

**CABINET**

Minutes of the Cabinet meeting held at 10.00 a.m. on Tuesday 26 October 2010 in Conference Room 1, County Hall, Ruthin.

**PRESENT**

Councillors P A Dobb, Lead Member for Health, Social Care and Wellbeing; H H Evans, Leader; S Frobisher, Lead Member for Environment and Sustainable Development; R W Hughes, Lead Member for Customers and Communities; M M Jones, Lead Member for Welsh Language, Children, Young People and Leisure; P J Marfleet, Lead Member for Modernising the Council; D A J Thomas, Lead Member for Regeneration and Tourism, J Thompson Hill, Lead Member for Finance and Efficiency and E W Williams, Lead Member for Education.

Observers: Councillors J B Bellis; M LI Davies; G C Evans; T R Hughes; H LI Jones; D Owens; D I Smith S Thomas and C H Williams.

**ALSO PRESENT**

Chief Executive; Corporate Director: Environment; Corporate Director: Social Services and Housing; Corporate Director: Governance and Efficiency; Head of Corporate Governance, Chief Financial Officer and the Head of Modernising Education.

**APOLOGIES**

Corporate Director: Lifelong Learning.

**CONGRATULATIONS**

Councillor S Frobisher was delighted to inform Members that the Environment Directorate Street Lighting Team had recently been to an award ceremony in Derry and had won a Best Partnership Award Initiative for Partnership Working with Conwy County Borough Council. This was a great achievement. She congratulated Andy Clark, Head of Street Lighting and the team for their excellent work with moving the project forward.

Councillor D A J Thomas was delighted to inform Members that the Authority had been shortlisted for three prestigious national housing awards by the Chartered Institute of Housing in the category for 'Outstanding Leadership by a Local Authority' – "Affordable Housing policy", "Developing and Regenerating Communities" and "Delivering Customer Driven Services". The awards ceremony will be being held in Cardiff in November 2010.

Members sent their congratulations to all the teams involved.

**1 URGENT MATTERS**

There were no Urgent Matters.

However a report was received for Item 3 Review of Policies Affecting the Operational Management, Sustainability, Condition and size of the Council's Agricultural Estate following Resources Scrutiny Committee 21.10.2010 and this would be discussed as part of the item.

Also, a Part II report on the Scala, Prestatyn was received following Resources Scrutiny Committee 21.10.2010 along with a report to Cabinet by Councillor P A Dobb, Lead Member. These reports would be discussed as the first item of Part II.

## **2 MINUTES OF THE CABINET MEETING 07.09.2010**

The Minutes of the Cabinet meeting held on 7 September 2010 were submitted.

***RESOLVED** that the Minutes of the meeting held on 7 September 2010 be approved as a correct record and signed by the Leader.*

## **3 REVIEW OF POLICIES AFFECTING THE OPERATIONAL MANAGEMENT, SUSTAINABILITY, CONDITION AND SIZE OF THE COUNCIL'S AGRICULTURAL ESTATE**

Councillor P J Marfleet presented the report for Cabinet to confirm policy for the future management of the Council's Agricultural Estate as recommended by the Agricultural Estate Working Group based on Option B of the Bruton Knowles Interim Summary Report of August 2010 (copy provided at Appendix A to the report). Cabinet were asked to authorise the Valuation and Property Manager to implement the recommended policy by developing and adopting an Asset Management Plan for the Estate. Cabinet were asked to agree to the review and update of the policy adopted by the Council in its decision of 20<sup>th</sup> March 2007 on retention of capital receipts and to set in place protocols and financial targets based on the Asset Management Plan to enable both appropriate investment in the agricultural estate and the continued generation of capital receipts for the Authority. In the context of the above recommendation, to set an initial target of net capital receipts generation of £5.5 million over the first 4 years of the Asset Management Plan.

Views from the Tenant Farmers' Association had been received and were distributed at the meeting.

Councillor Marfleet said the Agricultural Estates Review Board had been set up to review the Agricultural Estate and Nick Millard of Bruton Knowles, Consultants had been appointed to undertake a review of the Authority's agricultural portfolio. Councillor Marfleet said there was an enormous backlog of work which needed investment of over £1m in the agricultural estate as well as the Nitrate Vulnerable Zone (NVZ) requirements which would result in expenditure of £440k to comply. Ten of the holdings were subject to the new legislation.

Mr Nick Millard had met with each tenant and had consulted with the NFU, FUW and Young Farmers' Associations at least twice. There were 3 options with 2 being the same but over different timescales, namely: to sell all the estate, have a gradual sale or rationalisation. The Authority was conscious of the wellbeing of the tenants and 9 tenants were concerned about succession with some currently on year to year

tenancy agreements which was not feasible. Every tenant would be negotiated with individually.

Resources Scrutiny Committee had a good debate and had recommended a progressive rationalisation. Rationalisation would see the estate reduce from approximately 2700 acres to 2400 acres which would result in the farms becoming more viable and allow funding to become available to finance some of the backlog of work on the estate as well as providing funds for other capital works.

Councillor H LI Jones, Chair Resources Scrutiny Committee thanked Mr Millard and D Mathews, for a comprehensive report and the amount of work carried out. He presented a report (distributed at the meeting) from Scrutiny containing observations and recommendations following its consideration of the findings and conclusions of the Agricultural Estate Working Group's review of the Agricultural Estate policies. Resources Scrutiny suggested Cabinet establishes an advisory group, consisting of Executive and Non-Executive Members, to progress the implementation of the policy and any other relevant matters relating to the Council's Agricultural Estate. He expressed disappointment that some stakeholders had not responded to the extensive consultation carried out. Scrutiny Committee felt it was important to ensure the proposals, if agreed, were moved forward quickly.

Councillor H H Evans said all key stakeholders had been consulted and on the whole they agreed with the Authority's view on the way forward. There was not much leeway for young people to get into farming and young farmers had understood the predicament facing the Authority. The consultation was clear, concise and thorough. And he thanked the consultant for his work and all the work undertaken by David Mathews and colleagues.

Councillor Evans was pleased with the work of Scrutiny following their consideration of the findings of the Working Group. He asked whether the formation of the Advisory Group suggested by Scrutiny was to monitor the process of disposal. Councillor H LI Jones confirmed this was the case. The Corporate Director: Governance and Efficiency said Scrutiny Committee wanted to ensure delivery of the strategy and wished to keep their involvement with the future of the estate.

Councillor E W Williams supported the formation of the Advisory Group to ensure the future management of the estate. He cautioned Members regarding the sale of small holdings and cited 2 smallholdings which had been put forward for sale during the past month which had not reached anywhere near their reserve price and had not sold. It was possible that if some of the Authority's farms were put forward for sale that sales would be achieved but if sales were not achieved there would be no monies for works to be carried out on the estate. Councillor R W Hughes supported Councillor Williams' comments.

The report and consultation was welcomed by Councillor D I Smith but he suggested that someone with an agricultural training background be included on the Advisory Group and that the Group should have people of the highest calibre. Councillor R W Hughes supported Councillor Smith's suggestion as did Councillor E W Williams but he reminded colleagues that the Authority's tenants were all experienced farmers. Councillor E W Williams suggested that consideration be given to diversification at

the holding with no current tenant and that Economic Development could be involved in promoting the estate.

Councillor S Thomas said he had enjoyed participating in the works of the working group but reminded colleagues that no land had been purchased by the Authority since 1996 and that he hoped that land could be purchased for the estate, when the financial climate was better. Councillor E W Williams reminded colleagues that much of the estate had been donated to the Authority and if further land was donated or purchased he suggested that a clause be included that such land could not be sold.

**RESOLVED** that Cabinet note the recommendations of the Resources Scrutiny Committee meeting and

- [i] confirm policy for the future management of the Council's Agricultural Estate as recommended by the Agricultural Estate Working Group based on Option B of the Bruton Knowles Interim Summary Report of August 2010 (copy provided at Appendix A to the report)
- [ii] authorise the Valuation and Property Manager to implement the recommended policy by developing and adopting an Asset Management Plan for the Estate
- [iii] agree to the review and update of the policy adopted by the Council in its decision of 20<sup>th</sup> March 2007 on retention of capital receipts and to set in place protocols and financial targets based on the Asset Management Plan to enable both appropriate investment in the agricultural estate and the continued generation of revenue and capital receipts for the Authority
- [iv] in the context of the above recommendation to set an initial target of net capital generation of £5.5 million over the first 4 years of the Asset Management Plan
- [v] establishes an advisory group, consisting of Executive and Non-Executive Members, including someone with a training or diversification experience background, to progress the implementation of the policy and any other relevant matters relating to the Council's Agricultural Estate.

#### **4 REVENUE BUDGET AND SUMMARY CAPITAL PLAN 2010-2011**

Councillor J Thompson Hill presented the report for Cabinet to note the latest estimate of the likely outturn figures for the 2010/11 financial year as detailed in Appendix 1 attached to the report and the summary capital plan performance for 2010/11 as detailed in Appendices 2 and 3 attached to the report. Cabinet were also asked to note the latest Housing Revenue Account and housing capital position for 2010/11 as detailed in Appendices 4 and 5 attached to the report.

The overall revenue underspend was £123k excluding the schools' delegated budget. Lifelong Learning were forecasting a balanced budget, as were Social Services and Housing but there were ongoing pressures with specialist placements in Children's Services. The Environment Directorate were forecasting an underspend of £173k, mainly due to the vacancy control process and improved income forecasts from Development Control. Corporate Governance and Efficiency was forecasting a £50k overspend as a result of pressures on the translation budget.

Capital expenditure was at £9.8m for a plan totalling £30.7m. The latest figures for the Housing Revenue Account showed an in year surplus of £286k, an improvement of £18k from the previous month.

Responding to a query from Councillor H H Evans on whether overspends in Lifelong Learning would not be carried forward to the following year, the Chief Financial Officer said some pressures would be offset at Directorate level at the year end.

**RESOLVED** that Members note the revenue projections for 2010/11 as detailed in Appendix 1 attached to the report and note the Summary Capital Plan performance figures for the 2010/11 financial year as detailed in Appendices 2 and 3 attached to the report. Members also note the Housing Revenue Account and Housing Capital Plan forecasts as detailed in Appendices 4 and 5 to the report.

## 5 ANNUAL TREASURY REPORT 2009-2010

The Chief Financial Officer presented the report for Cabinet, in accordance with the Treasury Management Strategy Statement attached to the report, to approve the report on treasury activities undertaken in 2009-2010. Corporate Governance Committee had reviewed and scrutinised the situation twice during the year. Corporate Governance Committee had also asked for further training in treasury activities.

The Chief Financial Officer reported that as a result of a major drop in interest rates cash surpluses had been reduced and a return of £0.6m had been made on investments compared to £2.2m in the previous year. Total borrowing of £128m was in place at the beginning and end of the year. Borrowing costs ,at 5.81% of the Authority's total revenue spend, was below the Wales average and the Wales Audit Office was content with this figure. The cost of new borrowing would increase as a result of changes to Central Government requirements on Public Works Loans Board which would mean an extra 1% on new borrowing costs which is a 25% increase over previous levels.

Members discussed the financing of the PFI building and the Chief Financial Officer confirmed that the Authority's contract was with the developer who had a separate contract with the facilities management company.

He also said a 40% reduction was anticipated in capital funding over the next 4 years from the Welsh Assembly Government and the reduced funding for the next year could be in the region of 24%.

Councillor R W Hughes said the Authority had a high performing Treasury Management Team and she was pleased to see prudential borrowing working out and the Authority had achieved much through its use. Councillor J Thompson Hill also congratulated the team and the external advisors and said the Authority was in a good position.

**RESOLVED** that Cabinet note the Annual Treasury Report for 2009-2010.

## 6 REVIEW OF PRIMARY SCHOOL PROVISION IN THE PRESTATYN AREA

Councillor E W Williams presented the report seeking Cabinet approval to the publication of the required statutory notice regarding the proposed amalgamation of Bodnant Infants and Bodnant Junior schools into a 2 Form Entry (60 pupils per year group) all-through school on existing sites from 1<sup>st</sup> January 2012 and to approve the publication of the required statutory notice regarding the proposed expansion of Ysgol Y Llys into a 2 Form Entry (60 pupils per year group) from 1<sup>st</sup> September 2014. He had visited both the schools and said that there had been great concern regarding the proposals and some were for whilst some were against the amalgamation. However, both governing bodies were in favour of the amalgamation.

Comments received regarding Ysgol y Llys were relatively straightforward, in particular the funding for Ysgol y Llys, Ysgol Dewi Sant and Ysgol Twm o'r Nant for Welsh language provision. The only objections received stated they would prefer a bilingual school.

There was lack of clarity from the Welsh Assembly Government on capital funding for the future and he had inherited a portfolio with vision but there was no funding available. The most important issue was a better education for the pupils.

Councillor R W Hughes said genuine consultation had taken place and officers could not have done more to meet with the public to ascertain their views.

Good work by the team involved was appreciated by Councillor J Thompson Hill and although the process of consultation had been all encompassing, not everyone would be in support of the proposals. He supported the recommendations and asked that the Authority ensure it was sensitive to any employment issues which could arise.

The Chair of Governors of Bodnant Infants School was in favour of the proposals as long as the final aim was to have one school on one site.

***RESOLVED*** that Cabinet approve the publication of the required statutory notice regarding the proposed amalgamation of Bodnant Infants and Bodnant Junior schools into a 2 Form Entry (60 pupils per year group) all-through school on existing sites from 1<sup>st</sup> January 2012 and approve the publication of the required statutory notice regarding the proposed expansion of Ysgol Y Llys into a 2 Form Entry (60 pupils per year group) from 1<sup>st</sup> September 2014.

## 7 INITIAL CONSULTATION ON EDEYRNION [DEE VALLEY WEST] PRIMARY SCHOOL REVIEW

Councillor E W Williams presented the report seeking approval to commence the initial consultation on options for school organisation within the Edeyrnion [Dee Valley West]. Councillor Williams referred to the recent sensational stories printed in the local press which were inaccurate. The press should be made aware of the fears they had aroused in schools not involved in the review. The schools in the

review were in the Edeyrnion area. The Headteachers and Governors of the schools involved would be involved to ensure they were aware of how the Authority wanted to progress with the aspirations of the County. Also involved were the local Members for those schools, namely Councillors H H Evans, H LI Jones and C H Williams.

One of the main issues was a shortage of Headteachers but Denbighshire also had a surplus of school places. There were 2 options, with the first being 2 area schools in the Corwen area with the second option to focus on 3 or 4 schools in the area.

Councillor Williams said it was not possible to have a vision for education without funding being available and he felt that the Welsh Assembly Government had clouded the issue with regard to possible funding for the future.

Option 2 was the only option available for the Authority and Councillor Williams said clarity was required from the Assembly on funding coming forward.

Parents, governors, headteachers and the public would be asked for their views and Councillor Williams said officers would listen to those views and disseminate the information. He asked Members to consider putting Option 2 forward whilst keeping Option 1 in case the Assembly came forward with funding. However, he realised that Option 2 may not be supported. He said a language impact assessment on schools was required and he urged those involved to give their views and if necessary give 'none of the options' if they really felt that as the way forward.

Councillor H H Evans said it was a difficult situation and he supported Option 2 as Option 1 could not be progressed without clarity on funding from the Assembly. Whatever the outcome of the consultation, a good level of education must be maintained and improved upon, as was support for the Authority's staff and facilities needed to be fit for purpose. He stressed the impact on the Welsh Language and the provision would have to be maintained and improved upon and also the impact of the options on the community. He suggested an impact assessment on the community was also required. However, he stressed that the Authority had to make best use of its resources which could lead to rationalising provision in the area.

It was felt that this was the right time to address the situation of falling pupil numbers and difficulties in headteacher recruitment by Councillor P J Marfleet as he felt the status quo was not feasible. Provision had to be changed for the better. He asked whether with the shortage of funding available, whether following one option over another prejudiced the situation. The Head of Modernising Education said officers considered Option 2 was the way forward because of the lack of capital funding and the following report to be considered by Cabinet said funding was required for the area but it was unlikely that any decisions on this would be forthcoming before September 2011. The work involved in both options would need to be done anyway, whatever funding decisions are made in the future. She confirmed that if Option 2 was agreed and funding became available, Option 1 could still be considered.

Travelling long distances to school for 3 and 4 year olds was a problem and Councillor Williams said that pupils of this age should not have to travel great distances and these should be in line with current recommendations.

The area, schools and teachers were remarkable and Councillor M M Jones wanted to move ahead with improved education provision for the area. She urged people to respond to the full consultation. She was also unhappy with the story printed in the local press and urged that the correct message be sent to the schools and communities involved.

School clusters was a suggestion put forward by Councillor C H Williams and although he realised it might not be a realistic option, he felt it should be debated. Councillor E W Williams said the Authority had tried not to cloud any issues and Councillor M M Jones had said it was important that those involved put their views forward. Councillor M L I Davies also supported Councillors Williams and Jones in their condemnation of the story put forward in the local press as their figures were inaccurate.

Councillor D I Smith said the process had to be followed and he also supported the query from Councillor P J Marfleet about raising expectations in the area. The Head of Modernising Education said 1 or 2 schools could possibly be closed without the need for capital funding but it would not be possible to close 4 schools without capital funding being required.

Councillor E W Williams said rationalisation of provision was required. It was not fair on pupils if their school did not have a headteacher. This was likely to happen in other areas. He reminded colleagues that Denbighshire's funding of schools compared to say Gwynedd was better and Denbighshire was committed to providing schools of high excellence.

The Chair of Governors of Ysgol Betws GG said that as a businessman if he had difficulties recruiting staff he would look at the job involved and the reward for that job but he realised that there were national rates of pay involved. Councillor Williams assured the Chair of Governors that the children had been at the heart of the Council's discussions. He also realised that the burdens put on headteachers by the Government was high. The Minister had recently said that more of the budget had to be delegated to schools and this would have a phenomenal impact on the smaller schools and would create extra work.

**RESOLVED** that Cabinet approve the commencement of initial consultation on Option 2 for school organisation within the Edeyrnion [Dee Valley West] area.

## **8 21<sup>ST</sup> CENTURY SCHOOLS PROGRAMME**

Councillor E W Williams presented the report seeking Cabinet endorsement to the Strategy for the 21<sup>st</sup> Century Schools Programme for Denbighshire. He said funding was required along with firm leadership from the Assembly to ensure money was set aside for the projects and education vision.

Councillor P A Dobb queried the needs of special schools in the area and decisions taken in the future in other localities. Councillor Williams confirmed that Ysgol Tir Morfa was part of the evaluation process and perhaps provision could be better and more viable on a high school site.



**RESOLVED** that Cabinet approve the submission of the Strategic Outline Programme for the 21<sup>st</sup> Century Schools and the priority areas identified for the Band A submission for future investment in Denbighshire.

At this juncture (11.30 a.m.) the meeting adjourned for 10 minutes to allow Members to participate in refreshments.

## **9 HEALTH AND SOCIAL CARE LOCALITIES: ARRANGEMENTS FOR CO-WORKING IN DENBIGHSHIRE**

Councillor P A Dobb presented the report seeking Cabinet agreement to the approach to developing integrated health and social care teams in localities in Denbighshire (this mainly applied to the delivery of services for older people) and the partnership governance arrangements applying to the development and implementation of this approach.

Councillor Dobb said Members were aware that the Council and the BCU Local Health Board had established some joint services over the past few years and during the past year had taken this one step further to co-locate social care staff with NHS staff in order to provide a seamless professional service. Firstly, Hafan Lles, Prestatyn had been opened with a multi disciplinary team to care for the elderly residents. To date the public and staff had found this to be an effective and exciting way forward.

The Home Enhanced Service, which started in June following the closure of wards at the Rhyl Alexandra Hospital, was another joint project to provide seamless services. Again NHS and Social Care staff provide the services necessary to help people leave hospital at an earlier date or avoid going into hospital at all.

The 2 projects were paving the way for the development of more integrated teams within Denbighshire and it was proposed to have 2 localities – the north which would include GP practices above the A55 and be co-terminous with the Rhyl and Prestatyn localities and the south, which would be further sub-divided into 2 clusters (A being Elwy and Denbigh and B being Ruthin and Edeyrnion). The size of the clusters was based on evidence generated from other Welsh pilots where 30000 – 50000 people had proven to be cost effective.

With less funding becoming available it was now a time for rebalancing and reconfiguring. Co-location provided a holistic service to those in need and it breaks down barriers between the different professional groups. This would provide the opportunity to develop good networks of other services.

The Local Service Board would become the key driver of this new way of working and it would establish an Intermediate Care and Locality Board as the mechanism for rolling out the new localities and future community services. The membership of the Board would be across the partnership and would comprise individuals who could commit on behalf of their organisations. Paragraph 2.5 of the report outlined the proposed approach and timelines, from now to December 2011.

There were no major financial implications anticipated by the Authority. Although a single IT system would be wonderful this could not be considered in the current financial climate as the cost was excessive. Staff were finding ways to work around issues.

