

CABINET

Minutes of the Cabinet meeting held at 10.00 a.m. on Tuesday 8 September 2009 in Conference Room 1, County Hall, Ruthin.

PRESENT

Councillors P A Dobb, Lead Member for Health, Social Care and Wellbeing; H H Evans, Leader and Lead Member for Education; S Frobisher, Lead Member for Communities; R W Hughes, Lead Member for Personnel and Business Management; M M Jones, Lead Member for Children's Services; J Thompson Hill, Lead Member for Finance; D A J Thomas, Lead Member for Environment: Regeneration and E W Williams, Lead Member for Environment: Sustainable Development.

Observers: Councillor R L Feeley, G M Kensler and C H Williams

ALSO PRESENT

Chief Executive; Deputy Chief Executive / Corporate Director: Resources; Corporate Director: Environment; Corporate Director: Lifelong Learning; and County Clerk.

APOLOGIES

Councillor P J Marfleet, Lead Member for Modernisation and Improvement and the Financial Controller.

1 URGENT MATTERS

There were no urgent items.

2 MINUTES OF THE CABINET MEETING 14.07.2009

The Minutes of the Cabinet meeting held on 14 July 2009 were submitted.

Item 10 Revenue Budget and Summary Capital Plan 2009-2010: Councillor E W Williams raised concern that at the last Cabinet meeting on how £1.127m was allocated to Single Status, and how the £120K was allocated to Public Realm budget without consultation to the Lead Member. Councillor E W Williams suggested and supported by Councillor R W Hughes that a process needs to be in place on what action needs to be taken when funding becomes available.

Councillor E W Williams raised concerns that the first hedge cutting did not take place until 1st September 2009 and encouraged all Members who have similar concerns to attend the next Scrutiny.

Councillor S Frobisher asked for an update on Hyfrydle. The Corporate Director: Environment informed Members that the option analysis would be discussed during October 2009.

Item 16 Implementation of Appetite for Life (Healthy School Meals) Councillor J Thompson-Hill informed Members that resolution 4 was not procedurally correct. To accord with the financial rules, the overspend should be shown in the appropriate Directorate. The Corporate Director: Resources supported Councillor J Thompson-Hill's observations and confirmed that the costs associated with it could not be left in the contingency budget. The Chief Executive agreed that the responsibility of where the budget would be held needs to be debated at CET but as an interim arrangement, full budgetary responsibility would be in the Lifelong Learning Directorate.

RESOLVED that, subject to the above, the Minutes of the meeting held on 14 July 2009 be approved as a correct record and signed by the Leader.

3 NORTH WALES COAST 2016 ACTION PLAN

Councillor D A J Thomas presented the report seeking Cabinet agreement to the Council's representation to the Deputy Minister for Regeneration on the North Wales Coast Strategic Regeneration Action Plan (SRA) produced by the Deputy Minister and to agree the necessary representation and co-ordinational links between the Council and the strategic regeneration area.

Councillor Thomas drew Members attention to the fact that the consultation period for the Action Plan was short; closing this week and this was due to Ministerial delays. While no map was produced with the Action Plan, the boundary had been defined as from the ward of Llandrillo yn Rhos in Conwy to the eastern County boundary of Denbighshire with the need to concentrate on the wards of Rhyl and Colwyn Bay. There would be opportunities elsewhere within the Strategic Regeneration Area to help all affected communities.

Councillor Thomas informed Members that at the Regeneration Board on the 2nd September, they commented that the Action Plan needed to take into account the huge pressures on social care needs in Rhyl. Councillor H H Evans emphasized the need for Regeneration to move at a faster pace, regeneration was about people as well as places. There should be a link within the SRA to the new secondary school structure for Rhyl by ensuring that the SRA influence is brought to bear. In order for the Action Plan to be properly delivered it would require greater collaboration between WAG, the Council and the public sector partners within the SRA.

Councillor E W Williams raised concerns as to the future of Ysbyty Glan Clwyd and that it had now become a major issue. A message should be sent to WAG that the Council should be involved in discussions on any changes in the status of local hospitals. Councillor P A Dobb informed Members that she had a meeting with the Head of Strategic Policy for the LHB who confirmed that the future of Ysbyty Glan Clwyd was not under threat. She also referred to the recent Rhyl Town Council communication

meeting on the 7th September, where Members were unsure of how to inform the public as to the concerns around Ysbyty Glan Clwyd.

Councillor R W Hughes asked that while the Action Plan was concentrating on wards of Rhyl and Colwyn Bay would there be opportunities for funding elsewhere within the SRA in Denbighshire. The Head of Development Services confirmed that the Minister had extended the boundaries to include Prestatyn. The Corporate Director: Environment confirmed that WAG had written the Action Plan, if Cabinet had concerns about boundaries then representations needed to be made to WAG.

Further discussions took place for transparency of arrangements across communities within the SRA. It was agreed that the prioritisation criteria needed to be clear so that if communities were disadvantaged as a result of policy priorities favouring Rhyl and Colwyn Bay, then this should be made clear from the outset. Similarly, any prioritisation should be fully open to consultation among all the communities within the SRA. The Corporate Director: Resources asked by signing up to the Action Plan what was Denbighshire commitment, particularly in relation to revenue funding? The Head of Development Services confirmed that at present the Council had provided £180,000 to provide limited match funding and contingency provision, but next year the Council would need to consider the issue of capacity.

The Chief Executive reminded Members that communication with partners was not an issue but the interrelationship with the Health Trust was an ongoing issue. He confirmed that he was in regular contact with Mary Burrows, of Betsi Cadwaladr University Local Health Board and would share Denbighshire plans. Regeneration should not be looked at in isolation as an economic action; it was not strictly about housing, business opportunities, and jobs but about image and how people felt about their community. We have already started improvements by the Community forums and citizen panel yet further work is still required. The Chief Executive, supported by Councillor Evans, reiterated that the present imbalance between Capital investment and revenue investment needed to be looked at. A clear message was required to be sent to WAG if the Action Plan was to be sustainable then significant revenue resources would need to be deployed.

After discussion Members agreed to add a fourth recommendation.

RESOLVED that Cabinet:

- 1 *approves the North Wales Coast 2016 Action Plan and agrees to write to the Deputy Minister for Regeneration supporting the Action Plan and its implementation.*
- 2 *agrees the proposed collaborative mechanisms as outlined in the report and agrees to write to Conwy County Borough Council seeking a meeting to implement the joint County arrangements.*
- 3 *recommends that the relationship between the Action Plan and the LDP be further developed and that the developing work on Rhyl secondary schools be reflected in the skills agenda of the SRA.*

- 4 *recommends that the SRA Action Plan needs to provide transparency on involvement of all communities in SRA and that collaboration between the Council and Partners needs to be developed through SRA and the LSB.*

4 ADDITIONAL LICENSING OF HOUSES IN MULTIPLE OCCUPATION (HMOs)

Councillor D A J Thomas presented the report seeking agreement to designate an Additional Licensing Scheme for specified types of Houses in Multiple Occupation (HMOs) within the settlement limits of Rhyl. Secondly, Members approve the existing Licensing Conditions, Standards and Fees as previously adopted for the Mandatory Licensing Scheme as outlined in Appendix 1,2 & 3 and for these Conditions and Standards to be adopted by the Council as their local standards for this Additional Licensing Scheme. In addition, to recommend that the Lead Member for Environment: Regeneration be given delegated power to make any subsequent minor changes to the Licensing Conditions and Standards once adopted.

In order to comply with the 3 month statutory period between a Local Authority deciding to designate Additional Licensing and actually implementing Additional Licensing and having regard to various regeneration initiatives in Rhyl associated with the Strategic Regeneration Area, it was recommended that the actual date of implementation be at the discretion of the Head of Service, in consultation with the relevant Lead Member for Environment: Regeneration. In any event the implementation date shall be no later than 31 March 2010.

Councillor P A Dobb said she was pleased to see the paper but questioned the reason why only 325 properties came under the Additional Licensing Scheme (paragraph 2.7.1), the implementation date was not until March 2010 (paragraph 2.2.6), and how it would be resourced and whether targets would be established. It was recommended that the actual date of implementation be at the discretion of the Head of Service, in consultation with the relevant Lead Member for Environment: Regeneration. The Principal Environmental Health Officer - Housing Enforcement confirmed that revenue created from the scheme would be put towards the costs of running the scheme.

Councillor J Thompson-Hill asked when were the mandatory recharging costs last looked at. The Principal Environmental Health Officer - Housing Enforcement confirmed that in 2006 the government produced a matrix for Local Authorities which Denbighshire adopted.

RESOLVED that Members:

- 1 *agree to designate an Additional Licensing Scheme for a specified type of Houses in Multiple Occupation (HMOs) outlined in paragraph 2.1.5 (also refer to paragraph 2.2.2.) within the settlement limits of Rhyl. This scheme will be known as the Denbighshire County Council Additional Licensing Scheme (Houses in Multiple Occupation) Scheme 2009 ("The Scheme").*
- 2 *approve the existing Licensing Conditions, Standards and Fees as previously adopted for the Mandatory Licensing Scheme as outlined in Appendix 1,2 & 3*

and for these Conditions and Standards to be adopted by the Council as its local standards for the Additional Licensing Scheme.

- 3 *recommend that the Lead Member for Environment: Regeneration is given delegated power to make any subsequent minor changes to the Licensing Conditions and Standards once adopted.*
- 4 *recommend that the actual date of implementation be at the discretion of the Head of Service, in consultation with the relevant Lead Member for Environment: Regeneration. In any event the implementation date shall be no later than 31 March 2010.*

5 ALL WALES SCAM BUSTERS TEAM

Councillor S Frobisher presented the report seeking Cabinet Approval for the Head of Planning and Public Protection to enter into an agreement with Newport City Council and Conwy County Borough Council, for the operation of the Scam Busters Team in the Denbighshire area following a successful bid for the Welsh region and funding having been granted for a three year project. The Scam Busters Teams would have two main functions; to tackle rogue traders and provide support to individual Trading Standards Services where large scale enforcement is required.

Councillor H H Evans asked what input the Police would be providing to this Team. The Assistant Head of Planning & Public Protection Services responded that regular meetings were conducted with the Police and that this team would compliment work already undertaken with the Police. There was also information exchange between the Team, Regional Intelligence Officer and North Wales Police via a secure GSX web line. The Team would operate under the overall direction of Newport City Council but members of the team would also operate from Conwy County Council. The Team's work will be overseen by The Wales Heads of Trading Standards (WHoTS) who would decide on work and set targets.

Councillor J Thompson-Hill fully endorsed the pilot project and informed Members that the costs would need to be contained with special WAG funding and that any future implications would need to be funded from within the directorate base budget in line with the Budget Setting criteria for 2010/11.

The Head of Development Services reminded Members that should funding by WAG be withdrawn after 2011 the Authority may be asked to contribute funding to support the Team. An assessment of the Team's contribution to the wellbeing of Denbighshire residents would be conducted before any commitment to financial support was given in 2011. Should the Team's work be considered useful, additional funding would be small and would be met from within the Service budget.

Councillor R W Hughes and Councillor P A Dobb reminded Members about the indirect impact on Corporate Priorities in particular Demographic Change where elderly and vulnerable people need to be protected. The possible use of links with Age Concern, Neighbourhood Watch and the good work that has already been established around

'House Proud' should be considered. These links between the Partnerships and Voluntary Organisations should be used to utilise and spread the word about the Team.

The Head of Development Services informed Members that training would be undertaken by two Community Officers run by Victim Support to offer help and guidance to vulnerable people.

RESOLVED that Cabinet authorises the Head of Planning and Public Protection to enter agreements with Newport City Council and Conwy County Borough Council for the purposes described in paragraph 2.3 of the report. A review of the operation of the Scam Busters Team in Denbighshire to be carried out in December 2010.

6 ILLEGAL MONEY LENDING UNIT

Councillor S Frobisher presented the report seeking Cabinet approval for the Head of Planning and Public Protection to enter into an agreement with Cardiff City Council, for the operation of the Unit in the Denbighshire area. The Unit was presently funded by the Welsh Assembly Government (WAG) until 31 March 2011 and there was no cost to the Authority. After that date it would be for Members to decide whether to continue with the agreement or not. Such a decision would be dependent on future WAG funding and whether there would be any costs to this Authority.

Councillor P A Dobb expressed surprise after work undertaken by Citizen Advice and the Credit Union that they were not mentioned in the report. She further enquired as to the financial pressure on the Council's legal team if investigations went wrong. The County Clerk assured Members that there was a transfer of function which indemnifies Denbighshire by Cardiff City Council for the fees, expenses or liabilities arising from investigations and prosecutions.

Councillor D A J Thomas enquired to who in the Council do incidents of canvassing away from trade premises get reported. The Assistant Head of Planning & Public Protection Services informed Members that incidents should be reported to Denbighshire, Planning & Public Protection.

Councillor R W Hughes drew Members attention to the fact that should funding by WAG be withdrawn or reduced after 2011, the Authority would need to contribute to funding to support the Team. Therefore to become sustainable, if the pilot project was successful the Authority would require to be funded from within the service budget, and to collaborate with Credit Unions and Voluntary Organisations by mainstreaming into Partnerships to alleviate budget pressure. Responding to Members concerns the Chief Executive emphasised that citizens need to be made aware that the Illegal Money Lending Unit was only a Pilot Project with funding for two years only.

RESOLVED that Cabinet authorises the Head of Planning and Public Protection to enter an agreement with Cardiff City Council until 31 March 2011 for the purposes described in the report.

7 HOUSING REVENUE ACCOUNT BUDGET & CAPITAL PLAN UPDATE 2009-2010

The Head of Housing Services: P Quirk presented the report on behalf of Councillor P A Dobb for Members to note the forecast outturn position of the Housing Revenue Account (HRA) and Housing Capital Plan for 2009-2010. Members were also asked to award the third major improvement contract to Bramall Construction Limited. The main change since the last report for the Housing Revenue Account Budget was that costs associated with the Right to Buy scheme would be written off as a revenue expense, rather than being offset against capital receipts. This was because it was unlikely that any dwelling would be sold in the current year. The impact of this was £57k – the bulk was central support services charges and these would be reviewed in October. The financial support for the leasing subsidy was to be withdrawn with effect from 1st October, though the final details had yet to be confirmed.

The next phase of the Housing Capital Plan major improvement contract had been tendered and the contract award sought in today's report. There had been some slippage on planned expenditure this year; this would be recovered next year so the Council remained on target to achieve the Welsh Housing Quality Standard by 2012. The estimate for the next phase of the improvement programme was approximately £10million and would be split into geographic pockets.

RESOLVED that Members note the forecast outturn of the Housing Revenue Account (H.R.A.) and Housing Capital Plan for 2009/10 and award of the third major improvement contract to Bramall Construction Limited.

8 REVENUE BUDGET AND SUMMARY CAPITAL PLAN 2009-2010

Councillor J Thompson Hill presented the report for Members to note the latest estimate of the likely outturn figures for the 2009/10 financial year as detailed in Appendix 1 attached to the report and the summary capital plan performance for 2009/10 as detailed in Appendices 2 and 3. Members were asked to consider the budget performance in light of the need to deliver the Council's agreed budget strategy for 2009/10 and avoid reducing inadequate reserves and to note the latest update on the Council's Money Market dealings.

RESOLVED that Members note

- 1 the latest projected outturn figures for 2009/10 as detailed in Appendix 1 to the report
- 2 the summary Capital Plan performance figures for 2009/10 financial year as detailed in Appendices 2 and 3 attached to the report.

At this junction (11.45 a.m.) the meeting adjourned for 10 minutes to allow members to participate in refreshments

9 PROJECT GAIA – DCC CORPORATE CARBON MANAGEMENT STRATEGY 2009-2020

The Portfolio Officer – Climate Change presented the report on behalf of Councillor P J Marfleet seeking Cabinet agreement of the Corporate Carbon Management Strategy and the targets set for corporate carbon dioxide emissions reduction (See appendix A for Project Gaia's executive summary; for a full copy of the strategy please ring or email Helen Burkhalter on (01824) 706253, helen.burkhalter@denbighshire.gov.uk). It was necessary to recognize the human and financial resource requirements needed in order to achieve targets in carbon dioxide emissions reduction and to perform well under the Carbon Reduction Commitment scheme (CRC). There was also a need to ensure the assimilation of climate change and carbon management awareness amongst staff and Councillors in order to encourage behavioural change. Members were asked to advocate climate change and carbon management initiatives within their individual Portfolios and recommend the adoption of a Corporate Carbon Management Strategy at Council on 22.09.2009, which would supersede the current DCC 60% Carbon Reduction Strategy (2008).

The Portfolio Officer – Climate Change outlined the necessity for the proposed Corporate Carbon Management Strategy. A long term strategy was required to ensure yearly press towards achieving statutory carbon emissions reduction targets and mitigating the high financial risks posed by the Carbon Reduction Commitment scheme (CRC). The target was to reduce Denbighshire carbon dioxide emissions by 33% by 2020 according to Denbighshire baseline this equates to a 3% reduction (outlined in WAG's One Wales Agenda) annually in our CO₂ emissions from all business activities. The scope and structure of the Carbon Management portfolio would have four programme arms - Asset Management Programme, Fleet Management Programme, Waste Management Programme and Business Travel Management Programme. Each programme arm would have a series of projects that will be undertaken to contribute towards the 3% annual reduction following the hierarchy of 'Lean – Mean – Green'. It is envisaged that funding allocation would be at programme level. Senior Responsible owners would submit a 3 year block allocation bid to spend on carbon reduction projects in their programme arm via the Capital Bidding Process. The first phase for 3 year Block Funding Capital Bid for Asset Management Programme Arm Action Plan to be launched October 2009 and completed by the end of December 2009. The second phase; Project Gaia Launched with Climate Change-Carbon Reduction Staff Awareness Campaign, was on going whilst the third phase; Assets Management Programme commences in April 2010.

Councillor H H Evans requested clarification where the targets for Denbighshire carbon emissions came from and were they more challenging than from the existing Carbon Reduction Strategy. The Portfolio Officer – Climate Change responded that targets are set by Central Government under Statutory Acts and that the new strategy would supersede the existing strategy and that Project Gaia's targets correspond with those outlined in WAG's One Wales agenda of 3% emissions reduction annually, and are more realistically achievable considering Denbighshire context and the human and financial resources the Authority had at its disposal.

Councillor R W Hughes told Members that it was the start of a long journey and asked officers what were the three practical things to change our business that would have an impact? The Senior Project Manager responded that under the four programme arms the Asset Management Programme would have the most impact. The biggest object would be to reduce our property portfolio, second; make the buildings that are left more efficient and thirdly, have more rigorous systems off switching off IT equipment.

Councillor D A J Thomas requested clarification that our estimated first payment was a double payment paying for carbon emitted in 2010/11 and what we predict we would emit in 2011/12 equating to £295,393 in April 2011. The Portfolio Officer – Climate Change confirmed that the Authority has to start paying for carbon it emits from non domestic council buildings and street lighting for which we pay the Utility Bill at the beginning of the financial year 2010 at a cost of £12 per tonne. If we emit more or less than this level, we can then either buy more credits or we will be able to sell carbon credits to other organisations in the scheme.

Councillor J Thompson–Hill raised questions in that are we pre-empting the bidding process and noted that the majority of our property portfolio is comparatively old and requires maintaining therefore inefficiency grows year on year and how in principle can we retro fit and would there be penalties imposed on Members if targets were not met. Councillor H H Evans responded that today was for noting the report not making any financial decisions. The Corporate Director: Environment informed Members that Central Government already agreed to targets set in Europe.

Councillor G M Kensler congratulated the Project Team on an excellent paper and noted in paragraph 5.2.1 that we say we do-not have an Energy Manager in the Council. Also, had the Council considered wood burning as a source of alternate fuel source as in Ceredigion who already have a successful biomass system in operation at Llandysul Leisure Centre? The Project Manager confirmed that we currently have no one in post for the Council.

Councillor R L Feeley confirmed that the Asset Management Group has been reconstructed and the first meeting will be on 15th September and extended an invitation to the Project Manager and Portfolio Officer – Climate Change.

The Chief Executive informed Members that Denbighshire had a key leadership role to play at local level. Denbighshire has a reputation as an area of outstanding beauty and high emissions would reflect badly on the Council - a 9% increase was a serious issue. Energy and Asset Management need to be high priority. Councillor P A Dobb enquired whether every building the Council owns been measured for carbon emissions. The Project Manager informed Members that no analysis has been conducted but work would be undertaken.

RESOLVED that Cabinet

- 1 endorse the Corporate Carbon Management Strategy and the targets set for corporate carbon dioxide emissions reduction

- 2 *note the proposal for the spend to save funding bid for a Full Time Energy Manager and note the requirement for the annual allocation of funding to deliver energy efficiency projects, in order to achieve targets in carbon dioxide emissions reduction and to perform well under the Carbon Reduction Commitment scheme*
- 3 *lead the way forward in reducing their carbon footprint and encourage all Councillors and staff to do the same, and in doing so support the assimilation of climate change and carbon management awareness*
- 4 *Members consider the impact climate change will have on their Portfolio areas, the opportunities carbon reduction projects and climate change awareness campaigns could have, and advocate climate change and carbon management initiatives within their individual Portfolios*
- 5 *recommend the adoption of Corporate Carbon Management Strategy at Council on 22 September 2009, which will supersede the current DCC 60% Carbon Reduction Strategy (2008).*

At this junction (12:50 p.m.) the meeting adjourned for 10 minutes to allow Members to participate in refreshments

10 ROUTINE REPORTING ON PERSONNEL

Councillor R W Hughes presented the report for Members to note the Personnel Statistics, and to consider the proposal for quarterly reporting in section 2.5. She had attended Lifelong Learning Scrutiny where it was highlighted that schools have recently adopted the sickness management framework and that the policy and framework was currently being piloted in four schools, Prestatyn High, Ysgol Brynhyfryd, Penmorfa and Pentrecelyn. She further reported that a comprehensive detailed programme for rolling out Trent to schools would be implemented from September.

The overall Matrix – SCM implementation had also proven successful achieving £106,872 savings in the first half year. She was pleased to report that Swine Flu absences due to the illness remained fairly consistent and low.

The proposed quarterly reporting in section 2.5 would allow for more accurate reporting especially in relation to sickness absence. It would also be able to look at trends and produce presentations, which are already being used at Corporate Executive Team meetings. Councillor H H Evans said it would be interesting to see a comparative figure for sickness absences and what the refined targets will be. The Chief Executive endorsed the Trent system but reiterated that it still required refining; the system was only as good as the quality of information stored. It was a live issue for CET and Managers.

The Senior Personnel Officer said that employees could now check their own sickness absences. The Chief Executive informed Members of the intention to set up a Task and Finish Group led by the Service Manager. This group would share good practice and report to CET.

RESOLVED that Members note the information in the report and agree to the proposal for quarterly reporting outlined in section 2.5 of the report.

11 CABINET FORWARD WORK PROGRAMME

Councillor R W Hughes presented the Cabinet Forward Work Programme.

Councillor J Thompson–Hill asked what was the process for including items from Scrutiny Committees on the Cabinet Forward Work Programme and whether everyone was aware of the process as only 1 item had been brought to date. The County Clerk responded that the Scrutiny Officers dealt with the processes. The Chief Executive recommended that a descriptive text be added to the Forward Work programme.

RESOLVED that Cabinet note the Cabinet Forward Work Programme.

12 ISSUES REFERRED TO CABINET BY THE SCRUTINY COMMITTEES

There were no issues referred.

13 URGENT ITEMS

There were no Urgent Items.

PART II

EXCLUSION OF PRESS AND PUBLIC

RESOLVED under Section 100A(4) of the Local Government Act 1972 the Press and Public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

14 SUPPORTING PEOPLE: CHILD PROTECTION FAMILY SUPPORT PROJECT – CONTRACT AWARD

Councillor M M Jones presented the report seeking Cabinet agreement of the award of the Supporting People Contract for the Child Protection Family Support Project to DCC Children and Families Services.

RESOLVED that Cabinet agree the award of the Supporting People Contract for ‘Child Protection Family Support Project’ to DCC Children and Family Service.

15 SUPPORTING PEOPLE: VULNERABLE FAMILIES GENERIC SUPPORT PROJECT – CONTRACT AWARD

Councillor M M Jones presented the report seeking Cabinet agreement of the award of the Supporting People contract for the Vulnerable Families Generic Support Project to Nacro Community Enterprises.

Councillor H H Evans asked in relation to paragraph two, bullet three how we predict the number of vulnerable families and were the transient population included in statistics?

***RESOLVED** that Cabinet agree the award of the Supporting People Contract for the Vulnerable Families Generic Support Project to Nacro Community Enterprises.*

16 SUPPORTING PEOPLE: YOUNG PEOPLE GENERIC SUPPORT PROJECT – CONTRACT AWARD

Councillor M M Jones presented the report seeking Cabinet agreement of the award of the Supporting People Contract for the Young People Generic Support Project to Nacro Community Enterprises.

***RESOLVED** that Cabinet agree the award of the Supporting People Contract for the Young People Generic Support Project to Nacro Community Enterprises.*

17 PROPOSAL FOR A 12 MONTH EXTENSION TO THE EXISTING HIGHWAY MAINTENANCE FRAMEWORK AGREEMENT

Councillor E W Williams presented the report seeking Members' agreement to the extension of the current 3 year Highway Maintenance Framework Agreement for a further 12 months from 1st October 2009 to 30th September 2010.

***RESOLVED** that the current Framework Agreement be extended for 12 months to allow officers to collaborate with Conwy CBC and NWTRA without disruption to our service.*

18 CAPITAL PLAN 2009-2010

Councillor J Thompson Hill presented the report for Members to note the latest position on the 2009/10 element of the Capital Plan. He detailed the current position regarding the major projects, which were progressing well.

Councillor P A Dobb asked why the Telpyn Bridge was not shown in the report.

Councillor R W Hughes asked whether the 14–19 Learning Pathways were co-ordinated with the Colleges.

RESOLVED that Members

- 1 note the latest position on the 2009/10 element of the Capital Plan.
- 2 approve the use of 14–19 Learning Pathways grant totalling £100k as included in paragraph 2.3 of the report
- 3 approve the use of the School Building Improvement Grant (SBIG) totalling £858k on schools capital project as included in paragraph 2.3 of the report
- 4 note the approval by CET under delegated powers for the purchase at auction of the property at 2 – 6 Brighton Road, Rhyl.

19 ISSUES ARISING FROM THE RESTRUCTURE

The Chief Executive detailed his report (circulated at the meeting) and appraised Members of the latest position. Members raised questions on the report which were responded to by the Chief Executive.

RESOLVED that Members agree the Chief Executive recommendations.

The meeting concluded at 14.00 p.m.

REPORT TO CABINET

CABINET MEMBER: Councillor H H Evans, Leader of the Council

DATE: 29 September 2009

SUBJECT: Draft Action Plan – Estyn Inspection March 2009

1 DECISION SOUGHT

Cabinet is requested to approve the attached Action Plan for submission to Estyn.

2 REASON FOR SEEKING DECISION

2.1 A full inspection of Denbighshire education services and of Youth Support Services was undertaken by Estyn in March 2009. The inspection report was published in June and the authority must submit a post inspection action plan to address the inspection's recommendations by the 1st October 2009.

Education Services

2.2 Heads of Service have been identified as the lead for each of the six recommendations made in respect of education services provided by the local authority. The recommendation leads met with the Corporate Director on the 27th August to agree the main objectives and to discuss the actions to be progressed. The Lead officers have developed a number of activities to ensure that any concerns raised by Estyn within the main inspection report are addressed. The format of the action plan ensures that actions have clear timescales for completion and clear accountability for whom is responsible.

2.3 The progress against the Action Plan will be monitored on a monthly basis by the Planning and Performance Department. Key Activities considered as Amber or Red will be reported to the Modernising Education Board to ensure that any issues arising will be addressed. Progress reports will also be provided to the Independent Education Recovery Board previously established by the Minister. The Lifelong Learning Scrutiny Committee has requested the opportunity to monitor progress against the plan as part of their quarterly performance reports.

Youth Support Services

2.4 The Children and Young People's Partnership Team have co-ordinated the compilation of a suitable action plan to address the two recommendations made to the Partnership. The Children and Young People's Strategic Partnership has delegated the responsibility to the Extending Entitlement Group to develop work Strands to enable the Group to focus on taking forward the recommendations from Estyn as part of the actions against the key priorities of the Children and Young People's Plan for young people aged 11-25 years.

2.5 The key Work Strands identified for 2009-11 are:

- Work Strand 1: Develop and Implement Basic Skills Strategy – Beyond School
- Work Strand 2: Improving Social Use of Welsh and Welsh Language Provision
- Work Strand 3: Addressing the Needs of 16-25 year olds
- Work Strand 4: Addressing Rurality
- Work Strand 5: Improving Information
- Work Strand 6: Collating an Overview of Youth Support Services
- Work Strand 7: Develop & Implement NEETs Strategy

3 POWER TO MAKE THE DECISION

The Council is under a duty to prepare an Action Plan under Section 39 of the Education Act 1997. This duty is vested in the Cabinet as a consequence of legislation under the Local Government Act 2000.

4 RESOURCE IMPLICATIONS

4.1 Cost Implications:

Many of the actions can be delivered by redirecting existing resources to focus more clearly on the schools which need support most and by challenging all schools to use funding effectively to raise standards. Additional costings associated with delivering the work plans will be considered as part of the budget setting process for 2010/11.

4.2 Staffing / Accommodation Implications:

The delivery of the action plan may require a change of focus for staff across all Directorates responsible for activities.

4.3 IT Implications:

The action plan details activities required to consider improved IT support for schools.

5 RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendation/s

Should the action plan not be supported the authority may be at risk by failing to provide a detailed action plan to the Inspectorate within the specified timetable.

5.2 Risks associated with agreeing the recommendation/s

Individual risks associated with delivering the action plan will be monitored on a regular basis.

6 FINANCIAL CONTROLLER STATEMENT

Improving the education of Denbighshire's pupils is one of the Council's priority areas and we must produce a credible response to the Estyn inspection. This work will however have to be carried out within the backdrop of reducing resources for the Council. Any additional costs need to be contained within existing budgets or reviewed during the upcoming budget setting process.

7 CONSULTATION CARRIED OUT

The Education Services Action Plan has been developed in consultation with a range of partners. The Lifelong Learning Scrutiny Committee considered an initial draft at its meeting on the 10th September and supported the plan subject to ensuring cross referencing with existing activities within respective service plans be included. The Modernising Education Board considered the draft Action Plan at its meeting on the 16th September. All headteachers were circulated a copy of the draft action plan and were asked to provide comments and observations. Any significant amendments to the Action Plan will be reported verbally to Cabinet at the meeting.

8 IMPLICATIONS

8.1 Assessment of Impact on Corporate Priorities:

The delivery of the Action Plan will support the Council to deliver the corporate priority of Modernising Education.

8.2 Assessment of impact on the Vision, Community Strategy, Equalities and Sustainability:

The prioritisation of Modernising Education will assist the Council to deliver its vision of investing in schools in order to sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy as outlined in the Council's vision.

9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Education Services		
To explore and address the reasons for any delays in implementing agreed actions and to report such issues to the Modernising Education Board	R. Ramm, Policy and Performance Manager / Monthly	J. Walley, Head of Planning and Performance / January 2010
To review and report to Cabinet upon the overall progress against the Action Plan as at the end of	R. Ramm, Policy and Performance Manager / January 2010	J. Walley, Head of Planning and Performance /

December 2009 as part of the quarterly performance report		January 2010
Youth Support Services		
To explore and address the reasons for any delays in implementing agreed actions and to report such issues to the Extending Entitlement Group	Lisa Leece, Children & Young People's Partnership Manager / January 2010	Chair of Extending Entitlement Group / January 2010

10 RECOMMENDATIONS

Members approve the Education Services Action Plan for submission to Estyn, subject to amendments arising from the conclusion of the consultation process.

Members note the Youth Support Services Action Plan for submission to Estyn and makes recommendations for the Partnership to consider accordingly.

REPORT TO CABINET

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

DATE: 29 SEPTEMBER 2009

SUBJECT: REGIONAL COLLABORATION IN SERVICES FOR ADULTS WITH LEARNING DISABILITY

1 DECISION SOUGHT

- 1.2 To seek the support of Cabinet to Phase 1 of a regional collaboration in services for adults with learning disability

2 REASON FOR SEEKING DECISION

- 2.1 In January 2008 external consultants (Mobius UK) were commissioned to carry out a regional review of learning disability services in North Wales. The work was funded by Welsh Assembly's Making the Connections Improvement Fund.
- 2.2 The project was overseen by North Wales Social Services Improvement Collaborative (NWSSIC), which brings together the six Directors of Social Services in North Wales.
- 2.3 Services for adults with Learning Disabilities in Wales have a positive history arising from the 'All Wales Strategy'. However, there has been increasing recognition of the need for change in response to a series of different factors that include demographic, financial and capacity pressures alongside the changing expectations/aspirations of service users and their carers.
- 2.4 The greatest challenge to financially sustainable services for people with Learning Disabilities stems from the demographic changes that are leading to substantial growth in demand for services. The planning period used in this report is the 12 years from now to 2021. In that period the general population across the six Councils will grow by around 11%.
- 2.5 However, analysis suggests that there will be a 44% increase in people with learning disabilities across the Region in the same period. If current service patterns grow incrementally to match that growth there would have to be a 38% increase in budgets – an increase of over £20.3m.
- 2.6 The challenges are essentially the same across all Councils – substantial increases in the numbers needing support in the future; considerable financial pressures; the need to transform services so that they are as efficient as possible and can reflect the citizenship agenda.

- 2.7 If the collaborative approach developed by the external consultants is adopted there will still need to be significant increases in budget to reflect the increasing demand but the adoption of a collaborative approach would help to ensure more efficient service procurement and delivery, thus avoiding future cost increases.
- 2.8 The report's recommendations are contained in appendix 1. The recommendations include the need for a whole council response to ensuring people with learning disabilities are full citizens – as well as improvements to the delivery of social care services. Thus it is recommended that all councils in the region should use all their services, notably Lifelong Learning and Leisure, to provide services for this client group as part of a sustainable solution.

