and visitors to Denbighshire. The Assistant Director of Culture and Leisure said Llangollen Town Council had given their support to Option 5 at their meeting earlier in the week.

Councillor W.R. Webb reminded Members that neither the SME Adviser nor the Community Partnership Manager had a base in the centre of Llangollen and asked that the Assistant Director of Culture and Leisure look at the options to ensure a base for the two officers was included in the plans.

**RESOLVED** that Members agreed in principle the restructuring of culture and leisure facilities in Llangollen as outlined in Option 5 by refocusing, refurbishing and re-launching of the Old Chapel, Castle Street, Llangollen to provide a new integrated Culture, Learning and Information Centre that will benefit both the local community and visitors to Denbighshire, subject to external funding being available and the outcome of consultations.

**923. MOBILE PHONE - CRITERIA FOR ENTITLEMENT**

The Leader of the Council, Councillor E.C. Edwards presented the report by the Chair of the Resources Policy Review and Scrutiny Committee (previously circulated) seeking Members approval of specific criteria suggested by the Head of ICT for the purchase allocation of mobile phones as detailed in the report.

**RESOLVED** that Members agreed:-

- (a) *the following criteria, in relation to appropriate category of staff, for purchase of mobile phone:-*
- (i) *Health and Safety - Lone workers etc. (Managers have a responsibility to ensure that safety systems are made available in order to reduce the hazards of working alone or in a "dangerous" environment);*
  - (ii) *Emergency Contacts List - The Emergency Planning Officer has identified 95 posts as essentially contactable in an emergency - this list is available from Emergency Planning;*
  - (iii) *Senior and Executive Officers (Budget holders);*
  - (iv) *Vehicle monitoring and effective communication e.g. refuse collection, highways maintenance;*
  - (v) *Officers who spend a substantial amount of time away from the office and who need to be contactable at all times;*
  - (vi) *Officers who spend occasional periods out of the office but still need to be contactable at this time (shared/group mobile phone);*
  - (vii) *Any other exceptional circumstances that a Head of Service/Manager sees as a justifiable requirement, with the agreement of the Head of ICT. However, it should be noted that it is NOT the responsibility of the Head of ICT to decide which Officers should have mobile phones;*
- (b) *that all mobile phones be obtained through Denbighshire County Council's corporately agreed contract;*
- (c) *that personal use of mobile phones must be monitored and recharged by Heads of Service; and*
- (ch) *that where possible, there should be group use (office allocation rather than officer allocation).*

**924. JOINT COUNCIL FOR WALES**

The Leader of the Council, Councillor E.C. Edwards presented the report (circulated at the meeting) seeking Members' nominations to attend the Joint Council for Wales Seminar on the Introduction to the Greater London Provincial Council Job Evaluation Scheme to be held on 11 December 2001 at The Pavilion, Llandrindod Wells. The County Clerk said this was an important and timely Seminar.

**RESOLVED** that Councillor I.M. German, Councillor G. Williams and 2 officers from Personnel attend the Seminar on the Introduction to the Greater London Provincial Council Job Evaluation Scheme to be held on 11 December 2001.

**925. LAND FRONTING LAIRAGE MARKET, GLASDIR, RUTHIN**

Councillor W.R. Webb, Lead Cabinet Member for Property presented the report (circulated at the meeting) seeking Members' approval to place the above land on the open market.

**RESOLVED** that Members authorise officers to place on the open market land to the front of the Lairage Market.

At this juncture (11.15 a.m) the meeting adjourned for 15 minutes to allow Members to participate in refreshments.

**926. RESPONSE TO LOCAL GOVERNMENT BOUNDARY COMMISSION FOR WALES DRAFT RECOMMENDATIONS CONCERNING THE BOUNDARY BETWEEN DENBIGHSHIRE AND WREXHAM**

Councillor E.C. Edwards, Leader of the Council presented the report (previously circulated) seeking Members' approval to the response to the Local Government Boundary Commission for Wales.