Councillor M LI Davies asked whether Cefnmeiriadog and Trefnant could be considered in the same area for these and other services. Councillor Dobb said this would be considered if at all possible. Councillor D Owens said this provision would cost more and more towards the south and he suggested dividing the County into various areas on the same boundary lines. Councillor Dobb agreed the sentiments but said this was a Partnership and it would depend on others in the Partnership on how this would work. The Corporate Director: Social Services and Housing said the effective population size was 30000 to 50000 which worked from a health perspective would not be viable.

Councillor S Frobisher said the provision in Prestatyn had taken time to establish and was now working well. She hoped that lessons learnt from that provision would be taken forward.

Responding to Councillor J B Bellis' comments and support of the recommendations, Councillor Dobb said Health funded 1.5 social service staff in the HECs. An evaluation of the provision at Hafan Lles would be made and figures would be available before the year end. She and the Corporate Director: Social Services said the money from the closure of the wards in the Royal Alexandra Hospital was received. Re-using existing assets would be considered on a reciprocal basis and the partnership was doing this in a realistic way. This was not a money-making issue.

***RESOLVED*** that Cabinet agrees the locality boundaries as set out in para 2.2.6 and Figure 3 of the report and the establishment of the Intermediate Care and Locality Board, accountable to the Local Service Board, as the key joint Council / NHS delivery mechanism for integrating health and social care services for adults in localities (Section 2.4 of the report refers). Cabinet also agree the outline roll out plan set out in section 2.5, subject to implementation of formal project management arrangements.

## **10 CABINET FORWARD WORK PROGRAMME**

Councillor H H Evans presented the Cabinet Forward Work Programme.

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

## **11 ISSUES REFERRED TO CABINET BY THE SCRUTINY COMMITTEES**

Resources Scrutiny Committee asked Cabinet to consider their recommendations in discussing the Agricultural Estate report at item 3.

Resources Scrutiny Committee asked Cabinet to consider their Part II report on the Scala Prestatyn, in conjunction with the urgent report from Councillor P A Dobb, Lead Member on the same subject.

## 12 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 paragraphs 14 and 16 of Part 4 of Schedule 12A of the Local Government Act 1972.

## 13 SCALA, PRESTATYN

(The Head of Corporate Governance, referring to Councillor J Thompson Hill's declaration of interest said that sufficient time had elapsed since he was on the Scala Board as a representative of Prestatyn Town Council therefore there was no interest to declare.

The Head of Corporate Governance, referring to Councillor R W Hughes' declaration of interest as a member of the Scala Board said as she was the Council's appointee to the Board she could remain in the meeting and vote on the issue. He also said Councillors J B Bellis and H LI Jones were the Council's representatives on the Scala Board and therefore they could remain in the meeting as there was no conflict of interest.]

Councillor H LI Jones, Chair Resources Scrutiny Committee and Scala Board member presented an urgent recommendation to Cabinet in relation to the Scala, Prestatyn following consideration of an update report on the 'Prestatyn Scala' at the Resources Scrutiny Committee meeting on 21 October 2010. He had been to the Scala and said it had won many awards and this was an excellent facility. However, the downside was the business plan and the new business plan would need to be robust in order to deliver savings so the company could operate within its budget.

Councillor Jones outlined ways in which the Board had discussed various issues relating to savings in order to eventually achieve a balanced budget and said the Board was in negotiation with the Welsh Assembly Government over funding as they were major stakeholders. Discussions would also be held with Prestatyn Town Council. Savings were deliverable and these would need to be implemented as quickly as possible. There was no reason why the Scala could not succeed and the Board members had taken an active role in its management although its financial position remained precarious.

Councillor H H Evans thanked Councillor Jones for his report.

**RESOLVED** that Cabinet receives and acknowledges:

- 1 that the Resources Scrutiny Committee generally supports the efforts made by the Board of the Scala Company Limited to turn the business around, and

- appreciates the efforts of Denbighshire County Council staff in assisting the Board to improve the Company's financial and trading positions*
- 2 *the Committee's observations that, whilst the proposed identified savings do have merit the Committee does have concerns about their deliverability, particularly in the short-term*
- 3 *that, despite the support and intervention given by the Council, the Scala's financial position remains precarious and poses a risk to the Authority.*

## **SCALA, PRESTATYN**

Councillor P A Dobb presented Cabinet with an urgent recommendation in relation to the Scala, Prestatyn following consideration of the update report at the Resources Scrutiny Committee on 21.10.2010. The report provided an update on work done over the past few months and sets out recommendations for the future input by Denbighshire into the management of the Scala. She said Council had put in considerable funding, officer and Member time to the Scala as it was important for both the people of Prestatyn and the County as a whole. The Authority wanted the Scala to succeed and had no plans for its closure.

The projected savings were an improvement and clear recommendations had been made to help the Scala. It was now timely to withdraw the officers and Members from the Board. She stressed that the Scala was still a high risk for the Authority for financial, reputational and political reasons. Although withdrawal of officers and Members was recommended, a Performance Officer would still monitor the regulatory and financial processes of the Board.

Councillor H H Evans said the Scala had too much profile recently, for the wrong reasons. He and the Authority wanted a viable facility for Prestatyn and the whole area. He was extremely concerned about statements and protests made in Prestatyn during the past fortnight and he had sent numerous messages to reassure residents that the Authority was not going to close the Scala. He went on to thank the 5 Board Members for their work – Councillors H LI Jones, J B Bellis and C Hughes and the Corporate Director: Environment and Head of Leisure Services.

Councillor Evans said a sound business plan was required for presentation at the December 2010 Cabinet and it was imperative that the Board worked towards receiving less financial support from the County. He was concerned that a loan of £80k awarded in December 2009 had been used by March 2010 and further one off funding of £86k had then been requested.

Councillor R W Hughes said it had taken a while for the Scala Board to work together with the Denbighshire Members and officers and she accepted that the Scala was still in a difficult financial position and had a long way to go. A meeting was being held with the Welsh Assembly Government on the following day. She thanked the Members and officers for their help.

The Corporate Director: Environment responded to queries from Councillor P J Marfleet on the Scala's cash flow and said the Authority had now taken over the payroll of the company and invoiced them for the monies. In 2009-2010, the annual grant funding of £54k had been paid, along with a loan of £80k to the Company. In

2010-2011 grant of £54k will be paid quarterly in advance with a further one-off additional grant of up to £86k to be drawn as needed. He confirmed that there was no immediate cash flow issue at the moment.

Councillor R W Hughes confirmed there was currently £46k in the bank.

Councillor S Frobisher said as a resident she was delighted to hear that there were no plans by the Authority to close the Scala.

The Chief Financial Officer said the £86k grant had been subject to conditions, one of which was to produce a robust business plan for presentation to Cabinet by December 2010. The current savings proposals would actually fall short of the total required to break even next year and further work was needed by the board.

Responding to queries regarding the withdrawal of officers and Members from the Board, Councillor H H Evans said they would not at this time be able to add anything further by being members of the Board and that the Board's work would still be monitored.

The Chief Executive said officers would continue to provide support and advice when requested. The 5 Board members had done an excellent job and support would be provided as set out in the report. It was still imperative that a robust business plan was provided and the Board's proposals were welcomed. However, the Authority would need to know the results of discussions with other organisations and whether any further funding would become available. The Authority wanted the Scala to be in a much clearer position by December when a report would be presented to Cabinet.

***RESOLVED*** that Cabinet notes the progress made to date following the substantial staffing input into the Scala, by Officers and Members, leading to a package of efficiencies being identified and a reduced forecast deficit for 2010/11. Cabinet also agrees that in view of progress to date, the Council withdraws its 5 additional Board Members to allow the Scala Board to implement the savings identified and deliver improvements to the management of the venue. Cabinet further approves the revised monitoring arrangements proposed in the report

#### **14 FORMER NORTH WALES HOSPITAL, DENBIGH**

Councillor S Frobisher presented the report seeking Cabinet authorisation for the creation of a Single Purpose Vehicle, support for enforcement action involving the service of an Urgent Works Notice, subject to CADW agreement and obtaining a "bat licence" from WAG, and to carry out the works specified in the Notice if the owner fails to do so. Cabinet support was also sought for the service of a Repairs Notice and Compulsory Purchase Order procedures.

Members discussed the situation in detail and the Head of Planning and Public Protection answered their queries. They agreed it was imperative that the structural integrity of the building was preserved as soon as possible.

***RESOLVED*** that Cabinet authorises the creation of a Single Purpose Vehicle and supports the serving of an Urgent Works Notice, and for the Council to carry out the

*works in default if necessary and further supports the serving of a Repairs Notice and in default the commencement of Compulsory Purchase Order procedures.*

## **15 STRATEGIC APPROACH TO WEST RHYL'S HOUSING ISSUES**

Councillor D A J Thomas presented the report seeking Cabinet agreement, in principle, for a radical and long term strategic approach to the physical regeneration of part of West Rhyl. Cabinet were asked to agree a strategy statement to form part of an associated draft West Rhyl Housing Regeneration Plan and to consult on the strategy statement and associated draft West Rhyl Housing Regeneration Plan.

Councillor Thomas said the Council needed to take a strategic lead on housing issues in West Rhyl, following the initial lead by the Welsh Assembly Government to purchase empty properties. The long term proposals needed to be radical to benefit the area and reduce deprivation and regenerate Rhyl. He said much work had of necessity been fragmented but it was expected that different agencies would participate in the strategic approach being taken.

The Head of Planning and Public Protection said some demolition work was likely to be required and open space created. This work would be phased in and would not all be delivered by public monies.

Councillor P A Dobb said the People and Places Programme Board had discussed the needs of Rhyl and had said the creation of jobs in Rhyl was of paramount importance. She said it was important to draw private investment to Rhyl, to create jobs. She suggested consulting with the whole of Rhyl should be the starting point. Councillor P J Marfleet agreed with Councillor Dobb and said a strategic approach should create exciting opportunities for development. He said the way forward should be cohesive and take into account not just employment, but include education for example.

Councillor D A J Thomas said previous Strategic Regeneration Area community consultations had said that density of housing was a problem and this in many instances led to alcohol or drug problems. This way forward would help gain employment for the area and also would feed into the work of the People and Places Programme Board. A holistic approach was required.

Councillor J Thompson Hill said he was in favour of the proposal but said the Welsh Assembly Government would be unable to fund to 100% level as previous therefore significant amounts of funding could be required.

The Corporate Director: Social Services and Housing said there was fragmentation and the work of the People and Places Programme Board should help determine clear targets to ensure community cohesion and the creation of employment. For West Rhyl Residents housing had risen to the top of their agenda.

The Chief Executive agreed with the comments by Councillors Dobb and Marfleet and said a unified vision was required for Rhyl and this could be achieved through the work of the People and Places Programme Board. A radical view of housing was required. He said the AM and MP for the area were supportive of this work.

Councillor P A Dobb suggested any green spaces created should be kept without covenants.

**RESOLVED** that Cabinet agree the need for a radical approach to West Rhyl as contained in the strategy statement in Appendix 1 and associated plans in Appendices 2 and 3, all attached to the report. Cabinet agree that Appendix 1 is agreed as the strategic basis for the development of a draft West Rhyl Regeneration Plan. Cabinet further agree for officers to progress with public and stakeholder consultation on the strategic statement and an associated draft West Rhyl Housing Regeneration Plan. It was further agreed the above would be monitored by the People and Places Programme Board.

## 16 CAPITAL PLAN 2010-2011 TO 2013-2014

Councillor J Thompson Hill presented the report for Members to note the latest position on the 2010/11 element of the Capital Plan and to approve the use of £200k from the Capital Contingency Budget towards the Marsh Tracks project.

Councillor Thompson Hill provided updates on various projects and said approval in principle had recently been received from the Welsh Assembly Government for the North Denbighshire Welsh Medium Schools Provision project. Projects approved by Corporate Executive Team under delegated powers were 100% externally funded. Prudential Indicators were within the operational boundary and authorised limits which meant the Council was adhering to the Prudential Code of Capital Finance.

Regarding the unavoidable cost overruns in the Marsh Tracks and Rhyl Recycling Park projects, Councillor Thompson Hill said the shortfall would be met from the Waste Management Budget, the SRA fund and the annual capital contingency fund. He said the processes involved would be subject to scrutiny by Internal Audit.

**RESOLVED** that Cabinet note the latest position on the 2010/2011 element of the Capital Plan and approve the use of £200k from the Capital Contingency Budget towards the Marsh Tracks project.

The meeting concluded at 2.00 p.m.

**REPORT TO CABINET**

**CABINET MEMBER:** Councillor E W Williams – Lead Member for Education

**LEAD OFFICER:** Hywyn Williams – Director of Lifelong Learning

**DATE:** 30 November 2010

**SUBJECT:** Welsh Education Scheme 2010-2013

**1 DECISION SOUGHT**

To approve Denbighshire's Welsh Education Scheme 2010-13 for publication subject to approval by the Welsh Language Board.

**2 REASON FOR SEEKING DECISION**

2.1 The Council is required to publish a Welsh Education Scheme under Section 14(1) of the Welsh Language Act 1993. The Welsh Education Scheme is a subset of the Council's Welsh Language Scheme. This will be Denbighshire's 3<sup>rd</sup> Welsh Education Scheme. The previous scheme ran from 2004 – 2009.

2.2 A final report on the previous Welsh Education Scheme was tabled and approved by the Welsh Language Board in October 2009.

2.3 Officers from the Lifelong Learning Directorate met with the Welsh Language Board on a number of occasions from July 2009 – November 2009 to discuss the end of the previous scheme and agree the timescales for the adoption of the new scheme.

2.4 A draft scheme for 2010 – 13 was developed based on the approved template provided by the Welsh Language Board. The format for the scheme requires local authorities to specify how they intend to progress provision for Welsh medium education including expanding provision, progression and transition; and attainment and performance both in Welsh and Welsh as a second language. The scheme also requires local authorities to provide specific targets against 8 specific work areas. Within this there is a requirement to detail the timetable as to how the target will be achieved including methods of implementation and planning.

2.5 Cabinet approved the draft scheme for public consultation on the 13<sup>th</sup> April 2010. Following approval by Cabinet the Welsh Language Board approved the Scheme for public consultation.

2.6 The public consultation period started on the 21<sup>st</sup> June 2010 and finished on the 1<sup>st</sup> October 2010.

Consultation on the draft Welsh Education Scheme 2010-13

2.7 At the start of the consultation period a letter / e-mail advising of the commencement of the consultation and a copy of the consultation document was



sent to a number of key stakeholders during the week commencing 21<sup>st</sup> June 2010 including all primary, secondary and special schools in Denbighshire, councillors and neighbouring authorities. Electronic copies were made available on the Denbighshire website and paper copies were provided at numerous one-stop shops and libraries across the County.

- 2.8 Officers attended each school cluster meeting between the 28<sup>th</sup> June 2010 and the 9<sup>th</sup> July 2010 to discuss the consultation and encourage feedback from schools.
- 2.9 Officers attended a Lifelong Learning Scrutiny Task & Finish Group on the 23<sup>rd</sup> September 2010 to discuss the consultation and receive comments from members.
- 2.10 Officers attended the Members Bilingual Forum on the 30<sup>th</sup> September 2010 to discuss the consultation and receive comments from members.
- 2.11 During the consultation period a total of 10 consultation responses were received. There were a wide range of responses offering differing view on the Scheme and on the delivery of Welsh Medium education. Officers from Modernising Education, School Improvement & Inclusion and the Chair and Vice Chair of the Welsh in Education Strategic Group have considered these responses and amended the scheme accordingly. A copy of the revised scheme for approval is included as Appendix 1 and a copy of comments received including officer responses is included as Appendix 2.

#### Next Steps

- 2.12 Should Cabinet decide to approve the final Scheme for publication the Chief Executive is required to write to the Chief Executive of the Welsh Language Board to seek permission to publish the Scheme. It is anticipated that the Scheme will be approved and could be published in January 2011.
- 2.13 Following approval the Welsh Education Scheme would be published on the Denbighshire website.

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

The Council is required to publish a Welsh Education Scheme under Section 14(1) of the Welsh Language Act 1993. The Welsh Education Scheme is a subset of the Council's Welsh Language Scheme.

### **4 RESOURCE IMPLICATIONS**

#### **4.1 Cost Implications:**

Minor administration costs associated with the publication of the Scheme. To be met within existing budgets.

Certain actions/targets around the expansion of school buildings will have major capital implications. Capital funding has been secured to expand Welsh Medium primary schools in the North of the County. Proposals to expand Ysgol Glan

Clwyd are to be included within Band A of the authority's Strategic Outline Programme for the Welsh Assembly's 21<sup>st</sup> Century Schools Programme.

Other actions/targets including the commissioning of a questionnaire and to promote standards are expected to be met within the existing Lifelong Learning budget.

**4.2 Staffing / Accommodation Implications:**

To be met within existing budgets.

**4.3 IT Implications:**

None

**5 RISK ASSESSMENT**

**5.1 Risks associated with not agreeing the recommendation/s**

The Council is required to publish a Welsh Education Scheme under Section 14(1) of the Welsh Language Act 1993. Failure to agree the Welsh Education Scheme 2010-13 for publication could see the Council in breach of this statutory requirement.

**5.2 Risks associated with agreeing the recommendation/s**

The risk of agreeing the recommendation is that stakeholder views of the Scheme could be significantly different to those of the authority.

**6 CHIEF FINANCIAL OFFICER STATEMENT**

Costs in connection with publishing the Welsh Education Scheme will need to be contained within the Lifelong Learning directorate.

Issues around match funding resulting capital spend and the capital position generally will be reviewed and discussed at the Informal Council meeting in early January.

**7 CONSULTATION CARRIED OUT**

The consultation carried out is detailed in Sections 2.11 – 2.17.

**8 IMPLICATIONS**

**8.1 Assessment of Impact on Corporate Priorities:**

Modernising Education is a corporate priority.

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

The Scheme aims to increase access to Welsh Medium provision across Denbighshire and promote improved standards in both Welsh 1<sup>st</sup> Language and Welsh 2<sup>nd</sup> Language.

Actions within the Scheme contributes towards the sustainability of Denbighshire schools and contribute towards the vision of investing in our schools in order to

sustain high standards of educational attainment to meet the needs of pupils, the wider community and the economy.

### 8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation

Publishing the Welsh Education Scheme 2010-13 will have a negligible impact upon climate change. Certain actions included within the scheme particularly around expanding school provision could impact on targets for climate change and carbon reduction when implemented. However any extensions, alterations to school buildings will be done in line with Welsh Assembly standards for energy efficiency and Council ambitions for low carbon buildings.

### 8.4 Assessment of Impact on NERC Act Biodiversity Duty:

Publishing the Welsh Education Scheme 2010-13 will have a negligible impact upon on the NERC Act Biodiversity Duty. Certain actions included within the scheme particularly around expanding school provision could impact on the Act when implemented. However any extensions, alterations to school buildings will include impact assessments as required.

## 9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Submit Welsh Education Scheme to Welsh Language Board for final approval	Modernising Education Officer 7 <sup>th</sup> December 2010	Head of Modernising Education 10 <sup>th</sup> December 2010
Publish Welsh Education Scheme	Modernising Education Officer January 2011	Head of Modernising Education 31 <sup>st</sup> January 2011

## 10 RECOMMENDATIONS

To approve Denbighshire's Welsh Education Scheme 2010-13 for publication subject to approval by the Welsh Language Board.



Denbighshire County Council

Welsh Education Scheme

October 2010 – October 2013

Hywyn Williams  
Corporate Director  
- Lifelong Learning

*A Welsh Education Scheme, prepared in accordance with the requirements of  
the Welsh Language Act 1993*

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## **1. Introduction**

1. In July 1999 Denbighshire Council published a Welsh Language Scheme in accordance with the requirements of the Welsh Language Act 1993. It was approved by the Welsh Language Board, and states how the County Council, in its dealings with the public, will treat the Welsh and English languages on the basis of equality.

Under Section 1 and Section 2 of the Welsh Language Act 1993, the Local Education Authority is required to provide a Welsh Language Scheme dealing specifically with Education. For ease of reference, this Scheme is called a "Welsh Education Scheme".

2. The "Welsh Education Scheme" forms part of the Main Language Scheme.

- a) Denbighshire's first Welsh Education Scheme was approved by the Welsh Language Board under Section 14(1) of the Welsh Language Act 1993 on 2<sup>nd</sup> February 1999. Following the Welsh Education Scheme's three year implementation period, a second Scheme was prepared as its successor.
- b) The Second Welsh Education Scheme was approved by the Welsh Language Board for an implementation period of five years under Section 14(1) of the Welsh Language Act 1993, on 13<sup>th</sup> October 2004. Following the Welsh Education Scheme's five year implementation period, a third Scheme was published as its successor.
- c) This Welsh Education Scheme was approved by the Welsh Language Board for an implementation period of 3 years under Section 14(1) of the Welsh Language Act 1993 in 2010.
- d) The commitments and arrangements in this Welsh Education Scheme have been approved at the highest level, and the Scheme will be implemented bearing the full authority and support of Denbighshire County Council.
- e) Should any targets in this Welsh Education Scheme require the implementation of further statutory procedures these will be fully implemented according to the appropriate legislative requirements, e.g. the terms of The Schools Standards and Framework Act 1988.