The collaboration proposal

- 2.9 The Mobius UK report sets out a model for future service provision and subsequent work by managers across the region has identified what might best stay local and what could be best achieved by working collaboratively at a regional (or sub regional) level. It is clear that some services would lend themselves to regional commissioning and procurement and others wouldn't, as set out in the following table:

Services fully commissioned regionally	<ul style="list-style-type: none"> ▪ Complex placements ▪ Complex Community Living schemes ▪ Complex services to people with severe challenging behaviour ▪ Certain advocacy services
Services where needs are identified and commissioning plans are developed locally but are commissioned by regional unit to be delivered locally	<ul style="list-style-type: none"> ▪ Community Living services ▪ Homecare services ▪ Respite services (<i>could be at each level</i>) ▪ Complex day services
Services commissioned and delivered locally but according to regional standards and direction	<ul style="list-style-type: none"> ▪ Work Opportunity services ▪ Day services ▪ Care management and assessment ▪ Some locality advocacy services ▪ User and carer involvement

Phase I

- 2.10 It is proposed that an incremental phased approach is taken to the development of collaborative planning and commissioning of services. Eventually, it may be desirable to put in place a wide-ranging Regional Partnership for Learning Disability Services, complementing local service delivery, but it is acknowledged that this may take a significant period of time, perhaps 4/ 5 years.
- 2.11 At this stage, Councils are being asked only to commit to Phase I, the steps outlined in paras 3.07 – 3.18 below. ***Directors across the region are unanimous in their support for this and believe these steps are compatible with maintaining the best of local service delivery.***
- 2.12 **An initial focus will be on the procurement of high cost external care home placements.** This will build on work already underway in South West Wales where significant efficiency savings have been identified by taking a regional approach. We currently spend £26m across North Wales on residential placements for people with learning disability. One of the South Wales authorities involved in the regional approach is projecting annual savings of 3% as the result of collaborative procurement. If we achieved the same level of savings here, this would amount to savings of approximately £0.75m across the region.
- 2.13 The proposed collaborative work would also include **shared contract monitoring and market development and management.** Discussions have been held with the North Wales Procurement Partnership (NWPP) in order that this work can be taken forward jointly with the NWPP.
- 2.14 The proposal is to **establish a Regional Commissioning Unit**, with a brief **to take forward the procurement of complex care packages.** It is agreed that a **Service Manager appointment** is needed, initially for two years, to take this work forward with the urgency the financial risks imply. The post can be funded using Social Services Improvement Agency (SSIA) resources together with a modest contribution of £7k per authority per year. A Job Description, Person Spec and job evaluation have been developed.
- 2.15 As well as progressing the commissioning/procurement work, **the Service Manager would also be charged with developing and implementing a project plan for the medium-term joint working**, including crystallizing the nature of joint working arrangements across local authorities (accepting that there will be a phased development path). **The manager would be expected to provide support for any sub-regional collaborative developments** and the “lead” roles referred to in 3.13 below. Development of a North Wales user/carer assembly would also be part of the brief.
- 2.16 A North Wales Learning Disability Project Team has been established to oversee and manage the implementation programme. Membership comprises Learning Disability Service Managers across the six North Wales authorities. Denbighshire has agreed to be the lead authority, employing the Service Manager and with the Head of Adult Services for

Denbighshire County Council chairing the Project Team. The Director of Social Services and Housing also currently acts as Project Sponsor.

- 2.17 In terms of wider collaboration, there clearly is potential over time to extend activity to other services which could be most effectively commissioned and procured regionally (as shown in the table above.)
- 2.18 In addition, good practice across the region was identified in the Mobius UK report, with councils having strengths in different areas. Councils have already agreed informally to provide leadership in a specific service area, (for example Self Directed Support, or Continuing Health Care), to make best use of resources and avoid the need for 6 councils to have specialist expertise in all areas.
- 2.19 Any learning disability collaboration must include partnership with the NHS. The current NHS reorganisation provides risks, but also an important window of opportunity to shape future service development across sectors.
- 2.20 **A regional network is being established, involving local government and health, but coordinated by local government.** This would mirror developments in Mental Health services which are being coordinated by the NHS.
- 2.21 The NHS have indicated that they will support this proposed approach, and it is already clear that they share many of the challenges facing social care services for people with learning disability (for example service delivery for those with complex needs, financial pressures).
- 2.22 An added advantage of the collaborative approach outlined above is that it enables local government across North Wales to signal its ability to work together. This will undoubtedly enhance credibility and leverage with the new Betsi Cadwalader University Local Health Board.
- 2.23 Finally, a major advantage of the regional approach is the emphasis on all the council's services provided for people with learning disability, education, leisure, housing, protection etc.
- 2.24 This proposal was taken to the North Wales Regional Partnership Board on 17 July 2009 and the Leader and Chief Executive strongly supported the proposal.

3 POWER TO MAKE THE DECISION

Denbighshire County Council has the authority to decide to support this regional partnership.

4 RESOURCE IMPLICATIONS

4.1 Cost Implications:

The external report estimates that changing the pattern of services and working collaboratively will save approximately £7.7million across the regions through cost avoidance.

Each council will be expected to contribute £7k towards the post of a regional service manager. This will be match funded from the SSIA regional fund. It is anticipated that council contributions will be found from within existing budgets.

4.2 Staffing / Accommodation Implications:

Denbighshire County Council will act on a fixed term contract as the employer for the Regional Learning Disability Service Manager for the six Local Authorities.

4.3 IT Implications:

None

5 RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendation/s

People with learning disabilities are economically disadvantaged. It is envisaged that taking a cross council and regional approach to service development it will enhance opportunities for people to be socially included and economically active.

5.2 Risks associated with agreeing the recommendation/s

No obvious risks.

6 FINANCIAL CONTROLLER STATEMENT

The collaborative approach is welcome and should help to contain cost pressures within the service. The council's contribution to the project must be contained within existing resources.

7 CONSULTATION CARRIED OUT

All North Wales local authorities Regional Partnership Board in July 2009 supported the proposal.

Denbighshire Social Services and Housing Scrutiny Committee supported the proposal in September 2009.

8 IMPLICATIONS

8.1 Assessment of Impact on Corporate Priorities:

It is a very significant response for Demographic Change ** numbers of people with Learning Disabilities,

8.2 Assessment of impact on the Vision, Community Strategy, Equalities and Sustainability:

The report is a strategy which the brings the needs of people with learning disabilities to the forefront for Local Authorities and so brings the Councils closer to the community.

9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Learning Disability Network in place	Sally Ellis / Neil Ayling	September 2009
Learning Disability Service Manager appointed	Neil Ayling	November 2009

10 RECOMMENDATIONS

That Cabinet support Phase 1 of a regional collaboration in services for adults with learning disability

REPORT TO CABINET

CABINET MEMBER: Councillor P A Dobb, Lead Member for Health, Social Care & Wellbeing

DATE: 29th September 2009

SUBJECT: Housing Revenue Account Budget & Capital Plan Update Report 2009 / 2010

1 DECISIONS SOUGHT

- Note the forecast outturn of the Housing Revenue Account (H.R.A.) and Housing Capital Plan for 2009/10.
- Formally approve the Framework Agreement covering the Housing Improvement Programme 2009-13.

2 REASON FOR SEEKING DECISIONS

- The need to deliver the Council's agreed budget strategies for the current financial year.
- Contract approval in compliance with the council's Financial Regulations (Contract Procedure Rules).

3 POWER TO MAKE THE DECISION

Housing Act 1985 Part II.

Contract Procedure Rules 25.4

4 RESOURCE IMPLICATIONS

4.1 Cost Implications - Housing Revenue Account Budget 2009/10

- The forecast for the HRA shows that an in-year revenue surplus of £72k should be generated by the end of the financial year, which is £221k less than forecast in the original budget set in February 2009.
- The main change since the last report is that the interest payable to the HRA for balances held has been reduced to reflect the latest estimated interest rate for the year. However, it is likely that the capital charge for improvement programme expenditure will be lower than reported because the price schedules in the recently awarded improvement contract are lower than had been built into the budget and there will undoubtedly be some slippage this year as the new contract is established. This will be

confirmed in the October Cabinet report when the new contract arrangements and work schedules have been agreed.

- The amount quoted for payment of Rent Rebate Subsidy Limitation (£115k) is also likely to be less than quoted but cannot be confirmed until later in the year.
- The Housing Stock Business Plan for 2009/10 assumption of one Right to Buy sale is unlikely to be achieved therefore the Council's housing stock will remain at 3,470 dwellings.

4.2 Cost Implications - Housing Stock Business Plan (HSBP)

- The 2009/10 Plan was approved by Cabinet in February and will be fully reviewed during 2009/10 as the 5-year milestone agreed with Wales Audit Office now approaches. This work will begin in October and Cabinet will be kept informed of progress.

4.3 Cost Implications Housing Capital Plan (Improvement Programme)

- As previously reported, 1,132 properties have been improved as part of the major improvement programme and the windows and heating contracts have also been successfully completed.
- The next phase of the major improvement contract has been tendered and the contract award should be finalised in the coming weeks. As reported above there is likely to be some slippage on planned expenditure this year but this will be recovered next year so the Council remains on target to achieve the Welsh Housing Quality Standard by 2012.
- The capital plan will be fully updated when the contract has been awarded to account for the latest work schedules and prices submitted.
- Following a public tender exercise, seven contractors have been selected to form a Framework Agreement for the housing improvement programme from 2009 to 2013. This gives the Council options going forward that include remaining with the contractor already appointed for Phase 1 or to invite tenders from the other contractors for the remaining phases. Members will record awarding Phase 1 to Bramall Construction recently and for completeness the full list of contractors selected for the Framework Agreement are:
 - Anthony Dever Construction Ltd
 - Watkin Jones Group
 - Integral UK Ltd
 - Kinetics Group
 - White Building Services Ltd
 - Bramall Construction Ltd
 - G Purchase Construction Ltd

5 RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendations

There would be a reduction in financial control and ability to influence the current HRA budget and the longer term future of the Housing Stock Business Plan.

There could be delays in the housing improvement programme that would jeopardise achievement of WHQS by 2012

5.2 Risks associated with agreeing the recommendation

No risk in agreeing the HRA Budget recommendation however there are risks involved with the delivery of the Housing Stock Business Plan (sales, capital costs, etc.) that must be continually reviewed.

There will be risks to control when appointing a new contractor to a major contract but these should be minimised through effective project and performance management

6 FINANCIAL CONTROLLER STATEMENT

Although the latest HRA surplus is less than originally forecast, it is still within the limits that should ensure the Housing Stock Business Plan remains viable. The in-year position is likely to improve as a result of the latest phase of the improvement programme. The five-year review of the HSBP due to commence in October will provide an opportunity to reassess key planning assumptions and should confirm the long-term viability of the Plan.

The establishment of the Framework Agreement for the improvement programme complies with Financial Regulations.

7 CONSULTATION CARRIED OUT

Cabinet agreed the HRA capital and revenue budget in February 2008.

The contract award followed a public tender exercise and an initial evaluation of 45 responses led to a detailed evaluation of 11 tenders.

8 IMPLICATIONS – COUNCIL PRIORITIES & VISION

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

9 ACTION PLAN

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

10 RECOMMENDATIONS

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

Members agree to the formal establishment of a Framework Agreement for the Housing Improvement Programme 2009-2012.

Appendix 1

<u>2008/09</u> Final		Original	<u>2009/10</u> Forecast	Variance
Outturn	<u>Period 5 - Aug 2009</u>	Budget	Out-turn	to Budget
£		£	£	£
<u>EXPENDITURE</u>				
1,773,347	Supervision & Management - General	1,771,215	1,839,934	-68,720
251,090	Supervision & Management - Special	278,325	277,325	1,000
144,789	Welfare Services	146,710	155,175	-8,465
377,064	Homelessness - Leased Properties	386,000	333,259	52,741
2,580,144	Repairs and Maintenance	2,696,000	2,699,431	-3,431
5,126,434	Total Housing Management	5,278,250	5,305,125	-26,875
0	Rent Rebates	0	0	0
2,042,233	Item 8 Capital Charges	2,247,000	2,425,089	-178,089
3,000,000	CERA	0	0	0
0	Rent Rebate Subsidy Limitation	240,000	125,000	115,000
2,925,877	Subsidy	2,811,000	2,859,107	-48,107
17,190	Provision for Bad Debts	25,750	25,750	0
13,111,734	Total Expenditure	10,602,000	10,740,071	-138,071
<u>INCOME</u>				
9,955,062	Rents (net of voids)	10,435,000	10,460,889	25,889
231,038	Leased Rents	281,000	133,453	-147,547
138,416	Garages	151,065	135,713	-15,352
102,168	Interest on Balances & Other Income	28,000	81,680	53,680
10,426,684	Total Income	10,895,065	10,811,736	-83,329
Surplus / Deficit (-) for the Year				
314,950	General Balances	293,065	71,665	-221,400
-3,000,000	Earmarked Balances	0	0	0
3,706,736	Balance as at start of year ~ General	1,021,686	1,021,686	0
1,021,686	Balance as at end of year ~ General	1,314,752	1,093,352	-221,400

Appendix 2

HRA Capital Plan Update 2009/10				
<u>Month 5</u>				
Actual 2008/09 £	Description	Approved Schemes £	Actual at End Aug £	Forecast Outturn £
383,638	Environmental Improvements	400,000	69,972	460,000
7,985,011	Major Improvements	6,853,000	1,274,764	6,519,010
228,111	Windows Replacement	0	0	0
403,135	Central Heating Contract	0	1,879	17,203
522,826	Disabled Adaptations - Council Properties	400,000	173,331	400,000
0	HRA Capital Contingency	430,000	0	390,000
9,522,721	Total	8,083,000	1,519,945	7,786,213
2008/09 £	HRA Capital Plan Financed By:	Original £	Forecast £	
2,400,000	Major Repairs Allowance Grant	2,400,000	2,400,000	
73,636	Useable Capital Receipts	0	0	
4,049,085	Prudential Borrowing	5,683,000	5,386,213	
3,000,000	CERA	0	0	
9,522,721	Total	8,083,000	7,786,213	

REPORT TO CABINET

FROM: Corporate Director – Resources

DATE: 29 September 2009

SUBJECT: Annual Treasury Report 2008/09

1. DECISION SOUGHT

1.1 In accordance with the Treasury Management Strategy Statement, Cabinet is asked to approve the report on treasury activities undertaken in 2008/09, which is attached as an appendix.

2. REASON FOR SEEKING DECISION

2.1 The main purpose of this report is to update members on the performance of the treasury management function of the Council and to update members on Prudential Indicators.

2.2 The CIPFA Code of Practice on Treasury Management requires the creation and maintenance of a Treasury Management Policy Statement which sets out the policy and objectives of the Council's treasury management activities. The policy requires an annual strategy to be produced. Denbighshire County Council's Treasury Management Strategy Statement 2008/09 was approved by Council on 26 February 2008. This document states that Cabinet will receive a report on its investment activity as part of its Annual Treasury Report (to be produced by 30 September following the financial year end).

Review of 2008/09

2.3 During the year the Council:

- made over £2.2m from its investments, exceeding its target rate of return,
- paid £8m in interest on its loans and
- repaid £5m of loans (net) in line with its strategy to reduce risk.

The attached report gives more details of the Council's treasury management activities and an overview of the economic background for the year.

2.4 The report gives details of the economic conditions in the UK which led to a financial crisis and a recession in the UK. The Bank of England cut interest rates from 5% in April 2008 to 0.5% in March 2009.

2.5 Although the Council's investment return for 2008/09 remained high, the reduction in interest rates is having a significant impact on the investment return for 2009/10 which is expected to be reduced by at least £1m. This means that the investments budget will not be able to contribute to the Council's savings target in the way it has in recent years.

Proposed Changes to Treasury Management Regulation

2.6 The Audit Commission, the Communities and Local Government Select Committee and CIPFA made a number of recommendations on the governance of treasury management. Denbighshire County Council's response has been to prepare a report for the Corporate Governance Committee which recommends the following changes in the governance arrangements for treasury management to be approved by Council:

- That the Corporate Governance Committee be responsible for scrutinising the treasury management function.
- That the Corporate Governance Committee scrutinises the Council's Treasury Management Strategy Statement and the Annual Report on Treasury Activities before approval by Council in February and Cabinet in September respectively.
- That the Corporate Governance Committee receives semi annual updates on Treasury Management.
- That the Corporate Governance Committee receives training so that it is able to effectively scrutinise the treasury management function.
- That the Corporate Governance Committee reviews the Council's risk exposure and its ability to manage risk in relation to its treasury management activities.

3. POWER TO MAKE THE DECISION

3.1 The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 (made under the Local Government Act 2003) contain a regulation (regulation 19) relying on the power in section 15(1) (b) of the Local Government Act 2003 which requires local authorities to have regard to the Chartered Institute of Public Finance and Accountancy's Code of Practice on Treasury Management 2001 which determines the requirement for the Cabinet to receive an annual report on treasury activities for the previous financial year.

4. RESOURCE IMPLICATIONS

4.1 Cost Implications

None

4.2 Staffing / I.T. / Accommodation Implications

None

5. RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendations

The Council is required by the CIPFA Code of Practice on Treasury Management to report by the end of September on its previous year's Treasury Management activities.

5.2 Risk associated with agreeing the recommendations

None.

6. FINANCIAL CONTROLLER STATEMENT

6.1 It is a requirement under the terms of Denbighshire County Council's Treasury Policy Statement for members to be advised of the treasury activities undertaken in the preceding financial year.

7. CONSULTATION CARRIED OUT

7.1 Not applicable.

8. IMPLICATIONS

8.1 Consistency With / Support for Corporate Priorities

Good investment and borrowing decisions allow additional resources to be directed to other Council services.

8.2 Assessment of Impact on the Vision, Community Strategy, Equalities and Sustainability

None directly.

9. ACTION PLAN

9.1 The Treasury Management team will provide reports and training in accordance with the timetable below:

Committee	Date	Report Title	Report Content
Corporate Governance	January	TM Strategy	<ul style="list-style-type: none">- Policy- Strategy- Prudential Indicators
Council	February	TM Strategy	As above
Corporate Governance	July	TM Update	<ul style="list-style-type: none">- External environment- Risks- Activity- Controls- Future Activity
Corporate Governance	Early/mid September	TM Review	<ul style="list-style-type: none">- Review of TM activities during the preceding year- Performance of TM function
Cabinet	End September	TM Review	As above
Corporate Governance	December	TM Update/Training Session	<ul style="list-style-type: none">- As TM Update above- Training on the basics of TM- Refresher sessions on TM developments

10. RECOMMENDATIONS

10.1 Cabinet is asked to note the Annual Treasury Report for 2008/09.

DENBIGHSHIRE COUNTY COUNCIL

***ANNUAL TREASURY REPORT
2008/2009***

**Alan Evans
Corporate Director - Resources**

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GLOSSARY - Useful guide to Treasury Management Terms and Acronyms

Bank of England	UK's Central Bank
Bank Rate	Bank of England Interest Rate (also known as Base Rate)
CPI	Consumer Price Index – a measure of the increase in prices
RPI	Retail Price Index – a measure of the increase in prices
DMO	Debt Management Office – issuer of gilts on behalf of HM Treasury
FSA	Financial Services Authority- the UK financial watchdog
GDP	Gross Domestic Product – a measure of financial output of the UK
GILTS	Investments issued by UK Government which pay a fixed cash payment to the holder
LIBID	London Interbank Bid Rate - International rate that banks lend to other banks
LIBOR	London Interbank Offer Rate – International rate that banks borrow from other banks (the most widely used benchmark or reference for short term interest rates)
PWLB	Public Works Loan Board – a Government department that lends money to public sector organisations
MPC	Monetary Policy Committee - the committee of the Bank of England that sets the Bank Rate
Long term rates	More than 12 months duration
Short term rates	Less than 12 months duration

1. Background

Treasury Management in Local Government is governed by the CIPFA Code of Practice on Treasury Management in the Public Services and in this context is the “management of the Council’s cash flows, its banking and its capital market transactions; the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks”. This Council has adopted the Code and complies with its requirements.

Council approves the treasury strategy and it receives a strategy report at the beginning of each financial year identifying how it is proposed to finance capital expenditure, borrow and invest in the light of capital spending requirements, interest rate forecasts and economic conditions.

The Prudential Capital Finance System came into force on 1 April 2004. The Council determines at a local level its capital expenditure and can borrow or use alternative financing methods to finance capital spending provided that capital plans are demonstrably affordable, prudent and sustainable, and options appraisal supports asset management planning. The Prudential Code for Capital Finance in Local Authorities requires indicators to be set – some of which are limits – for a minimum of three forthcoming financial years.

The Welsh Assembly Government’s (WAG) Guidance on Local Government Investments in Wales came into effect on 1st April 2004. The emphasis of the Guidance is on security and liquidity of invested monies. The Council is required to establish an annual investment strategy and to determine ‘specified’ and ‘non-specified’ investments (see Appendix B) for use during the year.

2. Scope

This report:

- (a) is prepared in accordance with the CIPFA Treasury Management Code and the Prudential Code;
- (b) presents details of capital financing, borrowing, debt rescheduling and investment transactions during the year;
- (c) gives details of the outturn position on treasury management transactions in 2008/09;
- (d) confirms compliance with treasury limits and Prudential Indicators.

3. Economic Outlook for 2008/09

At the time of determining the Treasury Strategy Statement for 2008/09 in February 2008, the outlook for the economy and interest rates was as follows:

Inflation and the outlook for inflation gave cause for concern with the price of oil having reached \$100/barrel. Elevated food prices, fuel and transportation costs were expected to put upward pressure on Consumer Price Inflation (CPI). The effects of the credit crunch and the ensuing market turmoil experienced in the second half of 2007 were however expected to weaken UK business activity and growth. Tighter

credit terms and availability was expected to reduce house prices and consumer spending.

The Bank of England had cut rates to 5.25% in January 2008. Further cuts were expected taking the Bank Rate to 4.75% in 2008 as stresses in financial markets and a deteriorating economic outlook increased the risks to growth.

4. The Economy and Events in 2008/09

Inflation / GDP: Inflation rose higher than anticipated; CPI for May breached the Monetary Policy Committee's 3% outer boundary; CPI for August reached a high of 4.7%. The price of oil reached nearly \$145/barrel and food and commodity prices remained high. Higher levels of inflation did not however result in higher wage settlements as the spectre of slowing growth and deflation trumped concerns over inflation.

Economic conditions in the UK, Eurozone and US economies deteriorated rapidly into the worst post-war recession. In the UK the HBOS measure of house prices slumped by 17.5% in 2008-09. The lack of availability of secured and unsecured finance posed a significant risk to consumer and corporate spending. Unemployment rose to 6.7% and growth fell nearly 3.8% over the 12-month period. The UK was headed for a long and deep recession.

2008 saw the worst upheaval in credit and financial markets for some decades. The financial crisis reached boiling point following the collapse of Lehman Brothers in September and a few weeks later Icelandic Banks. It ultimately prompted governments and central banks to act to secure their financial systems. These included bank bailouts and direct capital injections into banks and financial institutions. Lloyds TSB agreed to acquire HBOS; Cheshire and Derbyshire building societies individually approached Nationwide BS to be acquired by the latter. The government injected significant capital into Royal Bank of Scotland Group (it now owns over 70%) and the Lloyds Banking Group. Financial bailouts and support for banks were replicated in much of Europe and in the US, with increasing pressure from the regulatory authorities for banks to raise capital to survive the worst of the economic downturn.

Interest rates in the UK and US were rapidly cut to near zero. In the UK the Bank of England cut rates from 5% in April to 0.5% by March 2009, but this did not have much effect in boosting the economy. The Bank of England initiated its Quantitative Easing (QE) programme in March 2009 under which the Bank would buy back an initial £75bn of gilts over a 3-month period with the purpose of lowering gilt yields and ultimately borrowing costs for the UK corporate sector.

The government's projections for growth in the November Pre Budget Report were overly optimistic; it was soon apparent the shortfall in public finances would have to be made good by borrowing, estimated in January to rise in excess of £120bn in 2009-10. The borrowing requirement was revised significantly higher in the Chancellor's Budget on 22 April 2009 to £220bn.

Tables for PWLB borrowing rates and UK Money Market rates are in **Appendix A**.

5. Long-term Borrowing/ other Long-term Liabilities : Strategy and Outturn

	Balance at 01/4/2008 £m	Maturing loans £m	Premature repayments £m	New Borrowing £m	Balance at 31/3/2009 £m
Fixed rate loans – Public Works Loan Board (PWLB)	134.146	0.174	7.500	2.000	128.472
Temporary Borrowing	0	3.000	0	3.000	0
Total borrowing	134.146	3.174	7.500	5.000	128.472

Appendix A shows movement in interest rates for borrowing.

The Council did not borrow significantly to meet the cost of capital expenditure during the financial year but used its cash balances instead, reducing treasury risk. The need to borrow in accordance with the Council's requirement will be kept under review in 2009-10.

Capital expenditure was financed as follows:

Source	Amount £000
Supported Borrowing	4,516
Prudential Borrowing	9,500
Capital Grants	26,702
Capital Receipts – Earmarked	1,592
Contributions	570
Capital Expenditure charged to Revenue	3,956
Total	46,836

6. Debt Rescheduling Activity

Debt rescheduling is where the Council takes an opportunity to repay a loan early to take advantage of interest rate movements. The main objective of debt rescheduling is to protect the Council from the risk of interest rate movements, to lower the long-term interest charges paid on its debt and to make sure the Council does not have to repay too many loans in any year.

The PWLB introduced a separate, lower set of repayment rates on 1 November 2007 to calculate the premium paid or the discount received on premature repayment of loans. These lower repayment rates have resulted in reducing rescheduling opportunities by making it more expensive to repay debt early.

Early repayment of debt can also mean the Council has less money invested with other organisations, reducing the risk they will not be able to pay it back to us. Also when interest rates are low repaying debt makes more sense than getting very small investment returns.

The following loans were repaid / raised:

Loans Repaid:

Date	Lender	Principal £	Rate %	Period outstanding (years)	(Premium)/ Discount £
17/10/08	PWLB	2,500,000	4.40	27	139
31/03/09	PWLB	5,000,000	4.35	43	(119)

Loans Raised:

Date	Lender	Principal £	Rate %	Period of loan (years)
23/09/08	PWLB	2,000,000	4.09	1

As a result of loan repayment, new borrowing and maturities during the year, the average rate on the Council's debt changed from 5.96% at 1 April 2008 to 6.02% at 31 March 2009 because it repaid lower rate debt as a part of its strategy to reduce credit risk exposure. The portfolio average life decreased from 44.66 years to 44.26 years.

7. Annual Investment Strategy and Outturn

The Council held average cash balances of £41.11m during the year. These represent the Council's Balances and Reserves, working cash balances and also where money has been borrowed before capital expenditure being incurred.

The Welsh Assembly Government's Guidance on Local Government Investments in Wales gives priority to keeping the money safe (security) and making sure we never run out of cash (liquidity). The Council's aim is to achieve a return on investments in line with these principles. Having assessed the risks associated with the various potential investments, the Council determined the 'specified' and 'non-specified' investments it would use during the year (**Appendix B**).

	Balance at 01/4/2008 £m	Investments Raised £m	Investments Repaid £m	Balance at 31/3/2009 £m
INVESTMENTS				
Internally managed investments	38.300	305.264	293.464	26.500

The Council's existing investments are a combination of long-dated investments (i.e. with maturities in excess of one year) and short-term investments and reflect previous treasury management strategies and decisions. The mix of long- and short-term investments enables the Council to maintain an appropriate level of liquidity and enables it to mitigate re-investment risk (the risk that a large proportion of maturing investments is reinvested when interest rates are at a cyclical low).

The Council's investment income for the year was £2.219m.

Credit criteria, counterparty risk and selection: Financial markets and financial institutions remained in a state of heightened risk as the impact of the financial crisis continued to affect the global economy. The Council's investment activities were restricted to reduce the risk of the Council getting caught up in any problems with the banking sector. During the year, no investments were made for greater than 12 months because of this financial climate.

The Council took advantage of opportunities to repay long term debt in order to reduce its investment balances and its exposure to money markets. During September and October 2008 when confidence in the markets was extremely fragile and counterparty risk at its highest, the Council responded by placing investments with the Debt Management Agency Deposit Facility (guaranteed by HM Treasury). In February 2009, the Council revised its investment strategy. Investments in banks and building societies since that date have been limited to UK institutions that have a AA long term credit rating and are participants in the UK Government's Credit Guarantee Scheme (CGS*). The institutions meeting these criteria were: Abbey National, Barclays Bank, Clydesdale Bank, HSBC Bank, Lloyds TSB Bank and Bank of Scotland (both part of the Lloyds Banking Group), Nationwide Building Society and Royal Bank of Scotland.

**The CGS was announced in October 2008 to stabilise the UK banking system and provide solvency support for the "systemically critical" banking institutions in the UK. The government's CGS is not an explicit guarantee for deposits but is the main platform to maintain the solvency of institutions critical to the UK's financial stability.*

The Council accepted the reduction in the income generated from investing with highly rated counterparties as an acceptable risk-reward trade-off.

Icelandic institutions : The Council confirms that Icelandic banks (Glitnir, Kaupthing and Landsbanki) or their UK subsidiaries (Heritable Bank and Kaupthing Singer and Friedlander) did not feature on the Council's lending list. No investments were therefore placed with any of these banks.

The benchmarks for the year and the returns on the Council's investments were:

Benchmarks	
Average 7-day LIBID, uncompounded (source Bloomberg)	3.53%
Average 3-month LIBID, uncompounded (source Bloomberg)	4.49%
Return on investments managed in-house	5.40%

All investments made during the year complied with the Council's agreed Treasury Management Strategy, Prudential Indicators, Treasury Management Practices and prescribed limits. Maturing investments were repaid to the Council in full and in a timely manner.

8. Minimum Revenue Provision (MRP)

MRP is a statutory requirement to set money aside to repay debt according to a formula. Regulations changed during the year allowing greater freedom to choose how much to set aside to ensure a prudent level of debt repayment.

9. Compliance with Treasury Limits and Prudential Indicators

The Council implemented its treasury strategy within the limits and parameters set in its treasury policy statement and Prudential Indicators as follows:

- (a) Financing its capital spending from government grants / usable capital resources / revenue contributions and an element from external borrowing.
- (b) Adhering to the paramount requirement of safeguarding the council's invested balances during a period of unprecedented problems in the money market; increasing the minimum credit criteria for lending in response to the credit crisis and maintaining adequate diversification between institutions; getting the best investment returns subject to the overriding requirement of security and liquidity.
- (c) Forecasting and managing cash flow and undertaking short-term borrowing and lending to ensure we always have enough money to pay the bills.
- (d) Repaying debt early to reduce credit risk and to spend less on interest payments.

Prudential Indicators

The Council at its meeting on 26 February 2008 approved the recommended Prudential Indicators for 2008/09. The Prudential Indicators for 2008/09 are shown in **Appendix C**.

10. Balanced Budget

The Council complied with the Balanced Budget requirement.

11. Change in External Service Providers

The Council changed its treasury management consultants from Sector to Arlingclose from 1 January 2009 following a tendering exercise.

12. Other Items

At the end of March 2009, CIPFA's Treasury Management Panel issued an interim bulletin "Treasury Management in Local Authorities – Post Icelandic Collapse". CIPFA intends to revise both the Treasury Management Code and Guidance Notes in the light of some local authorities' exposures to the failed Icelandic banks. Formal guidance will follow after consultation on and publication of the revised Treasury Management Code.

Appendix A

Public Works Loan Board (PWLB) borrowing rates and UK Money Market rates during the year were:

Example PWLB Borrowing rates % (The rate at which the Council could borrow money from the Government)

Start Date	Length of Loan		
	1yr	19½-20 yrs	49½-50 yrs
01-Apr-08	4.03	4.71	4.43
31-Oct-08	3.00	4.92	4.48
31-Mar-09	0.83	4.14	4.58

Example Bank Rate, Money Market rates (The rate at which the Council could invest with banks)

Date	Bank Rate %	7-day Investment Rates %	1-month Investment Rates %	6-month Investment Rates %
01-Apr-08	5.250	5.3500	5.7000	5.9000
31-Oct-08	4.500	4.2500	5.4500	5.7000
31-Mar-09	0.500	0.5500	0.8000	1.6200

Specified and Non-Specified Investments determined for use by the Council

1. Specified Investments: (these will have a maximum maturity of 1 year)

The Council has a limit of £6m per banking group for specified investments.

Debt Management Agency Deposit Facility
Term deposits – UK government
Term deposits – other LAs
Term deposits – banks and building societies
Certificates of deposits issued by banks and building societies
UK Government Gilts
Gilt Funds and Bond Funds
Treasury Bills

2. Non-Specified Investments determined for use by the Council:

The Council has a limit of £3m in total for non-specified investments.

	Maximum Maturity Period
Term deposits – UK government (with maturities in excess of 1 year)	5 years
Term deposits – other LAs (with maturities in excess of 1 year)	5 years
Term deposits – banks and building societies (with maturities in excess of 1 year)	5 years
Certificates of deposits issued by banks and building societies	5 years
UK Government Gilts with maturities in excess of 1 year	5 years

Compliance with Prudential Indicators 2008/09

1 Estimated and Actual Capital Expenditure

This indicator is set to ensure that the level of proposed investment in capital assets remains within sustainable limits and, in particular, to consider the impact on the Council Tax and in the case of the HRA, housing rent levels.

No.	Prudential Indicator	2008/09 Estimated Feb 08 £m	2008/09 <i>Revised</i> <i>Feb 09</i> £m	2008/09 Outturn Mar 09 £m
	Capital Expenditure			
	Non-HRA	26,586	37,026	46,836
	HRA	7,890	8,435	9,523
	Total	34,476	45,461	56,359

2 Estimated and Actual Ratio of Financing Costs to Net Revenue Stream

This is an indicator of affordability and demonstrates the revenue implications of capital investment decisions by highlighting the proportion of the revenue budget required to meet the borrowing costs associated with capital spending. The financing costs include existing and proposed capital commitments.