The Assistant Chief Executive: Strategy detailed the various points in the Draft Response, and reminded Members the response was required by the Local Government Boundary Commission on 23.11.2001. Members discussed various aspects of the report and agreed to strengthen / add to the response in particular as regards to tourism.

The Financial Controller detailed further discussion with Deloitte and Touche on the financial aspects of the LGBC Draft Report.

Members requested that the Council's previously stated position on the financial aspects be re-emphasised.

**RESOLVED** that Members agreed the response be amended and be forwarded to the Local Government Boundary Commission for Wales and to Council for approval.

**927. EXCLUSION OF PRESS AND PUBLIC**

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

**928. CAPITAL PLAN 2001/02**

Councillor E.A. Owens, Lead Cabinet Member for Finance presented the report (previously circulated) seeking Members' approval of the Capital Plan 2001/02. The updated plan took account of progress on existing schemes and included additional projects approved by Cabinet during the year. In particular the updated plan also included a provision for capitalisation of fees associated with the PFI Project.

Councillor Owens also indicated that the report included an outline of the Capital Plan for 2002/03 and 2003/004.

**RESOLVED** that Members approved and recommended to Council the proposals for the management of the capital plan in 2001/02 as detailed in the report.

**929. FORMER LIFEGUARD EQUIPMENT FACTORY, RUTHIN**

The Deputy Leader, Councillor W.R. Webb submitted the report (previously circulated) seeking Members' approval for the purchase of the former Lifeguard Equipment Factory in Ruthin.

Members discussed the report in detail.

**RESOLVED** that in view of the fact that the Capital Working Group had not yet met to consider this item it was agreed that the item should stand adjourned to 9.00 a.m. on 27.11.2001, pending a recommendation from the Capital Working Group. Later that morning Council could be advised of the outcome.

**930. PRESTATYN GOLF CLUB**

Councillor W.R. Webb, Lead Cabinet Member for Property presented the report (circulated at the meeting) seeking Members' approval to instruct specialist valuation consultants to open negotiations with Prestatyn Golf Club including ensuring the Council fulfils its obligation to obtain best value.

**RESOLVED** that Members authorise officers to employ consultants to open negotiations with Prestatyn Golf Club, for the sale of land included in the two leases, subject to the realignment of the northern boundary and establishment of the National Cycle Route and to establish the Club's additional requirements for the repositioning of holes to facilitate the National Cycle Route. A further report on the outcome of the negotiations, will be submitted to Cabinet.

The meeting concluded at 12.30 p.m.

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Reconvened meeting held at 9.00 a.m. on Tuesday 27th November 2001 at the Independent Group Room, Council Offices, Ruthin.

**PRESENT**

Councillors E.C. Edwards (Leader), D.M. Holder, R.W. Hughes, G.M. Kensler, D.M. Morris, E.A. Owens, A.E. Roberts, W.R. Webb and K.E. Wells.

**APOLOGIES**

Councillors I.M. Geman and E.W. Williams.

**ALSO PRESENT**

Corporate Director of Resources and County Clerk.

**931. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 7, 8, 9 and 13 of Part 1 of Schedule 12A of the Local Government Act 1972.

**932. CAPITAL PROGRAMME GROUP REPORT**

The Director of Resources presented the report of the CPG following its meeting of 26th November 2001.

The report detailed the bids considered and the recommendations either to approve or defer for further clarification together with an updated table of applications outcomes and estimated net capital payments.

The CPG recommended approval of the application in respect of the former Lifeguard Equipment Factory Ruthin and also an additional application in respect of school furniture procurement.

Members considered the report and the appendices.

**RESOLVED** that Cabinet recommend to Council acceptance of the applications for Capital Funding in respect of the former lifeguard equipment factory Ruthin and school furniture procurement.

The meeting concluded at 9.25 a.m.

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