Further information regarding the "Welsh Education Scheme" is available from:-

Modernising Education Officer,  
County Hall,  
Wynnstay Road,  
Ruthin,  
LL15 3UW

Telephone: 01824716000

Fax: 01824712664

E-mail: [modernisingeducation@denbighshire.gov.uk](mailto:modernisingeducation@denbighshire.gov.uk)

It is likely that changes and adaptations will be made to this Welsh Education Scheme as it develops. There are a number of local and national developments that could potentially effect the organisation and management of education and training.

The Welsh Assembly Government's Welsh-medium Education Strategy was officially launched in April 2010. The strategic aims and objectives include:-

*“support consistent improvement in the quality of Welsh-medium provision and the way in which the language is taught – Welsh-language provision”*

*“form an integral part of the School Effectiveness Framework, and will be incorporated within the Estyn Inspection Framework”*

Local Authorities will be expected to present “Welsh in Education Strategic Plans” which will outline their response to the 6 Strategic Aims within the national Strategy.

The review of the “Athrawon Bro” service (the advisory and support service for teaching Welsh) which is concurrent with the development of the Welsh-medium Education Strategy will also provide guidance, expectations and procedures which will impact on this Scheme.

Locally, within this county, the Modernising Education agenda, especially the programme of Area Reviews, will undoubtedly lead to amendments to this Scheme at appropriate times.

The authority must also consider the implications of the current economic climate and the forthcoming cuts in revenue and capital budgets which could impact on the delivery of this Scheme.

This document must therefore be a live and flexible document that will guide the actions of the authority and its schools during a period of change. Denbighshire County Council is committed to promoting Welsh Medium & Bilingual education and while these developments could impact on how and when certain actions / projects are delivered they will not dilute the aims set out in this Scheme.

## **2. Setting the background**

Denbighshire Council is a Unitary Authority established when local government was reorganised in Wales in April 1996. It has 47 elected Councillors. The wide variety of social, cultural and linguistic traditions within its boundaries reflect the nature of the varied communities that are to be found in the County. The Council serves 97,600 permanent residents (National Statistics - 2008 Mid-year Estimates of Population) in a mainly rural County with an urban northern coastline.

The economy of Denbighshire has a diverse range of key sectors. The County has blue chip employers, such as Honeywell in St Asaph and Tyco at Bodelwyddan. In the north of the County are the traditional seaside resorts of Prestatyn and Rhyl where the Leisure Industry remains a major employer. Pontins operate a large holiday centre in Prestatyn. A theatre and cinema are just some of Rhyl's attractions and Warners have established a holiday centre at Bodelwyddan Castle.

Bodelwyddan is also the home of a district general hospital which is the County's largest employer on one site. Rhyl is a key sub-regional shopping centre with representation from many of the High Street multiples such as Marks & Spencer and Next, whilst Sainsbury's operates a store on the edge of the town.

Further south, Denbighshire is predominantly rural in character and agriculture is a key sector. The market towns of Corwen, Denbigh and Ruthin also support local industrial estates and Llangollen, home of the world famous international musical Eisteddfod, is an important visitor destination.

The county's population, according to the 2001 Census was 90,085. Of these, 23,543 (26.1%) were Welsh speakers. 5,966 (6.6%) of these were in the 3-15 age group with a further 2,534 (2.8%) in the 16-24 age group.

Appendix 1 shows the full list including a map of the wards illustrating the percentage of Welsh speakers in the population over 3 years old.

In Denbighshire, as in many other Unitary Authorities in Wales, there are considerable variations in the percentage of Welsh speakers in the various communities. In terms of percentage of population, a greater percentage of people identify as Welsh speaking in the South of the County than in the North with the highest percentages being in the electoral divisions of Llandrillo (64%); Llanrhaeadr yng Nghinmeirch (59%) Gwyddelwern (53%); Efenectyd (52 %) and Corwen (51%), whilst the lowest percentages are in the wards of Prestatyn North (12%); Rhyl West (12%); Prestatyn North West (13%); Rhyl East (13%); and Rhyl South West (15%).

When analysing the above statistics it is important to bear in mind the population density in the North of the County can lead to a significant number of Welsh speakers even though they may make up a small proportion of the total population for the area (i.e. a low percentage).

The County's Education Department is located in Trem Clwyd, Ruthin and County Hall, Ruthin and the Service provides education in schools for 3 to 18 year olds. 15,358 (PLASC 2010) 3 to 18 year olds are educated in the County: 7612 in the primary sector and 7746 in the secondary sector. The primary schools vary in their numbers of pupils from 19 to 521

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(Ysgol Glyndyfrdwy and Ysgol Llywelyn, Rhyl), and the secondary schools from 341 to 1813 (St Brigid's School, Denbigh to Prestatyn High School).

23.1% of the County's primary pupils and 18% of its secondary pupils receive their education through the medium of Welsh/bilingually. 5.5% of the County's pupils stated with Special Educational Needs receive their education bilingually or through the medium of Welsh.

Denbighshire Council has adopted the principle that Welsh and English are to be given equal status in the context of public business and the administration of justice. This principle is an integral part of the Welsh Language Scheme, and the Authority aims to promote the successful development of Welsh both as a first and as a second language in its educational establishments.

### **3. The aim and objectives of the Welsh Education Scheme**

#### **Denbighshire's aspiration for pupils' bilingual skills**

Denbighshire County Council recognises how important bilingualism is in 21st Century Wales. It is the Council's aspiration that all children and young people leave full time education being competent and confident using both Welsh and English languages. This aspiration is in accordance with the Welsh Assembly Government's 'Iaith Pawb: A National Action Plan for a Bilingual Wales'.

The Council is committed to expanding the provision of Welsh medium education throughout the County to meet this aspiration. All schools in the County are categorised according to medium of teaching. There is an expectation that schools will increase and strengthen the bilingual nature of their school over time and will work towards moving up through the categories so that more pupils have the opportunity to be fully bilingual.

Denbighshire's Welsh Education Scheme details the actions that will be taken to work towards this aspiration.

**3.1** Denbighshire's Welsh Education Scheme reflects and promotes the core theme of Bilingualism contained within the School Effectiveness Framework. Denbighshire is committed to creating a truly bilingual Wales and the Welsh Education Scheme represents the contribution that schools and education services within Denbighshire will continue to make to achieve this goal.

Denbighshire's Children & Young People's Plan is a key strategic document for the authority highlighting how children and young people, parents and carers and the people who provide services for children and young people work together to make a difference to lives and prospects. The Welsh Education Scheme echoes this commitment and contributes positively to the Plan in particular through Core Aims 1, 2 and 5.

**3.2** The forthcoming Welsh-medium Education Strategy sets out the Welsh Assembly Government's vision for an education and training system that responds in a planned way to the growing demand for Welsh-medium education. This Welsh Education Scheme dovetails with the strategy by improving the process of planning for Welsh Medium provision in pre-statutory and statutory phases of education to ensure that Denbighshire meets the demand for Welsh-medium education.

#### **3.3 Denbighshire's Aims and Objectives**

- Ensure that any children wishing to access Welsh-medium pre-statutory provision has the opportunity to do so within their local area.
- Ensure sufficient Welsh-medium nursery and primary school places so that any children wishing to receive their education in Welsh have the opportunity to do so.
- Ensure that all pupils receiving a primary school education through the medium of Welsh are able to continue through to secondary school education through the medium of Welsh.
- Ensure that all pupils with additional learning needs are able to receive their education through the medium of Welsh.

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- Undertake works enabling the authority to measure the demand for Welsh-medium education in order to improve the planning processes for school places.
- To address the capacity issues specifically within the Welsh-medium sector in the North of the County.
- To maintain and promote linguistic progression from the primary sector to the secondary sector and through each Key Stage.
- Increase the number and percentage of pupils achieving qualifications through the medium of Welsh.
- Continue to work in partnership with schools and voluntary organisations to promote and improve standards of Welsh-medium education.

## **4. Current provision**

### **4.1 Pre-school Provision**

**4.1.1** In line with the 2006 Childcare Act, Denbighshire has completed a Childcare Sufficiency Assessment with an update report published in March 2010. The reports found that in terms of Welsh-medium provision throughout Denbighshire there is Ti a Fi group provision, both in small villages and towns. Welsh language playgroup provision is also widely available although often - but not exclusively - attached to Welsh medium primary schools. However there is some unmet demand for more Welsh language day nursery places in some parts of the County.

There are two private Welsh-medium nurseries in the County – Miri Meithrin, Pwllglas and Miri-Meithrin, Llysfasi (Even though this nursery is a member of Mudiad Ysgolion Meithrin it is completely private and separate to the Mudiad).

Apart from this Mudiad Ysgolion Meithrin runs a Nursery Plus (+) service in 13 locations indicated below.

The majority of these services are offered on local school grounds and is a service for nursery pupils who receive Nursery education in the school (morning or afternoon) and spend the remainder of the day in Nursery Plus (+).

<b>Cylchoedd Mudiad Ysgolion Meithrin</b>	<b>Name of Cylch Mudiad Ysgolion Meithrin</b>	<b>Provide Nursery Plus (+) Service? (Not funded)</b>
1)	Cylch Dewi Sant –Rhyl	√
2)	Cylch Henllan	√
3)	Cylch Twm o'r Nant	√
4)	Cylch Y Llys	√
5)	Cylch Rhuddlan	√
6)	Cylch Tremeirchion	√
7)	Cylch Prion	√
8)	Cylch Gellifor	√
9)	Clwb Ffrindiau Bach Rhuthun	√
10)	Cylch Pwllglas	√
11)	Cylch Corwen	
12)	Cylch Llanrhaeadr	√
13)	Cylch Cynwyd	√
14)	Cylch Llangollen	√
<b>Total</b>		<b>13</b>

**4.1.2** The tables below indicate the number and location of MYM's Cylchoedd Meithrin not funded to provide education for 3 year olds, Ti a Fi Groups and other Welsh medium and bilingual nurseries.

Cylchoedd Mudiad Ysgolion Meithrin	Name of Cylch Mudiad Ysgolion Meithrin	Fair Start	3 Year Old Funded	Not Funded at all	Provide Nursery Plus (+) Service? (Not funded)
1.	Cylch Aberclwyd Rhyl	√	√		
2.	Cylch Dewi Sant –Rhyl			√	√
3.	Cylch Henllan		√		√
4.	Cylch Bodawen Dinbych		√		
5.	Cylch Dinbych Uchaf	√	√		
6.	Cylch Twm o'r Nant			√	√
7.	Cylch Y Llys, Prestatyn		√		√
8.	Cylch Rhuddlan		√		√
9.	Cylch Tremeirchion		√		√
10.	Cylch Prion		√		√
11.	Cylch Gellifor		√		√
12.	Cylch Rhuthun		√		
13.	Clwb Ffrindiau Bach Rhuthun			√	√
14.	Cylch Pwllglas		√		√
15.	Cylch Corwen		√		
16.	Cylch Llanrhaeadr		√		√
17.	Cylch Cynwyd			√	√
18.	Cylch Llangollen		√		√
<b>Total</b>		<b>2</b>	<b>13</b>	<b>5</b>	<b>13</b>

### Cylchoedd Ti a Fi

<b>Ti a Fi</b>	
1	Ti a Fi y Llys, Prestatyn
2	Ti a Fi Aberclwyd, Rhyl
3	Ti a Fi Dyserth
4	Ti a Fi Rhuddlan
5	Ti a Fi Tremeirchion
6	Ti a Fi Prion
7	Ti a Fi Dinbych Uchaf
8	Ti a Fi Bodawen, Dinbych
9	Ti a Fi Gellifor
10	Ti a Fi Rhuthun
11	Ti a Fi Pwll Glas
12	Ti a Fi Corwen
13	Ti a Fi Colcaenog
14	Ti a Fi Glyndyfrdwy
15	Ti a Fi Llangollen - two different locations
16	Ti a Fi Llangollen - two different locations

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### 4.1.3 Welsh medium and bilingual nursery classes

#### Primary Schools – Nursery Classes

There are 20 Welsh-medium and bilingual nursery classes in the Authority's schools and places are available in them for 346 pupils.

School	Nursery Capacity	No on Roll – January 2010
Betws Gwerfil Goch	20	7
Clocaenog	5	5
Cyffylliog	4	2
Cynwyd, Maes Hyfryd	10	15
Denbigh, Ysgol Twm o'r Nant	38	32
Dyffryn Iâl – Bryneglwys & Llandegla	9	11
Glyndfrydwy	3	4
Gwyddelwern, Bro Elwern	6	7
Henllan	9	6
Llandrillo	7	3
Llanfair D C	12	11
Llanrhaeadr, Bro Cinmerch	16	11
Pentrecelyn	3	7
Prestatyn, Ysgol Y Llys	38	45
Prion, Pant Pastynog	5	5
Rhewl	27	9
Rhyl, Ysgol Dewi Sant	72	66
Ruthin, Ysgol Pen Barras	39	20
Tremeirchion	12	2
Ysgol Gymraeg y Gwernant	11	11
<b>Total</b>	<b>346</b>	<b>279</b>

#### Mudiad Ysgolion Meithrin Settings

##### Funded Three Year Old Children in 2010

	Capacity	No On Roll – January 2010
Llys, Prestatyn	26	11
Aberclwyd	26	8
Capel Seion	16	4
Corwen	12	2
Llangollen	24	0
Rhuddlan	16	11
Tremeirchion	19	1
Pwllglas	16	5
Rhuthun	38	2
Gellifor	24	2
Prion	15	4
Henllan	16	1

Bodawen, Dinbych	24	15
<b>Total</b>	<b>272</b>	<b>66</b>

#### 4.1.4 Availability of Provision

Welsh-medium Nursery and Early Years education is available across Denbighshire in a variety of settings within local communities. These settings are spread across the County.

#### 4.1.5 – Increase in provision since approval of previous scheme

The number of Welsh medium or bilingual nursery classes has increased from 19 to 20 since the approval of the previous scheme with the number of places provided increasing from 343 to 346.

The number of children on roll in Welsh medium or bilingual nursery classes has increased by 43 from 236 to 279. This represents an increase of 15.4% in the take up of Welsh medium or bilingual nursery places.

## 4.2 The Foundation Phase and Primary Education

The Welsh Assembly Government's Information Document 023/2007 set out new linguistic definitions for primary schools in terms of Welsh education. The numbers of schools in the different categories are given below - according to the information presented to WAG through PLASC

**Action Point: The authority intends to review and challenge the information presented by schools to WAG to ensure it is consistent with not only national categories, but also local categories, definitions and policies.**

### 4.2.1 Primary Schools

#### Welsh-Medium Primary School

Welsh is the language of the day to day business of the school. Welsh is used as the language of communication with the pupils and for the school's administration. The school communicates with parents in both languages.

According to WAG data Denbighshire has 16 schools in this category – See Appendix 3 for details.

#### Dual Stream Primary School

Both Welsh and English are used in the day to day business of the school. The language of communication with the pupils is determined by the nature of the curricular provision, but in some schools high priority is given to creating a Welsh-language ethos throughout the school. The school communicates with parents in both languages.

According to WAG data Denbighshire has 3 schools in this category – See Appendix 3 for details.

#### Transitional primary school: Welsh medium with significant use of English

Welsh is the language of the day to day business of the school. A high priority is given to creating a Welsh ethos. The school communicates with parents in both languages.

According to WAG data Denbighshire has 0 schools in this category – See Appendix 3 for details.

#### Predominantly English Medium primary school but with significant use of Welsh

The day to day language or languages of the school are determined by the school's linguistic context. Both languages are used as languages of communication with the pupils and for the school's administration. A high priority is given to creating a Welsh ethos. The school communicates with parents in both languages.

According to WAG data Denbighshire has 5 schools in this category – See Appendix 3 for details.



### Predominantly English medium primary school

English is the language of the day to day business of the school, but some Welsh is also used as a language of communication with the pupils with the aim of improving their capacity to use everyday Welsh. The school communicates with parents either in English or in both languages.

According to WAG data Denbighshire has 28 schools in this category – See Appendix 3 for details.

#### **4.2.2 Growth in Welsh medium or bilingual primary provision**

A new replacement Community Hall, Early Years Classroom, toilets and storage facility opened was constructed and opened at Ysgol y Llys, Prestatyn in November 2004.

Ysgol Gymraeg y Gwernant, Llangollen was opened to pupils on September 1 2005 and officially opened in July 2006. Pupil numbers have increased steadily since opening –  
93 pupils in January 2006 (including Nursery)  
113 pupils in January 2009 (including Nursery)

The authority has completed internal remodelling of Ysgol Dewi Sant, Rhyl including the creation of an additional classroom, improved auxiliary facilities and circulation. This was done in response to the lack of capacity on the site due to the ever increasing numbers attending the school.

Part of the increase in capacity on some sites is achieved by the provision of mobile classrooms. This is contrary to the authority's policy which seeks to do away with such temporary buildings

**Action Point: The authority intends to respond to the lack of capacity in growing schools through reviewing demand and by planning and preparing appropriate permanent buildings in order to reduce the reliance on temporary accommodation – subject to the availability of capital funding.**

**Action Point: The authority has been successful securing capital funding to increase the capacity and to improve the facilities in the three large Welsh-medium primary schools that are feeder schools to its only Welsh-medium secondary school. As part of a strategic plan the authority will be seeking capital funding to increase capacity and improved facilities for both 11-16 and post-16 provision at the secondary school.**

The “Athrawon Bro” service – providing a support and advisory service for the teaching of Welsh, has contributed to the increase in Welsh-medium provision since the last scheme by ensuring support for the teaching of Welsh and enhancing pupils' skills in Welsh.

**Action Point: The authority will be looking to enhance the service offered by the “Athrawon Bro” team by extending its influence and ability to support schools and teachers to achieve the aims and targets within this scheme. This may be done through collaborating with neighbouring authorities and by ensuring sufficient funding.**

### 4.2.3 Cross Boundary Arrangements

Denbighshire does not have formal arrangements with its neighbouring authorities with regards to Welsh-medium primary school provision. Parents within neighbouring authorities are entitled to express a preference for Denbighshire schools. Where schools have not reached their Published Admission Number the Authority is required to accept the pupil. If more applications are received than the published Admission Number, the applications are ranked in accordance with the Published Oversubscription Criteria which takes into account distance to the school and to the next nearest school providing a similar provision.

## 4.3 Secondary Education

The Welsh Assembly Government's Information Document 023/2007 set out new linguistic definitions for primary schools in terms of Welsh education. , The numbers of schools in the different categories are given below - according to the information presented to WAG through PLASC

**Action Point: The authority intends to review and challenge the information presented by schools to WAG to ensure it is consistent with not only national categories, but also local categories, definitions and policies.**

### 4.3.1 Secondary Schools

#### Welsh-Medium Secondary School

Welsh is the day to day language of the school. Welsh is used as the language of communication with the pupils and for the school's administration. The school communicates with parents in both languages.

According to WAG data Denbighshire has 1 school in this category – See Appendix 4 for details.

#### Bilingual Secondary School

Category 2B - At least 80% of subjects (excluding Welsh and English) are available to be taught through the medium of Welsh but are also taught through the medium of English.

The day to day language or languages of the school will be determined by its linguistic context. Both languages are used to communicate with pupils and for the school's administration. A high priority is given to creating a Welsh ethos. The school communicates with parents in both languages.

According to WAG data Denbighshire has 2 schools in this category – See Appendix 4 for details.

#### Predominantly English medium secondary school with significant use of Welsh

The day to day language or languages of the school will be determined by its linguistic context. Both languages are used for communication with the pupils and for the school's administration. A high priority is given to creating a Welsh ethos. The school communicates with parents either in both languages or in English.

According to WAG data Denbighshire has 0 schools in this category – See Appendix 4 for details.

#### Predominantly English Medium secondary school

English is the day to day language of the school, but some Welsh is also used as a language of communication with the pupils, with the aim of improving their capacity to use everyday Welsh. The school communicates with parents either in English or in both languages.

According to WAG data Denbighshire has 5 schools in this category – See Appendix 4 for details.

### 4.3.2 Growth in Welsh medium or bilingual secondary provision

The growth in Welsh medium secondary provision since the approval of the previous Welsh Education Scheme can be demonstrated in the significant increase in pupils on roll at Ysgol Glan Clwyd.

Ysgol Glan Clwyd	No on Roll – January 2003	No on Roll – January 2010	Increase
Y 7-11	684	798	114 (16.7%)
Y 7-13	802	942	140 (17.5%)

This increase has led to significant problems of lack of capacity and of appropriate facilities that have merely been partly appeased by providing mobile classrooms. The projected increase in numbers on roll over the next 5 years (to January 2015), to 1118, an increase of 18.7%, is unsustainable.