No.	Prudential Indicator	2008/09 Estimated %	2008/09 <i>Revised</i> <i>indicator</i> %	2008/09 Outturn %
	Ratio of Financing Costs to Net Revenue Stream			
	Non-HRA	6.40	5.90	5.88
	HRA	18.92	19.02	18.82
	Total	7.13	6.68	6.63

3 Capital Financing Requirement

3.1 The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. In order to ensure that over the medium term net borrowing will only be for a capital purpose, the Council ensures that net external borrowing does not, except in the short term, exceed the CFR in the preceding year plus the estimates of any additional CFR for the current and next two financial years.

No.	Prudential Indicator	31/3/09	31/3/09	31/3/09	31/3/10	31/3/11
		Estimated	<i>Revised indicator</i>	Outturn	Estimated	Estimated
		£	£	£	£	£
	Capital Financing Requirement					
	Non-HRA	125,367	125,406	120,180	130,420	130,301
	HRA	18,692	21,069	22,136	25,750	26,164
	Total	144,059	146,475	142,316	156,170	156,465

4 Affordable Borrowing Limit, Authorised Limit and Operational Boundary for External Debt

4.1 **Authorised Limit:** This is the maximum amount of external debt that can be outstanding at one time during the financial year. The limit, which is expressed gross of investments, is consistent with the Council's existing commitments, proposals for capital expenditure and financing and with its approved treasury policy and strategy and also provides headroom over and above for unusual cash movements. This limit was set at £155m for 2008/09.

4.2 **Operational Boundary:** This limit is set to reflect the Council's best view of the most likely prudent (i.e. not worst case) levels of borrowing activity and was set at £150m for the financial year.

4.3 The levels of debt are measured on an ongoing basis during the year for compliance with the Authorised Limit and the Operational Boundary. The Council maintained its total external borrowing and other long-term liabilities within both limits; at its peak this figure was £136m.

5 Incremental Impact of Capital Investment Decisions

5.1 This is an indicator of affordability that shows the impact of approved capital investment decisions on Council Tax and Housing Rent levels when the budget for the year was set.

No.	Prudential Indicator	2008/09 £
	Incremental Impact of Capital Investment Decisions	
	Increase in Band D Council tax	10.35
	Increase in average weekly housing rents	1.85

Capital investment decisions do not impact on the weekly housing rents as the Council sets its housing rents in line with the policy laid down by the WAG. There is no variation to council tax once it has been set prior to the commencement of the financial year.

6 Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure

- 6.1 These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates. The exposures are calculated on a net basis i.e. fixed rate debt net of fixed rate investments. The upper limit for variable rate exposure allows for the use of variable rate debt to offset exposure to changes in short-term rates on our portfolio of investments.

No.	Prudential Indicator	2008/09 Estimated %	2008/09 Actual Peak Exposure %
	Upper Limit for Fixed Rate Exposure	100	100
	Upper Limit for Variable Rate Exposure	25	0

7 Maturity Structure of Fixed Rate borrowing

- 7.1 This indicator is to limit large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates and is designed to protect against excessive exposures to interest rate changes in any one period, in particular in the course of the next ten years.
- 7.2 It is calculated as the amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate.

Maturity structure of fixed rate borrowing	Upper limit %	Lower limit %	Actual Borrowing as at 31/3/2009 £000	Percentage of total as at 31/3/2009 %
under 12 months	5	0	6,151	4.79
12 months and within 24 months	5	0	1,040	0.81
24 months and within 5 years	20	0	383	0.30
5 years and within 10 years	30	0	9,618	7.49
10 years and within 20 years	50	0	13,501	10.51
20 years and within 30 years	50	0	8,828	6.87
30 years and within 40 years	50	0	6,000	4.67
40 years and within 50 years	90	0	82,950	64.56
Total			128,471	100

8 Total principal sums invested for periods longer than 364 days

This indicator is set in order to allow the Council to manage the risk inherent in investments longer than 364 days. For 2008/09 this limit was set at £3m. At their peak, these investments totaled £3m.

9 Adoption of the CIPFA Treasury Management Code

The Council confirms its adoption of the CIPFA Code of Treasury Management at its Council meeting on 26 March 2002.

REPORT TO CABINET

REPORT BY: Councillor J Thompson-Hill, Lead Member for Finance

DATE: 29 September 2009

SUBJECT: Revenue Budget and Summary Capital Plan 2009/10

1. DECISION SOUGHT

- 1.1 To note the latest estimate of the likely outturn figures for the 2009/10 financial year as detailed in the attached Appendix 1.
- 1.2 To also note the summary capital plan performance for 2009/10 financial year as detailed in the attached Appendices 2 and 3.

2. REASON FOR SEEKING DECISION

- 2.1 To advise members of the latest indications of budget performance in light of the need to deliver the Council's agreed budget strategy for the 2009/10 financial year and avoid reducing already inadequate reserves and to note the latest update on the Council's Money Market dealings.

3. POWER TO MAKE THE DECISION

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

4. COST IMPLICATIONS

- 4.1 This report details Service's latest projections for the current financial year. Appendix 1 details a forecast overall underspend of £119k, excluding the schools' delegated budgets. This figure is made up of pressures within the Lifelong Learning directorate and Corporate Budget and savings in Social Services and Housing.

i) Lifelong Learning is forecasting an overspend position of £211k due to:

a) the residual costs relating to the Hyfrydle facility on the Ysgol Plas Brondyffryn, £50k.

b) Impact of redundancy/early retirement costs in schools in financial difficulty, £161k.

ii) Social Services & Housing is forecasting a reduced underspend from last month of £413k mainly due to:

a) pressures on Adult Services Community Care and the Implementation costs of PARIS offset by underspends brought forward from last financial year and

temporary savings resulting from the Extra Care Housing scheme.

iii) Corporate budgets now include the additional level of trading loss of the School Meals service above the £150k agreed level of subsidy.

- 4.2 Appendix 2 shows a **Capital Plan summary** and Appendix 3 shows expenditure split by Directorate priority.
- 4.3 Capital expenditure at mid August is **£6.5m, for a plan that totals £32.8m**. Full details of the Capital Plan are contained in a separate report in part two of the agenda.

5. RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendations

Risk of service overspends not being contained within the overall Council budget with the resulting reduction to Reserves & Balances and pressure continuing into future years.

5.2 Risks associated with agreeing the recommendations

Potential for impact upon service levels and quality with possibility of negative impact upon the Council's public image.

6. FINANCIAL CONTROLLER STATEMENT

- 6.1 Directorates need to exercise tight control over their revenue expenditure to ensure they are able to remain within their budgets. The first call on any agreed underspends carried forward into the new financial year together with underspends in the current year, will of course be any pressures in the current year.
- 6.2 The closure of the Hyfrydle facility means the Council's liabilities currently are restricted to the costs of mothballing the building. A review is currently being undertaken to identify a potential use for the building.
- 6.3 The Council is now working closely with both Rhyl High School and Blessed Edward Jones to improve their financial situation. There is still a significant amount of work to be done however positive steps have been taken at both schools. Members will be kept informed of progress.
- 6.4 The continuing loss making trading position of the school meals service was the subject of a report to the last meeting. Members agreed a series of measures to help drive up take up of meals. The temporary subsidy of £150k has been converted into base budget provision while in the current year the service is expected to lose up to a further £100k.
- 6.5 Officers are involved in detailed negotiations with the Health Service to ensure that the Council receives a fair share of the additional W.A.G. Continuing Health Care funding for the current year.

6.6 MONEY MARKET INVESTMENTS UPDATE

The Council is continuing to take steps to protect itself in the current economic situation:

- Further opportunities for debt repayment are being monitored closely and will be pursued when the conditions are favourable in order to reduce investment balances and exposure in the money markets.
- The Council is investing short term cash with the HM Treasury deposit account on a regular basis in order to ensure the security of its investment funds.

The Council no longer has any investments with foreign-owned banks, the final element matured recently and the proceeds received. Investments have now all been redirected into UK or HM Treasury investments.

Officers have met with the Council's Treasury advisers to evaluate the current market position and are reviewing the strategy going forward. In the meantime as borrowing rates are currently at around 4% the decision the practice of borrowing internally remains in place, i.e. run down cash levels. By doing this the Council saves the borrowing costs which currently are about 3% above investment rates.

7. CONSULTATION CARRIED OUT

- 7.1 Lead Cabinet members will consult with Heads of Service during the financial year to agree necessary remedial actions to accommodate pressures in year.

8. IMPLICATIONS ON OTHER POLICY AREAS

The Vision

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

Other Policy Areas Including Corporate

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

9. ACTION PLAN

- 9.1 All departments undertake regular budget monitoring to identify savings and efficiencies.

10. RECOMMENDATION

- 10.1 To note the latest projected outturn figures for 2009/10 as detailed in the attached Appendix 1.
- 10.2 To also note the summary Capital Plan performance figures for 2009/10 financial year as detailed in the attached Appendices 2 and 3.

APPENDIX 1

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
SUMMARY POSITION AS AT END AUGUST 2009**

Directorate	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Previous report £000s
Lifelong Learning (excluding schools delegated)	21,136	-7,072	14,064	21,347	-7,072	14,275	211	0	211	133
Environment	53,364	-22,609	30,755	53,065	-22,310	30,755	-299	299	0	0
Social Services & Housing	57,136	-17,685	39,451	59,690	-20,652	39,038	2,554	-2,967	-413	-599
County Clerk	2,145	-516	1,629	2,145	-516	1,629	0	0	0	0
Resources	11,247	-3,669	7,578	11,247	-3,669	7,578	0	0	0	0
Corporate, Miscellaneous & Benefits	33,825	-26,457	7,368	33,908	-26,457	7,451	83	0	83	0
Total All Services	178,853	-78,008	100,845	181,402	-80,676	100,726	2,549	-2,668	-119	-466
Capital Financing Charges savings & additional Investment Income net of contributions to specific provisions			11,041			11,041			0	0
Precepts & Levies			4,503			4,503			0	0
Contribution to balances/reserves			0			0			0	0
			116,389			116,270			-119	-466

Note:

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

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
LIFELONG LEARNING
SUMMARY POSITION AS AT END AUGUST 2009**

	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Previous report
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Individual School Budgets	60,035	-5,647	54,388	60,594	-5,647	54,947	559	0	559	637
Partnership & Inclusion	5,940	-3,144	2,796	5,990	-3,144	2,846	50	0	50	50
Leisure	4,144	-2,400	1,744	4,144	-2,400	1,744	0	0	0	0
School Development	7,413	-1,317	6,096	7,574	-1,317	6,257	161	0	161	161
Planning & Performance	1,212	-50	1,162	1,212	-50	1,162	0	0	0	83
Libraries	2,427	-161	2,266	2,427	-161	2,266	0	0	0	0
Total excluding schools	21,136	-7,072	14,064	21,347	-7,072	14,275	211	0	211	294

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
LIFELONG LEARNING DIRECTORATE**

	Current Month £000s	Previous Month £000s
<p><u>INDIVIDUAL SCHOOLS BUDGET</u> School balances are currently projected at £861k which is based on the 08/09 brought forward balances less the forecast position on the 5 schools in deficit. Significant work is being undertaken with schools to review their forecasted position with a view to significantly reducing expenditure levels for the year. The position is improving on a monthly basis as further detailed financial modelling takes place.</p>	559	637
<p><u>PARTNERSHIP & INCLUSION</u> Estimated costs associated with the closure of Hyfrydle Children's Home. The estimated costs have been calculated based on the equivalent 08/09 running costs. Further work will be undertaken to clarify the future position of the site.</p>	50	50
<p><u>SCHOOL DEVELOPMENT</u> The costs associated with the schools in financial difficulty and subsequent redundancy/early retirements have now been finalised and are projected at a £161k deficit. Work will be carried out to ascertain how future redundancy pressures can be contained within the schools delegated & non delegated budgets. It is anticipated that as financial modelling of staffing and pupil numbers becomes more robust that the need for redundancies will reduce.</p>	161	0
<p><u>POLICY & PERFORMANCE</u> School Meals Subsidy - Lifelong Learning are currently working with the School Meals service to review the baseline costs of the service and to identify potential developments within the service to reduce the current level of subsidy. The deficit position is now reported within the Environment Directorate.</p>	0	83
TOTAL excluding schools	211	133

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
ENVIRONMENT DIRECTORATE
SUMMARY POSITION AS AT END AUGUST 2009

	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Gross Expenditure £000s	Gross Income £000s	Net Expenditure £000s	Previous report £000s
DEVELOPMENT SERVICES	10,024	-5,795	4,229	10,024	-5,783	4,241	0	12	12	0
HIGHWAYS & INFRASTRUCTURE (see Notes 1&2)	14,765	-5,197	9,568	14,755	-5,133	9,622	-10	64	54	0
PLANNING & PUBLIC PROTECTION (see Notes 1&3)	4,697	-1,554	3,143	4,613	-1,451	3,162	-84	103	19	0
DIRECTOR & SUPPORT (See Note 6)	1,218	-238	980	1,023	-238	785	-195	0	-195	-75
ENVIRONMENTAL SERVICES (See Note 5)	17,043	-7,134	9,909	17,043	-7,134	9,909	0	0	0	0
TOURISM, CULTURE & COUNTRYSIDE (see Note 4)	5,617	-2,691	2,926	5,607	-2,571	3,036	-10	120	110	75
Total Environment	53,364	-22,609	30,755	53,065	-22,310	30,755	-299	299	0	0

Potential Pressures

- 1 As the downturn in the economic climate shows no immediate sign of recovery there is again likely to be major pressures on the large income budgets relating to Car Parking, Building Control, Development Control and Land Charges. The total of the income pressure on these services in 08/09 was £487k and based on current information will exceed £500k in 09/10. However there is a corporate contingency sum set aside as part of the 09/10 budget round to help with these types of pressures and presently it is proposed to set aside £395k of this contingency budget to help offset a large proportion of these income pressures. The remaining balance will need to be found from savings elsewhere in the Directorate's overall budget.
- 2 In the event of severe weather it is possible that the winter maintenance budget, together with the winter maintenance reserve, will be insufficient to cover the costs.
- 3 The Directorate could be faced with some significant costs relating to the North Wales Hospital site in 09/10 but again it is proposed to use part of the Council's contingency budget to ease this potential burden.
- 4 There is likely to be considerable pressures on the Llangollen Pavilion budget in 09/10 but measures are being put in place to try and minimise these as much as possible.
- 5 Latest indications are that there will be a pressure of £83k (over and above the agreed £150k Council subsidy) on the school meals service. Cabinet agreed at its September meeting to fund this pressure from balances in 09/10
- 6 The Directorate will again monitor closely all vacant staffing posts during 09/10. All savings on staffing from delays in filling vacant posts have been removed from services and accumulated in a central budget controlled by the Director. These savings will be required to offset pressures detailed in 1 to 4 above plus any others that arise during the course of the year.

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
SOCIAL SERVICES AND HOUSING
SUMMARY POSITION AS AT END AUGUST 2009

	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Previous report
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Children Services	8,687	-118	8,569	10,169	-1,597	8,572	1,482	-1,479	3	-27
Adult Services	37,422	-9,138	28,284	38,454	-10,207	28,247	1,032	-1,069	-37	-309
<i>Underspend Brought Fwd</i>					-557	-557	0	-557	-557	-352
Business Support & Development	2,803	-538	2,265	3,227	-663	2,564	424	-125	299	204
<i>Underspend Brought Fwd</i>					-150	-150	0	-150	-150	-150
Cymorth Grant	1,741	-1,643	98	1,741	-1,643	98	0	0	0	0
Supporting People Grant	4,481	-4,485	-4	4,481	-4,485	-4	0	0	0	0
Sub Total Social Services	55,134	-15,922	39,212	58,072	-19,302	38,770	2,938	-3,380	-442	-634
Non HRA Housing	2,002	-1,763	239	1,618	-1,350	268	-384	413	29	35
Directorate Total	57,136	-17,685	39,451	59,690	-20,652	39,038	2,554	-2,967	-413	-599

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
SOCIAL SERVICES & HOUSING

<u>Comments</u>	Current Month	Previous Month
	£000s	£000s
SOCIAL SERVICES		
CHILDREN'S SERVICES		
It is expected at this stage that Children's Services will achieve a slight overspend. However, this assumes that there will be no major increased costs from new placements - the number of referrals may well increase in response to recent high-profile cases and the general economic climate. The main pressure areas relate to out of county specialist placements and these are offset by under spending on in house fostering.	3	-27
TOTAL CHILDREN'S SERVICES	3	-27
ADULT SERVICES		
Learning Disabilities		
Reduction in overspend is mainly due to staff vacancies. The overspend assumes CHC disputes will be settled in the Council's favour, however if not this could increase the overspend by more than £200k. Residential placements continue to be the main pressure area due to the increasing number of people requiring high cost placements and others requiring additional support as they get older.	6	20
Mental Illness		
Expenditure on Residential, Nursing and Homecare continues to be the main budget pressure. It is hoped that the Mental Health Partnership expenditure will be close to budget for 2009/10, rather than under spent as in 2008/09, though this will depend on receiving £40k income from Wrexham, which is currently in	97	100
Older People		
Predicted spend on Community Care budgets in previous reports has largely been based on spend in 08-9, plus the cost of the fee increase offered to providers. Expenditure to date has been reviewed this month and shows that care costs have increased more than expected and so a more detailed analysis of care packages is now underway. It should be noted that £205k of the movement between last month and this as a result of a change of accounting treatment following the audit of the 2008/09 statement of accounts. The corresponding entry is within the balance brought forward, so overall there is no impact to the bottom-line.	417	168
Extra Care Housing Provision. The closure of Llys Nant Residential Home should provide savings in 09/10 because part of that budget will be unallocated until 2010/11, when the new Prestatyn extra-care facility opens. Any remaining budget will be used to support the revenue costs of the Ruthin scheme. The savings will be used to dampen pressures in the current and next financial year.	-366	-366
PDSI		
Community Care spend is still forecast to be the main budget pressure. It is expected that Occupational Therapy, CESI (Disability Stores) and equipment spend will all be on budget.	160	145
Performance Management & Commissioning		
This projected under spend is mainly savings in staffing costs which is due to the continuation of the vacancy scrutiny process at the fortnightly Adults Budget Review panel meetings.	-299	-371
Other Adult Services		

Charging policy income received so far is higher than the corresponding period last year and could mean income from charges exceeds original expectations. Income from charges can be volatile and difficult to predict so the situation is reviewed every month and the outturn improved when it is felt prudent to do so. Currently it is believed safe to assume that Charging Policy will exceed budget by £50k	-130	-74
Joint Working & Older People Strategy Grant This grant is fully committed	0	0
Cefndy Healthcare Sales in 2009/10 were expected to exceed £3m but due to recent performance this target may now prove difficult to achieve. Tighter controls on expenditure should improve this year's position by around £86k from 2008/09 (which was an over spend of £164k).	78	60
UNDER SPEND B/FWD 2008/09	-557	-352
TOTAL ADULT SERVICES	-594	-670
Business Support & Development Costs associated with the PARIS project have increased by £87k from the previous month (£173k overspend this year) due to the implementation of the latest phase of the system. In addition Directorate support costs are expected to overspend by £80k with the main pressure being around infrastructure costs.	299	206
UNDER SPEND B/FWD 2008/09	-150	-150
	149	56
Cymorth Grant All expenditure relating to the Cymorth grant has to be spent in year.	0	0
	0	0
Supporting People There is approximately £640k of recurrent under spend and £160k of in year under spend within the grant, until the formula is revised and the grant is cut. The Planning Group agreed not to commit this money in order to dampen the impact of grant formula changes and/or a transfer to a regional body. Either proposal will disadvantage the council financially but the latter could have a significant impact (possibly the immediate removal of £1.2m). The SP funding strategy proposes that no further contributions are made to the reserve, that the in-year surpluses are used to dampen future pressures throughout the Directorate and to contribute to a proposed specialist placement reserve. The reserve will be used to contribute to new pressures from highly expensive care packages.	0	0
HOUSING The pressure on homeless budgets is currently only £15k though demand can be volatile. The economic climate may well eventually have an impact but at present the financial estimates are reasonable. Recent changes to the HRA leasing subsidy may have a negative impact on council funded housing services that will be factored in when the rules have been agreed by WAG.	29	34
TOTAL HOUSING	29	34
TOTAL SOCIAL SERVICES & HOUSING	-413	-607

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10
RESOURCES, COUNTY CLERK, CORPORATE & MISCELLANEOUS
SUMMARY POSITION AS AT END AUGUST 2009**

	Budget			Projected Outturn			Variance			Variance
	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure	Previous report
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
County Clerks (See Note 1)	2,033	-516	1,517	1,993	-516	1,477	-40	0	-40	-40
Translation (See Note 2)	112	0	112	152	0	152	40	0	40	40
Resources Directorate										
Finance	5,286	-2,257	3,029	5,286	-2,257	3,029	0	0	0	0
Policy Unit	394	0	394	394	0	394	0	0	0	0
Audit	448	-124	324	448	-124	324	0	0	0	0
I.T	2,481	-587	1,894	2,481	-587	1,894	0	0	0	0
Personnel	1,486	-291	1,195	1,486	-291	1,195	0	0	0	0
Project Management	323	-222	101	323	-222	101	0	0	0	0
Customer Care	829	-188	641	829	-188	641	0	0	0	0
						0	0	0	0	0
Total	11,247	-3,669	7,578	11,247	-3,669	7,578	0	0	0	0
Corporate and Miscellaneous	8,184	-816	7,368	8,267	-816	7,451	83	0	83	0
Benefits	25,641	-25,641	0	25,641	-25,641	0	0	0	0	0
Total	47,217	-30,642	16,575	47,300	-30,642	16,658	83	0	83	0

Notes

1. Planned saving in salary costs due to delayed recruitment to fund translation overspend, -£40k
2. Underlying pressure under review.

Capital Expenditure By Directorate

	2009/10	2009/10	2010/11	2011/12	2012/13
	Spend to Mid August	Estimated programme	Estimated programme	Estimated programme	Estimated programme
		£000	£000	£000	£000
Environment	5,016	22,924	5,219	4,435	80
Lifelong Learning	1,368	6,672	1,510	1,480	0
Resources	121	1,203	269	269	0
Social Services and Housing	52	390	175	175	0
Total	6,557	31,189	7,173	6,359	80

Capital Expenditure by Council Priority

	2009/10	2009/10	2010/11	2011/12	2012/13
	Spend to Mid August	Estimated programme	Estimated programme	Estimated programme	Estimated programme
	£000	£000	£000	£000	£000
Modernising Education	1,158	6,027	1,180	1,150	0
Roads and Flood Defence	2,402	8,716	800	800	0
Regeneration	376	2,140	315	315	0
Responding to Demographic Change					
Total	3,936	16,883	2,295	2,265	0

As part of the 09/10 revenue budget, the Council agreed to fund the borrowing costs of additional Prudential Borrowing. The table below shows how the funds were allocated and forecast expenditure

Additional Prudential Borrowing

	2009/10	2009/10
	Spend to Mid August	Estimated programme
	£000	£000
Highways	847	4,000
Total	847	4,000

Denbighshire County Council - Capital Plan 2009/10 - 20012/13
Position as at Mid August 2009

APPENDIX 3

		2009/10	2010/11	2011/12 *	2012/13 *
		£000s	£000s	£000s	£000s
Capital Funding:					
1 General Funding:	Unhypothesized Supported Borrowing	10,089	6,124	5,894	5,894
	General Capital Grant	1,905	2,017	1,961	1,961
	General Capital Receipts	523			
	Earmarked Capital Receipts	1,049	0	0	0
		13,566	8,141	7,855	7,855
2 Prudential Borrowing		7,778	269	269	
3 Reserves and Contributions		1,962	0	0	0
4 Specific Grants		9,567	608	80	70
	Total Finance	32,873	9,018	8,204	7,925
	Total Estimated Payments	-31,189	-7,173	-6,359	0
	Contingency	-684	-1,000	-1,000	-1,000
	Earmarked Contingency	-1,000			
	Unallocated Reserve	0	0	0	0
	Surplus/ -Insufficient Resources	0	845	845	6,925

Note

* The level of general Assembly funding for future years is unknown currently, but is likely to reduce significantly

REPORT TO CABINET

CABINET MEMBER: Cllr J. Thompson-Hill, Lead Member for Finance

DATE: 29 September 2009

SUBJECT : UPDATE ON LIKELY ASSEMBLY SETTLEMENTS
2010/11 TO 2013/14.

1 DECISION SOUGHT

1.1 That Members note the likely level of Assembly support for both Revenue and Capital spend over the next 4 financial years.

1.2 That Members note the need to begin the process of identifying Revenue Budget savings for future years.

1.3 That Members note the severely reducing nature of Capital funding likely to be available in the next few financial years.

2 REASON FOR SEEKING DECISION

2.1 The Welsh Local Government Association held a seminar on the future prospects for Assembly funding for Welsh Councils on 8 September. The content was on the projected position on Local Government funding, both Capital and Revenue, from 2010/11 to 2017/18. In the continuing difficult funding situation for the Public Sector, it was stated that it is likely to be 8 years before the position returns to previous levels.

2.2 The forecasts were somewhat worse than had been previously estimated by WLGA and included in the draft Medium Term Financial Plan reported to Council in July. The position for Local Government can of course only be estimated at this stage and is very much dependent upon the degree of protection given by the Assembly to the Health Service.

2.3 WAG cumulative funding from Westminster is expected to reduce by £2.2b over the period 2011/12 to 2013/14, £700m from Revenue funding and £1.5b from Capital. The estimated resulting level of Revenue funding shortfall for DCC, assuming pressures that will need to be responded to, e.g. increasing number of older people and increasing pension costs, is about **£4m p.a.** from 2011/12.
Capital funding is expected to reduce by 50% by 2013/14.

2.4 Potential actions discussed at the Seminar to contain these pressures were fairly radical and included, service delivery reviews, collaboration, out sourcing, reducing service levels and a 3 year pay freeze.

2.5 It was recognised that 70% of Local Government spend is on Education & Social Care. Clearly major reviews of the cost effectiveness of these areas are needed as the other 30% of service spend cannot provide enough savings to cover a 'do nothing' approach to these major spend areas. This will need to fit in with the Council's aim of improving elements of services.

2.6 It was stressed several times at the seminar that there is a significant lead in period to delivering more cost effective services and that Councils need to start radical reviews now to deliver savings in 2 years time.

2.7 At the close of the Seminar the Chair offered for WLGA officers to visit individual Councils to provide a similar presentation. Arrangements are currently being made for the CEO and Finance Director of WLGA to attend the October meeting of Council for this purpose. The Assembly's Provisional Settlement will have been released prior to the meeting and therefore the presentation will be up to date as far as 2010/11 is concerned. It is intended to invite Chairs of School Governors and Head Teacher representatives to the presentation to ensure as wide an audience as possible.

3 POWER TO MAKE THE DECISION

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

4 RESOURCES IMPLICATIONS

4.1 Cost Implications

Current best estimates for the next few years suggest a Revenue funding shortfall of £4m per annum from 2011/12, together with a 50% reduction in WAG Capital funding by 2013/14.

4.2 Staffing / Accommodation Implications

There are clearly implications for the level of staffing that the Council can afford in the future. It is also clear that a major review of property assets run by the Council will need to be undertaken. Some work is in hand in both these areas of spend. The pace of change will need to increase.

4.3 IT Implications

Some movement to electronic systems would seem inevitable though affordability of the initial investment will be a significant issue.

5 RISK ASSESSMENT

5.1 Risks Associated with not Agreeing the Recommendation/s

Failure to deliver a robust Budget position in future years, leading to a risk of reduction to front line services in an unplanned manner.

5.2 Risks Associated with Agreeing the Recommendation/s

None.

6 FINANCIAL CONTROLLER STATEMENT

6.1 The Assembly will announce the Provisional Revenue and Capital settlements for 2010/11 in October but with no indication of future years. The Westminster Comprehensive Spending Review following a General Election in May 2010 would not be published before October 2010 leaving no time for a CSR by WAG before the next settlement is due. The settlement in 12 months time is therefore also likely to be one year only. It is likely to be Autumn 2012 before WAG return to 3 year settlement details.

6.2 This probably scenario will make forward financial planning extremely difficult for Councils.

7 CONSULTATION CARRIED OUT

The draft Medium Term Financial Plan 2010/11 to 2013/14 was reported to full Council in July following extensive internal consultation.

The assumptions in the Plan will be reviewed following work to identify potential reductions to Service Revenue Budgets in 2010/11 and later years, together with proposals to contain the capital pressures resulting from the significant reduction in Assembly funding.

8 IMPLICATIONS

8.1 Assessment of Impact on Corporate Priorities:

Proposals to reduce service budgets will need to take account of the Council's agreed Priorities though it is unlikely that any areas can avoid being subject to a radical review of service delivery.

8.2 Assessment of Impact on the Vision, Community Strategy, Equalities and Sustainability:

An early start to the process of reviewing service delivery should help to minimise the impact upon the longer term goals of the Council.

9. ACTION PLAN

ACTION	RESPONSIBLE OFFICER /DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED AND MONITORED BY / DATE TO BE MONITORED
CET to review options to contain Revenue and Capital funding reductions over the next 4 years	CET – November 2009.	CEO & Director of Resources - November 2009.
Council to receive a presentation from WLGA on the funding scenario for future years	CEO & Financial Controller – October Council meeting	
Cabinet to review CET recommendations as part of developing the Medium Term Financial Plan	CEO/Financial Controller - November Cabinet	Director of Resources
All member away day to review progress of MTFP	CEO & Financial Controller - November 2009	Director of Resources
Scrutiny Committees to review the process and specific service elements.	Scrutiny Support Officers - dates to be agreed by Chairs	Director of Resources
Full Council to consider MTFP 2010 to 2014	Lead Member for Finance, CET & Financial Controller - February 2010.	Director of Resources

10 RECOMMENDATION

10.1 That Members note the likely level of Assembly support for both Revenue and Capital spend over the next 4 financial years.

10.2 That Members note the need to begin the process of identifying Revenue budget savings for future years.

10.3 That Members note the severely reducing nature of Capital funding likely to be available in the next few financial years and note the need to review the Council's stock of property assets as a matter of urgency.

REPORT TO CABINET

CABINET MEMBER **COUNCILLOR R W HUGHES, LEAD MEMBER FOR PERSONNEL AND BUSINESS MANAGEMENT**

DATE **29 SEPTEMBER 2009**

SUBJECT **MEMBER DEVELOPMENT UPDATE**

1. DECISION SOUGHT

To update Cabinet on the various issues relating to Member development.

2. REASON FOR SEEKING DECISION

Member development is a key tool in ensuring that local authorities are served by effective elected members working to improve Corporate Governance, Local Democracy and Local Services.

3. MEMBER DEVELOPMENTS

3.1 Wales Charter for Member Support and Development – in May 2009 officers made a submission to the WLGA with a view to attaining the 1st level of the Wales Charter. The Charter had been developed by the WLGA and member support officers in each authority to create a framework to assist authorities in providing effective support and development opportunities for elected members. The key principles of the Charter that Denbighshire was committed to achieving were:-

- Modernised constitutional arrangements
- Member personal and role, skill and knowledge development
- Member support services
- Member facilities

The detailed documentation was validated by the WLGA and an external Peer Review was undertaken on the 21st July. The Review team consisted of 2 officers from the WLGA, an English Member, a Welsh Member and an officer from the All Wales Member Support Officers Group.

3.2 A cross section of Members and officers were interviewed by the Peer Review Team and a site visit was undertaken of the facilities provided for Members. I am extremely proud to report that on the 26 August WLGA confirmed that Denbighshire had been successful in qualifying for Charter Status at the first level of the award and they would be making the award at the Annual Member Development Conference in Cardiff on 19 November. I attach as Appendix A a report which briefly sums up the findings of the Review Team and officers will address the areas for further improvement.

3.3 Discussions have taken place with officers regarding the criteria required for the Advanced Charter. One of the requirements will be that all Members in

receipt of a Special Responsibility Allowance receive personal support and development interviews. I would like to take this opportunity to thank all Members and Officers who took part in the Peer Review process.

3.4 Member Training and Development – a full training and development programme has been developed for 2009/10 and I attach as Appendix B a copy of that programme. Denbighshire, Conwy and Wrexham councils were successful in their joint bid to access funding from a new WAG ‘Scrutiny Development Fund’ (SDF) to commission bespoke scrutiny member development courses. The rationale behind the bid was that all three authorities had a high number of new councillors following the local authority elections in 2008 and recent WAG research had concluded that there was a skills and understanding gap amongst new and existing scrutiny members throughout Wales. The SDF courses would help supplement other scrutiny related training and development courses held in Denbighshire since the 2008 election.

3.5 The training programme was split into two phases:

Phase I: comprised of commissioning and delivering training events on generic ‘**Chairing and Communication Skills**’ and on ‘**Scrutiny of Partnerships and Collaborative Working**’. Whilst these courses were being developed and arranged a training needs questionnaire was circulated to all scrutiny councillors in the three authorities in order to see where further training was needed. An analysis of the questionnaire informed the development of the second phase of training.

Phase II: the questionnaires from all three authorities clearly indicated that members would value receiving training on local government finance and scrutiny’s role in the financial management process. Consequently, sessions for each authority were commissioned on ‘**The Elected Member Role in the Financial Management Process**’ and ‘**Making your Scrutiny Role Add Up**’.

3.6 Phase I courses were held in March and April 2009, and Phase II in July 2009. The Scrutiny Chairs and Vice Chairs Group reviewed members’ feedback forms and an analysis of that feedback on 24 July 2009.

3.7 A Member Development training session on ‘**Understanding Performance in Education**’ had been identified initially to assist Lifelong Learning Scrutiny Members, but is also expected to be popular with other scrutiny, Cabinet or Corporate Governance Committee members with an interest in education. This half day afternoon session is being held in Rhyl on 2 November 2009.

3.8 Members of the Corporate Governance Committee will be provided with a full day CIPFA training course on 29 October 2009 at the Scala, Prestatyn. Invitations have also been extended to other North Wales local authorities and Conwy and Wrexham have expressed an interest. A second event has also been arranged for 6 November in the same venue.

- 3.9 Member Development Champions Network** – the WLGA has now set up this all Wales Network which was created to get together a network of elected members to directly represent the views and needs of members in this work. This network mirrors the role of the Member Support Officer Network which is also facilitated by the WLGA and provides support for officers in their role relating to member support and development. A joint meeting of both networks took place on 10 September and I will give a verbal update of the proceedings at the Cabinet meeting.
- 3.10 ICT provision for Members** – following the County Council elections in May 2009 43 Councillors were provided with laptops, some using existing laptops and others being provided with new laptops funded from a successful capital bid. This year a further capital bid of £16k was successful which will enable ICT to provide 23 members with an upgrade on a rolling basis. Despite the provision of this equipment there is evidence to suggest that some members are not using their laptops on a regular basis for communication purposes and this does cause concern.
- 3.11 Member Development Group** – this group has been operating within the Council since 1996 but has only met on sporadic occasions in the past. The purpose of the group is to ensure that member development is led and informed by members not officers. Since the introduction of the Wales Charter for Member Support and Development the Group has become more active and responsible for overseeing progress towards achieving the Charter award. The group consists of Lead Member for Member Development, scrutiny Chairs, chairs of Planning and Licensing and Group Leaders. The group's remit is also to review the Member Development Programme and Strategy.
- 3.12 Arrangements for Council Meetings** – one of the requirements of the Charter was that a review of the arrangements for Council business had taken place and a result, meeting times, timings and venues reflect the needs of Members as closely as possible. A report on this issue was submitted to Council on 30 June 2009 and a questionnaire is to be developed for Members to give their views on such arrangements and also to include arrangements for training events. The results of the questionnaire will assist officers when compiling a report to Council in January 2010 on the timetable of meetings for 2010/11.

4. POWER TO MAKE THE DECISION

- 4.1** Schedule 12 of the Local Government Act 1974.

5. RESOURCE IMPLICATIONS

- 5.1** Cost Implications – Any Member Development costs would be met from the Member training/development budget.

5.2 Staffing/Accommodation Implications – none at present – a review of Member accommodation in County Hall is recommended by the Peer Review which could have future implications on accommodation.

5.3 IT Implications – none at present.

6. RISK ASSESSMENT

6.1 Risk associated with not agreeing the recommendation – None.

6.2 Risk associated with agreeing the recommendation – None.

7. FINANCIAL CONTROLLER STATEMENT

Any costs of training need to be contained within the relevant budgets.

8. CONSULTATION CARRIED OUT

The update has been prepared by the Administration Services Manager and the Scrutiny Support Officers.

9. IMPLICATIONS

9.1 Assessment of impact on Corporate Priorities – The training and development of Members will assist them in implementing the Corporate Priorities, Vision etc.

9.2 Assessment of impact on the Vision, Community Strategy, Equalities and Sustainability. See 9.1 above.

10. RECOMMENDATION

10.1 That Cabinet receives and notes the update on the various issues relating to Member development.

Charter for Member Support and Development Denbighshire Council Assessment Report July 2009



Background

The Council was assessed by the external peer team, led by the Welsh Local Government Association:

- Tim Buckle, Improvement and Governance Adviser WLGA
- Cllr Val Slater City of Bradford Council
- Cllr Colin Mann, Caerphilly County Borough Council
- Peter Evans Monmouthshire County Council
- Sarah Titcombe, Organisational and Personal Development Adviser WLGA

The Council's application was successful and Charter status will be formally awarded at the annual Welsh Member Development Conference to be held in November 2009.

This report provided to the authority in confidence summarises the findings of the review team, highlights areas of notable and excellent practice which will be shared across local authorities as exemplars, and areas for further development to which the authority might wish to give attention, particularly when seeking to achieve the next 'Advanced' Charter level.

Charter Status

Denbighshire Council will have Charter status for three years, after which it will be expected to either (i) apply for reassessment at this level or (ii) apply for the next Charter level (the Advanced award)

The Council is encouraged to display the certificate and award in a prominent location within its premises where it can be viewed by the public and visitors.

The Council is also encouraged to display the Charter logo on appropriate documents and stationery.

Peer Review Team Observations

The review team would like to commend the authority for the hard work undertaken in preparing for the award by both members and officers over some time. As a result the approaches to member support and development are owned by members and supported by senior managers and appear to be a solid foundation for further developments. In any Charter Review, there will be areas of achievement and excellence identified and areas where further improvements can be made. This constructive challenge is a critical element of the peer review and Charter process and encourages the further improvement of member development and support.

There were a number of areas of notable and excellent practice within Denbighshire which the authority should be commended on and which should be shared with other authorities.

The peer review team, and the authority's own self-assessment, identified a number of areas for further improvement. The following observations, informed in part by Denbighshire's own longer-term plans, will assist progress towards achieving a level of member development and support that could satisfy the criteria of the Advanced Charter Award in the future.

Notable & Excellent Practice

Practice	Observations on notable and excellent practice
Strategic approach	<ul style="list-style-type: none"> ▪ The Authority provides a substantial budget for member development. ▪ Portfolio profiles for Cabinet members that set out key objectives, projects and risks which are also shared with the full council provide a clear statement of what members plan to achieve. ▪ The Member Appraisal programme which is underway is well supported by senior members and excellent supporting documentation. ▪ Member development is jointly "owned" by senior management and elected members. This is included as a standing agenda item at Focussed Agenda Board meetings.
Member development	<ul style="list-style-type: none"> ▪ The provision of mandatory training for members of the planning and licensing committees. ▪ The Authority provided a comprehensive induction programme for newly elected members following the 2008 local elections. ▪ The Authority participated in a number of shared training with five other authorities for new members. ▪ Training for Scrutiny including that supported by the Scrutiny development fund appeared to be well received. ▪ The provision of various types of development opportunities including coach trips and opportunities to see practice elsewhere as well as more traditional training sessions. ▪ The running of road shows for potential candidates.
Member support and facilities	<ul style="list-style-type: none"> ▪ The 'Customer Care' pilot whereby members are able to access customer services for enquiries on behalf of themselves and their constituents.

Practice for Development

Practice	Observations on Further Improvement
Strategic approach	<ul style="list-style-type: none"> ▪ Although the Authority has a Member Development strategy this was approved by Council prior to the 2008 local elections. It is therefore recommended that that this is reviewed to ensure that current members are content that it is still fit for purpose.
Member development	<ul style="list-style-type: none"> ▪ The Authority could involve members more widely in their own development through the use of training needs analysis and identification of training needs in the Personal Development Interviews - this could be achieved by broadening the current appraisal system for members with special responsibility allowance to include this. The Authority could also consider using a competency framework as a basis for identifying skills and behaviours required and ask members for their preferred style and format for training. ▪ The Authority could publicise the training opportunities available for all members including external courses on a more systematic basis. ▪ The Authority could provide more support for the existing mentoring arrangements through promotion of the availability of the scheme to members, the provision of training for mentors and broaden the offer so that any member requesting a mentor can access one.
Member support and facilities	<ul style="list-style-type: none"> • The Authority might consider undertaking a review of accommodation to seek members' views on the provision of facilities, to include for example facilities for group meeting rooms, office accommodation for Cabinet members and private areas for telephone calls. This review could be incorporated into the ongoing review of council/committee meeting times.

Future Support from the Association

The Association is available to support and advise the authority on the above.

The Development of the Charter

The detailed criteria for the Advanced Award and third stage (Excellence) awards are in development. Denbighshire Council is invited to take an active role in the continuing development of the Charter and officers and members are invited to take a role on future review teams. The Association looks forward to continuing to work with Denbighshire in their preparations for the next level.

Tim Buckle and Review Team August 2009

Month	Date	Title	Dur		Venue	Att
April	02	Chairing & Communication Skills	9.30 - 4.30	Steve Price	Bodelwyddan Castle (collab events)	
	27	Bio Diversity + Emergency Planning (2hrs)	1.30 - 4.30	Kate Taylor/Don Norris	Loggerheads	All
						All
May	11	Information Security (1 hr)/ Data Protection (3hrs)	1.30 - 4.30	K Waterfield/Lisa Jones	Ruthin?	All
	22 Fri	Children? Corporate Parenting or General (with LL)	1.30 - 4.30	Vicky Allen	Brighton Rd? ? Include tour of bldg.	All
June	08	Planning 1	1.30 - 4.30	Paul Mead		All
	15	Risk Management	1.30 - 4.30	Ivan Butler		All
	29	Performance Management	1.30 - 4.30	Janette Williams		All
July	13	Adult Protection incl vulnerable adults & new systems	1.30 - 4.30	Neil Ayling	dept in all centres	All
	20	Public Protection 1	1.30 - 4.30	Graham Boase		All
Sept	07	Finance - ready for budget setting	1.30 - 4.30	Paul Mc Grady		All
	21	Project Management - linked to capital bids/planning	1.30 - 4.30	Tom Booty		All
Oct	05	Planning - Conservation	2.30 - 4.30	Phil Ebbrill		All
	19	Public Protection 2 = Licensing - Linked to Community Action Plan reduction of alcohol, violent crime. ? Incl Police	1.30 - 4.30	Gary Sumner	Russell House?	All
Nov	02	Sustainable Development	1.30 - 4.30			All
	16	Children ? Safeguarding or General (with LL)	1.30 - 4.30	Vicky Allen	Brighton Rd?	All
	30	Environment Dept	1.30 - 4.30	Steve Parker		All
Dec	14	Planning 3	1.30 - 4.30	Paul Mead		All
						All
Jan	11	Adults - learning disability, mental health, joint working with Health for older people, chronic conditions and locality planning.	1.30 - 4.30	Neil Ayling		All
	25	Public Protection 3	1.30 - 4.30	Graham Boase		All
Feb	08		1.30 - 4.30			All
	22		1.30 - 4.30			All
March	08	Planning 4	1.30 - 4.30	Paul Mead		All
	22		1.30 - 4.30			All

REPORT TO CABINET

CABINET MEMBER: COUNCILLOR R W HUGHES
Lead Member – Personnel & Business Management

DATE: 29 September 2009

SUBJECT: Draft Single Equalities Plan 2009 - 2012

1 DECISION SOUGHT

1.1 That Members discuss Denbighshire's revised Draft Single Equalities Plan and suggest any additions or amendments.

1.2 That Members agree the commencement of a formal six week consultation on the draft Plan before recommending it, subject to any amendments, for agreement by full Council on the 27 October 2009.

2 REASON FOR SEEKING DECISION

2.1 The Council has a statutory duty to publish a three year Equalities Plan to support equal opportunities in both employment and service provision. The revised Draft Single Equalities Plan (2009 – 2012) is now subject to both internal and external consultation simultaneously.

2.2 Our Draft Plan sets out the actions we intend to take as a Council in order to meet the general and specific equality duties in race, disability and gender and the new duties of the Equality Bill in regard to age, religion, belief, sexual orientation and socio-economics and Human Rights. The Plan explains how we will measure, monitor and impact assess our performance under the various equality strands.

2.3 The Draft Plan has been widely circulated both internally and externally. Members of the public have had the opportunity of expressing their views on the Draft Plan through our website, questionnaires, meetings between key stakeholders and the Corporate Equalities Officer. Press reports have been released detailing how the public can access the document and articles have appeared in stakeholder newsletters. The actions identified in the Plan are as a result of the extensive consultation and involvement process using questionnaires, Council website and meetings with minority groups.

2.4 The Draft Plan will be amended to reflect views received during the final consultation period and the draft Single Equalities Plan will be submitted to Full Council on the 29 October 2009.

2.5 The Plan incorporates an Action Plan which will be monitored and updated on a regular basis with input from the Equalities Officer Group. Reports will be presented to the Council's Corporate Equalities Group.

- 2.6 The Council's Welsh Language Scheme has not been incorporated into this Equalities Plan as it has specific measures which are best placed in a separate document.

3 POWER TO MAKE THE DECISION

Statutory Duty to produce Equality Plans under various equality legislation including the Race Relations Act 1976, Equality Act 2006, Disability Discrimination Act 2005, Human Rights Act 1998 and Employment legislation.

4 RESOURCE IMPLICATIONS

No significant resource implications

4.1 Cost Implications:

No significant cost implications in producing the Plan. Delivering the actions will have staff and IT cost implications.

4.2 Staffing / Accommodation Implications:

There are no staffing or accommodation implications to this report.

4.3 IT Implications:

There are no ICT implications to this report.

5 RISK ASSESSMENT

5.1 Risks associated with not agreeing the recommendation/s

The Council will not comply with its statutory duty under equality legislation to produce a Race Equality Scheme, Disability Equality Scheme, Gender Equality Scheme nor the Equality Act 2006 and Human Rights 1998. The Equality and Human Rights Commission can issue Compliance Notices to public authorities.

5.2 Risks associated with agreeing the recommendation/s

Meeting our statutory duty in regard to statutory equality legislation.

6 FINANCIAL CONTROLLER STATEMENT

While there are no specific financial implications resulting from the production of the report, there may be implications from delivering the content. These implications will need to be contained within service base budgets.

7 CONSULTATION CARRIED OUT

- 7.1 The Equalities Plan has been influenced by consultation and involvement of relevant groups and stakeholders, using the website, questionnaires, local press and newsletters and meetings with corporate equalities officer.
- 7.2 Equality Officer Group and key colleagues have been consulted, a new Employee Equality Forum asked for input.
- 7.3 The Draft Plan will have been discussed by the Corporate Equalities Group which has Member / Officer representation.
- 7.4 The Draft Plan has been subject to a six week consultation and involvement period through meetings, our website and press releases in order to develop the action plan.
- 7.5 The Draft Plan has been discussed at the Monthly Management Conference.

8 IMPLICATIONS

8.1 Assessment of Impact on Corporate Priorities:

The Community & People Focused Theme is based on providing equal opportunities for all. Getting to know the community and unlocking the creativity of everyone regardless of age, race, gender, disability, sexual orientation, religion, belief, caring responsibility or social economic background, will drive the Council forward.

8.2 Assessment of impact on the Vision, Community Strategy, Equalities and Sustainability:

Denbighshire vision states: "We will celebrate and respect the diversity of our County. We will make sure that any actions we take protect the environment and do not have a negative impact on the lives of future generations." Community cohesion cannot be achieved or aspired to if any group of people is excluded. Through the Equality Plan we strive to mainstream equal opportunities into everything we do.

9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Establish Equality Employee Forum	David Davies/ Georgina Humphreys September 2009	Personnel/SPU Set regular meeting dates
Corporate Equalities Group, Equalities Officer Group and Employee Forum to monitor Action	Cllr Rhiannon Hughes/ David Davies ongoing	Corporate Equalities Officer Quarterly meeting

Plan		in place
Equalities Plan to be agreed by Full Council	Cllr Rhiannon Hughes/ David Davies 27 October 2009	Strategic Policy Manager October 2009
Risk assess policies and functions in age, disability, gender, race, religion, belief and sexual orientation	Cllr Rhiannon Hughes/ Karen Beattie December 2009	Corporate Equalities Officer December 2009
The actions in the Equality Plan will be monitored and reported on twice yearly and an annual report will be submitted to Members and Resource Scrutiny.	Cllr Rhiannon Hughes/ Karen Beattie May 2010	Corporate Equalities Officer May 2010

10 RECOMMENDATIONS

- 10.1 That Members discuss Denbighshire's revised Draft Single Equalities Plan and suggest any additions or amendments.
- 10.2 That Members agree the commencement of a formal six week consultation on the draft Equalities Plan before recommending it, subject to any amendments, for agreement by full Council on the 27 October 2009.

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Draft Corporate Equalities Plan

2009-2012

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Language Signpost

If you need further information, please ask someone you know who speaks English or Welsh to telephone 01824 706146

اگر آپ کو مزید معلومات درکار ہوں تو برائے مہربانی انگریزی یا ویلش زبان جاننے والے اپنے کسی واقف کار سے کہیں کہ وہ آپ کی جانب سے فون نمبر 01824 706146 سے رابطہ کریں۔

আপনার যদি আরো তথ্যের প্রয়োজন হয়, তাহলে আপনার জানা ইংরেজী অথবা ওয়েলশ ভাষা বলতে পারেন এমন কাউকে অনুগ্রহ করে 01824 706146 নম্বরে টেলিফোন করতে বলুন

如果你需要更多信息，请让一位你认识的且会说英文或威尔士语的人电话联络 01824 706146

Kung kailangan ninyo ng karagdagang pabatid, magtanong po lamang kayo sa sino mang marunong mag-salita ng English o kaya ng Welsh sa pamamagitan ng telepono 01824 706146

ถ้าท่านต้องการรายละเอียดเพิ่มเติม โปรดถามผู้ที่ท่านรู้จักที่พูดภาษาอังกฤษหรือภาษาเวลช์ได้ เพื่อโทรศัพท์หมายเลข 01824 706146

This document is available in other languages and/or formats



Please Contact: Karen Beattie, Corporate Equalities Officer on
Telephone: 01745 888746 / 01824 706146
e-mail policyunit@denbighshire.gov.uk

Foreword

Equality is not just about meeting a legal obligation; it is also about fairness and good sense, and a moral duty to challenge discrimination. The purpose of the Corporate Equalities Plan is to make a commitment to take the needs of everyone into account in everything we do, whether that's providing services, employing people, developing policies, communicating or consulting.

Our Corporate Equalities Plan outlines the challenges ahead in providing continuous improvement, promoting inclusion and equal opportunities in our services and for our employees. It sets out the key objectives we are focussing on for the next three years, how we will deliver them and how we will measure our success.

The Council will continue to challenge the way it provides services, develops policies and employs people. We have made progress in a number of areas but recognise that there is much more to do and we are committed to continually improving and developing our approach to Equality and Diversity.

The Council is committed to ensuring no one is discriminated against, either directly by the Council or indirectly, because of their age, disability, gender, ethnic origin, marital status, nationality, preferred language, religious or political beliefs, or sexual orientation.

In our Vision we say:

**“We will celebrate and respect the diversity
of our county”**

From the feedback we have received we believe that our priorities reflect the most persistent inequalities our community currently faces. Our Action Plan identifies the practical steps we need to take to improve our performance on equal opportunities. We will endeavour to make equality a regular part of the mainstream policy process by ensuring that equality issues are integrated into the services we deliver to the public and our employees.

We hope you agree that the new Equality Plan continues to develop the work we have already undertaken and demonstrates our commitment to be a fair and caring Council.



Councillor Rhiannon Hughes
Lead Member for Personnel
and Business Management



Dr Mohammed Mehmet
Chief Executive

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Section 1 What does the Corporate Equalities Plan include?

The aim of our Corporate Equality Plan is to provide a clear approach to equality and diversity across all equality groups, including age, disability, gender, religion and belief, race and sexual orientation, and to minimise duplication. The Equality Plan includes our Disability, Gender and Race Equality Schemes and the Equality Act 2006 covering age, sexual orientation and religion and belief. An equality action plan sets out how we will deliver our commitments to all equality groups.

In revising the Plan, we recognise that the specific requirements of each duty need to be addressed in a structured way. In order to address the varying review dates of the existing equality schemes, the Equality Plan will run from 2009 until 2012 and will be reviewed and up-dated in accordance with the requirements of the Disability, Gender and Race Equality Schemes.

We have developed a single action plan which addresses all equality groups. The action plan which is a 'live' document and therefore subject to review, sets out how we will implement equality and diversity. It brings together the work which is currently being done across the Council, together with setting out priority areas where further work needs to be done.

Definition:

EQUALITY: Creating a fair society in which everyone can participate and is given the opportunity to achieve

DIVERSITY: Recognising and valuing differences between individuals or communities to create a positive and inclusive culture

i) Race Relations (Amendment) Act 2000

Under the Race Relations (Amended) Act 2000, we are required to produce a Race Equality Scheme and review it every three years.

The aim is to ensure that public authorities offer accessible services, which meet the needs of the community and offer equal opportunities in their employment duties. The Act strengthens the Race Relations Act (1976) by placing a statutory duty on public authorities to promote race equality

ii) Disability Discrimination Act 1995 and 2005

The Disability Discrimination Act (DDA) 1995 was introduced in order to improve opportunities for disabled people. Under the Disability Discrimination Act 2005, public authorities are required to produce a Disability Equality Scheme and review it every three years.

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Central Government has set out its vision for disability equality as follows, ' By 2025, disabled persons in Britain, should have full opportunities and choices to improve their quality of life and will be respected and included as equal members of society'.

iii) Gender Equality Duty

The Gender Equality Duty [GED] is a legal obligation which came into force in April 2007. It was introduced by the Equality Act 2006, which in turn amended the Sex Discrimination Act 1975. (section 10)

iv) Equality Act 2006

The Equality Act 2006 covering age, sexual orientation and religion or belief and other relevant legislation. Although the legislative requirements in these areas are more limited, we will implement this Scheme inclusively where practical.

In April 2009 The Equality Bill was passed, the Bill plans to bring legislation together and ensure it is clear, consistent, transparent, understandable and easier for people to use.

v) Human Rights 1998

The fundamental principles of human rights are at the very core of service delivery. Everyone has a right to be safe and protected from harm, to be treated fairly and with dignity, to live the life of choice, and to take an active part in the community and wider society. As a public body we need to ensure that everybody has equal access to our services and the right to be treated fairly. The right to equal services, opportunities and fair treatment is a basic human right.

Human rights work in practical and straightforward ways, bringing common sense into situations where bureaucratic procedures and systems lose sight of people and their individual needs.

Did you know? 2008 celebrated the 60th anniversary of the Universal Declaration of Human Rights!

Denbighshire County Council has a separate Welsh Language Scheme and is not included in this Corporate Equality Plan. In Denbighshire over a quarter of the population aged 3 and above can speak Welsh compared to around one fifth in Wales as a whole. The Welsh Language Board regularly monitors our Welsh Language Scheme and Action Plan. Further details are available on our website.

Section 2 What do we know about the people who live in Denbighshire?

Population

At the time of the 2001 Census, the population of Denbighshire was around 93,000 people, and the area was less densely populated than Wales as a whole. The size of the population rose by over 6% between 1993 and 2003 compared with a rise of nearly 2% in Wales and mid year estimates put Denbighshire's population now as over 95,990.

The following data has been taken from the 2001 Census and used to produce an indicative profile of the equality strands. The Census information is unlikely to include Gypsies and travellers, refugees or asylum seekers.

Table 1 The population statistics of Denbighshire (Census 2001).

Demographics		Ethnicity	
Population	93,065	% of the Population	
Males	44,544	White or White British	98.9%
Females	48,521	Mixed Race	0.5%
Aged 0 to 15	19.7%	Asian or Asian British	0.3%
Aged 16 to 64	60.1%	Black or Black British	0.1%
Aged 65 and over	20.2%	Other ethnic groups	0.3%

Disability

It is difficult to get an exact idea of how many disabled people there are in the UK. Surveys tend to word the 'disability question' in different ways which could lead to people feeling that they fit one criteria but not another. The Disability Rights Commission established that approximately 1 in 7 people in Britain are disabled and the number in the coastal area of North Wales is considerably higher at 1 in 4.

The 2001 Census indicates a total of 21,751 people (or 23.4%) in Denbighshire with a limiting long term illness. This is defined as a long term illness, health problem or disability which limits their daily activities or the work they can do.

General Statistics

There are now an estimated 11 million disabled adults in the United Kingdom (1 in 5 of the total adult population) and 770,000 disabled children. Recent creditable statistics that relate to disabled people reveal that inequality still exists for disabled people:

Within Wales figures contained in 'A Statistical Focus on Disability and Long-term Illness' published by the National Assembly for Wales in 2003 paints a picture that shows a steady increase in the numbers of disabled people over the past twenty years and the effect that disability and long-term illness have on people's standard of living.

Gender

In 2001, the current population figures for Denbighshire show a breakdown of 48% male and 52% female (Census 2001).

There are 30 million women and 28 million men in the UK. 46% of the workforce are women, but only 10% of senior management positions are held by women. (source: 2001 Census)

Race

In 2001, 99% of the population was white or white British, with 0.5% from mixed race, 0.3% Asian or Asian British, 0.1% Black or Black British and 0.3% from other ethnic groups. Although accurate information is not yet available Denbighshire also has some evidence of an increasing number of people living in the County from Eastern Europe.

Latest statistics from the Institute of Public Policy Research has revealed that Denbighshire has 430 migrant workers.

International Migration

The Office For National Statistics produced the mid-2002 to mid-2006 international migration estimates using the Labour Force Survey (LFS) along with data from the International Passenger Survey (IPS). This was combined with Home Office data on asylum seekers and their dependents, visitor switchers and with estimates of migration between the Republic of Ireland and Wales from the Irish Labour Force Survey. This methodology enabled ONS to provide better estimates than previously used of where migrants go within the country.

The IPS is an ONS survey of passengers arriving at and departing from the main UK air and seaports and the Channel tunnel. At present the only reliable source of information on emigration is the IPS.

The table below shows that the total average international migration for Denbighshire over the period 2002/03 to 2005/06 was zero due to the average number of immigrants being the same as the average number who emigrated.

Table 2

Year	No. In Migrants	No. Out Migrants	Net Migrants
2002-03	250	200	50
2003-04	200	150	50
2004-05	150	300	50
2005-06	250	200	50
Average	200	200	0

Note: Data Rounded to nearest 50

As the figures give a cumulative total of those arriving but provide no information about departures they cannot be used as migration statistics as they only give a partial view.

Table 3 Number of registered workers, May 2004-June 2007 (Denbighshire)

Period	Number
May04 - March06	190
Apr06 - June06	55
June06 - Sept06	55
Oct06 - Dec06	40
Jan07 - March07	40
Apr07 - June07	15
Cumulative total	395

The latest information suggests a slowdown or flattening off of the number of applicants. Polish nationals account for 60% of applications within Denbighshire.

For 2006/07, 460 NI numbers were allocated to foreign nationals living in Denbighshire of which 41% were to Polish nationals and 35% were to nationals from non-eastern European countries. This compares to 500 in 2005/06.

Migrant Workers

Denbighshire is in a similar position to most other Welsh Authorities in not knowing the number of migrant workers in the County and unclear as to their intentions in terms of staying for a relative short period or settling in the area indefinitely.

Denbighshire has participated in an analysis of its services to migrant workers in conjunction with the Wales Strategic Migration Partnership who are tasked in identifying who is responding to migrant workers issues and how the work can be coordinated effectively.

Denbighshire total number of migrants who registered on the Worker Registration Scheme between May 2004 and Dec 2007 = 430

Age

It is estimated that by 2010, almost 40% of the workforce in the UK will be aged 45 or over and 16 – 24 year olds will make up only 17% of the workforce. (source 2001 Census)

In 2001, 60% of people living in Denbighshire were aged between 16 and 64, 20% were under 15 and 20% were aged over 65. However more recent information shows that compared to the population of Wales as a whole, the age profile of Denbighshire is older: 23% are of retirement age or over compared to 20% nationally.

- For all age bands over 24 years there are more females than males in the County.
- The relatively low number of people in the County aged 20-29 is due to the fall in the fertility rate in the 1970s and because there is no University establishment in the County.
- The peak in the age bands 40-44 and 55-59 reflects the effects of the post Second World War and 1960s baby booms.

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- People aged 60 and over form a larger proportion of the population of the County than young people under the age of 20 (26,750 or 27.6% compared with 22,600 or 23.3%).
- There are 3,000 people aged 85 and over in the County (3.1% of the total population).

Table 4. Age breakdown of the County's population in 2007

Age Range	Females		Males		Total	
	Number	%	Number	%	Number	%
0-4	2,350	4.7	2,600	5.5	4,950	5.1
5-9	2,650	5.3	2,800	6.0	5,450	5.6
10-14	3,000	6.0	2,950	6.3	5,950	6.1
15-19	3,000	6.0	3,250	6.9	6,300	6.5
20-24	2,400	4.8	2,750	5.9	5,100	5.3
25-29	2,300	4.6	2,250	4.8	4,600	4.7
30-34	2,450	4.9	2,350	5.0	4,800	4.9
35-39	3,300	6.6	3,000	6.4	6,250	6.4
40-44	3,600	7.2	3,350	7.2	7,000	7.2
45-49	3,350	6.7	3,150	6.7	6,550	6.8
50-54	3,250	6.5	2,950	6.3	6,200	6.4
55-59	3,600	7.2	3,550	7.6	7,150	7.4
60-64	3,450	6.9	3,300	7.0	6,750	7.0
65-69	2,850	5.7	2,750	5.9	5,600	5.8
70-74	2,400	4.8	2,150	4.6	4,600	4.7
75-79	2,150	4.3	1,650	3.5	3,800	3.9
80-84	1,950	3.9	1,100	2.3	3,050	3.1
85-89	1,350	2.7	650	1.4	1,950	2.0
90 & over	750	1.5	300	0.6	1,050	1.1
Total	50,100		46,850		97,000	
0-20	11,000	22.0	11,650	24.9	22,600	23.3
60+	14,850	29.6	11,900	25.4	26,750	27.6
85+	2,100	4.2	900	1.9	3,000	3.1

Religion

In 2001, of all people in Denbighshire, Christianity was identified as the dominant religion accounting for 78% of the population. The next most dominant at 13% was identified as no religion and 8% as religion not stated. The remainder of the Denbighshire population account for a variety of religious beliefs, where 0.2% Buddhists, 0.13% Hindu, 0.07% Jewish, 0.26% Muslim, 0.02% Sikh and 0.17% any other religion.

Sexual Orientation

There are no statistics available for Denbighshire in relation to sexual orientation as it has not been included in any Census questioning. The UK Government have used a guide estimate of between 5 – 7% of the adult population when preparing for the Civil Partnership Regulations. We are committed to dispel any prejudice which may exist towards gay and lesbian individuals both as an employer and as a provider of services.

Section 3 The Council's Strategic Framework

Denbighshire's Vision

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

We will celebrate and respect the diversity of our county. We will make sure that any actions we take protect the environment and do not have a negative impact on the lives of future generations

The Vision says that Denbighshire will be

- **Dynamic...** An exciting place to live, work, grow and enjoy life to the full
- **Delightful...** As beautiful as ever, but even greener, cleaner and safer.
- **Different...** By making our towns, villages and countryside even more attractive

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

- **Unity**

We all work for the same organisation. We as Councillors and staff should aim to reflect this in the way we behave and serve our communities. As our motto says "Unwn i wneud da" (We unite to do good) we work closely, cooperate willingly and support colleagues from across the organisation, regardless of the directorate, service or team in which they work. Our customers and communities expect the organisation to act as a single body making no distinction between directorates or services.

- **Pride**

We aim to create a sense of pride in working for our organisation. We should take pride in the work we do and what we achieve as an organisation. The challenges imposed by our mission are considerable but despite the difficulties, we aim to share an ambition to achieve the best outcomes.

- **Respect**

We aim to treat all people equally and with fairness, understanding that there are views and beliefs that differ from our own. We aim to involve and listen to our communities, showing consideration to their views and responding appropriately.

- **Integrity**

As councillors and staff we aim to manage ourselves to maximise performance, act with high standard of conduct and present a positive image of Denbighshire. We aim to be realistic with our colleagues and citizens about our achievements and the challenges we face and to be open and honest in the information we provide.

Corporate Plan

The Corporate Plan is the Council's key strategic document and contains key improvement themes which are cross cutting and are aimed at improving the way the Council runs and each service is delivered and includes the following commitment.

The Community & People Focused Theme is based on providing equal opportunities for all. Getting to know the community and unlocking the creativity of everyone regardless of age, disability, gender, race, , religion, belief, sexual orientation, caring responsibility or social economic background, will drive the Council forward. We will be engaging with and listening to communities and people, and providing feedback through a re-launched Citizens' Panel, local Community Forum events and improvements to our accessible and interactive website. These will be run alongside specific engagement activities with particular groups including homeless people, disabled people and others. This will be co-ordinated via our Community Engagement Strategy and Equalities Plan.

Statement of Intent

The Statement of Intent lays out a clear direction for the Council and guides everything we do.

It sets out how we will become 'a High Performing Council – Closer to the Community' and the values of the organisation. It is expected that all Members and staff will take account of these values in the way they behave.

Equality and Sustainability are principles which drive everything we do. We will always consider the impact our actions, plans and projects have on equality and sustainability issues.

Community Strategy

The Community Strategy is based on 4 themes A Safe County, A Prosperous County, A Healthy County, A County of Learning. The key influences that underpin the Strategy include equal opportunities, diversity, language and culture, caring responsibility and social economic background.

Mainstreaming Equality

The strategic aim of this Scheme is to meet the General and Specific Duties of the Act by mainstreaming equality into every aspect of the Council's activities. This places an onus on every member of the local authority to accept responsibility for promoting all the equality strands and challenge discrimination.

The strategic aim is to promote and 'mainstream' the principles and objectives of equality in all of its functions and services. We will do this by:

- We will monitor the effectiveness and efficiency of policies and focus on achieving outcome specific improvements.
- We aim to provide information about our services in the language and format of the user's choice.
- We will identify methods to improve our engagement and involvement with everyone who seek to use our services.
- We will promote and 'mainstream' the principles and objectives of equality in all of our functions and services

'We will be committed to a county with equality for people and language'

Equality Improvement Framework

An Equality Improvement Framework has recently been introduced by the Welsh Local Government Association in partnership with Welsh Assembly Government to replace the Equality Standard for Wales.

It has been developed to promote, manage and improve equality within local government and support local authorities in the delivery of their legal duties. This approach recognises equality duties and will not be a box ticking activity to comply with legislation. We propose to identify the outputs needed in order to develop outcome-based actions, which will be based on evidence from employees, service users and effective stakeholder involvement.