**Action Point: The authority intends to seek capital funding to increase the capacity and to improve the facilities in its only Welsh-medium secondary school, and that this is done within a strategic plan that includes increased capacity and improved facilities for both 11-16 and post-16 provision on that site.**

In the two Bilingual Secondary schools there is no problem of lack of capacity as yet. Welsh-medium provision is gradually increasing and higher numbers of pupils are taking advantage of this provision

**Action Point: The authority will continue to co-operate with the schools to ensure a continuing increase in the numbers of pupils following Welsh-medium courses in order to enhance their bilingual skills and to ensure appropriate linguistic progression through the Key Stages.**

In the English-medium Secondary Schools there is an improvement in the efforts to develop a bilingual ethos in general and to raise standards of attainment in Welsh Second Language.

**Action Point: The authority intends to provide further support to facilitate and encourage this progress towards county and national targets.**

### 4.3.3 Cross Boundary Arrangements

Denbighshire does not have formal arrangements with its neighbouring authorities with regards to Welsh-medium secondary school provision. Parents within neighbouring authorities are entitled to express a preference for Denbighshire schools. Where schools have not reached their Published Admission Number the Authority is required to accept the pupil. If more applications are received than the published Admission Number, the applications are ranked in accordance with the Published Oversubscription Criteria which takes into account distance to the school and to the next nearest school providing a similar provision.

#### 4.4 14-19 Provision

Ysgol Glan Clwyd is the designated Welsh Medium School for 14-19 provision in Denbighshire, with all courses offered through the medium of Welsh at Key Stage 4 (level 2 and 1). The offer is beyond the requirements of the Learning and Skills Measure (a minimum of 30 courses, including at least 5 vocational, from 3 different domains). All post-16 (level 3) courses provided by the school are Welsh-medium courses.

Ysgol Brynhyfryd offers some level 2 courses and a few level 3 courses through the medium of Welsh or bilingually.

Ysgol Dinas Brân offers a confined range of KS4 level 2 Welsh-medium courses in Science, Additional Science and Geography, together with a History bilingually.

At 16+, the Dyffryn Clwyd partnership has been formed between Ysgol Glan Clwyd, Denbigh High School, St Brigid's, Ysgol Brynhyfryd, Coleg Llandrillo Cymru and Coleg Llysfasi. One of the aims of the partnership is to increase opportunities for bilingual and Welsh medium provision. Over 40 subjects are offered through the medium of Welsh over 30 of them at Level 3. We are currently trying to extend the Dyffryn Clwyd Welsh medium and bilingual offer to the students of Ysgol Dinas Brân.

Fforwm Gogledd Cymru, a partnership of Welsh-medium providers throughout the region will allow further collaboration to extend and enhance the provision of Welsh-medium courses.

**Action Point: Denbighshire's Learning Partnership (14-19), which guides all aspects of post-16 Transformation of Education and Training, intends to ensure that there is a wider provision of Welsh-medium courses and also that there are appropriate facilities to house this extending provision. This will ensure a more equal opportunity and a linguistic progression for students.**

## **5. Raising awareness of Welsh language provision and the provision of information for parents**

**5.1** Denbighshire publishes an annual bilingual information booklet for parents, guardians & carers about school provision available within the County. The booklet highlights the available options with regard to Welsh-medium education for pupils. It is distributed through all primary schools in the County and an electronic version is available on the Denbighshire website. Posters are also sent to Doctors surgeries to highlight the release of the booklet and guide parents to the website where they can access a copy.

Letters are sent to the parents of pupils living in the community served by Ysgol Glan Clwyd giving information about the language immersion scheme for those pupils in English-medium primary schools wishing to move to Welsh-medium secondary schools and inviting parents to information meetings.

In January 2009, Denbighshire County Council adopted the Modernising Education Policy Framework following months of consultation with headteachers, governors and the public. This framework highlights the Council's commitment to Modernising Education and provides a strategic framework for changes to future provision and includes a policy for Promoting Bilingualism in Denbighshire schools. The consultation highlighted how important bilingualism is in 21st Century Wales and Denbighshire's long term aspiration that all children and young people leave full time education being competent and confident using both Welsh and English languages.

The authority has strong links with the Information Service for families.

### **5.2 Nursery Projections**

The authority projects Nursery numbers for the next three years based on historical trends. This information is updated annually. The authority is committed to assessing the demand for Welsh Medium education and will be undertaking questionnaires of new parents as part of this process (see Section 6). This information will aid the authority in projecting future demand for Welsh Medium nursery and primary education.

An analysis of the growth in Welsh-medium nursery numbers over the past three years has been undertaken and will be updated on an annual basis.

#### **Numbers in Nursery & Reception - Welsh-medium & Bilingual Schools**

	<b>January 2005</b>	<b>January 2006</b>	<b>January 2007</b>	<b>January 2008</b>	<b>January 2009</b>	<b>January 2010</b>	<b>% Increase over last five years</b>
<b>Nursery</b>	243	271	253	287	279	320	24.1%
<b>Reception</b>	228	254	286	257	287	291	21.6%

The analysis shows a considerable increase in the numbers of children in Welsh-medium and bilingual nursery and reception classes over the last five years.

## **6. Assessing the demand for Welsh medium education**

Since the approval of the last Welsh Education Scheme in October 2004 the authority has undertaken several steps in order to assess the demand for Welsh-medium primary and early year's education.

The authority conducts an annual analysis of school places across the County; taking into consideration schools capacities and projected pupil numbers for forthcoming years to identify growth in demand.

An analysis of the growth in Welsh-medium nursery numbers over the past three years has been undertaken and will be updated on an annual basis.

A questionnaire on Welsh-medium education was trialled in 3 primary schools during 2009. The pilot demonstrated the need for an in-depth questionnaire to be commissioned in order to assess the demand for Welsh-medium primary and early years education.

The authority has been in discussion with the relevant Health Boards and the Information Commissioner in order to access the necessary information to enable such a questionnaire to be undertaken, It has recently been clarified that local authorities can access this information due to the statutory requirement to plan for school provision.

**Action Point: The authority intends to undertake a regular programme for assessing the demand for primary Welsh-medium education to ensure an effective system for modelling and projecting future numbers and needs. The authority will be working closely with the local health board in order to achieve this aim.**



## 7. Expanding provision

**7.1** In general, demand for Welsh medium education has been met in Denbighshire to date, but only by providing additional mobile classroom accommodation to increase the capacity of schools. However the authority is aware of a number of pressure points across all sectors resulting from the growing demand for Welsh medium education. In response the authority is committed to increasing capacity in the Welsh medium sector in a strategic manner and will be seeking funding to enable this.

### **7.2 Primary Provision**

There has been a significant increase in the demand for Welsh medium primary education in Denbighshire over recent years, particularly in the North of the County and this trend is expected to continue. As a result the Welsh medium primary schools in Rhyl, Prestatyn and Denbigh have come under increased pressure.

The projections used in the table below are based on maintaining the current intake and demonstrate the need for increased capacity, however should demand increase further the number of deficit places would increase accordingly.

	<b>Current Capacity</b>	<b>No on Roll – January 2010</b>	<b>Projections – January 2013</b>	<b>Projected Surplus</b>	<b>Projected Surplus %</b>
<b>Dewi Sant</b>	447	425	479	-32	-7.2%
<b>Y Llys</b>	253	250	278	-28	-11.1%
<b>Twm O'r Nant</b>	201	211	222	-21	-10.4%
<b>Total</b>	901	886	979	-81	-9.0%

It should be noted that the figures above do not demonstrate the existing reliance on mobile accommodation in these schools.

	<b>Capacity</b>		
	<b>Permanent</b>	<b>Temporary (Mobiles)</b>	<b>Total</b>
<b>Dewi Sant</b>	424	23	447
<b>Y Llys</b>	195	58	253
<b>Twm O'r Nant</b>	153	48	201
<b>Total</b>	772	129	901

Existing mobile accommodation represents 14.3% of the total capacity for these three schools and it is the intention of the authority to replace these with permanent accommodation in addition to increasing the schools capacity.

**Action Point: The authority has been successful in securing capital funding (subject to statutory consultation) for a major expansion to Ysgol Y Llys, minor expansion**<sup>21</sup>



**to Ysgol Twm O'r Nant and ancillary works to Ysgol Dewi Sant. These works are to be progressed from April 2011.**

In the middle and south of the County, the authority has completed an area review of the Dee Valley East (Llangollen) area and is progressing with proposals to expand provision at Ysgol Gymraeg Y Gwernant.

A review of the Dee Valley West (Corwen) area has recently been launched and will focus on opportunities to promote and strengthen bilingualism in the area.

The authority has also committed to conducting a review of the Ruthin area during the life of this Scheme which will also focus on opportunities to promote and strengthen bilingualism in the area. This review will also aim to address the site issues at Ysgol Pen Barras including the significant reliance on mobile accommodation.

**Action Point: The authority intends to complete its Area Reviews as soon as practicably possible to ensure a complete picture of Welsh medium education needs across the County is identified.**

### 7.3 Secondary Provision

There has been a significant increase in the demand for Welsh medium secondary education in Denbighshire over recent years, particularly in the North of the County and this trend is expected to continue.

As a result Ysgol Glan Clwyd; St. Asaph has come under increased pressure and is projected to have a deficit of places in the near future and also a significant lack of key facilities – as shown by the School Site Masterplan prepared in 2009

The projections used in the table below are based on maintaining the current intake and demonstrate the need for increased capacity, however should demand increase further in particular due to increased capacity in the primary sector (see 7.2) the number of deficit places would increase accordingly.

	Current Capacity	No on Roll – January 2010	Projections – January 2013	Projected Surplus	Projected Surplus %
Ysgol Glan Clwyd	970	942	1079	-109	-11.2%

It should be noted that the figures above do not demonstrate the existing reliance on mobile accommodation at the school.

There are currently two mobile classrooms at the school providing 55 places or 5.7% of the total capacity. An additional mobile classroom is being put in place for September 2010 to meet the increase in pupil numbers at the school. It is the intention of the authority to replace these with permanent accommodation in addition to increasing the schools capacity.

**A proposal to increase the capacity and improve facilities at Ysgol Glan Clwyd is to be included as a priority within ‘Band A’ of the authority’s Strategic Outline Programme for the Welsh Assembly Government’s 21<sup>st</sup> Century Schools Programme.**

The increased curricular provision within the 14-19 Learning Pathways scheme, which includes enhanced Welsh-medium and bilingual provision will put further pressure on the capacity and resources at Ysgol Glan Clwyd, Ysgol Brynhyfryd and Ysgol Dinas Brân.

#### **7.4 Post-16 provision**

In terms of extending post-16 provision, considerable progress has been made since 2009 through collaborative partnership working within the Learning Partnership. An expanded offer of 24 Welsh Medium courses at Ysgol Glan Clwyd and a further 18 Welsh Medium or bilingual courses at Coleg Llandrillo Denbigh and Coleg Llysfasi is available. The collaboration within Fforwm Gogledd Cymru will further enhance this provision.

**Action Point: Further collaboration between an ever increasing range of appropriate partners will be sought in order to increase the number and extend the range of Welsh-medium courses offered.**

The space and the facilities available to students within the post-16 Community Learning Centres provided in some schools is under pressure due to increasing student numbers and will be reviewed by the authority to ensure sufficiency and equality of provision.

**Action Point: Denbighshire’s Learning Partnership, which guides all aspects of post-16 Transformation of Education and Training, intends to ensure that there is a wider provision of Welsh-medium courses and also that there are appropriate facilities to house this extending provision. This will ensure a more equal opportunity and a linguistic progression for students.**

#### **7.5 The Support and Advisory service on teaching Welsh – “Athrawon Bro”**

The “Athrawon Bro” service – providing a support and advisory service for the teaching of Welsh, has contributed to the increase in Welsh-medium provision since the last scheme by ensuring support for the teaching of Welsh and enhancing pupils’ skills in Welsh. An enhanced service of this nature is the key to ensuring that learners’ skills in Welsh are improved and that they move along the language continuum, thus allowing more of them to be able to access Welsh-medium education at appropriate stages. The service also supports the needs of teachers to develop their skills in Welsh and thus seek to respond to the marked lack of confident practitioners.

**Action Point: The authority will be looking to enhance the service offered by the “Athrawon Bro” team by extending its influence and ability to support schools and teachers to achieve the aims and targets within this scheme. This may be done through collaborating with neighbouring authorities and by ensuring sufficient funding.**

## **8. Progression and Transition**

**8.1** Denbighshire has a high progression rate of 97.9% of Welsh medium nursery pupils continuing through into the Foundation Phase with their Welsh medium education. The authority is proud of this achievement and aims to maintain this percentage while the numbers of pupils in Welsh medium settings increase.

Denbighshire has recently appointed a Welsh Language Officer for Mudiad Ysgolion Meithrin until August 2011 and intend to extend this arrangement if successful.

**8.2** Denbighshire believes that pupils who receive a Welsh medium or bilingual primary school education should transfer to a Welsh medium or bilingual secondary school to ensure further linguistic progression in their education.

In January 2008 the authority established 6 school clusters to facilitate closer working between relevant primary and secondary schools. The Glan Clwyd cluster in the North of the County consists of those Welsh medium schools that traditionally feed the school. Similarly the Brynhyfryd and Dinas Bran clusters consist of those English, Welsh and Bilingual schools that traditionally feed the schools.

Over the last 5 years, the language immersion project at Ysgol Glan Clwyd, where Yr 6 pupils from English-medium schools spend five weeks being prepared for being taught through the medium of Welsh has contributed further to the increased number of pupils entering Welsh-medium secondary education. The project is now the school's responsibility.

**Action Point: The authority intends to review the existing language immersion scheme to ensure it can be maintained and strengthened in future years.**

**8.3** Denbighshire has a high progression rate for pupils transferring from Welsh Medium & Bilingual primary education to secondary education. Targets have been set to improve further on this rate.

**8.4** A comprehensive range of external assessments through the medium of Welsh are offered as part of the local options menu. See Appendix 7ii -External assessments for Welsh as a first language and other subjects taught through the medium of Welsh.

## **9. Latecomers**

The Council has arrangements for pupils who wish to take advantage of opportunities to learn Welsh in order to move into following a learning program through the medium of Welsh. This can happen at different stages during a pupil's school life:-

**Primary:** There is a specific centre for primary school pupils who are latecomers to the area or the language, or Welsh as a medium. At the centre Athrawon Bro provide support to immerse the pupil in Welsh education for a period of one term. Through doing this pupils are prepared for moving into a Welsh medium or bilingual primary school to continue their education through the medium of Welsh.

**Secondary:** There is a formal Welsh language immersion program for pupils that happens at the end of KS2 and the start of KS3 to prepare pupils to follow a learning program at secondary school entirely through the medium of Welsh. These pupils are latecomers to the language and Welsh as an education and learning medium. The pupils take advantage of a two year scheme under an immersion model championed by the Local Authority, the Welsh Language Board and the Welsh medium secondary school. Following year 7 there are no further opportunities for pupils to transfer and change medium unless they are fluent in Welsh.

**Action Point: The authority will review the success of the existing centre for latecomers to the language and consider extending the provision if appropriate.**

## **10. Attainments and performance in Welsh**

### **10.1 Key Stage 1**

The number and percentage of pupils receiving teacher assessments in Welsh as a first language at the end of Key Stage and the percentage of pupils attaining the expected level can be seen in Appendix 8.

The figures demonstrate that the percentage of pupils receiving teacher assessments in Welsh first language has increased by over 3% during the last 3 years, although performance has decreased slightly.

Targets for increasing performance at Key Stage 1 / Foundation Phase are contained within the Targets section at the end of the document.

### **10.2 Key Stage 2**

The number and percentage of pupils receiving an assessment in Welsh at the end of Key Stage 2 and the percentage of pupils attaining the expected level can be seen in Appendix 8.

The figures demonstrate that the percentage of pupils receiving teacher assessments in Welsh first language and their performance has fluctuated during the last 3 years, although demonstrating a slight increase overall.

Targets for increasing performance at Key Stage 2 are contained within the Targets section at the end of the document.

### **10.3 Key Stage 3**

The number and percentage of pupils receiving an assessment in Welsh at the end of Key Stage 3 and the percentage of pupils attaining the expected level can be seen in Appendix 8.

The figures demonstrate that the percentage of pupils receiving teacher assessments in Welsh first language and their performance has increased during the last 3 years, although performance has decreased.

Targets for increasing performance at Key Stage 3 are contained within the Targets section at the end of the document.

### **10.4 Key Stage 4**

GCSE results can be seen in Appendix 8. The number and percentage of pupils entered for GCSE Welsh First Language has remained fairly consistent over the past three years, while the percentage achieving grades A\*-C has increased by over 3%.

## **11. Attainments and performance in Welsh as a second language**

**11.1** Details of numbers and percentages of pupils receiving teacher assessments in Developing Welsh in English settings at the end of the Foundation Phase and the percentage of pupils attaining the expected level will be available from 2012.

**11.2** Numbers and percentages of pupils receiving an assessment in Welsh as a Second Language at the end of Key Stage 2 and the percentage of pupils attaining the expected level will be monitored each year. Targets have been set.

**11.3** The numbers and percentages of pupils receiving an assessment in Welsh as a Second Language at the end of Key Stage 3 and the percentage of pupils attaining the expected level can be seen in Appendix 9. They show that the percentage of pupils receiving an assessment in second language Welsh have varied from 79.4% to 81.9% over the last three years. The percentage of pupils attaining the expected level dipped in 2009, from 63.3% in 2008 to 55.7%. Targets have been set at the end of the document.

**11.4** The numbers and percentages of pupils sitting the Short Course and the Full Course examination over the last three years and the details of numbers attaining A\*-C in both courses can be seen in Appendix 9.

## **12. Additional Learning Needs**

12.1 Denbighshire provides parents of children with additional learning needs an equal opportunity for their children to have a Welsh-medium mainstream education. This is provided irrespective of need as all Welsh-medium schools have good ALN provision and support.

12.2 The majority of services offered across the educational spectrum are available through the medium of Welsh to support children and young people with additional learning needs. The services offered through Inclusion which are bilingual are:

- The Educational Psychology Service
- The Learning Development Team( foundation and primary education)
- The Education Social Worker Service
- The Sensory Service
- Education Officer(secondary)
- Transition Officer pre-school

In addition Denbighshire children and young people are able to receive Speech and Language Support through the medium of Welsh.

The assessments for Statements can be produced in English or Welsh and parents are asked to denote their language preference.

A Welsh-medium resourced provision is provided for pupils living in the North and central Denbighshire. Provision in the South of the County and in Special Schools for particular aspects of Additional Learning Needs is delivered on an individual basis.

Denbighshire co-operates with neighbouring authorities in the provision of services for pupils with Additional Learning Needs. The authority is currently developing closer links with CYNNAL to look at providing additional resources for children and young people with Additional Learning Needs.

Denbighshire's Special Schools Project Board has set up a Special Schools Welsh-medium provision group to look at extending welsh medium provision in its two special schools.

Currently the Behaviour Support Service and the English as an Additional Language (EAL) Service do not yet offer a fully bilingual service. The authority is actively seeking to recruit staff capable of providing bilingual support and existing staff are being encouraged and supported in their attempts to learn Welsh.

### **13. Transport**

The Authority provides free transport in accordance with its statutory requirement:

Primary - when a child of statutory school age lives more than 2 miles from the nearest suitable school.

Secondary - when a child lives more than 3 miles from the nearest suitable school.

In addition, free transport is provided when the walking route to a school is considered by the Authority to be hazardous.

Under its discretionary powers, the Authority currently provides free home to school/college transport for those pupils/students beyond statutory school age to the nearest suitable school or college up to the end of the academic year in which the pupil reaches 19 years of age.

To meet any Welsh language preference, free transport is provided for pupils to attend their nearest suitable Designated, Natural or Welsh stream at a two language medium school, subject to the above qualifying criteria.

The travel time for pupils attending both primary and secondary Welsh and English school's are very similar. The Authority endeavours to ensure that travel times do not exceed 45 minutes for primary pupils and 60 minutes for secondary pupils.

In some instances pupils travel out of county to receive their education at English, Welsh and denominational schools and providing one of the qualifying criteria mentioned above are met free transport is provided.



## **14. Youth Services**

The Youth Service is a county wide service that delivers informal and non formal learning opportunities with young people aged 11-25 years. The service aims over the coming years to encourage and promote Welsh language and culture with young people throughout the County. This includes enabling young people to use Welsh (as learners and first language speakers) in informal and social settings.

Operating through a range of social settings that includes youth centres, street work, holiday provision and mobile youth work, programmes of youth work are negotiated with young people and these include Welsh culture and heritage activity as well as working with the medium of Welsh. The service provides a platform for young people to achieve outcomes in active participation and citizenship, wider skills development and emotional competence.

The service is working towards the Participation Standards for Wales and by 2013 100% of service provision will meet the standards and 90% of service users will be satisfied with their entitlements to service provision. This includes Welsh language, culture and heritage opportunities.