'We aim to be an 'Improving authority'

Corporate Equalities Group

The purpose of the Corporate Equality Group is to support Council policy and promote commitment to and implementation of best practice in relation to equality legislation. The group monitor progress in equality and diversity at a strategic level. They ensure that both and forthcoming Equality legislation and Human Rights are moved forward through the work and functions of the council. Members identify and agree organisational priorities for action and undertake such consultation or involvement of staff and the wider community as is necessary to do so.

The Equality Plan and Actions will be reviewed by the Corporate Equalities Group prior to it being adopted by the Council

Equality Officers Group

Each Service has nominated a dedicated Equality Champion to promote the development of the equality and diversity work within their Service as defined in the Action Plan. Officers will meet quarterly and review progress on equality actions which relate to their department service delivery and business plan.

Employee Equality Forum

In 2009 an Employee Equality Forum was formed to provide staff with a forum to raise issues and tackle areas of concern in relation to equality and diversity and human rights.

Local Service Board

The Council will seek to ensure that the Denbighshire Local Service Board, representing the key collective leadership across the public sector, will co-operate and integrate their approach to the equalities agenda through joint working i.e. consultation and engagement and sharing data on communities and their service needs

Citizen Panel

The Citizens' Panel will be sent surveys to complete and we will ask for volunteers from the Panel to take part in meetings and focus groups on topics of particular interest. We will be asking the Panel's opinion on a range of various topics, such as the services the Council provides and what they think the Council should be doing in the future. When we are developing Denbighshire's new Community Strategy we will also be asking the Panel's opinion on other public services

We positively encourage applications from disabled people and black and minority ethnic backgrounds. Residents need to be aged 16 or older to be on the Denbighshire Citizens panel. Citizen Panel statistics do not include information on preferred language, sexual orientation, religion and belief, nationality. This information will be included in the next survey.

The Council

The Council consists of 47 elected members each democratically accountable to residents of their electoral division. Many of the members are also elected to community councils within the area. At the 2008 County Council Elections 15 Elected Members were women.

The Cabinet

The Cabinet comprises of a Leader and 8 Councillors. Each Cabinet Member has a specific responsibility for a Council service. The Cabinet is responsible for policy development and therefore is involved in approving any policy amendments identified as a result of the impact assessments. The Cabinet is also responsible for giving their approval of this Corporate Equality Scheme. The Cabinet Member for Personnel has specific responsibility for Equalities and represents the Council on a pan Wales Equality Champion Network.

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Unions are consulted on equality and diversity issues and are a member of the Corporate Equality Group. They have a responsibility to represent the views and concerns of staff and supporting the continuous improvement of equalities procedures and policies.

Equality Impact Assessment

An Equality Impact Assessment is a method that enables local authorities to examine proposed or existing policies, procedures and functions in order to identify and eliminate (or minimise) any negative impact these may have on a particular group or groups of people. Equality Impact Assessments also help to identify any unmet needs.

Local Authorities have a legal responsibility under the Race Relations (Amendment) Act 2000, the Disability Equality Duty and the Gender Equality Duty to assess the impact of current and proposed, policies, procedures and functions in relation to each of these groups.

The Council has developed an Equality Impact Assessment (EqIA) toolkit. The equality impact screening document will identify any negative implications on any area within the policy, procedure or strategy, when a full assessment will be carried out.

A key development in impact assessment has been the establishment of an IMPACT Network comprising Officers from all Directorates. The purpose of this network is to promote the need for Equality Impact Assessment and improve Council strategies and plans to ensure as far as possible they do not negatively impact on other aspects of the Council

The Council will now IMPACT assesses all of its key strategies in order that we:

- Produce a standard approach to strategy and policy formulation;
- Improve the strategic planning process and quality of strategies, plans or policies developed by the Council through use of the equality impact assessment tool.
- Ensure that any new plan does not have a negative impact on our legislative duties or existing policies.

Key Objective

- Each directorate will nominate an officer to lead on these actions within their directorates
- Nominated officers will undertake Equality Impact Assessment training
- Each directorate will risk assess their policies and functions to identify and prioritise the need to Equality Impact Assess
- New Policies will be screened for Equality Impact Assessment

Section 4 Monitoring the Equality Plan

Equality monitoring is the process used to collect, store and analyse data about people's backgrounds. Without monitoring we would not know if our equality policies and action plans are working and if all groups were being treated fairly.

We use monitoring as part of an ongoing process of analysis, asking questions, investigations and making changes that continually improve the quality of life for everyone, whether it is in our service provision or in our employment practices. Equality monitoring can help all services to ensure that they are reaching and offering equality of opportunity to all individuals and groups, and can help us to make changes based on facts and not assumptions.

Included in our action plan are the arrangements to consult on the issues we find, publicise the results and the steps we will take to remedy our practices and monitor our progress.

Although a large number of services collect data there is an inconsistency in the analysis and use of information to inform the delivery of services.

A corporate monitoring form has now been adopted for use across all directorates within the Council. All directorates will be encouraged to use this equality and diversity form when collecting data to identify who uses their service.

A survey is also undertaken using the Council website and information is collected when the public telephone our customer service department. Questionnaires are also available at council offices, one stop shops, libraries and leisure centres.

Reviewing the Plan

The Action Plan will be monitored on a regular basis by the Equalities Officer Group and its report will be discussed by the Corporate Equalities Group.

Six monthly monitoring will continue using the Corporate Equality and Diversity Monitoring Form through front line services. Members of the public will have the opportunity to share their information in order for us to collect data relating to the Equality Strands of: age, disability, gender, race religion and belief and sexual orientation. Denbighshire have also included a monitoring question relating to Carers responsibility.

In addition, the actions in this Plan will be added to Department Service Business Plans for which quarterly performance reports are produced and presented to Members and senior management.

The Council's Human Resources system (Trent) will be able to disaggregate employee information by equality strand on a range of different issues including recruitment, selection, and training and will be reported on annually.

Ffynnon Performance Management System

We will monitor the Scheme's implementation through the Performance Management process. The introduction of the new Ffynnon Performance Management System will enable us to keep track of all equality elements within the individual Directorate Business Plans.

In order that the disability, gender and race equality schemes and the parent Corporate Equalities Plan is mainstreamed into the Council's key overarching strategies (and indeed into national strategies such as the Making the Connections and Wales Programme for Improvement) the actions identified in the Action Plan will be incorporated into Service Business Plans.

Annual Reporting

We will produce an annual report on our Corporate Equalities Action Plan which will incorporate the actions identified in the disability, gender, race schemes and actions in relation to age, religion and belief and sexual orientation. The annual report will:

- Identify the actions we have taken to ensure we comply with our statutory duties during the twelve month period and demonstrate what actions we have taken to eliminate inequalities and / or discrimination within the Council.
-
- Identify which targets have been met and which ones have not and the reasons why.
- What consultation, involvement or information gathering has taken place.

Progress against the Plan will also be reported to the Resources Scrutiny Committee and Cabinet and it will be reviewed annually. The review will form part of the report to Members in July each year. These progress reports will be available on Denbighshire County Council's website.

The Council takes all complaints seriously. If anyone feels that the Council has failed to implement the Equality and Diversity Policy in the service they receive, a new complaints procedure is available and can be obtained by contacting the Council. All complaints, where relevant, are now logged in relation to their equality strand, these are monitored and reported on twice yearly.

A grievance procedure for employment complaints and a procedure for harassment and bullying for those employees who feel they face discrimination in the workplace are available.

Publishing the Plan

The Corporate Equality plan will be published and placed on the Council's website and hard copies will be available. The plan will be available in Welsh and English on the website or in other languages and alternative formats if required. Denbighshire's website homepage has a link to the Equalities and Diversity section.

The steps we need to take to achieve the above will include:

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- Undertake an equality impact assessment of all relevant functions and policies to measure any adverse impact on race equalities and consult with the relevant Service on the results.
- We will consider how a service or policy might be changed to meet our general duty, as above and take appropriate action.
- We will consider the equality impact on all new policies or changes to policies.

Key Objectives

- Corporate monitoring exercise twice yearly to identify who uses council services
- Produce an annual report on progress made with Equality Plan Actions
- Produce annual workforce profile to identify employment information in relation to age, disability, gender, race, religion and belief and sexual orientation
- Identify and monitor any trends twice yearly regarding complaints made in relation to age, disability, gender, race, religion and belief and sexual orientation

Section 5 Developing the Equality Plan

In February/March the draft Equalities Plan has been subject to an initial six week consultation period asking what people thought of the services the council provided and how services could be improved in order to develop the Equality Plan.

The public consultation and involvement exercise took the form of a website survey, hardcopy questionnaires available in our council offices, one stop shops, libraries and leisure services. It was also highlighted on the council intranet.

The involvement process was highlighted in the local press, organisation newsletters including Denbighshire Learning Disabilities Forum, Denfold, Denbighshire Disability Forum, Children and Young People's Partnership and Denbighshire Voluntary Services Council's (DVSC), Health and Well Being newsletter.

The corporate equalities officer attended a number of external and internal meetings and met on a one to one basis with local groups and organisations to collect their views to be included in the equality action plan. Where it was not possible to attend meetings the questionnaire was emailed to local contacts of national organisations, including:-

North Wales Race Equality Network (NWREN), Age Concern, Barnardos, Denbighshire Disability Forum, Denbighshire Learning Disability Forum, Learning Disabilities, NEWCIS, RNIB, RNID, Rowan Group, Stonewall, Womens Village, YouthDen, Children and Young Peoples Partnership, Chware Teg.

For a comprehensive list of issues raised, see appendix 2 Consultation – What you told us.

Denbighshire Community Forums: Q & A's - April 2009

As part of the council and the public sector's commitment to listen to the residents of Denbighshire, a series of forums were held for the public to come and discuss local issues with public services in their communities, where issues related to equality they have been included in the feedback comments and where relevant, the equality action plan.

There are a number of voluntary organisations which represent minority groups. These organisations have a raft of valuable information and experience that will benefit the scheme. The Council will connect with these organisations as part of the scheme to ensure the organisations and the people they represent become better involved in the process.

Key Objectives

- Produce a corporate involvement contact list
- All Services to use Corporate monitoring form
- We will consult using the language and format required
- We will consult and involve disabled people

Section 6 The Council as an Employer

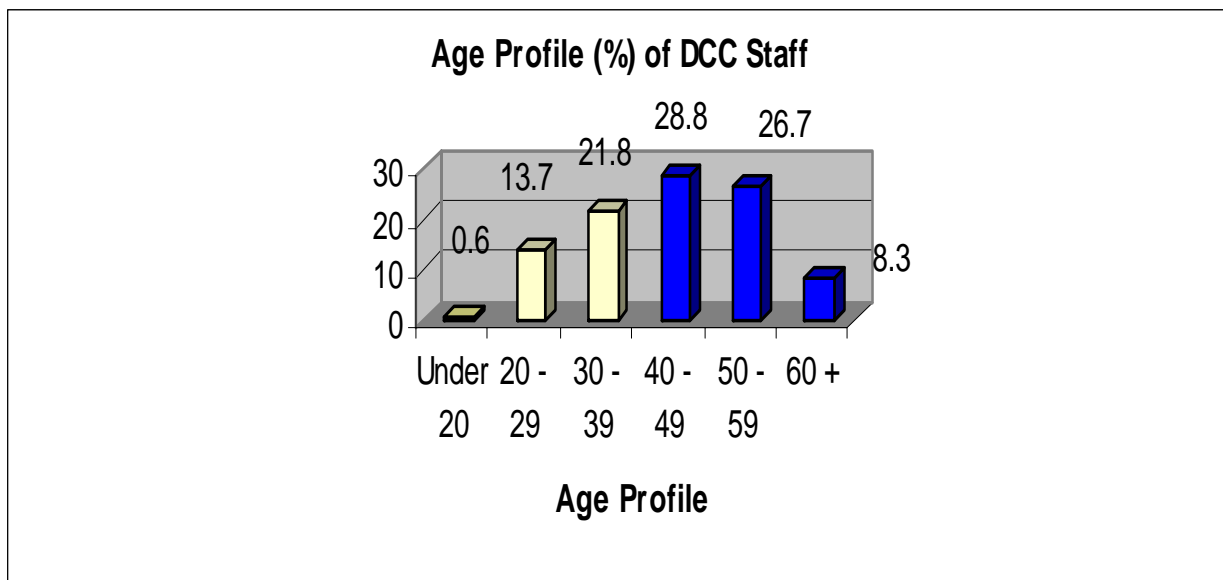
What we do now

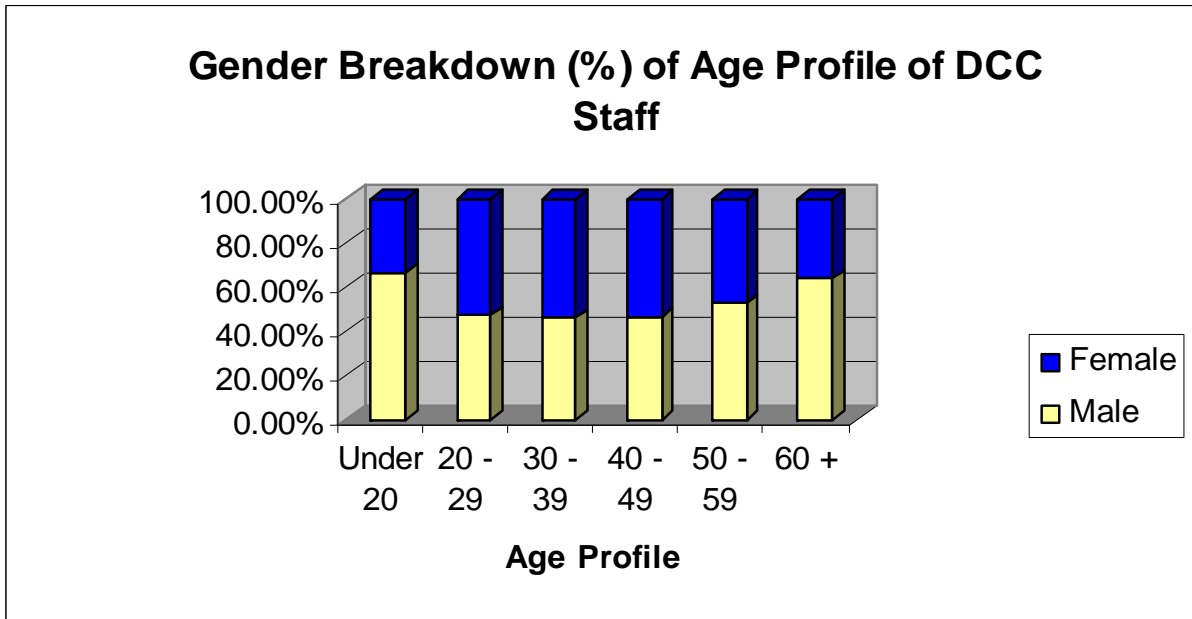
- We monitor on a quarterly basis the Age, Gender, Disability and Ethnic Minority of staff.
- We introduced the Age Discrimination legislation eight months before it became law to allow staff to request to stay on beyond the age of 65 and continue to grant the majority of requests to carry on working for the Council.
- We have the “two ticks” Disability Award for recruiting disabled staff.
- We have seven modular e-learning training packages on equality and diversity, race, disability and gender are mandatory for all staff to complete
- The council have adopted a Corporate Equality Form. The form layout requests information in relation to ALL equality strands and also requests information on carer responsibilities.
- Customer Care training which includes equalities is mandatory for all staff.

The authority is a Disability Symbol user, which means it has made five commitments as an employer:

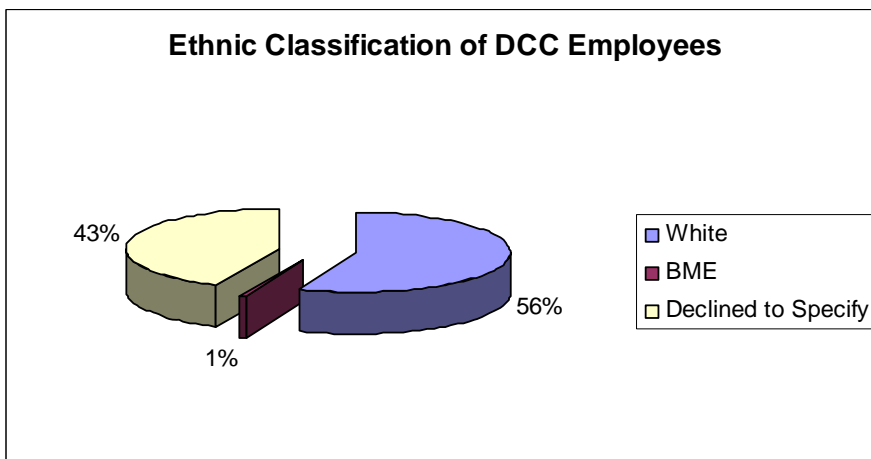
- A guaranteed job interview for those who meet the essential requirements for a job
- To consult disabled employees regularly
- To keep employees if they become disabled
- To improve the knowledge of key employees about disability
- To check progress each year, plan ahead and let employees know about progress and future plans

Workforce Profiles - 2008/2009



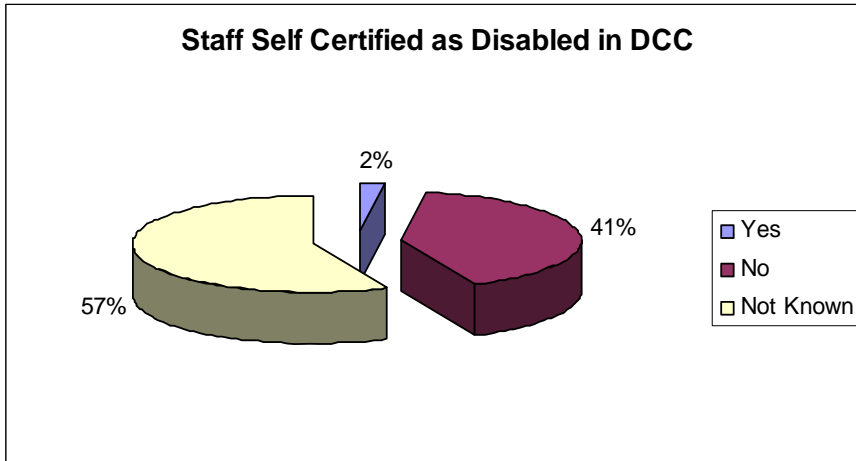


The Council is a female dominated authority with 61% of staff female and aged over 40.



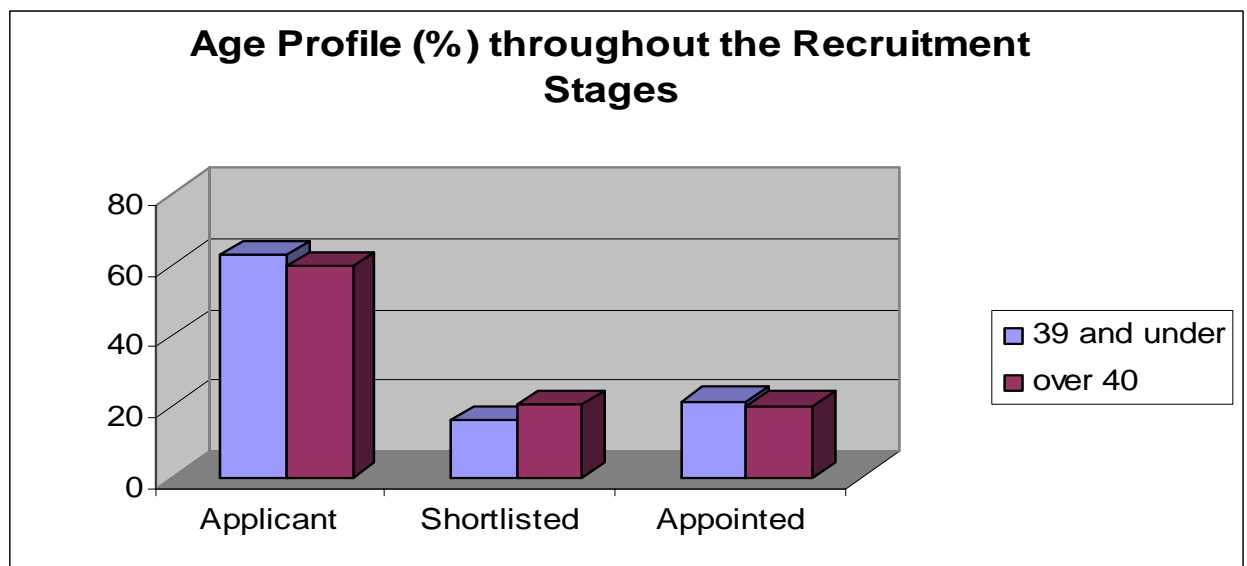
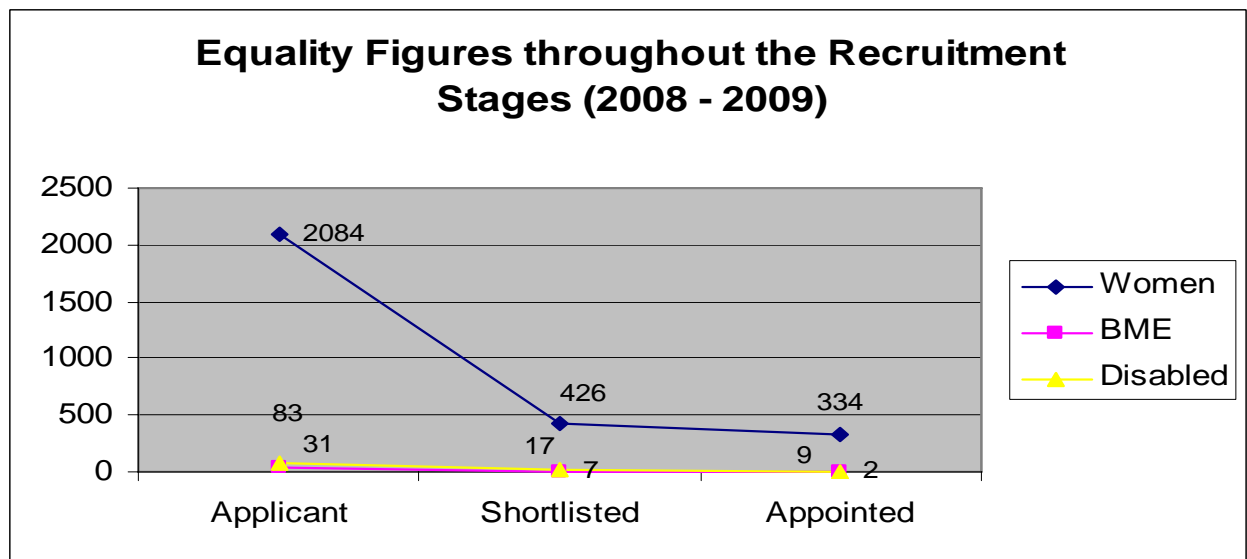
A large proportion of DCC staff choose not to disclose their ethnic background with only 52 people disclosing their ethnicity as a Black, Minority or Ethnic.

This is compared to figures showing 1088 people from ethnic minority groups living in the County, which equates to 1.1% of the resident population.



The disability status of staff is mostly unknown. However there are 134 members of staff who consider themselves to have a disability.

Recruitment figures



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In terms of age the council receives slightly more applicants from candidates under age 40 than above. The age groups are about equal when it eventually comes to the appointment stage with 52% being under 40 and 48% over 40.

94% of applications made to the council were from women with 97% of appointments eventually given to females. 56 applicants consider themselves to have a disability, 23 shortlisted and 11 appointed. The Council received 16 applications from BME candidates, 10 shortlisted and 11 appointed.

Recent evidence suggests that there are clear links between investment in health of the workforce and a number of positive outcomes. The Council is currently being assessed for the Corporate Health Standard which is a national mark of quality for health and well-being in the workforce.

Equality Impact Assessments

Personnel policies will be screened by December 09 and personnel officers trained on equality impact assessments.

Training and staff development

Although training has and is taking place throughout the Council, feedback indicates that further training particularly in relation to specific job roles e.g. front line staff, managers or to particular equality tasks such as equality impact assessment, is required to ensure staff have the understanding, capacity and confidence to implement the Council's Plan and meet the Council's statutory duties.

The council induction and customer care training sessions include a section on equal opportunities.

There are 7 e-quality modules available for staff in relation to Equal Opportunities, including age, disability, gender, race, sexual orientation, religion and respect. The race, disability and gender modules are mandatory for all staff and Members to complete. The training can be adapted and delivered to all who do not have access to a PC.

More needs to be done and employees encouraged to complete the e-module training on sexual orientation, religion and belief and respect.

An equalities training session for Elected Members took place in 2008. In order to encourage more Councillors to undertake specific equalities training. Further opportunities will be explored.

There were 4586 people employed in March 2009 by the Council, less 2060 school staff. The table below shows the number of employees who have completed the e-module training sessions in relation to race, disability and gender.

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Table 6

	12/12/2008	07/04/2009	Target 2009/2010
Race	673 (14.6%)	703 (15.3%)	20%
Disability	569 (12.4%)	597 (13%)	18%
Gender	313 (6.8%)	344 (7.5%)	12%

The tables below show the number of employees who have completed customer care and/or induction training.

Table 7 Customer Care Training

2008/2009	2.75%
2009/2010	Target 3%

42 people attended training in 08/09

Table 8 Induction Training

2008/2009	6.4%
2009/2010	Target 8%

98 people attended Induction in 08/09.

Employee Equality Forum

The first forum was held in May 2009 and is supported by Personnel and Strategic Policy Officers. The forum is at an early stage with a second meeting proposed for September 2009. The aim is to find out if there are any equality, diversity, language, or culture issues for employees and for employees to also have an opportunity to influence policy, practices and procedures of the Council.

Policies

Human Resources Policies Our HR policies are written in order to support all staff, for example, our bullying and harassment and grievance policies highlight the fact that some staff may wish to deal with a person of the same gender or ethnic background or may need assistance to complete the necessary documentation.

We support Equalities through a number of employment policies:

- Single Status
- Paternity leave
- Right to request flexible working
- Managing carers needs
- Right to request working beyond 65
- Disability leave
- Flexitime, which incorporates flexible working hours (flexible starting times and finishing times)
- Annualised working hours
- Job sharing or part time working
- Home working and term time working
- Employee Equal Opportunity Policies

Single Status Pay

Working Arrangements

In order to support staff, the Council offers a range of flexible arrangements to assist individuals to balance work and personal life. The flexible arrangements in place are subject to legislative changes: however arrangements on offer are at least as good as legislative requirements and often better.

Work Life Balance options include:

Maternity leave, maternity support leave, adoption leave, paternity leave, parental leave, IVF treatment, carer's leave, compassionate leave, disability leave, study and exam preparation, reserve forces, volunteer fire fighters and special constables.

Recruitment

Every job applicant is sent an equalities questionnaire to complete. The Council does collect statistics for job applicants in relation to gender, ethnicity and disability. However, we recognise that the data sets are incomplete because the applicant can choose whether or not to complete the questionnaire and many are not returned.

Selection

We collect data on new and existing employees by the equalities strands of gender, ethnicity and disability. The information is not mandatory for job applicants to provide.

Monitoring

HR system - Trent. The system allows us to access statistics about all of our employees by equalities strand, including the training they have attended and completed. This will help us make sure that all groups of employees have equal access to the training which will assist their career development. We also want to make sure that all staff are aware of equalities issues and provide excellent customer care to everyone

We monitor employment of minority groups using Workforce Planning and annually publish the information on the council intranet and website.

Table 9 Equalities Monitoring of the Recruitment Process

Indicator	Indicator type	Data 08/09		Age* Data 08/09	
% of job applicants by equalities strands	Monitoring	Age	*	<20	2
				20-29	9
		Disabled People	2%	30-39	7
		Ethnic Minority	0.74%	40-49	7
		Ethnicity Not Known	68%	50-59	4
		Male	50%	>60	1

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Indicator	Indicator type	Data 08/09		Age* Data 08/09	
		Female	50%	Unknown	70
% of job applicants short listed by equalities strands	Monitoring	Age	*	<20	1
				20-29	16
		Disabled People	3%	30-39	14
		Ethnic Minority	1%	40-49	16
		Ethnicity Not Known	54%	50-59	11
		Male	30%	>60	2
		Female	70%	Unknown	40
% of appointments by equalities strands	Monitoring	Age	*	<20	6
				20-29	27
		Disabled People	2%	30-39	22
		Ethnic Minority	0.43%	40-49	22
		Ethnicity Not Known	58%	50-59	13
		Male	27%	>60	3
		Female	73%	Unknown	7

Table 10

Performance indicator	Indicator type	Data 08/09	Improvement targets	
% of women in senior management posts	Policy Agreement	46.40%	07 - 08	43%
			08 - 09	43%
			09 - 10	43%

Key Objectives

- Update Equal Opportunities Policy
- Set up Employee Equality Forum
- Produce annual report showing workforce planning information
- Consider the next steps for corporate equality training for council employees, including senior managers and Members

Section 7 Equalities in Service Provision

What we do now

Customer Services are committed to ensuring that services, facilities and resources provided by the Council are accessible and responsive to each individual and all communities. All customers can expect

- Provision of services that meet their individual needs
- Courtesy and helpfulness when accessing our services
- To be listened to and their enquiry to be dealt with efficiently and correctly
- Easily identifiable Council representatives
- Provision of information that meets their individual needs
- An easy means to give feedback to the Council

New initiative: Denbighshire County Council residents and visitors can now text the council with their customer enquiry. They will receive a bilingual automated text from the Council to confirm receipt of the text followed by a full response within 10 days wherever possible.

Denbighshire County Council has introduced some Web 2.0 platforms.

Web 2.0 includes such things as social-networking sites (perhaps the most well-known one is Facebook), video-sharing sites, blogs, RSS feeds, podcasts and mashups. Using Web 2.0 means that we will be going to where people are in order to connect and communicate with.

We will continue to promote equalities by including regular articles in Council publications such as the Council's County Voice newsletter to all residents and the staff newsletter Headlines.

Procurement

Where services are provided in partnership or by a third party on behalf of the Council, it remains the responsibility of the Council to ensure that everyone complies with the principles of our Equality Schemes and they adopt and work within the guidance relating to disability, gender and race specific duties.

7.1 Race

New Language Service - In January 2009 we changed our service provider from Language Line to 'thebigword' The procedure for using the service is the same but telephone numbers and our access code have changed.

The Council have published a Migrant Worker Information Pack giving newly arriving migrants information on how to access services and about their rights in the community they have now joined. The welcome pack will assist the service provider as it will inform migrants as to how they can access Council services and it will benefit the local community by explaining to migrants how to adapt to life in Denbighshire.

The Council also has active representation on the North Wales Police led North Wales Forum on Unauthorised Encampments which co-ordinates the local authority and police initiatives and policies with a view to establishing a partnership approach through agreed protocols etc.

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Denbighshire County Council have established an officer group to identify and address key issues in relation to gypsy and travellers, ensuring we meet their needs whilst having regard to the wider community. The officer group has cross Directorate representation including Housing, Planning, Social Services, Property Services, Education and Strategic Policy and involvement from North Wales Police.

The Local Housing Market Assessment is a partnership between Anglesey, Conwy, Denbighshire and Gwynedd local authorities, the Snowdonia National park Authority and Bangor University and is undertaking a Gypsy and Traveller Accommodation Assessment (GTAA) for North West Wales commencing April 2009.

The Welsh Assembly Government has reintroduced a requirement for Local Authorities to undertake a twice yearly count of Gypsies and Traveller sites within the County in January and July.

Conwy and Denbighshire plan to open a part-time centre for Gypsy Traveller children and are recruiting a Learning Support Assistant. It is intended to open the centre for 4 mornings per week offering placements to Gypsy Traveller children of secondary school age living in Conwy or Denbighshire. The aim of the provision is to re-engage and maintain these young people in accessing education and it anticipated that the centre will be in the Rhyl area.

We are members of the North Wales Gypsy and Traveller Group which is focussing on identifying regional solutions to Gypsy and Traveller needs and includes joint working with the police.

The Education Department is working with Conwy County Council to provide services to Gypsy and Traveller children and is a member of a North Wales Consortium sharing training and good practice to support children on roadside encampments. Ethnic minority achievement and Gypsy and Traveller achievement is collated and monitored by Education officers.

Our Housing Benefit service has a language preferred indicator so that communications can be sent in the language indicated by the individual and is currently exploring a protocol in relation to minority groups.

7.2 Disability

The Community Equipment Services Integration (CESI) Stores, has received financial support from the Welsh Assembly Government, Denbighshire County Council, Denbighshire Local Health Board, and the North Wales NHS Trust (Central)

The Council has made a number of improvements to its buildings over the past 3 years as part of the Disability Discrimination Act 2004 duties. This programme of work will continue to ensure that we improve the accessibility of our buildings for staff and service users. Phase 1 is complete and an action plan is in place to address Phase 2.

Our parking attendants monitor all disabled bays for occupants not displaying a Blue Badge and Parking Control Notices are issued. There are currently 80 Pay and Display ticket machines throughout Denbighshire, all are now at an accessible height and acceptable distance from parking bays.

Council Newsletter Podcast: An audio version of the Council's newsletter 'County Voice' is available quarterly for download on the website in partnership with RNIB Cymru.

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Information on the Council website highlighting the facilities available at Council venues used for meetings.

Speech Enabled Website – ‘BrowseAloud’: Denbighshire's website is supported by the text-to-speech software ‘BrowseAloud’. The application reads aloud web page text for those with mild visual impairments or low literacy and reading skills.

A sensory nature garden on land adjacent to Ysgol Mair, Rhyl,. The garden has taken two years to create and will be a resource for school children throughout the town

We provide assisted bin collections for vulnerable and disabled people.

Adapted housing provided to meet the specific needs of residents.

The Council provide with RNID Cymru a communication service for deaf, deafened, deafblind and hard of hearing people using council services.

Education

Several secondary schools have developed their Disability Equality Plans and have involved children and young disabled people.

In line with the Inclusion Policy an increased number of children and young people with significant disabilities are able and encouraged to attend main stream schools.

Denbighshire has been at the forefront of developments with regard to Welsh language Braille. An agreement has been reached with a Welsh publisher to translate novels into Welsh Braille.

Access Audits has been completed on all schools. Adaptations have been made to buildings and accessible toilets made available in all our secondary schools.

Ysgol Tir Morfa has recently won an award for its new accessible building.

7.3 Gender

As part of our information gathering process we will monitor who uses our services according to gender and will endeavour to understand whether men, women and transgender use the services in different ways and what are their differing needs.

Denbighshire County Council has elected a female Councillor as Leader and in 2009 elected its first female Chairman of the Council. In 2009 four out of the nine Cabinet Members were women.

Fathers are encouraged to join special play sessions in Rhyl and Denbigh, as part of Action for Children's efforts to highlight the importance of children having an active male role model in their lives. The project promotes the equal role of fathers and male carers in raising children, and these sessions provide opportunities to meet and share parenting and life experiences

We have a domestic abuse forum for which the main focus is women, although men also receive support and we have a number of projects to support young people offending behaviour which is largely dominated by males. Our Housing Benefit service has developed a process for the Women's Refuge Hostel.

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The Way Forward- According to research, the inconsistent use of condoms is in part a result of lack of access, availability and acceptability of condoms amongst young people. For this reason the Denbighshire Healthy Sexuality Project (which has successfully obtained Cymorth Funding for another two years) has plans to work in partnership with the youth service and Rhyl College to extend the CCard scheme into the college and youth clubs within Denbighshire

Staff from the Housing Service have received gender specific equality training in relation to housing.

7.4 Age

Older people who are deaf and use BSL have been asked to take part in the BSL Timeline, a partnership project run by Education Services and Library Services. The aim behind the project, which has been funded by the Denbighshire's Older People's Strategy, is the revision of the national curriculum, which encourages the study of History at Key Stage 2 to look at contrasting periods from the 19th and 20th centuries and children will be able to learn about the experiences of the deaf community.

The Wales Council for Deaf People is providing training for a tutor to teach lip reading to adults with funding from Denbighshire's Older Peoples Strategy. The training ends in June 2009, at which point the Wales Council for Deaf People will advise the local authority how best to deploy the tutor's services to benefit people with a hearing impairment in the community.

Social Services – have a 7 point standards for older persons covering Courtesy & Respect, Confidentiality and Privacy, Involvement and Participation, Staff support, acceptable Response Times

The Council have a 50 plus initiative for leisure and free swimming for the over 60 and under 16 year olds.

The Council have a National Service Framework and a strategy for Older People which has implemented some innovative projects such as the Council's Night Rider Scheme.

Data on age is collected for homeless people and people in sheltered housing and for those applying for housing benefit because individuals may have different requirements depending upon their age.

Benefits service have undertaken joint training with the Pension Service in relation to delivering services to the elderly. We also provide assisted bin collection for older people.

The first Extra Care" development in North Wales has been built in Rhyl We propose to develop a six bed high level support scheme for young people and assist those leaving care to obtain suitable accommodation.

We are piloting a warden scheme in the private sector to support older people living in their own homes.

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Weekly Intergenerational Lunch – Young and older people from the local community providing lunch, supported by Young people volunteering from Marsh Youth Group, Older people from the over 50's club and Vale Residents Association.

Older persons Champion Training Day held on 29 April 2008 in partnership with Local Health Board.

7.5 Religion

We recognise that for many people, religious identification is at least as important as their racial identity. We will take steps to engage with religious centres and faith groups.

Multifaith calendar information available on the intranet for council employees

Working towards better consultation and involvement of local faith groups.

By equality monitoring through customer services, front line staff at one stop shops and libraries on the Council on line questionnaire, 76% identified themselves as Christian 22% identified themselves as having no religion and 2% of muslim faith.

7.6 Sexual Orientation

Consultation

A North Wales LGB Forum Speak Easy event was held at the end of November 2007 for service providers to consult local lesbian, gay and bisexual (LGB) people. Stonewall Cymru worked in partnership with the West Rhyl Young People's Project to organise the event, which was funded as the culmination of the Inside-Out Project. The report is available on our website.

Corporate Monitoring Form includes collecting information on sexual orientation in order for us to identify who accesses our council services.

We actively promote venues for civil partnerships and were one of the first Councils to have a ceremony performed within their County in Wales

Table 11 Civil Partnerships in Denbighshire

	1/1/2007 – 31/12/2007	1/1/2008 – 31/12/2008
Male	3	3
Female	4	11

Section 8 Race Equality Scheme 2008 - 2011

Our Revised Scheme 2008-2011

This Race Equality Scheme has been prepared to enable the Council to meet the requirements of the Act. This scheme sets out how the Council will meet its statutory obligation, during the next three years, by undertaking impact assessments on our functions that have been assessed as high and medium relevance to our general duty to eliminate any racial discrimination and promote equality of opportunity and good race relations.

This Scheme has taken into account the recommendations made by the Commission for Racial Equality in Wales in their review of Local Government Race Equality Schemes 'Putting Priorities in Focus 2007.'

The Government introduced the Race Relations (Amendment) Act 2000 in response to the recommendations of the MacPherson Inquiry report into the death of Stephen Lawrence. This Act places a duty on public authorities to promote racial equality. The aim is to ensure that public authorities offer accessible services, which meet the needs of the community and offer equal opportunities in their employment duties. The Act strengthens the Race Relations Act (1976) by placing a statutory duty on public authorities to promote race equality.

General duty

The general duty set out in Section 71 (1) of the Race Relations (Amendment) Act, states that public authorities must have due regard to the need to: -

- eliminate unlawful discrimination
- promote equality of opportunity
- promote good race relations between people of different racial groups

The general duty applies to every public authority and the aim of the duty is to make race equality central to the way public authorities work, in service delivery, policy making and employment.

Specific duty

Additionally, the Act places a specific duty on local authorities to produce a Race Equality Scheme, which sets out its arrangements for meeting the general duty by:

- monitoring policies, functions, and procedures for any adverse impact on race equality;
- assessing, and consulting on, the likely impact of proposed policies;
- publishing the results of the assessments, consultation and monitoring;
- making sure that the public have access to information and services;
- training employees on the general duties;

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- monitoring and analysing, by racial group: existing employees and applicants for jobs, promotion and training; grievances; disciplinary action; performance appraisals; and employees leaving the authority.

8.1 Communicating with Service Users

All of Denbighshire's Services have access to a telephone translation service and front line staff have been trained in its use, 'thebigword'.

We have distributed the Welsh Assembly Government's 'Welcome to Wales' information packs and are currently investigating the production of a Denbighshire specific leaflet.

- v) The Welsh Assembly Government has reintroduced a requirement for Local Authorities to undertake a twice yearly count of Gypsies and Traveller sites within their County. The results were:

Table 12 Denbighshire Twice years Count

01/2007	07/2007	01/2008	07/2008	01/2009	07/2009
NIL	2 caravans	Nil	Nil	Nil	Nil

- vi) The Commission for Racial Equality's Report 'Common Ground' (Equality, good race relations and sites for Gypsies and Irish Travellers) has produced recommendations for local authorities to adopt. The Officer Group will be reviewing the Councils policies in light of this report and, where practical and relevant, adopting a strategic approach to meeting the needs of Gypsies and Travellers whilst also having due regard to the wider community.

8.3 Migrant Workers

- i) Denbighshire is in a similar position to most other Welsh Authorities in not knowing the number of migrant workers in the County and unclear as to their intentions in terms of staying for a relatively short period or settling in the area indefinitely.
- ii) The Welsh Assembly's Equality of Opportunity Committee: Migrant Workers Inquiry has identified that there are significant barriers experienced by migrant workers and their families in accessing public services particularly in housing, health care and education.

Denbighshire is currently participating in an analysis of our services to migrant workers in conjunction with the Wales Strategic Migration Partnership who are tasked with identifying which organisations (statutory, voluntary and community) are responding to migrant workers issues and how the work can be coordinated effectively. The information will follow the following themes namely health, education, community safety, community cohesion and employment.

We are also participating in research being carried out by Map Analysis on behalf of the Wales Consortium for Asylum Seekers, Refugees and Migrant Workers who are funded by the Home Office.

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- iii) The information gathered on how we deliver services within the County will inform our Race Equality Action Scheme and the results of the cross- Wales analysis by the Migration Partnership will identify areas of good practice from other areas of Wales.

8.4 Delivering Services and Reporting Complaints

- i) Denbighshire's Supporting People Strategy identifies several initiatives in relation to assisting the delivery of services to ethnic groups and individuals.
- ii) The Black African Women Step Out (BAWSO) group approached Denbighshire's Supporting People Lead Officers with evidence that women from ethnic minorities in Denbighshire are not accessing the refuge provision in Denbighshire and are having to travel 150 miles to access services in Swansea and Newport where specialist provision is available. To address this issue the Supporting People Strategy plans to develop domestic abuse outreach support provision targeted at Black and Minority Ethnic women. This cross boundary, regional project across North Wales will provide services to this group in partnership with BAWSO. The project will be a 2-year pilot in order to establish a need for this provision.
- iii) The Supporting People Operational Plan also highlights the need to commission some research to identify relevant population trends and predictions, particularly in relation to BME migration, as this will impact on the translation of documentation for access to services.

Within the Social Services & Housing Directorate Plan there is the intention to develop a one stop shop within the County in conjunction with the North Wales Race Equality Network (NWREN).

The objective of this one stop shop is:

- To provide a safe and sensitive environment, where workers from outside the UK can access support, accurate information and specialist advice services or be appropriately signposted, where possible in a language of choice.
- To attract hard to reach clients through culturally and language sensitive marketing materials whilst increasing understanding of those issues amongst other service providers.
- To negotiate with other agencies to provide complimentary support surgeries at the drop-in centre.
- To counteract negative stereotyping by highlighting to other agencies that the needs of workers from outside the UK are not disproportional just different.

The primary target is Migrant workers and Refugees. Subsequent targets will be overseas students, BME contract workers and resident BMEs.

8.5 Consultation and Involvement

- i) Problems exist throughout North Wales as regards consulting with people from ethnic minorities. We work with organisations such as the North Wales Race Equality Network however we accept that we could improve on engaging with minority groups or individuals. The North Wales Equalities Officer Group consisting of representatives from all the North Wales authorities and the public health sector agree that establishing joint consultative events is the most

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effective forum for overcoming the barriers to engaging with the ethnic community.

- ii) There are also cross county opportunities to engage with individual ethnic groups and opportunities are being developed to meet North Wales groups such as the North Wales Filipino Society and the North Wales Chinese Women's Association.
- iii) The Race Equality Scheme whilst in draft form has been published on our website and press releases making the public aware of opportunities to contribute to the Scheme or comment on it. The Draft Scheme has also been sent to partner agencies in the public and voluntary sector and employees of the Council have had an opportunity to express their views on its content.
- iv) We recognise that for many people religious identity is at least as important as their racial identity. We will also take steps to engage with religious centres and faith groups, together with Gypsies, Travellers, Refugees and Asylum Seekers when we consult. We will continue to identify groups to consult with, and also work in partnership with other agencies to improve consultation mechanisms.
- v) **'Have your say': engaging the local community**

This consultation and engagement event was held in November 2007 and was a joint community involvement event by Local Authorities, Local Health Boards and the Health Trusts. The key objectives of this event were to:

- identify and share areas of good practice in service delivery for people from different racial or cultural backgrounds in North Wales
- identify any weaknesses and barriers in access to and the delivery of service experienced by different groups in North Wales
- seek suggestions and solutions for improvement from service users
- identify future public involvement mechanisms to sustain engagement

The event was advertised extensively through various local media channels including leaflet drops with targeted local small businesses, libraries and network groups. Other equality organisations were informed about the event including North Wales Race Equality Network and the Equality and Human Rights Commission.

There were different discussion groups facilitated in the languages of Welsh, English, Chinese, Filipino and Polish led by community representatives and supported by facilitators from the organising bodies. The full report can be found on our website.

Local people identified the following issues and solutions:

- Promote good race relations.
- Know the local community.
- Engage using a range of methods as advised by community groups.
- Provide clear information.
- Provide information in language of choice.

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- Raise awareness of the availability and use of interpretation and translation services.
- Increase cultural competence, awareness and understanding of staff.
- Employment issues.
- Build upon and strengthen joint working across the public sector in North Wales to make a difference.

There were several issues that were identified as being specific to Denbighshire. These comments fall into three categories namely the way we communicate, barriers to accessing our services and training of staff.

Communication:

- We will develop the useful contacts that were made by Officers at the event in order to engage further with racial groups.
- We will ensure this report is widely distributed within the Council in order that it informs future delivery of services
- We will ensure the Report is accessible on our website and promote its existence.
- The Report will influence the Race Equality section of our integrated Equalities Scheme.
- We will continue to undertake equalities monitoring of our customers and use the information on languages spoken within the County to inform our delivery of services.

Language barriers

- We will continue to monitor the number of languages spoken within the County and in particular our schools in order to ensure we meet the requirements of our customers and identify language barriers.

Section 9

Disability Equality Scheme

What is a Disability Equality Scheme?

The Disability Discrimination Act (DDA) 1995 was introduced in order to improve opportunities for disabled people. Under this act it is unlawful to discriminate against a person because they have a physical, sensory or mental impairment. Service providers are also required to make 'reasonable adjustments' to ensure that disabled people are able to access services and employment. By October 2004, physical barriers to access should have been removed.

The Government passed the Disability Discrimination Act 2005 stating that "By 2025, disabled people in Britain should have full opportunities and choices to improve their quality of life and will be respected and included as equal members of society"

The Disability Discrimination Act 2005 places a duty on a wide range of public bodies including local authorities to promote disability equality (the general duty). It also creates a specific duty to produce and publish a Disability Equality Scheme (DES) and to report on it annually.

The Scheme will be completely reviewed and revised every three years. This means that the Council, in carrying out its functions must have due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of disabled persons that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled persons in public life;
- Take steps to take account of disabled person's disabilities even where that involves treating disabled persons more favourably than other persons.

The Act also requires that public bodies should involve disabled people in the development of the scheme.

The Duty to Promote Disability Equality Statutory Code of Practice defines a disabled person as:

"A person who has a disability if he or she has a physical or mental impairment, which has a substantial and long-term adverse effect on his/her ability to carry out day-to-day activities".

This is a very wide-ranging statement, but will generally cover people with physical, mental and sensory impairments and those with severe disfigurements. People diagnosed with HIV, multiple sclerosis and cancer are also protected, but from the point of diagnosis, not when they become disabled as a result of the illness.

We have adopted the **Social Model** of disability:-

Everyone has a fundamental human right to independent living but this right is often denied to them living in a society which uses the 'Medical Model' of disability. This defines people by their impairments and the problems they face when seeking equality.

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The Council seeks to improve the independence of disabled people by using the 'Social Model' of disability, which means that the Council continues to strive to make all the improvements it can by removing the physical and attitudinal barriers that may limit the independence of disabled people.

The Social Model locates the 'problem' outside the disabled person and therefore offers a more positive approach because:

- It doesn't 'blame' the individual or turn them into the problem
- It involves everyone in identifying solutions
- It encourages co-operative problem solving
- It removes barriers for others as well as disabled people, that is, it is an equal opportunities model
- It acknowledges disabled people's rights to full participation as citizens

Education

Each school in Denbighshire has its own Disability Equality Scheme. This will reflect the way in which each school ensures that it promotes disability equality in both its general and specific duties. It will take into account the equalities breakdown of its pupils and consider whether it has a bearing on performance and put in place actions to address any imbalances that are identified.

Our Vision says "We will improve access by developing better transport links for journeys within Denbighshire, between rural areas and the main towns, and between Denbighshire and other areas".

"Our diverse county will attract more visitors throughout the year who will experience Denbighshire's outstanding natural and built environment, culture and wide range of outdoor activities".

"We will use new technology and provide services which enable people to stay longer in their own homes and have houses more suitable for disabled people".

9.2 How We Involve Disabled People in Identifying Objectives for the Scheme?

At the heart of the Disability Equality Duty is the requirement to involve disabled people in producing the Disability Equality Scheme and Action Plan. This is not only a requirement of the duty but brings tremendous benefit in terms of expertise to the Council in identifying and implementing appropriate changes.

The Council accepts this duty as a way of further developing its association with disabled people. We recognise that to date there has been limited involvement of disabled people but during the 3 year life of the current plan it will continue to widen this involvement.

We will however ensure that the following key principles are applied when seeking to involve disabled people:

- We will involve disabled people in the manner and format that they request
- We will ensure all venues used are accessible for everyone

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- We will ensure the equality plan is widely distributed within the Council in order that it informs future delivery of services
- We will ensure the plan is accessible on our website and promote its existence
- That costs associated with being involved are covered, including travelling expenses for voluntary groups and disabled people.

For a comprehensive list of issues raised, see appendix 2 Consultation – What you told us.

Key Objectives

- Improve the way we communicate and involve disabled people and their carers and make sure information is more accessible
- More involvement at local group meetings – be proactive in approaching groups
- Improve access to the environment, including footpaths, dropped kerbs, pedestrian crossings, raised bus kerbs, public wc's and car parking provision
- Work with operators to improve access to public transport for disabled people - increase the number of low floor easy access buses and provide access for disabled people to railway stations
- Ensure the needs of disabled people are more effectively considered when approving the development of buildings and regeneration schemes
- Ensure all new schemes built by Registered Social Landlords using the Social Housing Grant meet Lifetime Homes standards
- Disability Equality Training for staff, including senior management and Members

Section 10 Gender Equality

10.1 What is a Gender Equality Scheme?

The Equality Act 2006 places a statutory duty on all public authorities, when carrying out their functions, to have due regard to the need:

- To eliminate unlawful discrimination and harassment
- To promote equality of opportunity between men and women

This is known as the 'general duty' and has come into effect on 6 April 2007. The duty applies to all public authorities in respect of all of their functions. This means it applies to policy-making, service provision, employment matters, and in relation to enforcement or any statutory discretion and decision-making. It also applies to a public authority in relation to services and functions which are contracted out.

Public authorities are expected to have 'due regard' to the need to eliminate unlawful discrimination and harassment and promote equality of opportunity between men and women in all of their functions. Due regard comprise two linked elements: proportionality and relevance. The weight which public authorities give to gender equality should therefore be proportionate to its relevance to a particular function.

As part of the duty, public authorities are required to have due regard to the need to eliminate unlawful discrimination and harassment in employment and vocational training, for people who intend to undergo, are undergoing or have undergone gender reassignment. For the purposes of this Code, the expression 'transgender' is used to refer to the people who are covered by those provisions.

To support progress in delivering the general duty, there is also a series of 'specific duties' which apply to listed public authorities.

Those specific duties, in brief, are:

- To prepare and publish a gender equality scheme, showing how it will meet its general and specific duties and setting out its gender equality objectives.
- In formulating its overall objectives, to consider the need to include objectives to address the causes of any gender pay gap.
- To gather and use information on how the public authority's policies and practices affect gender equality in the workforce and in the delivery of services.
- To consult stakeholders (i.e. employees, service users and others, including trade unions) and take account of relevant information in order to determine its gender equality objectives.
- To assess the impact of its current and proposed policies and practices on gender equality.
- To implement the actions set out in its scheme within three years, unless it is unreasonable or impracticable to do so.
- To report against the scheme every year and review the scheme at least every three years

Did you know? The Office of National Statistics has released figures showing that the full time gender pay gap in Wales has risen to 12.7%, up from 10.3%

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The duty is intended to address the fact that, despite thirty years of sex discrimination legislation there is still widespread gender inequality.

The duty is intended to improve this situation, both for men and for women, for boys and for girls. Gender roles and relationships structure men's and women's lives. Women are frequently disadvantaged by policies and practices that do not recognise their greater caring responsibilities, the different pattern of their working lives, their more limited access to resources and their greater vulnerability to domestic violence and sexual assault. Men are also disadvantaged by workplace cultures that do not support their family or childcare responsibilities, by family services that assume they have little or no role in parenting, or by health services which do not recognise their different needs. Both sexes suffer from stereotyping of their roles and needs.

In order to allow the gender duty to take full effect, the government has extended the Sex Discrimination Act to make it unlawful for public bodies to discriminate on the grounds of gender when performing their public functions.

Gender Reassignment

Sex Discrimination (Gender Reassignment) Regulations 1999

These regulations extended the Sex Discrimination Act (1975) to cover discrimination on grounds of gender reassignment in employment and vocational training. Vocational training, in this case, includes all higher education students.

Any reference to discrimination in employment against men or women in parts II and III of the Sex Discrimination Act (1975) also applies to individuals who have gender dysphoria. A case, therefore, can be brought against an employer or individual person for any unlawful discrimination, including harassment.

The Sex Discrimination (Gender Reassignment) Regulations 1999 cover only direct discrimination. It is unlawful to discriminate against a person in an employment context or vocational training context on the grounds that s/he person intends to undergo gender reassignment, or is undergoing gender reassignment, or has at some time in the past undergone gender reassignment.

The duty should help the public sector, and those working with it, to identify and respond to stereotyping, sex discrimination and sexism, resulting in improvements for all.

10.3 Teenage Pregnancies in Denbighshire

In 2006, Denbighshire recorded the third highest teenage conception rate in North Wales, although this was lower than the Welsh average. In addition, rates in Denbighshire have decreased since 2004 (50.5 per thousand).

It should be noted that these figures are difficult to interpret, because there is no indication of how many of these pregnancies were planned and wanted.

Evaluation of the service took place in October 2008 where the opinions of staff and young people were collected to identify the impact of the C-Card scheme

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Table 13 Conception rates for females aged under 18 increased in Wales from

		Conceptions
2005 (Denbighshire)	Aged 15 – 17	43.6 per thousand
2006 (statistics for Wales)	Aged 15 – 17	44.9 per thousand
2006 (Denbighshire)	Aged 15- 17	42.6 per thousand
2006 (Welsh average)	Aged 15 – 17	44.9 per thousand

10.4 Domestic Violence

It is reported that 1 in every 4 women in England and Wales will experience domestic abuse at some point in their lives and 2 women a week are murdered by a partner or ex-partner. 1 in 20 women have been sexually assaulted or raped (Welsh Women's Aid). 1 in every 6 men in England and Wales will be affected by domestic abuse at some point in their lives and 30 men per year are killed by a partner or ex-partner (Home Office).

Table 14

Serious Violent Crimes	2007/2008	Target 2008/2009	Reduction
First Time Domestic Victims	1009	1060	+5%
Repeat Domestic Victims	696	660	-5%

Key Objectives

- Continue to ensure the percentage of women in senior management roles is more reflective of the 70% of women who work for the council
- Ensure women and men are represented at all levels of the workforce and in all areas of work
- Eliminate the gap between women and men's pay through Single Status
- Ensure employees with caring responsibilities receive support from the Council and flexible and part-time working opportunities are available at all levels of work
- Use Corporate Monitoring Form to collect service user and employee information in relation to transgender
- Increase the number of reported domestic violence incidents / decrease the number of domestic violence incidents in Denbighshire.

Section 11 Equality Act 2006

11.1 What is the Equality Bill

It should bring all legislation together and ensure it is consistent, understandable and easier for people to use. The present duties on race, disability and gender are due to be harmonised into one new duty, which will cover all seven equality strands: age, disability, gender, gender identity, race, religion or belief and sexual orientation and there will also be a new duty to consider Socio-economic disadvantage (social class).

The duties mean that we will have to take action to deliver better outcomes for people of different racial groups, disabled people and men and women, including transsexual men and women. The duties will require us to take steps not just to eliminate unlawful discrimination and harassment, but also to actively promote equality. The duties provide a framework to help tackle persistent and long-standing issues of disadvantage.

The earliest that these changes will come into full force is the end of 2011. Until then it is important that we continue to meet our existing obligations and use the duties to improve the impact of our work. In order to prepare for the new duty we will start collecting information on the groups covered by all seven equality strands

11.2 Age

The Council is committed to providing services which treat people fairly, regardless of their age.

For example, the Employment Equality (Age) Regulations 2006 apply to employment and vocational training, and prohibit unjustified direct and indirect age discrimination, as well as harassment and victimisation on grounds of age. The regulations (which do not affect the age at which people can claim their state pension):

- ban age discrimination in terms of recruitment, promotion and training.
- ban unjustified retirement ages of below 65.
- remove the current age limit for unfair dismissal and redundancy rights.

They also introduced:

- A right for employees to request working beyond retirement age and a duty on employers to consider that request.
- A new requirement for employers to give at least six months notice to employees about their intended retirement date so that individuals can plan better for retirement, and be confident that "retirement" is not being used as cover for unfair dismissal.

Examples of key issues whilst applying this legislation

- Avoid job descriptions containing the words 'experienced', 'mature', 'young', 'junior', 'senior' etc, and graduate schemes that use terminology or images that imply that graduates are young
- Offering equal access to training opportunities regardless of age
- Supporting staff who have caring responsibilities, although it is acknowledged that not all carers are older people

Younger and Older People

The Council recognises the needs of groups such as children, young people and older people to access services and that there may be particular barriers and needs to be considered in ensuring services work effectively to serve these parts of our community.

11.3 Sexual Orientation

Equality Act 2006 to make it unlawful to discriminate in the delivery of goods and services.

The Civil Partnership Act (2005) enables same-sex couples to form a civil partnership by registering as civil partners. Implementation of this Act required amendment to the Sex Discrimination Act

Civil partners are now recognised as having the same rights as married couples. This includes:

- Accessing social security benefits and tax credits.
- Maintenance and child support rights.

Employment rights, such as health insurance.

- Rights on the death of a partner including inheriting property or tenancy, pensions, life assurance, fatal accident or criminal injuries compensation.
- Prior to December 2005, cohabiting same sex couples had none of these rights, regardless of how long they had been together.

Further rights with regard to parental responsibility for children by civil partners also came into force on 30th December 2005 under the Adoption and Children Act 2002

The Employment Equality Sexual Orientation Regulations 2003

Makes it unlawful to discriminate against the following:

- persons of the same sex
- persons of the opposite sex
- persons of the same sex and of the opposite sex

Examples of key issues whilst applying this legislation:

- Recognising and being respectful of individuals sexual preference
- Maintaining confidentiality about sexual preference and not deliberately disclosing a persons sexuality
- Extending benefits to same sex partners i.e. pensions, parental leave
- Consider facilities when organising team events where partners are invited along e.g. hotels that welcome gay couples
- Consider the use of language that enforces stereotypical heterosexual images e.g. parental and maternity leave, use paternity leave
- Discrimination in employment and vocational training

11.4 Religion and Belief

Religious beliefs:

72% Christian, 3% Muslim, and 1% Hindu. An estimated 8.2 million (approximately 14% of the adult population in the UK) are active members of religious organisations.

The Employment Equality Religion or Belief Regulations 2003

- Makes it unlawful to discriminate on the grounds of religion or belief defined as being any religion, religious belief or similar philosophical belief.

Equality Act (2006)

The measures established in the Act close a loophole that previously meant that while people were protected against discrimination on the basis of colour, race, nationality or national or ethnic origin, they were not protected against discrimination on the basis of religion.

This addresses the imbalance which emerged from case law under the Race Relations Act in which Jews and Sikhs are afforded protection while members of other religions are not.

The Act provides protection in the provision of goods, facilities, services and premises, and in public functions, from:

- Direct discrimination, where a person, on grounds of religion or belief, is treated less favourably than another.
- Indirect discrimination, where a provision, criterion or practice has the effect of putting people of a particular religious belief at a disadvantage, which cannot be justified.
- Victimisation, where someone is treated less favourably than others because, for example, they have complained of discrimination or have assisted someone else in a complaint.
- Harassment (public functions only), where conduct has the effect of creating an intimidating, hostile, degrading, humiliating or offensive environment for people of a particular religion or belief.

Race legislation case law currently affords protection to Jews and Sikhs from discrimination in the provision of goods and services on the grounds that they are regarded as of race. It is intended that the protection will be extended to everyone on the grounds of his or her religion or belief.

These measures ensure that providers of goods, facilities, services or premises, cannot refuse to provide their goods, facilities, services etc. to someone because of their religion or belief. For example a shopkeeper can no longer refuse to serve someone on the grounds of his or her religion or belief.

Examples of key issues whilst applying this legislation

- Accommodating religious needs such as, requests for time off to attend religious functions
- Acceptance of a persons religious/belief system
- Accommodating dress requirements

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- Accommodating a persons specific dietary requirements, such as, Halal or Kosher food
- Providing suitable prayer facilities
- Accommodating same-sex provision for women whose faith requires them not to have exposure to a male person who is not a relative

Key Objectives

- Gather local information on who uses council services and the impact on different racial groups, disabled people and men and women, including transsexual men and women.
- Consult employees, service users, trade unions and other stakeholders and involve disabled people on the equality plan and actions.
- Assess the impact of our policies and practices in relation to age, religion, belief and sexual orientation.
- Promote equality training in relation to age, religion and belief and sexual orientation.

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Section 12 Have your Say on the Equality Plan and Actions 2009 – 2012

The draft Equality Plan and actions 2009 – 2012 is out for consultation for a 6 week period September to October 2009.

It is available bilingually on the Council's website: www.sirddinbych.gov.uk or www.denbighshire.gov.uk. We have sent out a press release and information to key stakeholders. We will also be using our internal communication channels to make sure Council employees give us their views.

If you have comments to make in respect of the Equalities Plan and actions, we would welcome your feedback by: Monday 2 November 2009.

Contact: Karen Beattie Corporate Equalities Officer, Denbighshire County Council, Strategic Policy Unit, County Hall, Ruthin, Denbighshire, LL15 1YN
Telephone: 01745 888746 Email. policyunit@denbighshire.gov.uk

This document is available in other languages and/or formats





Equality and Diversity Consultation and Involvement

We are always interested to hear from local people who want to be actively involved with our work in Equality and Diversity.

If you would like to send your comments, be consulted in future or become a member of a forum on how equal opportunities can be addressed in council services, please provide us with your contact details.

Name	
Organisation (if applicable)	
Address	
Email	
Telephone Number(s)	
Fax	

Please return this form using the Freepost address below:

**Denbighshire County Council
Freepost RLYH-KRTA-XBTA
Corporate Equalities Officer
Strategic Policy Unit
County Hall, Wynnstay Road
Ruthin LL15 1YN**

Return by: Monday 2 November 2009

Appendices

Appendix 1	Consultation and Involvement Form
Appendix 2	Consultation Feedback – What you told us
Appendix 3	Corporate Equalities Action Plan 2009 – 2012

Denbighshire County Council

Appendix 2

Consultation Questionnaire - What you told us

Which services do you use?

1. SERVICES

Visiting Council Offices

- Need to be more accessible for wheelchair users.
- Rhyl Town Hall office for instance - barriers very difficult to have consultation with staff member.
- Rhyl on my only visit, I was treated quickly and politely.
- If you work 9 - 5pm the Ruthin offices are not open at weekends.
- Should be open longer hours.
- No hearing loops in receptions
- Council Offices parking difficult

Libraries

- Prestatyn has no automatic doors and can't get to 1st floor no WCs.
- Frequently use St Asaph and Rhuddlan library both excellent facilities and really helpful staff.
- An excellent county service with an excellent local library at Corwen.
- If the lift in Denbigh is out of order I cannot get into library. I cannot climb stairs also parking is very bad.
- No disabled parking at Denbigh
- Can't find staff for assistance in Rhyl
- Staff to have disability awareness training

One Stop Shop

- Very useful
- Rhyl Town Hall one stop shop - barriers very difficult when talking with staff member

Cash Offices

- Difficult queuing system to get to cash desk

Leisure Centres and Sports Facilities

- Rhyl can't get in, when in access very poor
- Rhyl Leisure Centre - Poor changing rooms
- Rhyl can't get in, when in access very poor
- Rhyl Need automatic entrance doors
- More Daytime swimming in Ruthin
- Assisted changes rooms needed for children to use leisure centres easily
- No programme for disabled adults only, in fact no programme at all?
- I'm disabled and can't get changed
- Rhyl Lift a nightmare to use
- Denbigh changing great but staff use disabled parking
- More disabled sessions - swimming
- Poor changing rooms
- Need to be more user friendly with opening hours eg weekend and bank holiday.

Assisted Bin Collections

- Letter should not be needed from someone else.
- Don't return bins to right place where there are flats
- Denbigh recycling centre the best and one man so helpful, site is accessible and really easy to use, I HATE gantry access to skips in Rhyl and Prestatyn - really difficult to take refuse bags up to their top.
- A good economical system (blue and white bags)
- Its not green and should be
- What is an assisted bin collection?
- We are responsible people so let us self-certify.
- Gantry access to skips in Rhyl and Prestatyn - really difficult to take refuse bags up to their top.
- Get rid of gantry access to strips of recycling centres - Denbigh is a good example of how well it could work.
- Pictures too small on instructions
- Bins Left to obstruct footpaths

Adults Services

- It is difficult to access a service unless you are critical
- Eligibility criteria too restrictive
- Too expensive
- Should be free of charge

Children's Services

- I called welfare rights and left my number, no one bothered to call me!