The service is a 'universal' provision for all young people. In addition targeted youth work helps the service to work with young people who are at risk of disengaging from education, employment or training and bring services to those young people who live in more isolated circumstances.

In addition to direct work with young people the service works in partnership with the voluntary sector to extend its provision throughout the county in both rural and urban communities. This includes developing the current partnership arrangements with Menter Iaith, the Urdd and Young Farmers in order to extend the youth service reach in Welsh culture, heritage and Welsh language work in social settings with young people.

In order to achieve these aims the service has recruited and will continue to recruit Youth workers that can speak Welsh and those that cannot work through the medium of Welsh are offered training.

## **15. Collaboration and joint working**

The six North Wales Authorities are working closely together on a number of issues of common interest of development.

These include regional collaboration on developing a North Wales School Improvement Service, which will also include elements of Inclusion. Considerable work has also been undertaken within 14-19 developments. One key aim of these developments is to support and improve the development of bilingual provision.

This will be facilitated more effectively with greater capacity for bilingual support in the Authorities to the west and with the additional volume created by a North Wales scenario. Other less structured opportunities also exist and will be progressed further.

## **16. Monitoring arrangements**

This Welsh Education Scheme will be monitored routinely by the Director of Lifelong Learning, the Modernising Education Service and the Welsh Medium & Bilingual Strategic Development Group.

Actions from within the Scheme will be built into Lifelong Learning Service business plans and monitored on a quarterly basis by the relevant Head of Service, Directorate Management Team and Lifelong Learning Scrutiny Committee where appropriate.

The Welsh In Education Strategic Group was established in July 2008 in response to a range of emerging issues and the need to develop a coherent response to the growing demand for Welsh medium education across the authority. The Group consists of headteachers, officers, elected members and representative from relevant partnerships. A report will be presented to the Welsh Medium & Bilingual Strategic Development Group on a termly basis to allow the group to regularly monitor the group and make recommendations where necessary.

Annual Reports and the Final Report on the Welsh Education Scheme will be discussed at the Welsh In Education Strategic Group and the relevant scrutiny prior to presentation to the Welsh Language Board. These reports will describe progress in terms of implementing the Scheme's measures against the approved timetable, and will analyse the nature and extent of any complaints, suggestions and amendments put forward by the public.

The Corporate Director for Lifelong Learning will be responsible for monitoring complaints about the Authority's Welsh Education Scheme, and these will be responded to in accordance with the Authority's Complaints Procedure.

Any further monitoring arrangements will be at the discretion of the Director of Lifelong Learning.



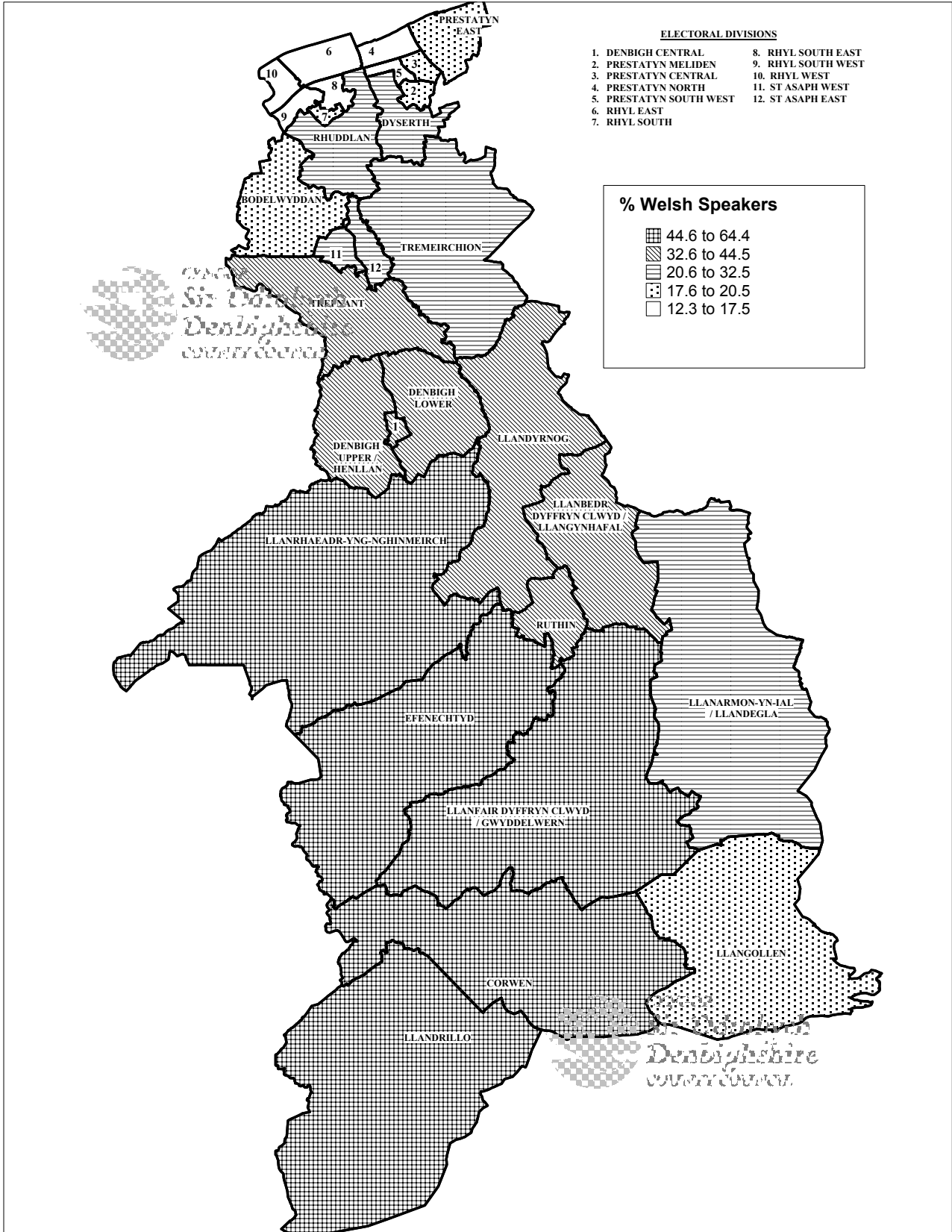


# Proportion of Welsh Speakers in 2001 by Electoral Division



Scale 1:250000  
July 2003

Environment Directorate  
Caledfryn, Smithfield Road, Denbigh LL16 3RJ



**2001 Census of Population**  
**Welsh Speakers by Community**

Community	Number People Aged 3+	Number of Welsh speakers	Proportion of Welsh speakers
Aberwheeler	320	107	33.4%
Betws Gwerfil Goch	343	206	60.1%
Bodelwyddan	2,021	369	18.3%
Bodfari	312	84	26.9%
Bryneglwys	336	167	49.7%
Cefnmeiriadog	428	141	32.9%
Clocaenog	222	109	49.1%
Corwen	2,327	1,197	51.4%
Cwm	372	114	30.6%
Cyffylliog	463	280	60.5%
Cynwyd	514	348	67.7%
Denbigh	8,499	3,370	39.7%
Derwen	441	191	43.3%
Dyserth	2,461	505	20.5%
Efenechtyd	585	315	53.8%
Gwyddelwern	497	341	68.6%
Henllan	727	328	45.1%
Llanarmon Yn Ial	1,037	257	24.8%
Llanbedr Dyffryn Clwyd	852	272	31.9%
Llandegla	484	162	33.5%
Llandrillo	575	353	61.4%
Llandyrnog	937	331	35.3%
Llanelidan	305	135	44.3%
Llanfair Dyffryn Clwyd	1,047	524	50.0%
Llanferres	661	137	20.7%
Llangollen	3,346	641	19.2%
Llangynhafal	658	240	36.5%
Llaurhaeadr Yng Nghimerich	1,050	643	61.2%
Llantysilio	458	117	25.5%
Llanynys	757	394	52.0%
Nantglyn	326	164	50.3%
Prestatyn	17,920	2,791	15.6%
Rhuddlan	4,153	891	21.5%
Rhyl	23,987	3,589	15.0%
Ruthin	5,067	2,173	42.9%
St. Asaph	3,359	819	24.4%
Trefnant	1,374	446	32.5%
Tremeirchion	623	194	31.1%
Waen	241	83	34.4%
County	90,085	23,543	26.1%



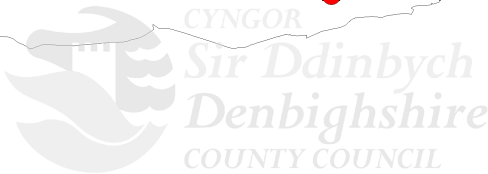
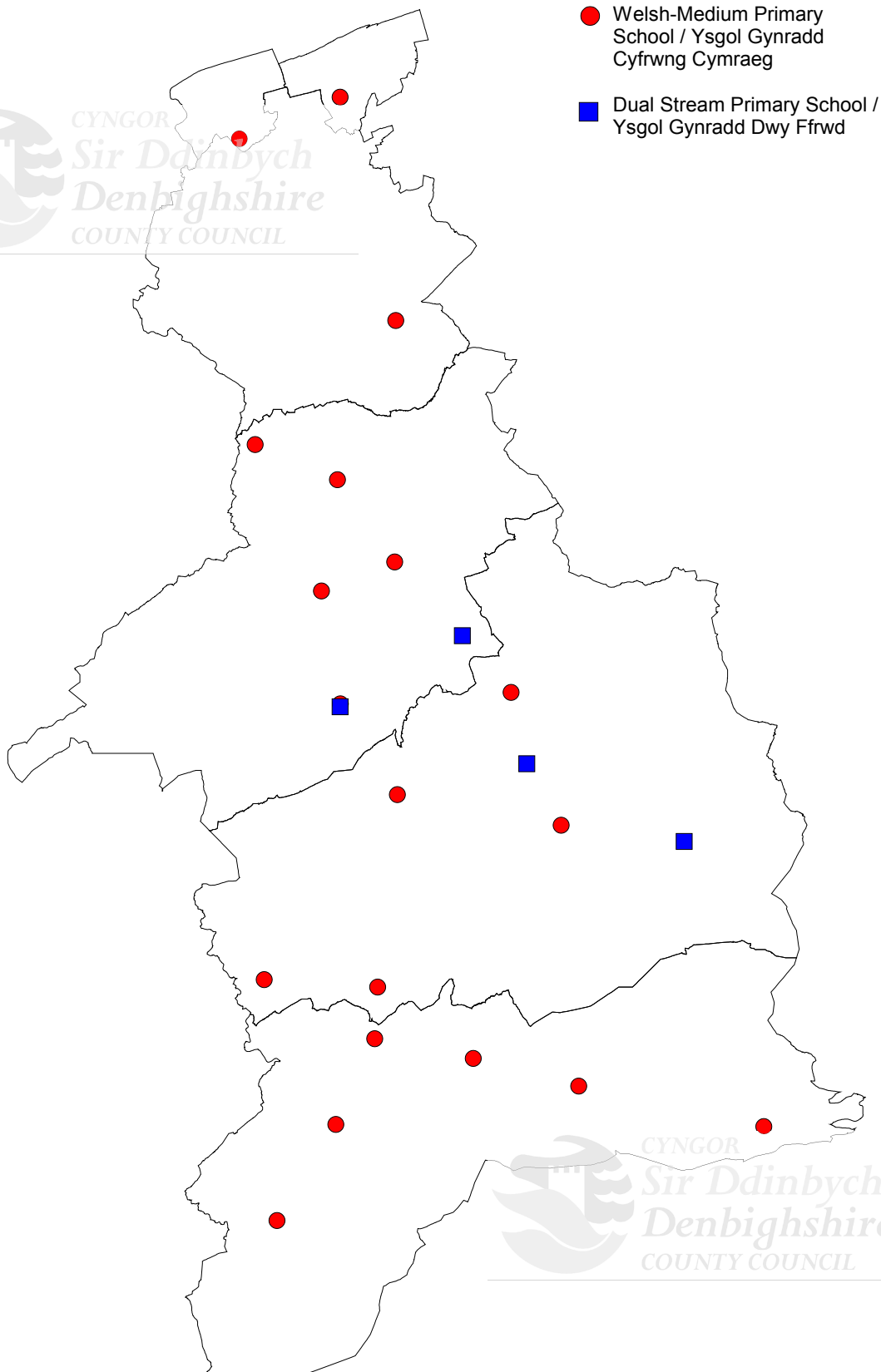
### Welsh-Medium and Dual Stream Primary Schools in Denbighshire



Scale: 1: 250000  
Date: 16/04/2010  
Map Sheet: SJ0957NE

### Ysgolion Cynradd Dwy Ffrwd a Chyfrwng Cymraeg yn Sir Ddinbych

Environment Directorate



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**Ysgolion Uwchradd Dwy Ffrwd a  
Chyfrwng Cymraeg yn Sir Ddinbych**

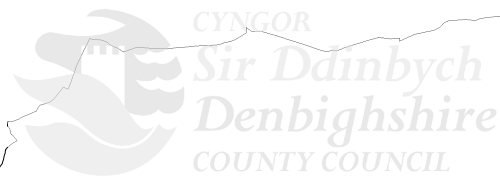
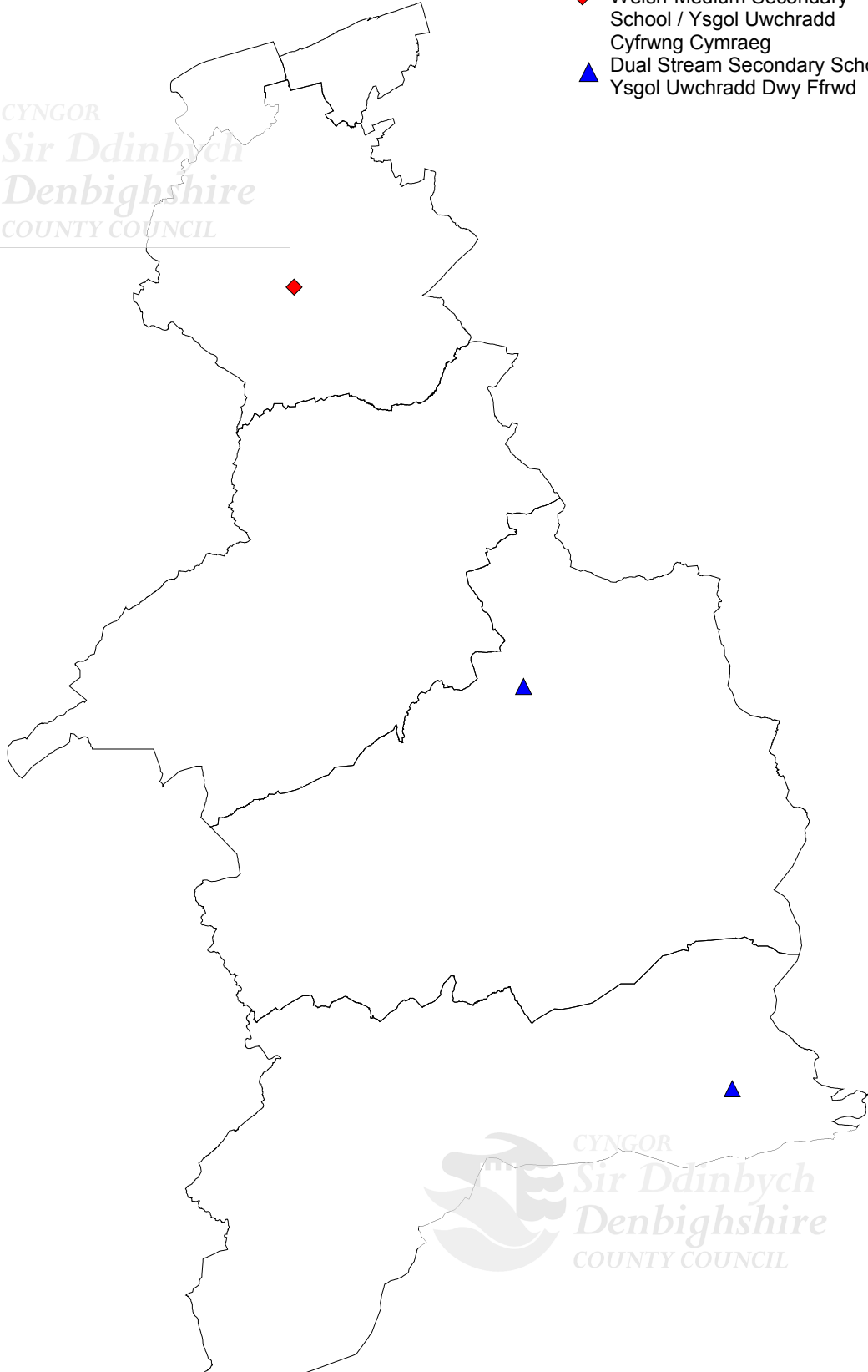


Scale: 1: 250000  
Date: 16/04/2010  
Map Sheet: SJ0657NE

**Welsh-Medium and Dual Stream  
Secondary Schools in Denbighshire**



- ◆ Welsh-Medium Secondary School / Ysgol Uwchradd Cyfrwng Cymraeg
- ▲ Dual Stream Secondary School / Ysgol Uwchradd Dwy Ffrwd





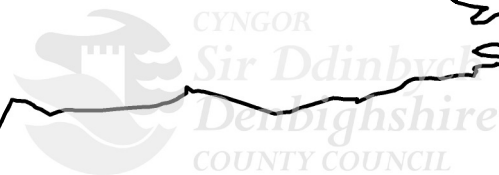
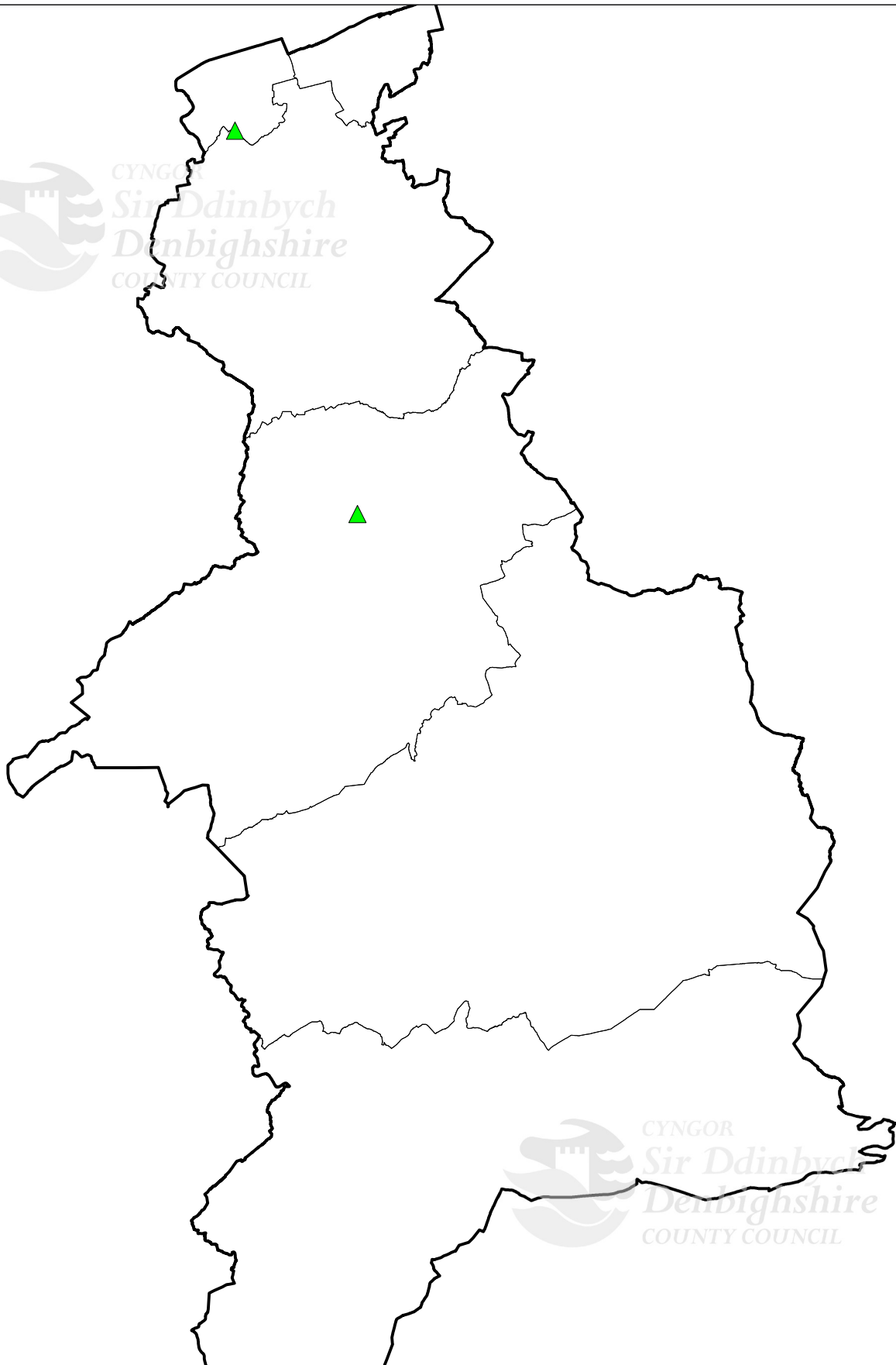
## Ysgolion Arbennig Sir Ddinbych Denbighshire Special Schools