Housing Adaption's

- Poor workmanship
- too long too wait
- Lengthy application forms and time to wait

Affordable housing

- As a single man I would have to wait 50 years to get a place
- Are they built to standards for disabled people
- No list of what is available if you have special needs
- More needed

2. ENVIRONMENT

Public Toilets

- Not enough and always closed in winter
- Out of Order most of the time (new toilets)
- St Asaph not always open or nice to visit - too dark
- New system in Corwen has been out of order due to operation problems.
- Where is there easy access to toilets in Denbigh Town. I can only use the libraries so long as they are open?
- Most loos dirty in Denbighshire and few too.
- Always out of order.
- New toilets complete waste of council tax payer's money. Corwen deserves better.
- Improve opening times and availability
- Toilets on front promenade and Sealife should be open 24 hours as holiday makers do not know where to go.
- Denbighshire too few public loos.
- Should be open longer hours and on a Saturday and Sunday
- Always clean
- Nova disabled toilet is old and disgusting, how did it get the Blue Flag award?
- Llangollen and Ruthin (Easy)
- Rhyl a good example of a clean Loo and there is a woman on duty when I visited making sure it was clean.
- Where are they? information needed at Tourist Information offices and a map

Transport

- I don't live on a bus route and have a half hour walk to reach bus stop - not good
- Neither Railway station has access or other service for wheelchairs
- Temporary bus stops in Rhyl are for 9 months but no raised kerbs provided
- Never any consultation with disabled people, eg, rhyl bus station and Prestatyn Station
- Extend bus services to outlying communities or access to public transport. some of us have no choice but to depend on cars or if necessary taxis that we can ill afford.
- No Low level Buses available and being able to stop along country routes
- No community transport for people with learning difficulties, Nightrider for older people only. Wrexham have Chariots
- No consistency of raised kerbs at bus stops, like Bryn Cunin Road provided on one side of road but not the other
- Dial a ride great
- More dropped kerbs by bus stops so we can cross the road
- Neither train station has service for wheelchairs
- Keep Rhyl lift open for people to use at night when coming back from Chester by train.
- More training and help for people in electric wheelchair using buses

Highways

- Car Parking Spaces abused
- Poor pavements hard on wheelchair users unfortunately
- No dropped kerbs or formal crossings in Rhyl front, especially after pavilion
- Not enough dropped kerbs along coast road
- There needs to be more pedestrian crossings and traffic calming measures throughout the county, especially near schools.
- Better marking and maintenance of foot paths and rights of way,
- Need proper crossing to use the Scala,
- No dropped kerbs in Prestatyn town
- No separating line between cycle and pedestrians sides on new cycle ways
- Cycle/pedestrian paths too steep, look at ones at by Nova, Prestatyn
- Footbridges provide no access for wheelchair users only steps
- Pavements blocked either by cars or shop signs, remove them
- More dropped kerbs needed
- I am in the process of getting compensation for damage to my mobility scooter due to pot holes
- Road works signs are frequently placed on the pavement – when should this be done as they obstruct the pedestrian access on the pavement

Parking

- Not enough disabled parking in the centre of Denbigh and too narrow, come on buck your ideas up. you have had plenty of time since the last lot 2006 - 07 and 08, you are doing nothing at all for shoppers in Denbigh who are disabled.
- Remove Charging
- Parking should be free for blue badges, especially since there is no train service or raised bus kerbs in Rhyl it's discrimination as we have no choice
- Make parking free for badge holders in car parks then less will park on street - making roads safer.
- Not enough disabled parking
- Denbigh is very difficult for disabled parking and getting about.
- No on-street parking for disabled people in Prestatyn
- Remove kerbs from disabled parking bays
- Disabled parking should be free to encourage people to shop in the inaccessible high streets
- Make parking free for badge holders in car parks then less will park on street - making roads safer.
- Improve parking area spaces
- No disabled parking in Rhyl, can't support local business, have to use retail parks
- Easy applying for blue badge, staff very helpful

Planning Department

- Improve advertising and sitting of plans and time scales.
- Shops and restaurants still get planning granted when no WC or entrance provided for disabled people.
- New shops still have no access
- Restaurants on first floors with no access
- We need an access officer to make sure disabled access isn't an afterthought
- No advice on access
- Who checks applications for access?
- Improve advertising and where we can see plans
- What about access for disabled in the towns?
- Flats need lifts not just stairs
- Planning website helpful

Getting around Denbighshire

Towns

- Make sure access for disabled people
- Alteration of traffic movement through the towns coupled with wider pedestrian only area
- More use of ramps / get rid of steps
- Improved Signage / more information points for tourists and visitors.
- Buses available and being able to stop along country routes
- Denbigh is very difficult for disabled parking and getting about.
- More Houses
- More dropped kerbs
- Improve parking area spaces - reduce fees improve cleaning
- Free or reduced parking for council tax payers in Denbighshire.

Seafront/Promenade

- Promenade should have been left as it was, could see the sea at all time walking along the prom.
- New buildings more of an obstruction along the prom and block view of the sea.
- Improve cleansing - dog dirt
- Free or reduced parking for council tax payers in Denbighshire
- Still no access to the beach from the Ffrith Gardens
- No access onto the sand if you cannot use the steep steps, especially in Prestatyn
- Cycle/pedestrian cycle path by Nova far too steep for safe use
- Reduced fees for parking for residents
- Only steps onto the sand, only ramps for boat launch
- Free or reduced parking for council tax payers in Denbighshire.
- Take down high wall all along front, give better view of the beach, people driving through could easily miss it.
- Rhyl is dying, also free parking on front for holiday makers to encourage them to spend money.
- Better signage needed
- Money could be better spent than on sculptures
- More seats to use

Countryside

- Better way - marking and maintenance of foot paths and rights of way,
- More publicity to attract visitors and tourists.
- You can only get there in the week due to the poor bus service weekend
- You can't get there due to nil bus service

- Brickfield pond isn't as accessible as you say it is for disabled people
- Produce wheelchair access guides like Shropshire Council
- Who checked out and about for disabled access, it's wrong!
- Heather and Hillforts, thank you for service for hearing impaired
- "Moel Famau and Heather and Hillfort project provide excellent services for people with hearing and vision impairments"

Play Grounds

- Local playground needs upgrading (Corwen)

Museums

- No bus service after 6pm
- Access for disabled need improvement
- Museum very small inside, Library very difficult for disabled people
- Access guide needed saying where you can go in Denbighshire

Theatre's

- Can't see at concerts, seats only at the back for disabled people
- Access for disabled need improvement
- Rhyl's concessionary service let's me afford to go to the theatre
- The gym takes the disabled parking
- Can afford to go more, now there are concessions for carers, thank you
- can't open internal doors, too heavy
- Helpful staff
- Stop Everybodys Gym from using the disabled parking

Places to Visit

- What about Denbigh Castel?
- Ruthin Craft Centre, it is too expensive both in the café and to buy anything
- Don't know what's available more publicity needed (I live here)
- Don't go as I don't know what there is and how accessible it is
- More information needed on access

Education - Colleges

- Need automatic entrance doors at Denbigh and St Asaph

How easy or difficult do you find getting information from the council?

COMMUNICATION

1. Information on website

- Could be better
- I'm not on line at home and assuming everyone is, is a mistake.
- More easy descriptions to find the right link on website
- Improve search engine and tabs, ok if you know what you want and what key words are.
- With a BME community living in the area where are the other languages?
- Lot of information on equality
- Information on same subject but in different places
- No information on how to contact in another language

3. Information in other languages

- What other languages are there available?
- Didn't know there was a service from 'thebigword'

4. To compliment the council or make a complaint

- Could be better
- Provide on DVD information on how to and what services are available

5. Applying for jobs with the Council

- The application forms are only available in PDF format and this can be difficult. Make application forms available in alternative formats including word for ease of completion.

How easy or difficult is it to contact a department?

Customer Service Centre

- Passed from one department to the other
- But customer services is not a department having a gate keeper is not always helpful.
- Mostly helpful but can be abrupt now and then.
- Want to contact the department direct not leave a message with customer service and wait for someone to get back to me
- Customer services answer the phone and don't let it keep ringing

By letter

- I had a reply straight away that was helpful.
- mostly letters answered ok, one or two not as good. Have to chase them,
- No urgency to respond

By E-mail

- I find if you have a contact and their e-mail address, its usually much easier and quicker to get a response.

By Telephone

- Passed from one department to the other, adds to the cost of my phone bill.
- Generally, it is easy to access DCC and its staff - not always good getting the right answers or what you require.
- Getting the right people is difficult, but when located their incredibly helpful –
- Council tax office people in particular are very helpful.
- Left on phone too long, promise to phone back and do not.
- Trading Standards - easy - Highways very helpful and actually do ring back when they say
- Hit and miss

To compliment the council or make a complaint

- Takes ages for a reply never get a proper answer
- Complain - too difficult

- I am in the process of getting compensation for damage to my car due to pot holes?
- Council do not want to hear anything negative, ie complaints
- Get passed around and give up
- Easy explanation needed, use DVD showing how and what services the council provides, what we should be able to expect
- Departments ignore time limits and sometimes the complaint completely

Applying for jobs with the Council

- Applications forms only available in PDF format, should have alternative ones to have more space to write in.
- Unable to fill in form only PDF format available
- Not encouraged to apply for a job, never seen BME in employment for Denbighshire
- No positive encouragement for minority groups to apply for jobs
- As a visually impaired person, I'm not aware of what jobs are available, poor advertising
- No positive promoting to minority groups, we must be invisible

Visiting a building in person

- Most council buildings are not too bad to access
- I'm deaf and don't know when loop systems are in place
- Council Offices parking difficult

DRAFT – Corporate Equalities Plan 2009 – 2012 Action Plan

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
1. Customers and the Community											
a. Consultation and Involvement					race, disability, gender, age, sexual orientation, religion or belief)						
1	Consult and inform minority groups of new council policies and procedures	Annual update	Produce and maintain a database of relevant equality groups for consultation purposes	Minority group database available on Denbighshire Information Centre	Equality Officer Strategic Policy Unit	X	X	X	X	X	X
2	Consult with Citizen panel on equality and diversity	Annual Update	Equality Plan, and annual report to be sent to Citizen Panel for comment	Consultation on Equality policy with regular community representatives	Equality Officer Strategic Policy Unit	X	X	X	X	X	X
3	Improve consultation and involvement with various religious or belief Communities	November 2009	Map out groups within Denbighshire (Cytun Groups). Produce contact list of other faiths and beliefs.	Produce database of religious groups practicing in Denbighshire	Equality Officer SPU						X
4	Produce corporate Engagement policy on how to consult and involve all members of the public.	Nov 2009 6 monthly reports	Procedure for reimbursement of Out of Pocket expenses to consulted voluntary sector. Monitor number of external public meetings requiring additional services, , ie languages, formats, accessible venues	Consultation and involvements events accessible for everyone All members of the community to be involved in public meetings	Strategic Policy Unit	X	X	X	X	X	X

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
5	Involve disabled people and their organisations when consulting on policies and procedures.	6 Monthly Report	Contact list to be widely available and on the intranet	Meet the duties of the disability equality scheme	Equality Officer Strategic Policy Unit	X	X	X	X	X	X
6	Continue to develop the council accessible venue list.	6 Monthly Report	List facilities available at council venues Provide access information on internal room booking database	Meet the duties of the disability equality scheme	Equality Officer Strategic Policy Unit ICT	X	X	X	X	X	X
.Customers and the Community											
b. Communication and Information											
1	Complaints to be logged in relation to equality strand	6 Monthly Report	monitored complaints logged to identify if equality strand or human rights related	All members of the community able to make compliments and complaints on council services.	Customer services	X	X	X	X		
2	Achieve a 'Double A' accessibility standard for our website	Annual - November 2009	SOCITM assessment of Council website	Council website to be accessible to all	Customer Services (ICT)		X		X		

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
					O	B					
3	The Council to Promote Equality and Diversity	Quarterly	Include equality and diversity editorials in council publications Newsletters, County Voice Headlines	Highlight Council commitment to equalities	Communication Department	X	X	X	X	X	X
4	County Voice to be available in alternative formats	Quarterly	Produce audio version of County Voice on website	Visually impaired people to access council information	Communication Department	X	X		X		
5	Provide information for Migrant Workers	November 2909	Publish Migrant Worker Information Guide	Information on council services for migrant workers	Equality Officer Strategic Policy Unit	X					
6	Promote use of 'thebigword' translation service	Monitor twice yearly	Produce report of use and by which directorates. Advertise availability quarterly	Highlight language translation for council services	Strategic Policy Unit	X	X				
7	Produce equality and diversity newsletter	Quarterly	Publish on intranet	Promote Equalities to staff and members	Strategic Policy Unit	X	X				
8	Improve ways of communicating with the community.	December 2009	Update Communication Strategy include guidance on easy read, different languages, alternative formats.	Encourage communication within the community	Communication Department	X	X				

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand							
					R	D	G	A	S	R		
9	Adopt corporate symbols for use in Easy Read documents	February 2010	Involve and work with learning difficulties groups to identify suitable symbols/pictures		Communication Department	X	X					
1. Customers and the Community												
c. Service Delivery												
1	Ensure all bus stops on the strategic bus network linking main settlements are DDA compliant with raised kerbs where physically possible	Annual Report	Identify programme to complete remaining 10% and produce report	Bus stops on the strategic bus network are DDA compliant	Highways and Infrastructure / Passenger Transport		X	X	X			
2	Regular passenger service to have 'low floor easy access' buses.	Annual Report	Monitor % of low level buses and route information available	Transport services to work in partnership with disabled people to address transport issues raised	Passenger Transport		X	X	X			

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
3	Carry out remarking and reallocation of spaces within council car parks to provide 7% for blue badge user.	December 2009	% of blue badge spaces in each car park in comparison to total amount of spaces provided	Meet legislative requirements	Parking Services		X		X		
4	Ensure that approach, reception areas and entrances to council occupied civic buildings (excluding schools) are Phase 1 DDA compliant	6 Monthly Report	% of buildings complete	Identify access barriers at council buildings	Property Services		X	X	X		
5	Implement Phase 2 of DDA works to council buildings	December 2009	Produce action plan for phase 2 improvements	Identify access barriers within council buildings	Property Services		X	X	X		
6	Provision of assisted bin collection services	Annual Report December 2009	Monitor number of assisted bin collections provided Produce self assessment application form	Provide service for older, vulnerable and disabled residents	Environmental services		X	X	X		

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand									
					R	D	G	A	S	R				
					O	B								
7	Development Control to ensure planning applications address access needs of disabled people.	6 Monthly Report	% of planning applications checked and refused because of insufficient or unacceptable information in Access and Design Statements	The needs of disabled people, including people with prams / buggies and the elderly, are effectively considered when approving development schemes.	Planning & Public Protection	X	X	X	X	X	X			
8	Promote venues used for civil ceremonies in Denbighshire	6 Monthly Reports	Number of civil ceremonies held in Denbighshire	Provide facilities for civil ceremonies.	County Clerk						X	X		
9	Provide housing to meet specific needs and maximise the number of properties meeting Lifetime Homes standards	6 Monthly Reports	a) Provide a bungalow in Rhyl during 2009/10 b) 30% of affordable housing built to Lifetime homes standards for 2009/10	Provide specifically developed affordable housing for those requiring it	Housing		X	X	X					
10	Create and maintain an Adapted Housing register across all tenures	Annual Report	Research feasibility of providing a register for council and housing association property.	Meet the housing need of disabled people	Housing		X							

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
11	Prepare scheme for footway maintenance and provision of dropped kerbs at crossing points	Annual Report	Programme of continued improvement to footways Research grants available	Improved footways that are more user friendly for all abilities	Highways and Infrastructure		X	X	X		
12	Enforce Council policy to ensure clear footway is maintained.	6 Monthly Reports	Identify potential barriers on the footway Log complaints and enforcement notices	Prohibit unauthorized items place on highway/ footways	Highways and Infrastructure		X	X	X		
13	Enforce correct use of blue badge parking bays at council civic buildings	6 Monthly Review and Report	Update Special Parking Provision policy Special parking bays to be provided at, County Hall, Trem Clwyd, Brighton Road, Caledfryn Provide loading areas at council buildings Monitor use of accessible parking bays	Blue badge parking bays available for use by disabled people	Development Services & Central Personnel		X	X	X		
14	Improve physical access to school buildings	Annual Report	Monitor number of schools receiving DDA improvements	Support of mainstream school provision	Education		X	X	X		

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
15	Carry out annual mystery shopper exercise to assess service delivery.	February 2010	Research how disabled people can carry out annual mystery shopper exercise on council services	Identify how easy or difficult it is for disabled people to use council services	Equality Officer SPU	X	X				
16	Coordinate with NWREN to establish a drop in centre in Denbighshire	Annual Report	Research funding opportunities	Additional support for ethnic people in Denbighshire	Social Services	X					
17	Improve access to leisure facilities for specific groups	Annual Report	Complete DDA Phase 2 capital improvements in Leisure Centres Target number of centres for completion each year	Access Improvements completed	Leisure Services	X	X	X	X	X	X
18	Ensure opportunities for involvement in sports events for specific groups	6 Monthly Report	Number of events (plus numbers of attendees) held for disabled children and adults % of Swimming sessions available for older people and women Target number for each year	Events Held for all, including disabled people, older people, ethnic minorities	Leisure Services	X	X	X	X	X	X

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
							O	B			
19	Monitor opportunities for involvement in sport and leisure for specific groups	Annual Report	Equality Monitor numbers of people using centres, using corporate monitoring form	Produce programme recognizing the needs of minority groups	Leisure Services	X	X	X	X	X	X
20	Countryside developments to be more accessible and appealing for everyone	6 Monthly Report	No of projects undertaken with involvement from minority groups	Remove environmental barriers	Countryside services	X	X	X	X	X	X
2. Employment											
1	Recruitment panel to understand equal opportunities responsibility - ensure one member of the recruitment panel has been trained in recruitment and selection equalities training	April 2010	% of recruitment panels which include at least one member who have been on recruitment and selection equalities training.	Ensures fairness, consistency and equal opportunities for all candidates.	HR	X	X	X	X	X	X

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S O	R B	
2	Monitor the percentage of women in senior management roles. workforce	March 2010	% of senior management positions filled by women (spinal column point 39 and above). Targets 2007/08 - 43% 2008/09 – 43% 2009/10 – 43%	Equal Opportunities for female members of staff.	HR	X	X	X	X	X	X
3	Ensure men and women are represented at all levels of the workforce and in all areas of work	Annual Report	Monitor distribution of workers by type of job, location and grade	Comply with gender legislation	HR			X			
4	Applications for jobs and success rates at each stage in the process	6 Monthly Reports November & July	% of candidates who apply and are shortlisted and appointed broken down into the different equality strands.	Detailed analysis of statistics in order to see success rates in all stages of the recruitment process.	HR	X	X	X	X	X	X
5	Job applicants who meet the person specification under the 'Two ticks award' will be guaranteed an interview	Annual Report – April	% of candidates who meet the 'Two ticks' criteria and number interviewed.	Comply with Two Ticks Award criteria	HR		X				

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
							O	B			
6	Set up Equality staff forum	Complete – First one held in June 2009	Forum set up	Opportunity for staff to raise diversity issues / good practice	HR	X	X	X	X	X	X
7	All managers involved in recruitment and selection are required to undertake a training programme to ensure consistency across the Council.	April 2010	% of managers who completed Recruitment and Selection training. Recruitment and Selection training is mandatory for managers	To ensure managers are fair and consistent in their approach to recruitment and selection.	HR	X	X	X	X	X	X
8	Encourage staff to complete the diversity monitoring form	Annual Report - April	% of completed forms. Not mandatory for staff. Trent now has self service module where staff can input own details.	Identify % of employees from minority groups	HR	X	X	X	X	X	X
2. Employment											
b. Training											
1	Equal opportunities to be included in Induction and customer services training.	Review Annually April	Improve % of staff who attend induction and customer care training.	Front line staff to be aware of council duty in equality legislation	HR	X	X	X	X	X	X
2	All staff to complete mandatory race, disability and gender equalities e-learning modules	Review Annually April	Promote and improve % of staff completing e-modules,	All staff to be aware of duties under equality legislation.	HR	X	X	X	X	X	X

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
3	All Members to complete mandatory race, disability and gender equalities e-learning modules	Review annually April	Promote and improve % of Members completing e-modules	All members to be aware of duties under equality legislation.	HR	X	X	X	X	X	X
4	Promote the equality e-modules in relation to age, sexual orientation, religion and respect.	6 Monthly Reports	Promote and improve % of staff completing e-modules	All staff to be aware of duties under equality legislation	HR	X	X	X	X	X	X
5	Use accessible venues when arranging training courses	January 2010	a) produce list of venues to be used b) use booking form to ask for specific needs	All members of staff to equally access training provision	HR	X	X	X	X		X
3. Mainstreaming											
a. Monitoring											
1	Collect evidence of who uses council services	6 Monthly Reports	Carry out equalities monitoring in front line services for a 2 week period	Council services to be available to everyone	Strategic Policy Unit Customer Services	X	X	X	X	X	X
2	Assess the need for Gypsy Traveller site in Denbighshire	2009/2010 Annual report	Undertake a Joint Survey of Gypsy and Traveller needs with North Wales Councils and Bangor University	Identify if a site is required	Housing	X					

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S O	R B	
3	Encourage job applicants to complete the diversity monitoring form	Annual Report April	% of completed returns	Identify workforce in relation to minority groups	HR	X	X	X	X	X	X
4	To Self Assess in relation to equalities	Annual Report	Research how and work with the WLGA	Working towards Equality Improvement Framework category of 'Improving council'	Equalities Officer Strategic Policy Unit	X	X	X	X	X	X
5	Report on number of domestic violence incidents	Annual Report	Monitor serious violent crimes in relation to first time and repeat domestic victims	Identify number of local incidents reported	Social services	X	X	X	X	X	X
6	Number of teenage pregnancies (under 18)	Annual Report	Monitor and collect local data	Research and monitor	Social services	X	X	X	X	X	X
7	Identify which minority groups use adult services	6 Monthly Reports	Monitor service users completing corporate equality form	Identify good practice in services provided	Social services	X	X	X	X	X	X
8	Secondary schools to publish their individual equality schemes	Annual Report	Number of secondary schools with published equality schemes	Compliance with Equality legislation	Education	X	X	X	X	X	X
9	Primary Schools to produce accessibility plans	Annual Report	Number of accessibility plans in place	Meet SENDA legislation	Education		X				
10	Support children whose first language is not Welsh or English	Annual Report	Identify number of languages spoken at school, record number of children.	Provide services in language required	Education	X					

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S	R	
b. Equality Impact Assessments (EqIA's)											
The primary function of an Equality Impact Assessment is to determine the extent of differential or adverse impact of a policy upon relevant groups or individuals. The aim of the assessment is to promote equality of opportunity and to develop services that meet real needs											
1	Adopt EqIA corporate toolkit for use on policies, procedures and strategies	January 2010	All services to complete an agreed programme of Equality Impact Assessments (EIA's) and put in order of risk	New Council policies to be impact assessed before adoption	All Directorates	X	X	X	X	X	X
2	Scrutiny and cabinet reports to request information on EqIA's	6 Monthly Reports	Equality request on report templates to highlight need for EqIA .	Highlight need for EIA at senior level	Strategic Policy Unit	X	X	X	X	X	X
3	All departments to have process in place for EqIA's	December 2009	Department Policy officers to attend training on how to complete EqIA	Policies to be risk assessed in relation to recognized equality groups	All Directorates	X	X	X	X	X	
4	Completed EqIA's to be approved by independent group	Quarterly meetings	Investigate set up and membership of Impact Network	Self assessment of policies and strategies	Strategic Policy Unit	X	X	X	X	X	
c. Policies and Functions											
1	Review all existing HR policies to ensure compliance with Equality legislation	December 2009	% with EIA screening completed	Ensure all policies do not discriminate	HR	X	X	X	X	X	X

Appendix 3

Action	Target Date	Performance Measure	Outcome	Responsibility	Equality Strand						
					R	D	G	A	S O	R B	
2	Community strategy to recognise, equality, diversity, language and culture	March 2010	Public consultation to include minority groups and involve disabled people.	A coordinated approach to the delivery of public services in Denbighshire.	Strategic Policy Unit	X	X	X	X	X	X
3	Clear guidance of what is expected of our partners/contractors/agent with regards to equality and diversity when meeting legislative requirements	6 Monthly Reports	Monitor % of relevant and up to date equality policies received from partners, contractors and agents	All partners/contractors/agents to have recent equal opportunity policies	Procurement All directorates	X	X	X	X	X	X
4	Risk assess council policies and functions	February 2010	Update information	Equal access to council services	All directorates	X	X	X	X	X	X
5	LDP to recognise and address the needs of all the community	November 2009	Complete full Equality Impact Assessment	Support community cohesion and sustainability	Planning & Public Protection	X	X	X	X		
6	Adopt inclusive design methodology for improvements and regeneration projects in Denbighshire	November 2009	Prepare a good practice design guide for asset management, property service	Good design guidance for use in Denbighshire	Development Services	X	X	X	X		X

REPORT TO CABINET

CABINET MEMBER **COUNCILLOR P J MARFLEET, LEAD MEMBER FOR MODERNISATION AND IMPROVEMENT**

DATE **29 SEPTEMBER 2009**

SUBJECT **MONITORING PERFORMANCE AGAINST THE AUTHORITY'S CORPORATE PLAN: QUARTER 1 2009/10**

1 DECISION SOUGHT

- 1.1 That Cabinet consider performance against the Corporate Plan 2009-2012 as detailed in the attached report of performance for the first quarter of 2009/10 (Appendix I).
- 1.2 That Cabinet agree where action needs to be taken in response to current slippage against targets for 2009/10. Appendix II provides an exception report showing those Performance Indicators, Programmes, Projects and Actions where performance is currently below target (i.e. Red or Amber).

2 REASON FOR SEEKING DECISION

2.1 The Corporate Plan 2009-2012 contains a basket of 112 Performance Indicators, Programmes, Projects and Actions by which it was agreed that progress was to be monitored by Cabinet via quarterly performance reports. Some Performance Indicators, Programmes, Projects and Actions will only be reported on an annual basis and will therefore be included in the Quarter 4 report for 2009/10. The table below specifies the number of Performance Indicators, Programmes, Projects, and Actions, and when they are to be reported.

	Performance Indicators	Programmes	Projects	Actions
Reported quarterly at Q1	30	15	16	17
To be reported annually	30	1	3	0
Total	60	16	19	17

2.2 The Strategic Policy Unit is currently undertaking a project to implement the use of Ffynnon throughout the Authority. Ffynnon is the performance management software procured by the Welsh Assembly Government until 2012. It should be viewed as a corporate repository of all performance information, from which reports can be generated for various purposes or audiences (Cabinet, Scrutiny, Managers, etc). The current phase of the project is to build a framework to enable the monitoring and reporting of performance against the Corporate Plan 2009-12. This report is the first Quarterly Performance Report to use information derived from Ffynnon. The report attached at Appendix I has been generated from Ffynnon and 'dashboards' are being created to show live performance information. A brief demonstration of dashboards will take place at the Cabinet meeting, and these will be developed further during 2009/10. The implementation of Ffynnon will ultimately reduce the reliance on paper performance reports, as Members will be able to access web-based reports at any time. It is proposed that all quarterly performance reports for Cabinet during 2009/10 will include demonstrations of Ffynnon dashboards, and that training will be provided so that Members are able to fully utilise the benefits of the Ffynnon system.

2.4 The table below contains a summary of performance against the 30 Performance Indicators, 16 Programmes, 19 Projects and 17 Actions that have been reported for Quarter 1 2009/10:

	GREEN	AMBER	RED	Current Performance is not known
Performance Indicators	21	3	6	0
Programmes	11	3	1	1
Projects	15	1	0	3
Actions	14	2	1	0

The definitions of Red, Amber, Green used in this report are as follows:

	GREEN	AMBER	RED
Performance Indicators	On or above target	Within 10% of target	More than 10% below target
Programmes	No concern – on track and in control	Minor concern – not on track but in control	Major concern – not on track and not in control
Projects (Delivery Confidence Assessment)	Successful delivery of the project to time, cost and quality appears highly likely and there are no major outstanding issues that at this stage threaten delivery significantly	Successful delivery appears feasible but significant issues already exist requiring management attention	Successful Delivery of the project appears to be unachievable.
Actions	No concern – on track and in control	Minor concern – not on track but in control	Major concern – not on track and not in control

3 POWER TO MAKE THE DECISION

3.1 Performance management and monitoring is a key element of the Wales Programme for Improvement which is underpinned by the statutory requirements of the Local Government Act 1999.

4 RESOURCE IMPLICATIONS

4.1 Cost Implications

There may be cost implications to the achievement of some performance indicator targets.

4.2 Staffing / Accommodation Implications

There are no staffing or accommodation implications.

4.3 I.T. Implications

There are no I.T. implications.

5 RISK ASSESSMENT

5.1 Risks associated with NOT agreeing recommendation(s)

There is a risk of further slippage against the Authority's targets for 2009/10 if attention is not paid to those indicators that are not currently on target.

5.2 Risks associated with agreeing recommendation(s)

No risks associated with agreeing recommendation.

6 FINANCIAL CONTROLLER STATEMENT

6.1 Performance management is a key element in ensuring quality services that are cost effective. There may be cost implications to slippage against key actions and timescales. Any additional costs need to be contained within existing budgets.

7 CONSULTATION CARRIED OUT

7.1 Progress against agreed targets within the Corporate Plan 2009-2012 should be discussed at Departmental Management Team meetings and team meetings. Quarterly performance reports, which include performance indicators, are prepared by the Scrutiny Officers and distributed to the relevant Scrutiny Committees for review.

8 IMPLICATIONS

8.1 Assessment of Impact on Corporate Priorities

Performance management and progress against key performance indicators impact upon all policy areas, including corporate, and can provide information on the effectiveness of current policy. Improvement against these indicators will support the Authority's ability to progress its corporate priorities.

8.2 Assessment of impact on the Vision, Community Strategy, Equalities and Sustainability

Performance against these indicators will support the Authority's ability to achieve Denbighshire's Vision, the objectives within the Community Strategy and the equalities and sustainability targets within the Improvement Plan.

9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
That the Focussed Agenda Board considers each Quarterly Performance Report and identifies any performance issues for further challenge	Head of Strategic Policy	12 October 2009
To explore and address the reasons for below target performance in quarter 1 of 2009/10 at Departmental Team Meetings, Directorate Team meetings and CET	CET and Heads of Service	31 October 2009

10 RECOMMENDATIONS

- 10.1 That Cabinet consider the Quarterly Performance Report and identify any issues which require further discussion and/or remedial action. It is recommended that particular attention is paid to those Performance Indicators, Programmes, Projects and Actions that are not currently on target.

APPENDIX I: QUARTER 1 PERFORMANCE REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
CORPORATE PRIORITIES							
Demographic Change Performance Indicators							
Number of adults aged 18-64 with a learning disability who are supported in a care home reduced	Cllr P Dobb	Green	↔	30	36	Demographic Change Board	Performance is on track.
Numbers of adults with learning disabilities helped to live at home increased	Cllr P Dobb	Amber	↔	190	222	Demographic Change Board	This PI is cumulative and the target of 222 reflects the year end total of people supported
SCA002a - The rate of older people (aged 65 or over) supported in the community per 1000 population aged 65 or over at 31 March	Cllr P Dobb	Green	↓	87.78	87	Demographic Change Board	When compared to the first quarter in 2008/2009 performance has improved from a rate of 83.59
SCA002b - The rate of older people (aged 65 or over) whom the authority supports in care homes per 1000 population aged 65 or over at 31 March	Cllr P Dobb	Amber	↓	27.21	27	Demographic Change Board	When compared to the first quarter in 2008/2009 performance has improved from a rate of 29.06
Rate of adults aged 18 - 64 with a learning disability who are supported in a care home reduced	Cllr P Dobb	Green	↔	0.53	0.63	Demographic Change Board	There was a reduction of 2 placements during the first quarter.
Rate of adults with learning disabilities helped to live at home increased	Cllr P Dobb	Amber	↔	3.35	3.9	Demographic Change Board	This PI is cumulative and the target reflects the year end total of people supported
Demographic Change Programmes							
Extra Care Housing (Develop Extra Care Housing Projects in Rhyl, Prestatyn and Ruthin)	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Rhyl - Gorwel Newydd Scheme completed January 2009. All 59 apartments fully Occupied by August 09. Prestatyn - Scheme of 59 apartments. Project on schedule and due for completion Nov 2010. Ruthin - Scheme of 21 units. Construction due to start Nov 09 and due for completion Spring 2011.
Telecare in Denbighshire	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Currently reviewing the structure of the service and staff

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Demographic Change Projects							
Intensively Supported Independent Living	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	ISIL scheme is progressing.
Demographic Change Actions							
Co-located Health and Social Care team Prestatyn	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	A Partnership Project Board has been established supported by a number of workstreams. Where possible social care staff from existing teams who will move into the Prestatyn office base have been identified. The tender for the building work is to go out shortly and it is anticipated that the team will be active before the end of 2009. Once a date for occupation is identified a series of public information events/items will be delivered. A combined briefing session has already taken place for Prestatyn members and Prestatyn Town Council.
Develop individual budgets and self directed support for Learning Disabilities Clients	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Much work on going with processes established advised by a steering group. Project is on budget and although timescales have slipped due to unforeseen capacity issues, the project is still very much on track. Work with the families involved will begin soon with Individual Budgets being issued to the pilot group within this financial year.
Establish Pub is the Hub initiatives	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	The Pub is the Hub initiative is designed to maximise the use of public houses in rural communities as community facilities during periods of the day when the public house is either closed or anticipates little custom. This could for example be to support a luncheon club, provide a room for a local community group or host a community activity. This initiative is supported to some degree by funding from Cadwyn Clwyd. Progress has been made with interest being shown to date by publicans in Rhualt, Llandyrnog, Corwen and Llangollen

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Extend coverage of passion for life cafes	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	Passion 4 Life is a Swedish model of citizen empowerment that provides a framework for older people which enables them to make incremental changes to move them from where they are now to where they would like to be in their lives not letting their age affect them, their independence or their quality of life. Each P4L programme involves the facilitation of 5 x life cafes each one looking at a different subject: safety in the home, social networks, food and drink, movement and creativity & growth. The life cafes are based on the principle of Plan, Do, Study and Act - "what small steps to change can I make by the next life café that will help me narrow the gap between where I am now to where I want to be". There is already one P4L pilot programme well established which encompasses older people from across Denbighshire and plans are in progress to establish a further programme in Corwen.
Facilitate employment and work experience opportunities for Learning Disabilities Clients through effective partnerships	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	1) Working with Cooptions (Social Enterprise) re a partnership. 2) Process developed for work experience within other DCC directorates.
Produce a 3-5 year costed Business Plan for Care Services	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	Draft model completed for independent sector elderly services, whilst the model for in-house services is still being refined. The key baseline data for the model has been established and used to forecast demand with some certainty. The assumptions within the model are complex and will need to be continually reviewed for it to be of real value.
Implement and embed the Council's Reablement Approach to Care Planning across services for older people.	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	Project Manager now in place. Pilot in January 2010, with full implementation in April 2010.
Regional collaboration with other Councils and NHS to support Learning Disabilities Clients	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	N Wales regional working group established (chaired by DCC). Regional post developed and advertised

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Review of Services Provided to Older People in Sheltered Housing	Cllr P Dobb	Green	↔	N/A	N/A	Demographic Change Board	Draft Sheltered Housing Strategy, with proposals for the future direction of this service, to be published for consultation in Sept in line with Supporting People Review of Services for Older People in Denbighshire
Modernising Education Performance Indicators							
Raise the percentage of pupils achieving 5 A* to C	Cllr H Evans	Green	↑	N/A	51%	Modernising Education Board	Unable to report this quarter, published figure available Dec 2009. Early analysis shows Denbighshire's performance to be 58%, 7% higher than the target of 51%.
Raise the percentage of pupils achieving the Core Subject Indicator at key stage 1:	Cllr H Evans	Green	↑	83.2%	82.7%	Modernising Education Board	Denbighshire is the 6 th in Wales for this indicator
Raise the percentage of pupils achieving the Core Subject Indicator at key stage 2	Cllr H Evans	Green	↑	76.8%	75.2%	Modernising Education Board	Denbighshire is 12 th in Wales for this indicator
Raise the percentage of pupils achieving the Core Subject Indicator at key stage 3	Cllr H Evans	Green	↑	59.8%	59.4%	Modernising Education Board	Denbighshire is 14 th in Wales for this indicator
Raise the percentage of pupils achieving the Core Subject Indicator at key stage 4	Cllr H Evans	N/A	N/A	N/A	39%	Modernising Education Board	Unable to report this quarter, published figure available December 2009
Modernising Education Programmes							
Monitoring and Evaluating Support Services to Schools	Cllr H Evans	Green	↔	N/A	N/A	Modernising Education Board	A database to monitor complaints & comments about support services has been set up and schools have been informed that when they have exhausted the procedures in the SLA then they should report these to the Policy & Performance Manager. Complaints received will be reported to Lifelong Learning Directorate Management Team and to the Modernising Education Board if necessary. To date no complaints have been escalated. The Estyn inspection report contained two recommendations in relation to support services for schools. The post inspection action plan has been drafted and contains a series of actions to address the recommendations.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
School Reorganisation and Modernisation	Cllr H Evans	Amber	↔	N/A	N/A	Modernising Education Board	<p>Dee Valley East Review: The review is progressing well with clear recommendations for each school within the review area. Consultation has started on the potential closure of Ysgol Llantysilio for the 31st August 2010. The consultants "TACP" have developed a draft Site Master Plan for Ysgol Bryn Collen / Ysgol Gwernant to address the issues surrounding the site.</p> <p>Prestatyn Area Review: Informal consultation is continuing with Headteachers, Governors and County Councillors. Presently there are no clear recommendations to address the issues within the town.</p> <p>Rhyl 11-16 Initial consultation with the community has been postponed. Focus groups have been held and a summary report drafted. Procurement advisors (Centre for Construction Innovation) have been appointed. Procurement matters investigated and issues, options and constraints have been considered. Project Board set up on the 03/09/09. A Preferred Market Approach (ECI) endorsed by the board pending meeting with Minister about extended feasibility period.</p>
Support for Improving School Attendance	Cllr H Evans	Green	↔	N/A	N/A	Modernising Education Board	The new academic year started In September so attendance data is not yet available. Two attendance support assistants have started work in the Prestatyn and Rhyl cluster of schools as support is being targeted to the areas of greatest need.
Support for School Improvement	Cllr H Evans	Green	↔	N/A	N/A	Modernising Education Board	All actions within the School Improvement service plan that were due for completion in Quarter 1 have been completed.
Regeneration Performance Indicators							
Reduce the number of people below the 60% poverty line	Cllr D Thomas	N/A	N/A	N/A	41.66	Regeneration Board	Target to take 500 people above the 60% poverty line by March 2012. To be reported annually at Q4

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Relative reduction in economic inactivity	Cllr D Thomas	N/A	N/A	N/A	0.00	Regeneration Board	Target to have matched the Wales level before 2012 (Oct 07 – Sep 09: Denbighshire 24.9%, Wales 24.2%). To be reported annually at Q4
Relative reduction in Job Seekers Allowance claimants in Denbighshire	Cllr D Thomas	N/A	N/A	N/A	0.20	Regeneration Board	Target to have widened the gap between the Denbighshire and Wales level before 2012 (May 2009: Denbighshire 4.2%, Wales 4.4%). To be reported annually at Q4
Relative reduction in Job Seekers Allowance claimants in each LSOA area in Rhyl	Cllr D Thomas	N/A	N/A	N/A	3.10	Regeneration Board	Target to have narrowed the gap between levels for Rhyl and Denbighshire by 0.5% before 2012 (May 2009: Rhyl 7.8%, Denbighshire 4.2%). To be reported annually at Q4
Regeneration Programmes							
Reduction in poverty through the delivery of additional welfare rights services	Cllr D Thomas	Green	↔	N/A	N/A	Regeneration Board	Programme on track. Full performance report to be provided at Quarter 4
Achieving economic regeneration through EU INTERREG projects to support social entrepreneurship and re-brand Rhyl, developing area plans and supporting town centre businesses in Denbigh and Prestatyn through the Improvement Agreement	Cllr D Thomas	Green	↔	N/A	N/A	Regeneration Board	INTERREG projects report quarterly, Improvement Agreement reports annually - not reporting until Quarter 4, and Area Plans to be completed by December 2010.
To create a sustainable housing market in West Rhyl where the requirement for ongoing public investment in the private housing stock and general physical environment is significantly reduced and the area become one of housing choice rather than need (<i>action still to be ratified by the Regeneration Improvement Board</i>)	Cllr D Thomas	Green	↔	N/A	N/A	Regeneration Board	Housing's contribution to the Regeneration Priority for Denbighshire in general, and in West Rhyl in particular, is key. A group of relevant housing related officers has been set up and regular meetings diarised including links with WAG in terms of the RSA. The purpose of the group is to collect base data and set appropriate objectives and key PIs which will be reported to the Regeneration Improvement Board for ratification in the Autumn. The Group will then ensure a multi functional co-ordination to meet the objectives and key PIs. Head of Planning & Public Protection is the Project Sponsor for this area of work.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
PRIDE workstream being developed to include a pilot project to encourage community involvement in caring for neighbourhoods	Cllr D Thomas	Green	↔	N/A	N/A	Regeneration Board	Targets being developed
Implementing Council projects funded through the Rural Development Plan to invest in micro-business and community assets, support high growth business sectors, and provide a long distance footpath in the west of the county; developing a business plan of projects to be supported through the RDP from 2011 to 2014	Cllr E Williams	Green	↔	N/A	N/A	Regeneration Board	Quarterly reports for approved Rural Development Plan projects and business plan to be submitted to the Assembly Government by April 2010
Raising skill levels in the current and future working age population	Cllr H Evans	Red	↔	N/A	N/A	Regeneration Board	Awaiting allocation of appropriate lead officer to progress the action
Agreeing the Action Plan with the Welsh Assembly Government for the north Wales coast Strategic Regeneration Area	Cllr D Thomas	Green	↔	N/A	N/A	Regeneration Board	Awaiting ministerial approval
Roads and Flood Defences Performance Indicators							
Percentage of Roads that are in 'Generally Good Condition' A) Principal (A) Roads	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	Annual - not reporting until Quarter 4
Percentage of Roads that are in 'Generally Good Condition' B) Non-principal/classified roads	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	Annual - not reporting until Quarter 4
Percentage of total highways function cost (revenue & capital) spent directly on highways repairs	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	Annual - not reporting until Quarter 4
Percentage of the network resurfaced	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	Annual - not reporting until Quarter 4
Percentage of the network to receive proprietary treatment (i.e. surface dressing)	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	Annual - not reporting until Quarter 4

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Roads and Flood Defences Programmes							
Highways Asset Management: Implementation of Symology as a complete Highway asset Management Software package.	Cllr E Williams	Green	↔	N/A	N/A	Environment Scrutiny	Project teams set up. Pilot system to be introduced by December. Initial inventory survey completed. Data being processed.
Roads and Flood Defences Projects							
Corwen Flood Scheme	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	The scheme is planned to commence on site February 2010 and is on track to do so.
Denbigh Flood Scheme	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	The scheme is planned to commence on site February 2010 and is on track to do so.
West Rhyl Flood Scheme	Cllr E Williams	N/A	N/A	N/A	N/A	Environment Scrutiny	The scheme is planned to commence on site January 2010 and is on track to do so.
IMPROVEMENT THEMES							
High Performance Culture- Delivering Value for Money Performance Indicators							
% of eligible staff who have had a performance appraisal	Cllr R Hughes	Red	↓	2.41	100.00	Cabinet / Resources Scrutiny	A great deal of work was done with appraisals in Q3 and Q4 of 2008/09. The majority of appraisals were therefore carried out towards the end of last year, and these appraisals will not be due again until the end of this year – hence the low figure for Q1 this year. It is expected that the figure should be much nearer the target by Q4.
CHR002 - The number of working days/shifts per full time equivalent (FTE) local authority employee lost due to sickness absence	Cllr R Hughes	Green	↑	2.67	2.75	Cabinet / Resources Scrutiny	A number of initiatives have commenced in the last 4 months, which need time bed in before they will have any impact on the sickness absence levels
High Performance Culture- Delivering Value for Money Programmes							
Project Gaia: DCC's Corporate Carbon Management Strategy (3% annual reduction in carbon dioxide emissions from DCC assets, fleet vehicles, business waste and staff business travel)	Cllr P Marfleet	N/A	↔	N/A	N/A	CET	Not started yet. Phase I: Behaviour Management Initiatives Commencing October 2009. Asset Carbon Management Programme Commencing April 2010.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Change Programme	Cllr P Marfleet Cllr J Thompson Hill Cllr R Hughes	Green	↔	N/A	N/A	Change Programme Board	Programme Framework Document is nearly complete. The board has been established and the HR Service Review Pilot Project is progressing well
High Performance Culture- Delivering Value for Money Projects							
Implementation of the Ffynnon performance management system for Corporate and Service Business Plans.	Cllr P Marfleet	Green	↔	N/A	N/A	Cabinet	Fynnon used to generate Corporate QPR for Cabinet (29 th Sept 2009). Dashboards generated (to be demonstrated at Cabinet meeting). Frameworks to be created to monitor Service Business Plans from April 2010.
WorkSMART	Cllr P Marfleet	Green	↔	N/A	N/A	Cabinet	Project is ahead of schedule, under budget, and is expected to achieve the desk space savings outline in the business case. Now being considered for corporate roll-out.
High Performance Culture- Delivering Value for Money Actions							
Agree Medium Term Financial Plan	Cllr J Thompson-Hill	Green	↔	N/A	N/A	Council	Draft MTFP approved at Council in July 2009. Due to be complete by Feb 2010.
Community and People Focused Projects							
Agree Partnerships Scrutiny Protocol	Cllr H Evans	Green	↔	N/A	N/A	LSB/Council	A framework and draft guidelines for scrutinising partnership activities has been agreed by the Scrutiny Chairs and Vice chairs Group in July 2009.
Develop Area Profiles and Statistics Website Resource for the Council and Local Service Board Partners.	Cllr H Evans	Green	↔	N/A	N/A	Cabinet	Area Profiles were produced and have formed the basis of the new web-based resource for the Council and LSB. An English only version will be available to the Council in Septembers with the full bi-lingual version to follow.
Community Strategy	Cllr H Evans	Green	↔	N/A	N/A	LSB	Development underway. Questionnaire to be sent out to partners in Oct 2009. Workshops to be held 3 rd & 11 th Nov.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Producing the new Equalities Plan	Cllr R Hughes	Green	↔	N/A	N/A	Corporate Equalities Forum	The plan has been produced and is being considered by Cabinet before commencing its external consultation period.
Producing the new Welsh language scheme	Cllr H Evans	Green	↔	N/A	N/A	Members Bilingual Forum	The scheme has been produced and is being considered by Cabinet before seeking validation by the Welsh Language Board.
Producing a Community Engagement Strategy	Cllr S Frobisher	Green	↔	N/A	N/A	Corporate Governance Strategic Communication Group	Draft document developed.
Community and People Focused Projects							
Deliver Annual Opinion Survey	Cllr S Frobisher	Green	↔	N/A	N/A	CET	Formal pilots of survey to be sent out week of 21 st Sept 2009.
Deliver participatory budgeting	Cllr S Frobisher	Green	↔	N/A	N/A	Leader	3 projects completed (St Asaph, Dyserth, Llangollen)
Deliver regular surveys via Citizen's Panel	Cllr S Frobisher	Green	↔	N/A	N/A	Corporate Governance Strategic Communication Group	2 nd survey to be sent out week of 21 st Sept 2009.
Establishing a Customer Care Standards Group	Cllr S Frobisher	Green	↔	N/A	N/A	CET	Denbighshire Customer Service Monitoring Group (DCSMG) has been established with draft Terms of Reference agreed by CET on 18 th May 2009 and Group Leaders on 17 th June 2009.
Producing a Complaints policy	Cllr S Frobisher	Green	↔	N/A	N/A	CET	The complaints policy was reviewed and following consultation with Corporate Directors, it was agreed to have one policy for the Authority as opposed to three. The single policy has now been completed and the final version agreed at Cabinet in April. The new policy was launched to internal staff 1 st June.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Outward Looking Projects							
Improvement Agreements	Cllr P Marfleet	Green	↔	N/A	N/A	Cabinet	WAG confirmed our eligibility for payment of the Improvement Agreement Grant, following an evaluation of Year 1 evidence & self-assessment.
Outward Looking Actions							
Develop Partnership Governance framework	Cllr H Evans	Green	↔	N/A	N/A	LSB/Council	The Corporate Partnership Group are taking this action forward and it is on schedule to be completed in 30/04/2010
Producing a Communication Strategy	Cllr H Evans	Green	↔	N/A	N/A	Corporate Governance Strategic Communication Group	The Plan is being progressed and actions monitored on a monthly basis by the Strategic Communications Group. To date, actions are up to date and being implemented.
Organise regular meetings with assembly members and parliament	Cllr H Evans	Green	↔	N/A	N/A	Corporate Governance Strategic Communication Group	Meetings offered to all. In process of establishing meetings (on bi-monthly basis) for 2010.
Strong Governance and Leadership for Improvement Projects							
Review of Business and Financial Planning	Cllr J Thompson-Hill	Green	↔	N/A	N/A	CET	Complete with new system implemented in the current Financial and Business Planning Process.
Strong Governance and Leadership for Improvement Actions							
Produce a Risk Management Strategy	Cllr P Marfleet	Green	↔	N/A	N/A	Cabinet	Risk & Opportunity Management Strategy completed. Approved by Cabinet on 24 March 2009.
Produce Self Assessments	Cllr P Marfleet	Green	↔	N/A	N/A	CET	All Self Assessments have now been produced and the 10 sample assessments have been selected for moderation.
Review Council Constitution	Cllr P Marfleet	Green	↔	N/A	N/A	Corporate Governance Committee / Council	Timetable agreed and included in the Corporate Governance Committee forward Work Programme.

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Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Review of Policy Making	Cllr R Hughes	Red	↔	N/A	N/A	CET	FAB decided at its meeting of 14 September to defer this review until staff capacity could be identified.
NATIONAL STRATEGIC INDICATORS							
BNF/004 - Time taken to process Housing Benefit and Council Tax Benefit new claims and change events	Cllr J Thompson	Green	↔	8.28	15.00	Cabinet/CET	This is an excellent result for the Department moving in to the upper quartile for this PI
BNF/005 - The number of changes of circumstances which affect customers entitlement to Housing Benefit or Council Tax Benefit within the year	Cllr J Thompson	Green	↔	877.25	845.00	Cabinet/CET	Excellent performance maintained
HHA002 - The average number of working days between homeless presentation and discharge of duty for households found to be statutorily homeless	Cllr P Dobb	Green	↑	176.38	200.00	Cabinet/CET	This reflects the time between homelessness presentation and full discharge of duty which is dependent on permanent housing being available. This has been challenging as the availability of social housing has remained low which consequentially means that homeless households spend more time in temporary accommodation, albeit that the temporary accommodation used by Denbighshire County Council is good quality leased private sector accommodation. Quarter 1 for 2009/10 = 176 days against a revised target of 200 days.
HHA014a - The number of homeless families with children who have used Bed and Breakfast accommodation during the year, except in emergencies	Cllr P Dobb	Green	↔	0.00	0.00	Cabinet/CET	Quarter 1 figure for 2009/10 of `0' has maintained this high level of performance and it is predicted that this will be achieved for subsequent quarters throughout 2009/10.
HHA014b - The average number of days all homeless families with children spent in Bed and Breakfast accommodation	Cllr P Dobb	Green	↔	0.00	4.00	Cabinet/CET	2008/09 – 1 st Quartile = 1 of 6 Authorities with a `0' return. Quarter 1 figure for 2009/10 remains at `0'.
PPN001i – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Trading Standards	Cllr S Frobisher	Red	↓	0.00	25.00	Cabinet/CET	There are 12 high risk trading standards premises liable for inspection. None were inspected in the first quarter. A work programme of inspections has been put in place to ensure all premises are inspected by the end of the year. We are confident of achieving 100% performance this year which will put us in the top quartile.

APPENDIX I: QUARTER 1 PERFORMANCE REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
PPN001ii – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Food Hygiene	Cllr S Frobisher	Red	↓	16.08	25.00	Cabinet/CET	There are 454 food hygiene inspections required to high risk premises. 73 were carried out in Q1. Work programme of inspections has been put in place to ensure all premises are inspected by end of year. We are confident of achieving 100% performance this year which will put us in the top quartile.
PPN001iii – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Animal Health	Cllr S Frobisher	Red	↓	18.52	25.00	Cabinet/CET	There are 54 high risk animal health premises (i.e. farms) liable for inspection. 10 premises were inspected in Q1. A work programme of inspections has been put in place to ensure all premises are inspected by the end of the year. We are confident of achieving 100% performance this year which will put us in the top quartile.
PPN001iv – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Health & Safety	Cllr S Frobisher	Red	↓	0.00	25.00	Cabinet/CET	There are 94 health & safety inspections required to high risk premises. None were carried out in Q1, mainly due to sickness absence in the team. A work programme of inspections has been put in place to ensure all premises are inspected by end of year. We are confident of achieving 100% performance this year which will put us in the top quartile.
SCA001 - The rate of delayed transfers of care for social care reasons per 1000 population aged 75 or over	Cllr P Dobb	Green	↔	0.10	1.50	Cabinet/CET	Just 1 person experienced a delayed transfer of care over 3 prescribed census dates in quarter 1
SCA002a - The rate of older people (aged 65 or over) supported in the community per 1000 population aged 65 or over at 31 March	Cllr P Dobb	Green	↓	87.78	87.00	Cabinet/CET	Performance is seasonal with more people receiving support during the winter months. An addition 107 people were helped during quarter 1 in 09/10 (1758) compared with quarter 1 in 08/09 (1651)
SCA002b - The rate of older people (aged 65 or over) whom the authority supports in care homes per 1000 population aged 65 or over at 31 March	Cllr P Dobb	Green	↓	27.21	27.00	Cabinet/CET	Performance has improved with a reduction in the number of people supported in Care Homes. There were 545 people supported in quarter 1 in 09/10 compared with 574 people in quarter 1 in 08/09
SCC001a - The percentage of first placements of looked after children during the year that began with a care plan in place	Cllr M Jones	Red	↓	40.91	95.00	Cabinet/CET	Performance is gathered through file checks. Full validation of the cumulative performance will take place in quarter 2 via a panel process which will review compliance and any performance issues that may arise.

APPENDIX I: QUARTER 1 PERFORMANCE REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
SCC001b - For those children looked after whose second review (due at 4 months) was due in the year, the percentage with a plan for permanence at the due date	Cllr M Jones	Green	↔	100.00	100.00	Cabinet/CET	100% performance has been sustained
SCC002 - The percentage of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	Cllr M Jones	Green	↑	0.00	15.00	Cabinet/CET	There were no moves during the first quarter
WMT001i - The percentage of municipal waste reused and/or recycled	Cllr E Williams	Green	↑	29.71	25.00	Cabinet/CET	Contracts in place to achieve the required step change in recycling rates from April 2009 onwards - incl. new food waste collection scheme, new co-mingled kerbside collection scheme, and new civic amenity recycling park.
WMT001ii - The percentage of municipal waste composted or treated biologically in another way	Cllr E Williams	Green	↑	23.99	15.00	Cabinet/CET	Extended the system so that we are getting more waste, such as food waste and this is increasing the outputs for this indicator.
WMT002 - The percentage of bio-degradable municipal waste sent to landfill	Cllr E Williams	Green	↑	36.78	57.5	Cabinet/CET	Improved performance compared to 64% in 2008/09.
EDU002i - The % of all pupils (including those in local authority care), in any local authority maintained school, aged 15 as at the preceding 31 August and leave compulsory education, training or workbased learning without an approved external qualification	Cllr H Evans	N/A	N/A	N/A	2.00	Cabinet/CET	Not reporting until quarter 4
EDU002ii - The % of pupils, in local authority care, in any local authority maintained school, aged 15 as at the preceding 31 August and leave compulsory education, training or workbased learning without an approved external qualification external qualification	Cllr H Evans	N/A	N/A	N/A	2.00	Cabinet/CET	Not reporting until quarter 4

APPENDIX I: QUARTER 1 PERFORMANCE REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
EDU003 - The percentage of pupils eligible for assessment at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment	Cllr H Evans	N/A	N/A	N/A	75.20	Cabinet/CET	Not reporting until quarter 4
EDU004 - The percentage of pupils eligible for assessment at the end of Key Stage 3, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment	Cllr H Evans	N/A	N/A	N/A	59.40	Cabinet/CET	Not reporting until quarter 4
EDU006i - The percentage of pupils eligible for assessment, in schools maintained by the local authority, receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 2	Cllr H Evans	N/A	N/A	N/A	18.90	Cabinet/CET	Not reporting until quarter 4
EDU006ii - The percentage of pupils eligible for assessment, in schools maintained by the local authority, receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 3	Cllr H Evans	N/A	N/A	N/A	16.90	Cabinet/CET	Not reporting until quarter 4
EDU011 - The average external qualifications point score for 16 year olds, in learning settings maintained by the local authority	Cllr H Evans	N/A	N/A	N/A	340.00	Cabinet/CET	Not reporting until quarter 4
EDU016a - The percentage of pupil attendance in primary schools	Cllr H Evans	N/A	N/A	N/A	93.50	Cabinet/CET	Not reporting until quarter 4
EDU016b - The percentage of pupil attendance in secondary schools	Cllr H Evans	N/A	N/A	N/A	91.50	Cabinet/CET	Not reporting until quarter 4
EEF002a - The percentage reduction in carbon dioxide emissions in the non domestic public building stock	Cllr E Williams	N/A	N/A	N/A	2.00	Cabinet/CET	Not reporting until quarter 4

APPENDIX I: QUARTER 1 PERFORMANCE REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
EEF002bi - The percentage reduction in energy use in the housing stock	Cllr E Williams	N/A	N/A	N/A	2.00	Cabinet/CET	Not reporting until quarter 4
EEF002bii - The percentage reduction in carbon dioxide emissions in the housing stock	Cllr E Williams	N/A	N/A	N/A	2.00	Cabinet/CET	Not reporting until quarter 4
SPP001i - The average number of units of housing related support, per 1,000 head of population, for Floating support	Cllr P Dobb	N/A	N/A	N/A	5.90	Cabinet/CET	Not reporting until quarter 4
SPP001ii - The average number of units of housing related support, per 1,000 head of population, for Direct access	Cllr P Dobb	N/A	N/A	N/A	0.20	Cabinet/CET	Not reporting until quarter 4
SPP001iii - The average number of units of housing related support, per 1,000 head of population, for Temporary accommodation	Cllr P Dobb	N/A	N/A	N/A	1.00	Cabinet/CET	Not reporting until quarter 4
SPP001iv - The average number of units of housing related support, per 1,000 head of population, for Permanent accommodation	Cllr P Dobb	N/A	N/A	N/A	0.80	Cabinet/CET	Not reporting until quarter 4
SPP001v - The average number of units of housing related support, per 1,000 head of population, for Sheltered accommodation for older people	Cllr P Dobb	N/A	N/A	N/A	13.30	Cabinet/CET	Not reporting until quarter 4
SPP001vi - The average number of units of housing related support, per 1,000 head of population, for Community alarm services	Cllr P Dobb	N/A	N/A	N/A	14.90	Cabinet/CET	Not reporting until quarter 4
THS010a - The percentage of Principal (A) roads that are in overall poor condition	Cllr E Williams	N/A	N/A	N/A	5.00	Cabinet/CET	Not reporting until quarter 4
THS010b - The percentage of Non-principal/classified roads that are in overall poor condition	Cllr E Williams	N/A	N/A	N/A	11.00	Cabinet/CET	Not reporting until quarter 4

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
CORPORATE PRIORITIES							
Demographic Change Performance Indicators							
Numbers of adults with learning disabilities helped to live at home increased	Cllr P Dobb	Amber	↔	190	222	Demographic Change Board	This PI is cumulative and the target of 222 reflects the year end total of people supported
SCA002b - The rate of older people (aged 65 or over) whom the authority supports in care homes per 1000 population aged 65 or over at 31 March	Cllr P Dobb	Amber	↓	27.21	27	Demographic Change Board	When compared to the first quarter in 2008/2009 performance has improved from a rate of 29.06
Rate of adults with learning disabilities helped to live at home increased	Cllr P Dobb	Amber	↔	3.35	3.9	Demographic Change Board	This PI is cumulative and the target reflects the year end total of people supported
Demographic Change Programmes							
Extra Care Housing (Develop Extra Care Housing Projects in Rhyl, Prestatyn and Ruthin)	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Rhyl - Gorwel Newydd Scheme completed January 2009. All 59 apartments fully Occupied by August 09. Prestatyn - Scheme of 59 apartments. Project on schedule and due for completion Nov 2010. Ruthin - Scheme of 21 units. Construction due to start Nov 09 and due for completion Spring 2011.
Telecare in Denbighshire	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Currently reviewing the structure of the service and staff
Demographic Change Projects							
Intensively Supported Independent Living	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	ISIL scheme is progressing.
Demographic Change Actions							
Develop individual budgets and self directed support for Learning Disabilities Clients	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	Much work on going with processes established advised by a steering group. Project is on budget and although timescales have slipped due to unforeseen capacity issues, the project is still very much on track. Work with the families involved will begin soon with Individual Budgets being issued to the pilot group within this financial year.

APPENDIX II: EXCEPTIONS REPORT

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Establish Pub is the Hub initiatives	Cllr P Dobb	Amber	↔	N/A	N/A	Demographic Change Board	The Pub is the Hub initiative is designed to maximise the use of public houses in rural communities as community facilities during periods of the day when the public house is either closed or anticipates little custom. This could for example be to support a luncheon club, provide a room for a local community group or host a community activity. This initiative is supported to some degree by funding from Cadwyn Clwyd. Progress has been made with interest being shown to date by publicans in Rhuallt, Llandyrnog, Corwen and Llangollen
Modernising Education Programmes							
School Reorganisation and Modernisation	Cllr H Evans	Amber	↔	N/A	N/A	Modernising Education Board	<p>Dee Valley East Review: The review is progressing well with clear recommendations for each school within the review area. Consultation has started on the potential closure of Ysgol Llantysilio for the 31st August 2010. The consultants "TACP" have developed a draft Site Master Plan for Ysgol Bryn Collen / Ysgol Gwernant to address the issues surrounding the site.</p> <p>Prestatyn Area Review: Informal consultation is continuing with Headteachers, Governors and County Councillors. Presently there are no clear recommendations to address the issues within the town.</p> <p>Rhyl 11-16 Initial consultation with the community has been postponed. Focus groups have been held and a summary report drafted. Procurement advisors (Centre for Construction Innovation) have been appointed. Procurement matters investigated and issues, options and constraints have been considered. Project Board set up on the 03/09/09. A Preferred Market Approach (ECI) endorsed by the board pending meeting with Minister about extended feasibility period.</p>

Item Name	Lead Member	RAG	Trend	Q1 Outturn	Target	Monitored By	Comment
Regeneration Programmes							
Raising skill levels in the current and future working age population	Cllr H Evans	Red	↔	N/A	N/A	Regeneration Board	Awaiting allocation of appropriate lead officer to progress the action
IMPROVEMENT THEMES							
High Performance Culture- Delivering Value for Money Performance Indicators							
% of eligible staff who have had a performance appraisal	Cllr R Hughes	Red	↓	2.41	100.00	Cabinet / Resources Scrutiny	A great deal of work was done with appraisals in Q3 and Q4 of 2008/09. The majority of appraisals were therefore carried out towards the end of last year, and these appraisals will not be due again until the end of this year – hence the low figure for Q1 this year. It is expected that the figure should be much nearer the target by Q4.
Strong Governance and Leadership for Improvement Actions							
Review of Policy Making	Cllr R Hughes	Red	↔	N/A	N/A	CET	FAB decided at its meeting of 14 September to defer this review until staff capacity could be identified.
NATIONAL STRATEGIC INDICATORS							
PPN001i – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Trading Standards	Cllr S Frobisher	Red	↓	0.00	25.00	Cabinet/CET	There are 12 high risk trading standards premises liable for inspection. None were inspected in the first quarter. A work programme of inspections has been put in place to ensure all premises are inspected by the end of the year. We are confident of achieving 100% performance this year which will put us in the top quartile.
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PPN001iv – The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Health & Safety	Cllr S Frobisher	Red	↓	0.00	25.00	Cabinet/CET	There are 94 health & safety inspections required to high risk premises. None were carried out in Q1, mainly due to sickness absence in the team. A work programme of inspections has been put in place to ensure all premises are inspected by end of year. We are confident of achieving 100% performance this year which will put us in the top quartile.
SCC001a - The percentage of first placements of looked after children during the year that began with a care plan in place	Cllr M Jones	Red	↓	40.91	95.00	Cabinet/CET	Performance is gathered through file checks. Full validation of the cumulative performance will take place in quarter 2 via a panel process which will review compliance and any performance issues that may arise.

AGENDA ITEM NO: 12**CABINET: FORWARD WORK PROGRAMME**

20 OCTOBER 2009	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Update on Budget Setting 2010-2011	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Monitoring the Actions Agreed by Cabinet	Councillor R W Hughes J Williams
Modernising Education Dee Valley East Education Review	Councillor H H Evans J Curran
New Work Connections European Convergence Bid	Councillor D A J Thomas Gwynfor Griffiths
Supporting People Operational Plan for 2010/11	Councillor P A Dobb Jenny Elliott
Acceptance of the Inter Authority Agreement and Contract evaluation criteria (Regional Food Waste Treatment Contract)	Councillor E W Williams S Parker / J Espley
Recommendations from Scrutiny Committees	Scrutiny Officers
Specialist Planning Services - Regional Collaboration	Councillor E W Williams G Boase
Consultation on Community Infrastructure Levy	Councillor E W Williams G Boase
Village Green Application, Ffordd Elan, Rhyl	Councillor P J Marfleet I K Hearle / Alan S Jones
Agricultural Estate	Councillor P J Marfleet G Evans / D Matthews
Asset Management	Councillor P J Marfleet G Evans
Regeneration and Tourism	Councillor D A J Thomas G Evans
Area Profiles	Councillor D A J Thomas G Evans
Llangollen and Corwen Railway Order -	Councillor G Evans
Denbighshire's Revised Welsh Language Scheme	Councillor H H Evans D W Davies
Review of Library Service provision across the County	Councillor M M Jones R A Jones
24 NOVEMBER 2009	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Update on Budget Setting 2010-2011	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Routine Reporting on Personnel	Councillor R W Hughes L Atkin / G Humphreys
Housing Revenue Account Budget	Councillor P A Dobb P Quirk

Quarterly Performance Report	Councillor P J Marfleet T Ward
Community Capital Projects	Councillor D A J Thomas M Dixon
Safeguarding Children to Include Safeguarding Inspection and LSCB Update	Councillor M M Jones N Francis / Julie Moss
Tourism Strategy for North Wales	Councillor D A J Thomas P Murphy / Ruth Williams
Recommendations from Scrutiny Committees - Uniform charging policy for public use of DCC meeting rooms	Scrutiny Officers - S Price and R A Jones / G Evans
Denbigh and Corwen Contractor's Framework – Appointment of contractors to carry out flood alleviation works - Part II	Councillor E W Williams Wayne Hope
15 DECEMBER 2009	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Update on Budget Setting 2010-2011	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Human Resources: Business Partners	Councillor R W Hughes L Atkin
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Recommendations from Scrutiny Committees	Scrutiny Officers
12 JANUARY 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Update on Budget Setting 2010-2011	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
North Wales Residual Waste Treatment Project - Approval of Outline Business Case and Inter-Authority Agreement	Councillor E W Williams S Parker
Recommendations from Scrutiny Committees	Scrutiny Officers
26 JANUARY 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Update on Budget Setting 2010-2011	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk

Recommendations from Scrutiny Committees	Scrutiny Officers
16 FEBRUARY 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Routine Reporting on Personnel	Councillor R W Hughes L Atkin / G Humphreys
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Recommendations from Scrutiny Committees	Scrutiny Officers
30 MARCH 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Welsh Medium Education Scheme - to consider the draft scheme and recommend to Council prior to public consultation	Councillor H H Evans J Curran
Recommendations from Scrutiny Committees	Scrutiny Officers
27 APRIL 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Recommendations from Scrutiny Committees	Scrutiny Officers
25 MAY 2010	
Revenue Budget Monitoring Report 2009-2010	Councillor J Thompson Hill R Parry
Capital Plan	Councillor J Thompson Hill R Parry
Housing Revenue Account Budget	Councillor P A Dobb P Quirk
Recommendations from Scrutiny Committees	Scrutiny Officers