Graddfa/Scale: 1: 225000

Dyddiad/Date: 17/11/2010

Dalen Fap/Map Sheet: SJ0957NE





### Appendix 3: A list of the authority's primary schools according to linguistic definition

Year: 2009/10

<b>1. Welsh Medium Primary Schools</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Ysgol Dewi Sant	63	447	425
Ysgol Henllan	9	67	45
Ysgol Twm O'r Nant	28	201	211
Ysgol Clocaenog	5	36	27
Ysgol Pentrecelyn	13	91	23
Ysgol Betws Gwerfyl Goch	11	78	40
Ysgol Glyndyfrdwy	7	55	18
Ysgol Bro Elwern	7	51	43
Ysgol Llandrillo	10	70	39
Ysgol Y Llys	36	253	250
Ysgol Maes Hyfryd	10	73	61
Ysgol Pen Barras	37	265	215
Ysgol Bro Cinmerch	11	80	51
Ysgol Tremeirchion	11	77	41
Ysgol Gymraeg y Gwernant	12	85	100
Ysgol Pant Pastynog	7	53	47
<b>2. Dual Stream Primary Schools</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Ysgol Cyffylliog	8	57	20
Ysgol Rhewl	14	99	34
Ysgol Llanfair Dyffryn Clwyd	11	83	94
<b>3. Transitional Primary Schools</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
<b>4. Predominantly English Medium Primary Schools but with significant use of Welsh</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Ysgol Llywelyn	93	654	466
Ysgol Bryn Clwyd	11	79	21
Ysgol Carrog	10	71	47
Ysgol Caer Drewyn	17	125	81
Ysgol Dyffryn Ial	9	69	46

### 5. Predominantly English Medium Primary Schools

Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Ysgol Hiraddug	30	210	193
Bodnant Infants School	62	186	196
Ysgol Y Castell	25	177	176
Christ Church Primary School	58	409	355
Ysgol Y Faenol	14	98	117
Ysgol Penmorfa	67	475	401
Ysgol Emmanuel	60	424	404
Ysgol Melyd	20	146	117
Ysgol Bodfari	10	75	27
Ysgol Bryn Hedydd	49	343	399
Bodnant Junior School	75	300	314
Ysgol Escob Morgan	27	109	111
Ysgol Cefn Meiriadog	9	69	77
Frongoch Junior School	55	223	197
Gwaenynog Infants School	27	81	78
Ysgol Y Parc Infants School	48	145	145
Ysgol Gellifor	13	93	73
Ysgol Bryn Collen	21	152	155
Heulfre Junior School	23	93	72
Rhos Street School	28	201	177
Ysgol Bro Famau	20	140	74
Ysgol Clawdd Offa	60	420	165
St. Asaph Infants School	30	92	82
Ysgol Llanbedr	11	81	63
Ysgol Borthyn	21	153	104
Ysgol Mair Catholic Primary School	59	415	277
Ysgol Trefnant	7	54	63
St Brigid's Primary School	13	96	134

### Special Schools

Primary school education for pupils with additional learning needs can also be provided through the medium of Welsh in our Special Schools.

Name of school	Number of Pupils – January 2010
Ysgol Tir Morfa	54
Ysgol Plas Brondyffryn	33

## Appendix 4: A list of the authority's secondary schools according to linguistic definition

Year: 2009/10

<b>1. Welsh Medium Secondary Schools</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Ysgol Glan Clwyd	159	970	942
<b>2. Bilingual Secondary Schools</b>			
Category 2A Schools Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
<b>Category 2B Schools Name of school</b>			
Ysgol Brynhyfryd	205	1235	1217
Ysgol Dinas Bran	210	1251	1079
Category 2C Schools Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
<b>3. Predominantly English Medium Secondary Schools with significant use of Welsh</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
<b>4. Predominantly English Medium Secondary Schools</b>			
Name of school	Admission Number	Number of Places – January 2010	Number of Pupils – January 2010
Rhyl High School	249	1245	916
Blessed Edward Jones	125	623	481
Prestatyn High School	287	1774	1813
Denbigh High School	173	1002	822
St. Brigids	54	344	341

### **Special Schools**

Secondary school education for pupils with additional learning needs can also be provided through the medium of Welsh in our Special Schools.

Name of school	Number of Pupils – January 2010
Ysgol Tir Morfa	91
Ysgol Plas Brondyffryn	82

**Appendix 5: The County's primary and secondary schools whose linguistic category has changed in the light of the definitions or is likely to do so during the Welsh Education Scheme's lifetime.**

Year: January 2010

Name(s) and location of school(s)
Ysgol Llywelyn, Rhyl Ysgol Bryn Clwyd, Llandyrnog Ysgol Carrog, Ysgol Caer Drewyn, Corwen Ysgol Dyffryn Ial, Bryneglwys & Llandegla
Previous linguistic definition: English Medium
New linguistic definition: English Medium w/Significant Welsh
Main characteristics of change and reasons for this change
The schools above changed their language definition in the PLASC 2010 return to more accurately define teaching practices at the schools.
What effects did the change have e.g. on number of pupils, on nearby schools
It is too early to evaluate the effect of these changes, however the authority are monitoring the situation.

Dee Valley West: Review of Primary School Provsion

Denbighshire is currently conducting a review of primary school provision in the Edeyrnion (Corwen) area. One aspect the review will focus upon is the possibilities of increasing Welsh medium provision within the area through changes to language designation.

**Appendix 6(i): Numbers and percentages of pupils attending Cylchoedd Meithrin or nursery classes transferring to Welsh medium and bilingual schools**

<b>Name of Class or Cylch Meithrin</b>	<b>Number of places available</b>	<b>Number of children attending – Summer Term 2010</b>	<b>Percentage of pupils transferring to Welsh medium or bilingual schools for September 2010</b>
Llys, Prestatyn	26	28	100%
Aberclwyd	26	13	100%
Capel Seion	16	8	12.5%
Corwen	12	5	0%
Llangollen	24	3	100%
Rhuddlan	16	14	85.7%
Tremeirchion	19	3	100%
Pwllglas	16	6	100%
Rhuthun	38	7	100%
Gellifor	24	3	0%
Prion	15	4	100%
Henllan	16	1	100%
Bodawen, Dinbych	24	29	51.7%
Llanrhaedr	-	19	100%

**Appendix 6 (ii): numbers and percentages of pupils in Welsh medium and bilingual primary schools transferring to Welsh medium secondary schools**

<b>Total of pupils in Welsh medium and bilingual primary schools</b>	<b>Total of pupils transferring to Welsh medium secondary schools</b>	<b>Percentage of pupils transferring to Welsh medium or bilingual secondary schools</b>
237	187	86.2%

**Appendix 7 : (i) Subjects taught through the medium of Welsh or bilingually and the numbers of pupils studying these subjects and (ii) external assessments for Welsh and other subjects taught through the medium of Welsh**

Year: Summer 2009

**7(i) Subjects through the medium of Welsh**

**Ysgol Glan Clwyd**

Subjects taught through the medium of Welsh	KS 3 Pupils		KS 4 Pupils		Post-16 Pupils	
	Number*	%**	Number*	%**	Number*	%**
Science	160	100%	131	100%	-	-
Maths	160	100%	131	100%	8	100%
Biology	-	-	-	-	16	100%
Chemistry	-	-	-	-	4	100%
Physics	-	-	-	-	3	100%
Electronics	-	-	-	-	4	100%
IT	160	100%	58	100%	3	100%
Business Studies	-	-	34	100%	-	-
Child Development	-	-	20	100%	-	-
Art	160	100%	26	100%	3	100%
Geography	160	100%	45	100%	9	100%
History	160	100%	38	100%	9	100%
RE	-	-	47	100%		
Welsh	160	100%	130	100%	5	100%
Drama	-	-	18	100%	4	100%
French	-	-	46	100%	4	100%
Music	160	100%	21	100%	3	100%
PE	160	100%	31	100%	16	100%
Design & Technology	160	100%	42	100%	8	100%
Modern Foreign Languages	160	100%	-	-	-	-

\* The number of pupils taking each subject through the medium of Welsh

\*\* The percentage of the total number of pupils sitting the subject who took the subject through the medium of Welsh.

### Ysgol Brynhyfryd

Subjects taught through the medium of Welsh	KS 3 Pupils		KS 4 Pupils		Post-16 Pupils	
	Number*	%**	Number*	%**	Number*	%**
Science	58	28.9%	52	28.0%	-	-
Maths	58	28.9%	50	26.0%	-	-
IT	58	28.9%	-	-	-	-
Child Development	-	-	8	36.4%	-	-
Geography	58	28.9%	25	23.4%	-	-
History	58	28.9%	30	28.6%	11	33.3%
RE	-	-	8	100%	6	100%
Welsh	58	28.9%	55	100%	6	100%
French	-	-	20	45.5%	-	-
Music	58	28.9%	5	14.3%	-	-
PE	58	28.9%	-	-	-	-
Design & Technology	58	28.9%	18	20.5	-	-
Psychology	-	-	2	100%	-	-
Modern Foreign Languages	58	28.9%	-	-	-	-

### Ysgol Dinas Bran

Subjects taught through the medium of Welsh	KS 3 Pupils		KS 4 Pupils		Post-16 Pupils	
	Number*	%**	Number*	%**	Number*	%**
Science	24	11.8%	9	5.4%	-	-
Maths	24	11.8%	13	7.0%	-	-
IT	24	11.8%	-	-	-	-
Art	24	11.8%	-	-	-	-
Geography	24	11.8%	8	15.7%	-	-
History	24	11.8%	4	4.9%	-	-
Welsh	24	11.8%	17	100%	-	-
Music	24	11.8%	-	-	-	-
PE	24	11.8%	-	-	-	-
Design & Technology	24	11.8%	-	-	-	-
Modern Foreign Languages	24	11.8%	-	-	-	-

\* The number of pupils taking each subject through the medium of Welsh

\*\* The percentage of the total number of pupils sitting the subject who took the subject through the medium of Welsh.

## 7(ii) External assessments at Key Stage 4

<b>Ysgol Glan Clwyd</b>						
	2006/07		2007/08		2008/09	
	Number	%	Number	%	Number	%
Sitting external assessment in Welsh as a 1 <sup>st</sup> Language	131	98.5%	128	98.5%	130	96.3%
Sitting external assessment through the medium of Welsh in subjects other than Welsh itself	133	100%	130	100%	132	97.8%
<b>Ysgol Brynhyfryd</b>						
	2006/07		2007/08		2008/09	
	Number	%	Number	%	Number	%
Sitting external assessment in Welsh as a 1 <sup>st</sup> Language	56	29.9%	56	29.5%	55	27.4%
Sitting external assessment through the medium of Welsh in subjects other than Welsh itself	53	26.4%	56	29.5%	55	27.4%
<b>Ysgol Dinas Bran</b>						
	2006/07		2007/08		2008/09	
	Number	%	Number	%	Number	%
Sitting external assessment in Welsh as a 1 <sup>st</sup> Language	12	6.6%	12	6.5%	17	8.9%
Sitting external assessment through the medium of Welsh in subjects other than Welsh itself	7	3.3%	13	6.6%	21	10.7%
<b>Denbigh High School</b>						
	2006/07		2007/08		2008/09	
	Number	%	Number	%	Number	%
Sitting external assessment in Welsh as a 1 <sup>st</sup> Language	13	6.8%	13	7.9%	6	3.5%
Sitting external assessment through the medium of Welsh in subjects other than Welsh itself	0	0%	0	0%	4	2.4%



<b>Denbighshire Total</b>						
	2006/07		2007/08		2008/09	
	Number	%	Number	%	Number	%
Sitting external assessment in Welsh as a 1 <sup>st</sup> Language	212	14.8%	209	15.1%	208	15.1%
Sitting external assessment through the medium of Welsh in subjects other than Welsh itself	193	13.2%	199	14.4%	212	15.4%

## Appendix 8: Attainments and performance in Welsh

### Key Stage 1

Teacher assessments in Welsh as a First Language at the end of Key Stage 1

Year	Number of pupils with TA in Welsh 1 <sup>st</sup> Language	Percentage of pupils in year	Percentage attaining the expected level
2006/07	186	19.7%	91.4%
2007/08	209	20.6%	90.4%
2008/09	225	23.3%	89.8%

### Key Stage 2

Teacher assessments in Welsh as a First Language at the end of Key Stage 2

Year	Number of pupils with TA in Welsh 1 <sup>st</sup> Language	Percentage of pupils in year	Percentage attaining the expected level
2006/07	214	19.4%	79.4%
2007/08	251	21.8%	83.7%
2008/09	232	20.0%	81.9%

### Key Stage 3

Teacher assessments in Welsh as a First Language at the end of Key Stage 3

Year	Number of pupils with TA in Welsh 1 <sup>st</sup> Language	Percentage of pupils in year	Percentage attaining the expected level
2006/07	233	16.7%	76.4%
2007/08	240	17.8%	73.8%
2008/09	244	18.0%	68.4%

### Pupils sitting GCSE in Welsh First Language

Year	Number of pupils sitting GCSE Welsh First Language	Percentage of pupils in year	Percentage attaining A* - C
2006/07	211	14.4%	70.1%
2007/08	210	15.2%	73.8%
2008/09	209	16.6%	73.2%

## Appendix 9: Attainments and performance in Welsh as a second language

### Key Stage 2

Teacher assessments in Welsh as a Second Language at the end of Key Stage 2

Year	Number of pupils with TA in Welsh 2 <sup>nd</sup> Language	Percentage of pupils in year	Percentage attaining the expected level
2006/07	-	-	-
2007/08	677	58.9%	54.5%
2008/09	887	76.5%	58.7%

### Key Stage 3

Teacher assessments in Welsh as a Second Language at the end of Key Stage 3

Year	Number of pupils with TA in Welsh 2 <sup>nd</sup> Language	Percentage of pupils in year	Percentage attaining the expected level
2006/07	1104	79.2%	57.8%
2007/08	1107	82.0%	63.3%
2008/09	1111	82.0%	55.7%

### Pupils sitting GCSE in Welsh as a Second Language

Year	Course	Number of pupils sitting GCSE Welsh Second Language	Percentage of pupils in year	Percentage attaining A* - C
2006/07	Short Course	272	18.6%	55.5%
	Full Course	354	24.2%	66.7%
2007/08	Short Course	150	10.8%	47.3%
	Full Course	357	25.8%	58.8%
2008/09	Short Course	510	36.9%	73.6%
	Full Course	208	15.1%	50.6%

## TARGETS FOR WELSH EDUCATION SCHEME

TARGETS FOR WELSH EDUCATION SCHEME		
Target	Timetable including methods of implementation and planning	Date for attaining target
<b>1. RAISING AWARENESS AND PROVISION OF INFORMATION FOR PARENTS</b>		
Co-operate with the Welsh Language Board to design and distribute an information sheet to parents of children aged 3 annually from September 2011 onwards.	Distribute the information sheet with every copy of the School Information Guide during the time period below each year: September 2011 – February 2012 September 2012 – February 2013 September 2013 – February 2014	February 2012 February 2013 February 2014
A press release to raise parent's awareness of the opportunities for Welsh medium education in Denbighshire annually from September 2011 onwards.	Press Release – September 2011 Press Release – September 2012 Press Release – September 2013	September 2011 September 2012 September 2013
Co-operate with partners (e.g. Menter Iaith, Twf, RHAG) to promote Welsh language through membership on the Welsh Medium & Bilingual Strategic Development Group annually from October 2010 onwards.	At least 1 representative from the partners to sit on the Strategic Group annually.	September 2011 September 2012 September 2013

## 2. ASSESSING THE DEMAND FOR WELSH MEDIUM EDUCATION

<p>Commission a questionnaire to assess the demand for Welsh medium education among parents of children 1-2 years old every other academic year from 2011/12 onwards between September and February.</p>	<p>Commission questionnaire to be completed between: September 2011 – February 2012 September 2013 – February 2014</p>	<p>February 2012 February 2014</p>
<p>Complete a statistical analysis on the number of pupils in primary schools receiving Welsh medium education annually from March 2011 onwards.</p>	<p>Analyse the pupil numbers information from PLASC to measure the increase in the number of children receiving Welsh Medium education every year in March 2011, 2012 and 2013.</p>	<p>March 2011 March 2012 March 2013</p>
<p>Complete a statistical analysis on the number of pupils in secondary schools receiving Welsh medium education annually from March 2011 onwards.</p>	<p>Analyse the pupil numbers information from PLASC to measure the increase in the number of children receiving Welsh Medium education every year in March 2011, 2012 and 2013.</p>	<p>March 2011 March 2012 March 2013</p>
<p>Complete projections for Welsh Medium &amp; bilingual primary &amp; secondary schools annually by the end of April from 2011 onwards.</p>	<p>Analyse the pupil numbers information from PLASC to project pupil numbers by: April 2011, April 2012, April 2013</p>	<p>April 2011 April 2012 April 2013</p>
<p>Evaluate the accuracy of projections for Welsh Medium &amp; bilingual primary and secondary schools in order to improve the process annually from October 2010 onwards.</p>	<p>Compare pupil numbers with projections previously made and evaluate their accuracy in: October 2010, 2011 and 2012.</p>	<p>October 2011 October 2012 October 2013</p>

### 3 EXPANDING THE PROVISION FROM NURSERY EDUCATION TO 14-19

<p><b><u>Strategic Overview</u></b></p> <p>To ensure that the overall need for Welsh medium education is documented within the strategic outline programme for 21st century Schools.</p>	<p>Detailed information is included within the Strategic Outline Programme for 21<sup>st</sup> Century Schools.</p>	<p>October 2010</p>
<p><b><u>Nursery and Early Years Education</u></b></p> <p>Evaluate the success of core funded Welsh Language Officer and extend the contract if appropriate from September 2011.</p>	<p>Welsh Language Officer funded from core budget from March 2010 to August 2011. Evaluate success of appointment and extend the contract if appropriate.</p>	<p>August 2011</p>
<p>Provide Welsh Language Training to staff at all non-maintained settings on an annual basis from February 2011.</p>	<p>Early Education Team to provide training to staff in: February 2011, February 2012, February 2013,</p>	<p>February 2011, February 2012, February 2013,</p>
<p>Maintain a minimum of at least 15% teacher time in all 13 existing Welsh Medium non-maintained settings annually from 2010/11 onwards.</p>	<p>Maintain minimum teaching commitment for academic years: 2010/11, 2011/12 and 2012/13</p>	<p>July 2010/11 July 2011/12 July 2012/13</p>
<p>Review the number of Welsh Medium non-maintained settings and implement any recommendations by 2013/14.</p>	<p>Analyse the demand for Welsh Medium non-maintained settings and identify potential new settings or settings for linguistic change.</p>	<p>2013/14</p>

<p>Increase nursery provision in line with primary provision through implementation of the targets below.</p> <p><b><u>Primary Provision</u></b></p> <p>Expand Welsh provision at Ysgol Y Gwernant, Llangollen through completing building works by June 2011.</p> <p>Implement recommendations from the Prestatyn Area Review by the academic year 2012/13.</p> <p>Implement recommendation from the Dee Valley West Area Review by the academic year 2013/14.</p> <p>Complete an area review of the 'Ruthin area' by October 2013.</p> <p><b><u>Secondary Provision</u></b></p> <p>Expand Ysgol Glan Clwyd to hold 1250 11-18 pupils by September 2014.</p>	<p>Implement changes by start of 2013/14 academic year.</p> <p>See below</p> <p>Building works completed by June 2011.</p> <p>Complete the area review. Secure political support and capital if necessary. Follow the statutory process if necessary.</p> <p>Complete the area review. Secure political support and capital if necessary. Follow the statutory process if necessary.</p> <p>Complete the area review.</p> <p>Secure political support and capital Start the building works after April 2011</p>	<p>See below</p> <p>June 2011</p> <p>31st August 2012</p> <p>31st August 2013</p> <p>October 2013</p> <p>September 2014</p>
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<p><b><u>Language Definition</u></b></p> <p>Implement recommendation from the Dee Valley West Area Review by the academic year 2013/14.</p> <p><b><u>14-19</u></b></p> <p>Offer through the medium of Welsh at KS4 30 subjects at Level 2 including at least 5 vocational courses from at least 3 of the 5 domains of learning.</p> <p>Offer through the medium of Welsh at KS5 30 subjects at Level 3 including at least 5 vocational courses from at least 3 of the 5 domains of learning.</p> <p><b><u>General</u></b></p> <p>Respond to the questionnaire findings to meet demand for Welsh Medium education through the Area Review process and/or work with individual schools by October 2013.</p>	<p>Complete the area review. Secure political support and capital if necessary. Follow the statutory process if necessary.</p> <p>30 subjects at Level 2 including at least 5 vocational courses from at least 3 of the 5 domains of learning by 2010. Thereafter, the target is to maintain this offer as a minimum entitlement.</p> <p>30 subjects at Level 3 including at least 5 vocational courses from at least 3 of the 5 domains of learning by 2011. Thereafter, the target is to maintain this offer as a minimum entitlement.</p> <p>Analyse questionnaire findings and respond accordingly.</p>	<p>31st August 2013</p> <p>October 2010</p> <p>October 2011</p> <p>October 2013</p>
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**4 Progression and Transition**

<p>Increase the percentage of pupils progressing from Welsh medium/bilingual nursery/early years education to Welsh medium/bilingual primary education from 97.9% in October 2009 to 98.0% by October 2012.</p>	<p>Increase to and maintain at 98%.  Work closely with partners to ensure this continues.</p>	<p>October 2012</p>
<p>Increase the percentage of pupils progressing from Welsh medium/bilingual primary education to Welsh medium/bilingual secondary education from 86.2% in October 2009 to 90.0% by October 2012.</p>	<p>Increase to 90%.  Analyse data and target specific schools with low progression rates.</p>	<p>October 2012</p>
<p>Increase the percentage of pupils studying through the medium of Welsh or bilingually in KS3 who continue to do so in KS4 from 94.0% in October 2009 to 95.0% by October 2012.</p>	<p>Increase to and maintain at 95%.  Analyse data and target specific schools with low progression rates.</p>	<p>October 2012</p>

## 5 ADDITIONAL LEARNING NEEDS

<p>Information on the opportunities for Additional Learning Needs education through the medium of Welsh to be included in the Schools Information Guide from 2011/12 onwards.</p>	<p>Included in the School Information Guide each year.</p>	<p>2011/12 2012/13 2013/14</p>
<p>A press release to raise parents' awareness of the opportunities for Additional Learning Needs education through the medium of Welsh in Denbighshire annually from September 2011.</p>	<p>Press Release – September 2011 Press Release – September 2012 Press Release – September 2013</p>	<p>September 2011 September 2012 September 2013</p>
<p>Ensure that Special Schools prospectus document the opportunities available through the medium of Welsh and are available bilingually annually from September 2011.</p>	<p>School prospectus available annually in time for relevant admissions rounds.</p>	<p>2011/12 2012/13 2013/14</p>
<p>Conduct an annual audit of staff/pupils Welsh language ability in both Special Schools from 2011/12 onwards.</p>	<p>Audits conducted in academic years: 2010/11 2011/12 2012/13</p>	<p>2010/11 2011/12 2012/13</p>
<p>Hold a termly predictions panel to assess future demand for Welsh medium places each term from 2010/11 onwards.</p>	<p>Panel to meet termly in academic years: 2010/11 2011/12 2012/13</p>	<p>2010/11 2011/12 2012/13</p>

**6 ATTAINMENTS AND PERFORMANCE IN WELSH**

<p>Increase the percentage of pupils attaining at least Outcome 5 (linked with Level 2 in the National Curriculum) in teacher assessments for Language, Literacy and Communication Skills (for children in Welsh medium settings) at the end of the Foundation Phase from 89.8% in 2008/09 to 92.0% by 2012/13.</p>	<p>Increase to 92.0%</p> <p>Early Years Team to work with schools to improve standards.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils receiving a teacher assessment in Welsh at KS2 from 20.0% in 2008/09 to 25% by 2012/13.</p>	<p>Increase to 25.0%</p> <p>Ensure pupils in Welsh Medium &amp; Bilingual settings receive a teacher assessment in Welsh.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils attaining the Level 4+ in Welsh at the end of KS2 from 82.3% in 2008/09 to 85.0% by 2012/13.</p>	<p>Increase to 85.0%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils receiving a teacher assessment in Welsh at KS3 from 18.0% in 2008/09 to 20.0% by 2012/13.</p>	<p>Increase to 20.0%</p> <p>Primary/secondary transition ensuring language Continuity.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils attaining the Level 5+ in Welsh at the end of KS3 from 68.4% in 2008/09 to 75.0% by 2012/13.</p>	<p>Increase to 75.0%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>

<p>Increase the percentage of pupils attaining A* - C in Welsh (GCSE) from 73% in 2008/09 to 74% by 2012/13.</p>	<p>Increase to 74.0%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>
<p><b>7. ATTAINMENTS AND PERFORMANCE IN WELSH AS A SECOND LANGUAGE</b></p>		
<p>Increase the percentage of pupils attaining the Level 4+ in Welsh Second Language at the end of KS2 from 58.7% in 2008/09 to 65.0% by 2012/13.</p>	<p>Increase to 65.0%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils attaining the Level 5+ in Welsh Second Language at the end of KS3 from 55.7% in 2008/09 to 65.0% by 2012/13.</p>	<p>Increase to 65.0%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils sitting the Full Welsh as a Second Language GCSE Course from 15.5% in 2008/09 to 20% by 2012/13</p>	<p>Increase to 20%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>
<p>Increase the percentage of pupils attaining A* - C in GCSE Welsh as a Second Language from 79.3% in 2008/09 to 85% by 2012/13.</p>	<p>Increase to 85%</p> <p>School Improvement to provide targeted support to ensure standards are improved.</p>	<p>2012/13</p>

## 8 MONITORING

The targets within the Welsh Education Scheme will be monitored by the following:

Welsh Medium & Bilingual Strategic Development Group

Spring Term & Summer Term 2011  
Autumn Term 2011, Spring Term & Summer Term 2012  
Autumn Term 2012, Spring Term & Summer Term 2013

2010/11  
2011/12  
2012/13

Modernising Education Board

Annual Report – September 2011  
Annual Report – September 2012  
Final Report – September 2013

September 2011  
September 2012  
September 2013

Lifelong Learning Scrutiny

Annual Report – September 2011  
Annual Report – September 2012  
Final Report – September 2013

September 2011  
September 2012  
September 2013

## Appendix 2 - Consultation responses on Draft Welsh Education Scheme 2010-13

Date Received	Status	Comments	Response from the authority
28/06/10	Headteacher	<p>Section 4.1.2 – The school receives pupils into nursery following their 3<sup>rd</sup> birthday – with funding</p> <p>Appendix 5 – There is a successful Clych Meithrin in Llanrhaedr with 19 on the register currently and 100% transfer to the school</p>	<p>This has been amended in the revised scheme.</p> <p>This has been amended in the revised scheme.</p>
12/07/10	Resident	<p>Pleased to see Ysgol Y Llys, Ysgol Dewi Sant &amp; Ysgol Twm o'r Nant full.</p> <p>How does the County plan to build on this success? What are the plans?</p> <p>Are there any plans to build new Welsh medium primary schools in Rhyl / Prestatyn and to build a new Welsh medium secondary school?</p>	<p>The Welsh Education Scheme 2010-13 is a key strategic document that will enable the authority to build on its successes and good practise. In order to do this the authority will be working in partnership with a number of organisations including Twf, Menter Iaith etc.</p> <p>At this present time the authority has no plans to build new Welsh Medium primary or secondary schools in the Prestatyn / Rhyl area. The authority has recently published a statutory notice for the expansion of Ysgol Y Llys, Prestatyn and has completed feasibility works on the proposed expansion of Ysgol Glan Clwyd. The proposed expansion of Ysgol Glan Clwyd is to be included as a priority project within Band A of the Council's Strategic Outline Programme for the Welsh Assembly's 21<sup>st</sup> Century Schools Programme.</p> <p>The authority intends to conduct a questionnaire of new parents to assess the demand for Welsh Medium education which will aid the strategic planning of Welsh education across the County.</p>

10/08/10	CYPP Policy, Planning & Performance Officer	<p>Section 3.1 – Also in alignment with Core Aim 5. Useful to say what the Core Aims are.</p> <p>S4.1 – Childcare sufficiency audit has been superseded by a more recent audit.</p> <p>S4.2 – Could the categories of school be presented as a diagram to break up the text?</p> <p>S4.4 – Is the ‘Learning Partnership’ the ‘14-19 partnership’?</p> <p>General: What is the text in bold? Are these recommendations or commitments?</p> <p>S13 – No need for apostrophe in school’s (last paragraph)</p> <p>Action Plan – Who will be delivering the action plan? Some actions (e.g. complete review) sound very processy. What are the intended outcomes? Are these the attainment targets? Not very clear.</p>	<p>This has been amended in the revised scheme.</p> <p>This has been amended in the revised scheme.</p> <p>The Scheme is based on a template provided by the Welsh Language Board.</p> <p>Yes. This has been clarified in the revised scheme.</p> <p>These are action points and have been clarified in the revised scheme.</p> <p>This has been amended in the revised scheme.</p> <p>The Welsh in Education Strategic Group have responsibility to oversee delivery of the plan. The group meets every half term. Key actions and targets will be included within relevant service Business Plans.</p> <p>Denbighshire is committed to reviewing primary school provision through an ‘area review’ process. Conducting an area review is a massive undertaking and involves considerable consultation. In this context it is impossible to have specific targets for expanding provision in certain areas without first completing the area review.</p>
12/08/10	Resident	<p>Issue is not about teaching or not teaching Welsh, the issue is about putting subject specific interests above teaching in a Welsh medium.</p> <p>The need for specialist teachers in the secondary sector is increasing, as soon as there is a requirement for Welsh then the pool of available staff diminishes. As a consequence children’s education is detrimentally affected.</p>	<p>The scheme is about promoting and increasing Welsh medium education and it a statutory requirement.</p> <p>Promoting bilingualism is a national and local priority. There are difficulties in requiring some specialist teachers through the medium of Welsh but schools are being encouraged to collaborate and share teaching resources where possible.</p>

		<p>Other counties/cultures educate their children in English and it does not undermine their cultural heritage. These communities are firm in their cultural heritage and beliefs with nothing to fear from written and spoken English.</p> <p>Decision makers must look at priorities. Children's education must not be sacrificed by short term myopic misplaced needs.</p>	<p>It is difficult to compare the situation in Wales to other countries. Providing education through the medium of Welsh is not only a local and national priority but there is a growing demand from parents. The authority has a duty to meet parental demand for Welsh Medium education.</p>
27/08/10	Resident	<p>Ysgol Twm o'r Nant is full and the facilities (hall etc) are too small.</p> <p>The Council should look at the possibility of opening a new Welsh medium school in Denbigh.</p>	<p>The Scheme has been updated in light of the successful Tranche 3 funding application.</p> <p>Denbigshire was recently awarded just over £3 million from the Welsh Assembly Government for a project which includes Ysgol Y Llys (subject to consultation), Ysgol Dewi Sant, Rhyl and Ysgol Twm o'r Nant.</p> <p>The work that we will be looking to progress at Ysgol Twm O'r Nant will include a minor extension to replace the mobile classrooms and to increase the size of all auxiliary facilities (including the hall) to the appropriate levels for a school of its size.</p> <p>At present we are not looking to extend the school in terms of the number of pupil places or build a new Welsh medium school in Denbigh. These issues will be discussed in a future Denbigh area review.</p>
12/09/10	Parent / Resident	<p>Demand for places in Welsh medium schools by English speaking homes is weakening the position of Welsh in schools. First language speakers are outnumbered by learners and English is the common language in the playground. Second language children never become fluent and the language of the first language speakers becomes worse.</p>	<p>Every child regardless of their linguistic background has a right to access Welsh medium education. Schools work well to immerse children in the Welsh language.</p>



		<p>Concern over the quality of Welsh maths and science teachers. Schools should not recruit teachers without specialist qualifications just because they speak Welsh. The first duty of a school is to the pupils not the language.</p> <p>Most language advisors are first language Welsh speakers. They do not realise the difficulty in learning the language, as a learner the difficult part was using the language socially. They should look at the cultural issues which discourage a novice from using his Welsh.</p> <p>Ex-pupils should be followed to see if they are using their Welsh at work, in the community and at home. That will tell you if schools are doing what they are supposed to. From what I hear on the street, use of Welsh is declining.</p> <p>When children who learn Welsh do not use it that is a blow to the future of the Welsh language.</p>	<p>Teachers are required to have certain qualifications. These are not overlooked if the candidate can speak Welsh.</p> <p>The scheme intends to promote Welsh education. Increasing the numbers able to speak Welsh should increase the social use of Welsh.</p> <p>Every person has the right to choose whether or not to use their Welsh, this cannot be enforced. Often it is down to individual circumstances.</p>
23/09/10	Lifelong Learning Scrutiny Task & Finish Group	<ol style="list-style-type: none"> <li>1. Special schools to be included in the listings of schools within the scheme (appendices &amp; maps)</li> <li>2. Scheme to be amended to emphasise the local authority's aspiration for predominately English medium schools to aim for significant use of Welsh</li> <li>3. Support should be investigated that would assist Welsh speaking teachers who lacked confidence to teach subjects through Welsh</li> <li>4. The second bullet point on page 8 of the draft scheme to be amended to state that pupils with additional learning needs 'are able to continue through to secondary education through the medium of Welsh'</li> </ol>	<ol style="list-style-type: none"> <li>1. Scheme has been amended to include special schools details</li> <li>2. The authority intends to develop a plan to move schools through the language categories and this has been included as an Action Point in the Scheme.</li> <li>3. This has not been included in the scheme as the issue requires further consideration. This matter will be discussed further by Denbighshire's Welsh in Education Strategic Group.</li> <li>4. Scheme has been amended.</li> </ol>
30/09/10	Denbighshire Bilingual Members	<ol style="list-style-type: none"> <li>1. Members asked to be kept up to date on the progress regarding the questionnaire for measuring the demand for Welsh Medium education.</li> </ol>	<ol style="list-style-type: none"> <li>1. Officers will report back to the group at the next meeting.</li> <li>2. The Scheme clearly sets out that pupils with Additional Learning Needs have a right to access Welsh Medium education.</li> </ol>

	Forum,	<ol style="list-style-type: none"> <li>2. Need to ensure pupils with Additional Learning Needs have access to Welsh Medium education.</li> <li>3. There needs to be a plan to move primary schools from Category 5 (Predominantly English) to Category 4 (English with Significant Welsh).</li> <li>4. Clarification on the additional mobile classrooms in Ysgol Glan Clwyd – against Council policy.</li> </ol>	<ol style="list-style-type: none"> <li>3. The authority intends to develop a plan to move schools through the language categories and this has been included as an Action Point in the Scheme.</li> <li>4. The authority does have a policy on removing mobile accommodation from schools, however in the short-term mobiles can be used to meet an increased demand. This is the case at Ysgol Glan Clwyd. The authority intends to submit an application for capital funding to extend the school to the Welsh Assembly Government, however if this is not successful further mobiles will be required in the future.</li> </ol>
01/10/10	UCAC – Undeb Cendlaethol Athrawon Cymru	<ol style="list-style-type: none"> <li>1. Page 4 – 1<sup>st</sup> paragraph: hope that changes to the scheme will not be significant, weaken current provision or the aims made within this document.</li> <li>2. 3.3 – Good levels of progression. Should maintain and promote levels of progression not be included as an aim?</li> <li>3. 4.2.2 Paragraph 4 – Mobile accommodation at Ysgol Pen Barras has been in place for years with a whole generation educated in these mobiles.</li> <li>4. 4.2.2 Paragraph 6 – Pen Barras is full but no mention of the need for a new Welsh school in the Ruthin area.</li> <li>5. 12.2 Paragraph 6 – SEN assessments can be made bilingually, so why ask parents for a preference?</li> <li>6. 13 Paragraph 6 – The County should provide free transport to Welsh schools rather than Welsh streams if that is what parents wish as Welsh schools are the best place for children to become truly bilingual.</li> <li>7. Appendix 5 – Support the review of Corwen area based on percentage of population able to speak Welsh. A shame there has not been any provision there for years.</li> <li>8. Appendix 9 – Decrease in those taking full course 2<sup>nd</sup> language GCSE and increase in those taking short course. County needs to address this as the full course is shown to give better results for pupils.</li> </ol>	<ol style="list-style-type: none"> <li>1. The wording has been amended to state that “Denbighshire County Council is committed to promoting Welsh Medium &amp; Bilingual education and while these developments could impact on how and when certain actions / projects are delivered they will not dilute the aims set out in this Scheme.</li> <li>2. Has been included as an aim in the revised Scheme.</li> <li>3. The authority has addressed this comment in Section 7 of the Scheme under Expanding Provision.</li> <li>4. The authority has also committed to conducting a review of the Ruthin area during the life of this Scheme which will also focus on opportunities to promote and strengthen bilingualism in the area. This review will also aim to address the site issues at Ysgol Pen Barras including the significant reliance on mobile accommodation.</li> <li>5. This has been amended to refer to either English or Welsh assessments.</li> <li>6. The authority has an agreed Transport Policy which is referenced in the Scheme.</li> <li>7. The authority has recently started the Edeyrnion Area Review which includes looking at the provision in Corwen.</li> <li>8. The authority is aware of this trend and is committed to increasing the number of pupils taking the full-course rather than the short-course</li> </ol>

01/10/10	CYDAG –  Cymdeithas dros ysgolion addysg Cymraeg	<ol style="list-style-type: none"> <li>1. Section 3.3 – Increase the number and percentage taking advantage of provision through Welsh in addition to ensuring access?</li> <li>2. Nursery projections based on historical info – should these not be based on surveys of young parents?</li> <li>3. Appendices – Is this data accurate?</li> <li>4. Targets – Not challenging enough</li> </ol>	<ol style="list-style-type: none"> <li>1. This is included as a target in the Scheme.</li> <li>2. The nursery projections section demonstrated a historical trend. The authority intends to survey new parents to assess the demand for Welsh Medium education. This is clearly set out in the revised Scheme.</li> <li>3. The authority has checked the appendices and made amendments where necessary so that the figures are accurate.</li> <li>4. The authority feels that the targets are challenging both in terms of increasing the number/percentage accessing Welsh Medium education and maintaining/increasing the standards being achieved at the same time.</li> </ol>
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#### Responses received outside the Consultation Period

A late consultation response was received from RHAG (Rhieni Dros Addysg Cymraeg / Parents for Welsh Medium Education) on the 15<sup>th</sup> November 2010. Due to the timing of the response it has not been possible to make any amendments to the Scheme. The authority intends to respond to RHAG to answer the questions posed and to encourage further co-operation in this area in the future.

**REPORT TO CABINET**

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

**DATE:** 30th November 2010

**SUBJECT:** Revenue Budget & Summary Capital Plan 2010/11

**1. DECISIONS SOUGHT**

- 1.1 To note the latest estimates of the likely outturn for the 2010/11 financial year as detailed in the attached Appendix 1.
- 1.2 To note the summary capital plan performance for the 2010/11 financial year as detailed in the attached Appendices 2 and 3.
- 1.3 To note the latest Housing Revenue Account and housing capital position for 2010/11 as detailed in Appendices 4 and 5.
- 1.4 To approve the spend recommended by CET from the Council's Delivering Change fund.

**2. REASONS FOR SEEKING DECISION**

- 2.1 To advise members of the latest budget forecasts in order to deliver the agreed budget strategy for 2010/11. The report also keeps members informed of 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 shows the revenue and capital projections for the current financial year. Appendix 1 details a projected, overall revenue under spend of £141k, excluding the schools' delegated budgets. Vacancies and other savings within Environment have contributed to the small increase in the projected net under spend. The revenue budget forecasts assume a neutral impact for single status payments in this financial year. The over spend reported on the schools' delegated budgets is £596k in total and relates to four schools in financial difficulty.

*i) Lifelong Learning is forecasting a balanced budget. A commitment has been made by the directorate to increase the accountability of budget holders. This will result in all overspends being taken off next year's budget if they have occurred as a result of ineffective budget management. Budget holders will have to balance their budgets in year*

*unless the directorate management team have approved the variance on the basis of expenditure beyond the budget holder's control.*

**ii) Social Services & Housing** is forecasting a balanced budget. Details are as follows:

a) *There are ongoing pressures on specialist placement budgets in Children's Services. The cost of these creates an additional pressure but it is assumed this can be funded by the Specialist Placement Reserve. Expenditure on services for older people has reduced as short term care demands have stabilised and some charges accrued against property have been realised. Demand on mental health budgets has increased. Any overspends arising this year will be funded from within the uncommitted element of the Supporting People grant. The Business Support expenditure estimate includes funding for interim senior management costs to the end of December. The additional costs in Housing this year are mainly as a result of recent legislative changes.*

b) *The forecast assumes that the council's share of the Continuing Healthcare funding will be paid in 2010/11 and that funding matches expenditure. If this assumption changes the revenue position could improve later in the year.*

**iii) The Environment Directorate** is forecasting an under spend of £181k.

a) *The latest forecast assumes that winter maintenance costs can be contained within the existing budgets and by drawing on the Winter Maintenance Reserve. Increased pressures have been reported in some services this month but vacancy control savings have helped to improve the net position.*

**iv) Corporate Governance & Efficiency budgets** are forecast to be £40k net over spent as a result of pressures on the translation budget.

4.2 **Capital expenditure** at the end of October is **£12.9m**, for a plan that totals **£31.5m**. Appendix 2 shows a **Capital Plan summary** and Appendix 3 shows expenditure split by Directorate priority.

4.3 As previously agreed by Cabinet, **Housing Revenue Account (HRA)** and **Housing Capital Plan** updates are included in this report when there is no separate HRA report. Appendix 4 summarises the latest HRA position and Appendix 5 shows the latest Housing Capital Plan.

4.4 The latest figures show an in year surplus of £303k (an improvement of £17k from last month) on the HRA and capital expenditure of £6.4m against an original plan of £8m. The capital expenditure forecast remains the same as last month with works not completed this year rolling into 2011/12. There have been four council house sales this year under the Right to Buy scheme meaning the

housing stock is now 3,465. The Housing Stock Business Plan remains financially viable, with the council still on track to achieve the Welsh Housing Quality Standard by the end of 2012.

## **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**

No perceived risks currently but future funding reductions have a potential impact upon service levels and quality and the possibility of a negative impact upon the Council's public image.

## **6. CHIEF FINANCIAL OFFICER STATEMENT**

6.1 Directorates will need to continue to exercise tight control over their revenue expenditure to ensure they remain within their budgets. The current financial year must be used as a platform for all departments to begin to deliver the significant savings required to achieve the council's Medium Term Financial Strategy.

6.2 Service budgets remain broadly on target. Should pressures emerge throughout the year directorates will need to contain them within existing resources.

### **6.3 MONEY MARKET INVESTMENTS UPDATE**

The Council's strategy in 2009/10 was to reduce its debt and investment balances until a level was achieved which the Council felt comfortable with for cash flow purposes. This was achieved by the end of 2009/10 and the Council took out new long term loans of £10m in total at this time to boost cash flow.

Further opportunities for new borrowing will continue to be explored and taken at the appropriate time by monitoring the Capital Plan, interest rates and the Council's cash position. Investment balances are continually monitored with the aim of maintaining sufficient levels to meet the Council's cash flow requirements.

The Council continues to invest with the top 6 UK banking groups and the HM Treasury deposit account but will also consider placing investments with banks in Germany and Australia when required as agreed in the Treasury Management Strategy Statement for 2010/11.

Officers are meeting regularly with the Council's Treasury advisers to evaluate the current market position and are reviewing the strategy going forward. Further opportunities for debt rescheduling are being monitored closely and will be pursued when the conditions are favourable in order to achieve savings in borrowing costs.

#### 6.4 USE OF DELIVERING CHANGE FUND RESOURCES

In February, Council approved the setting up of a £3m fund to help deliver efficiency savings through projects to improve cost effectiveness with investment anticipated at a level of £750k p.a. over the 4 years to 2013/14. The process involves bids for funding from services that demonstrate a robust business case with a reasonable pay back period that are reviewed by an officer group before proceeding to CET. Final approval to be sought from Cabinet. Bids are to relate to the Service Budget Challenge process.

Severance costs from the senior management reviews and support services reviews form the bulk of the initial costs. These reviews were already underway when the fund was created. Further reviews are currently taking place, many resulting from the Service Budget Challenge process that is now nearly completed. Some funds have also been made available to the regional Partnership Board to pump prime regional collaboration projects.

The following table summarises the spend recommended for funding and the resulting savings that the spend helps deliver.

DETAIL OF PROPOSALS	PROPOSAL COST	ANNUAL SAVINGS
<b>2010/11 Likely spend</b>	£000	
Senior staff review and initial support services review severance costs	388	2010/11 £228K 2011/12 £404k
New IT system for Democratic Services	30	Contributes to above savings
Regional Invest to Save scheme	99	To be determined
Further severance & other costs resulting from Service Budget Challenge process	Approx 233	Under review currently. Part of process to deliver £7m+ next year.
<b>TOTAL 2010/11</b>	<b>750</b>	
<b>2011/12 &amp; 2012/13</b>		
Regional Invest to Save	99 p. a.	
Further severance & other costs resulting from Service Challenge process.	To be identified	Major contribution to £6m p.a. savings targets.

## **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**

### **8.1 Assessment of Impact on Corporate Priorities:**

Proper management of the Council's revenue budget underpins activity in all of the Council's priority areas.

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

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

### **8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation:**

None directly

### **8.4 Assessment of Impact on NERC Act Biodiversity Duty:**

None directly

## **9. ACTION PLAN**

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

## **10. RECOMMENDATIONS**

- 10.1 To note the latest revenue projections for 2010/11 as detailed in the attached Appendix 1.
- 10.2 To note the summary Capital Plan performance figures for 2010/11 financial year as detailed in the attached Appendices 2 and 3.
- 10.3 To note the latest Housing Revenue Account and Housing Capital Plan forecasts as shown in Appendices 4 and 5.
- 10.4 To approve the spend recommended by CET from the Delivering Change fund for efficiency projects.



**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10  
SUMMARY POSITION AS AT END MARCH 2011**

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)	23,619	-9,225	14,394	23,619	-9,225	14,394	0	0	0	0
Environment	45,169	-17,745	27,424	44,921	-17,678	27,243	-248	67	-181	-173
Social Services & Housing	58,136	-17,517	40,619	58,804	-18,185	40,619	668	-668	0	0
Corporate Governance & Efficiency	20,683	-8,364	12,319	20,723	-8,364	12,359	40	0	40	50
Corporate, Miscellaneous & Benefits	34,621	-26,458	8,163	34,621	-26,458	8,163	0	0	0	0
Business Planning & Performance	2,491	-1,867	624	2,491	-1,867	624	0	0	0	0
<b>Total All Services</b>	<b>184,719</b>	<b>-81,176</b>	<b>103,543</b>	<b>185,179</b>	<b>-81,777</b>	<b>103,402</b>	<b>460</b>	<b>-601</b>	<b>-141</b>	<b>-123</b>
Capital Financing Charges savings & additional Investment Income net of contributions to specific provisions			11,131			11,131			0	0
Precepts & Levies			4,602			4,602			0	0
Contribution to balances/reserves			0			0			0	0
			<b>119,276</b>			<b>119,135</b>			<b>-141</b>	<b>-123</b>

**Note:**

The Management Accounting rules of the Council require debtor account entries to be reversed in respect of amounts outstanding for more than 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 MARCH 2011**

	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
<b>Individual School Budgets</b>	62,901	-6,794	56,107	63,497	-6,794	56,703	596	0	596	666
<b>Schools - Non Delegated</b>	3,436	-51	3,385	3,436	-51	3,385	0	0	0	
<b>School Improvement &amp; Inclusion</b>	7,516	-2,702	4,814	7,516	-2,702	4,814	0	0	0	0
<b>Modernising Education</b>	1,717	0	1,717	1,717	0	1,717	0	0	0	0
<b>Education Grants</b>	3,342	-3,342	0	3,342	-3,342	0	0	0	0	0
<b>Library Services</b>	2,342	-146	2,196	2,342	-146	2,196	0	0	0	0
<b>Leisure &amp; Youth Services</b>	4,716	-2,434	2,282	4,716	-2,434	2,282	0	0	0	0
<b>Cultural Services Grants</b>	550	-550	0	550	-550	0	0	0	0	0
<b>Total excluding schools</b>	<b>23,619</b>	<b>-9,225</b>	<b>14,394</b>	<b>23,619</b>	<b>-9,225</b>	<b>14,394</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2010/11  
LIFELONG LEARNING**

	<b>Current Month £000s</b>	<b>Previous Month £000s</b>
<b><u>SCHOOLS - DELEGATED</u></b>		
<p>The projected overspend of £596k is reflective of the latest position during quarter 3. The true overspend across all schools is a £114k deficit which is however distorted by the significant number of schools with surplus balances. Therefore we have reported the position of £596k which relates solely to the Schools in Financial Difficulty. These are Ysgol Plas Brondyffryn, Denbigh High, Rhyl High and Blessed Edward Jones. There are recovery plans in place for 2 of these schools and these plans will continue to be monitored by the LEA to ensure they remain on track. The other 2 schools are undergoing significant restructures and will require a recovery plan that demonstrates the impact of these changes. It should be noted that the reported position is based on the best known position at this point in time. Any changes resulting from the staff restructure will be remodelled and the financial position updated accordingly when information becomes available.</p>	596	596
<b><u>SCHOOLS - NON DELEGATED</u></b>		
<p>This budget has been reviewed and realigned this year. A scheme has been agreed with schools to meet the anticipated overspend in maternity costs. Work is nearing completion with the Head of SI&amp;I to agree expenditure that can be charged to this budget. All expenditure is currently being closely monitored by Finance to prevent unallowable expenditure.</p>		
<b><u>SCHOOL IMPROVEMENT &amp; INCLUSION</u></b>		
<p>A commitment has been made by the directorate to increase the accountability of budget holders. This will therefore result in all overspends being taken off next years budget if they have occurred as a result of ineffective budget management. Budget Holders will have to balance their budgets in year unless DMT have approved the variance on the basis of expenditure beyond the budget holders control. The outturn assumes redundancy costs in relation to the ongoing restructure will be met from this years budget</p>	0	0
<b><u>MODERNISING EDUCATION</u></b>		
<p>The service is currently supporting an historic shortfall against senior management costs which is being absorbed by in year vacancy and maternity savings.</p>	0	0
<b><u>LEISURE &amp; YOUTH SERVICES</u></b>		
<p>This year should see the full effect of the Leisure restructure with all budget holders being held accountable for their delegated budget responsibilities. Current energy costs have been reflected at a lower rate compared with last year as informed by the energy unit. Last year energy was the biggest area of volatility within the service. The budgets have been aligned to reflect this and any change will cause a pressure on the delivery of a balanced position. The projection assumes that income levels will be met. Youth Services are currently reporting a balanced position.</p>	0	0
<b><u>LIBRARY SERVICES</u></b>		
<p>The service is currently working to an estimated balanced budget. Transfers of credit balances from the holding accounts will be utilised to offset the matchfunding for the Rhyl Library refurbishment.</p>	0	0
<b><u>TOTAL</u></b>	<b>596</b>	<b>596</b>

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10**  
**ENVIRONMENT DIRECTORATE**  
**SUMMARY POSITION AS AT END MARCH 2011**

	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
HIGHWAYS & INFRASTRUCTURE	15,136	-5,363	9,773	15,067	-5,301	9,766	-69	62	-7	-5
PLANNING & PUBLIC PROTECTION	4,469	-1,707	2,762	4,440	-1,706	2,734	-29	1	-28	-28
DIRECTOR & SUPPORT (Note 8)	512	-86	426	369	-86	283	-143	0	-143	-113
ENVIRONMENTAL SERVICES (Note 6)	16,872	-6,325	10,547	16,883	-6,325	10,558	11	0	11	-11
REGENERATION & TOURISM (Note 4)	8,180	-4,264	3,916	8,162	-4,260	3,902	-18	4	-14	-16
<b>Total Environment</b>	<b>45,169</b>	<b>-17,745</b>	<b>27,424</b>	<b>44,921</b>	<b>-17,678</b>	<b>27,243</b>	<b>-248</b>	<b>67</b>	<b>-181</b>	<b>-173</b>

MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2010/11  
 ENVIRONMENT DIRECTORATE

Comments	Current Month	Previous Month
<b>HIGHWAYS &amp; INFRASTRUCTURE</b>		
<b>School and Public Transport</b>		
Most of the savings on these budgets have now been vired to offset the major income pressures in Car Parking and Building Control.	-22	-22
<b>Car Parking income</b>		
Car Parking income continues to be significantly below budget as a result of the downturn in the economic climate. Budget has been vired from the School Transport service to partly offset this pressure.	53	48
<b>Highways and Winter Maintenance</b>		
The severe weather conditions during the winter placed a huge financial strain on the winter maintenance budget in 09/10 which was overspent by £327K. At this stage of the financial year it is difficult to estimate the likelihood of this scenario repeating in 10/11. In this report we are assuming that any pressure can be contained within the Winter Maintenance Reserve (current balance £273K).	0	0
<b>Staffing savings</b>		
Savings from vacant posts in the Highways Network and Admin Support Sections.	-38	-31
<b>TOTAL HIGHWAYS &amp; INFRASTRUCTURE</b>	<b>-7</b>	<b>-5</b>
<b>PLANNING &amp; PUBLIC PROTECTION</b>		
<b>Building Control and Development Control</b>		
During the first 7 months of the current financial year there continued to be major pressures on the large income budgets relating to Building and Development Control. These budgets have been adjusted to reduce this pressure.	8	0
<b>Land Charges</b>		
Based on present income levels the budget should break-even in 10/11. However there is a possibility that some of the income will need to be repaid during the financial year. If this is the case then there is the likelihood that a budget pressure will be created.	0	0
<b>Licensing</b>		
An application for the award of costs has been made against the Council as a result of a successful appeal by the V2 Nightclub in Ruthin against the closure of the premises. Shown this month is the worst case scenario.	26	0
<b>Improvement Grants</b>		
Due to the short term nature of this funding it has been difficult to appoint staff to these positions and as a result there will be underspends in 10/11. The work required as part of the funding has been undertaken by existing staff.	-17	0

<b>Staffing savings &amp; Professional Fees</b>		
The budget savings on vacant posts plus not committing to spend the professional fees budgets across the Service.	-45	-28
<b>TOTAL PLANNING &amp; PUBLIC PROTECTION</b>	<b>-28</b>	<b>-28</b>
<b>DIRECTOR &amp; SUPPORT</b>		
<b>Staffing savings</b>		
As part of the vacancy control process any salary savings as a result of posts remaining vacant are transferred to a central budget controlled by the Director. This is the projected savings for the year which are not included in other parts of this report.	-143	-113
<b>TOTAL DIRECTOR &amp; SUPPORT</b>	<b>-143</b>	<b>-113</b>
<b>ENVIRONMENTAL SERVICES</b>		
<b>Refuse Collection &amp; Waste Disposal</b>		
Latest indications are that not all the N Wales Residual Waste facility procurement budget of £309K will be spent.	-40	-40
<b>Public Conveniences</b>		
Savings as a result of rating revaluations on some premises.	-7	-18
<b>Free School Meals</b>		
Pressure on the school meal budget due to the continued increase in entitlement and uptake has been partly offset by one year only additional budget of £70K been given to the service in 10/11.	58	58
<b>Street Lighting</b>		
Net savings on the utility budgets in 10/11 due to lower contracted pricing tariffs being agreed for the full year. These savings have now been vired to help offset other Departmental pressures.	0	-11
<b>TOTAL ENVIRONMENTAL SERVICES</b>	<b>11</b>	<b>-11</b>
<b>REGENERATION &amp; TOURISM</b>		
<b>Llangollen Royal International Pavilion</b>		
There is a pressure on this budget in 10/11 as a result of the delay in re-opening the Venue following the major upgrade to the facilities.	49	37
<b>Staffing savings</b>		
Projected savings on salary budgets as a result of not filling the HoS and PA posts but assuming payments made to other officers pending the final restructuring.	-63	-53
<b>TOTAL REGENERATION &amp; TOURISM</b>	<b>-14</b>	<b>-16</b>
<b>TOTAL ENVIRONMENT DIRECTORATE</b>	<b>-181</b>	<b>-173</b>

**MONTHLY REVENUE BUDGET MONITORING REPORT - FINANCIAL YEAR 2009/10**  
**SOCIAL SERVICES AND HOUSING**  
**SUMMARY POSITION AS AT END MARCH 2011**

	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's Services	9,426	-821	8,605	9,603	-998	8,605	177	-177	0	0
Adult Services	42,475	-10,809	31,666	43,072	-11,434	31,638	597	-625	-28	-45
Supporting People Grant	4,424	-4,425	-1	4,424	-4,452	-28	0	-27	-27	-29
<b>Sub Total Social Services</b>	<b>56,325</b>	<b>-16,055</b>	<b>40,270</b>	<b>57,099</b>	<b>-16,884</b>	<b>40,215</b>	<b>774</b>	<b>-829</b>	<b>-55</b>	<b>-74</b>
Non HRA Housing	1,811	-1,462	349	1,705	-1,301	404	-106	161	55	74
<b>Directorate Total</b>	<b>58,136</b>	<b>-17,517</b>	<b>40,619</b>	<b>58,804</b>	<b>-18,185</b>	<b>40,619</b>	<b>668</b>	<b>-668</b>	<b>0</b>	<b>0</b>

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

<u>Comments</u>	<b>Current Month</b>	<b>Previous Month</b>
	<b>£000s</b>	<b>£000s</b>
<b><u>SOCIAL SERVICES</u></b>		
<b>CHILDREN'S SERVICES</b>	0	0
The outturn for Children's Services is currently showing a balanced budget. To achieve this a figure of £129k has been assumed from the Specialist Placement reserve. Specialist Residential and Fostering placements still remain the main pressure areas with a combined overspend of £286K. This outturn assumes no further increased costs in relation to Specialist placements during the remainder of the financial year.		
<b>TOTAL CHILDREN'S SERVICES</b>	0	0
<b>ADULT SERVICES</b>		
<b>Learning Disabilities</b>	-3	-30
The service is projected to show an under spend of £3k, a reduction in the under spend of £27k from the previous month which is mainly due to the settlement of an employment tribunal case. The outturn assumes CHC		
<b>Mental Illness</b>	115	90
Expenditure on Residential, Nursing and Homecare will continue to be the main budget pressure and expenditure in the last two months suggest that the overall pressure could increase if the pattern continues. Lengthy negotiations with the NHS have meant a six month delay in our accepting the responsibility for an expensive care package. Nevertheless this will still cost £22k this financial year which is the main factor in the outturn increasing.		
<b>Older People</b>		
The outturn for Older People is currently £67k overspent with the main pressures on residential, nursing and domiciliary care budgets. The expenditure can fluctuate significantly during the year, especially on domiciliary care. Expenditure on residential care had increased over the summer because of increased demand in short term care, although this has now stabilised. Currently, there are 30 clients with charges against property amounting to approximately £444k. It is not certain when this will be released and so an estimate of £180k has been included in this year's outturn. Also included is £100k income received from the NHS in relation to the closure of the wards at the Royal Alexandra Hospital. Income forecasts have improved in the local authority homes due to a number of residents paying full fees increasing.	67	135
<b>Older People Extra Care Provision</b> - The Extra Care Housing facility in Prestatyn will be operational later this year and part year costs will be incurred. The remainder of the former Llys Nant budget will be allocated during 2011/12 to fund the Prestatyn and Ruthin extra care schemes.	-140	-140
<b>PDSI</b>	53	69
Community Care spend was the largest budget pressure in 2009/10 and this will still be the case for 2010/11, though there has been a slight improvement on last month. It is expected that expenditure on specialised equipment can be contained in overall budget.		



<b>Performance Management &amp; Commissioning</b>	-149	-149
This projected under spend is mainly savings in staffing costs due to the continuation of the vacancy control process.		
<b>Other Adult Services</b>	-164	-161
Charging policy income received so far based on six months' invoices is higher than the corresponding period last year and should mean income from charges meets the revised charging policy budget. Income from charges can be volatile and difficult to predict, therefore this figure will be closely monitored and reviewed every month.		
<b>Cefndy Healthcare</b>	26	26
Improved sales and the tightening of internal controls are expected to see an improvement of £90k from the final 2009/10 position. Sales currently show an improvement of £160k compared to the corresponding period last year.		
<b>Business Support &amp; Development</b>	167	115
Costs associated with the Paris Project remain a significant pressure this year due to the implementation of the latest phase of the system. There are also underlying pressures in directorate support budgets. Additional pressures this year include the costs of the acting Head of Children's Services' post being extended by five months until the end of December and a reduction in income to the Workforce Development Unit.		
<b>TOTAL ADULT SERVICES &amp; BSD</b>	<b>-28</b>	<b>-45</b>
<b>Supporting People</b>	-27	-29
The in year underspend in 2009/2010 was taken to fund corporate pressures going forward and £600k has been identified for the same purpose in 2010/11. At this stage, any surplus above this amount will be assumed to be taken to the Supporting People reserve but this position may change as the year progresses.		
<b>HOUSING</b>	55	74
The pressure on homeless budgets is currently £50k. Recent changes to the HRA leasing subsidy have had a negative impact on council funded housing services to the value of £24k. Also, changes in HB legislation has caused a projected overspend of £10k in B&B accommodation. In addition, the Housing task and finish group agreed to contribute funding to voluntary organisations to the value of £27k. Other accommodation costs have started to increase, however, HB receipts are also following the same trend which has the effect of net expenditure projections remaining static.		
<b>TOTAL HOUSING</b>	<b>55</b>	<b>74</b>
<b>TOTAL SOCIAL SERVICES &amp; HOUSING</b>	<b>0</b>	<b>0</b>

**MONTHLY BUDGET MONITORING REPORT - FINANCIAL YEAR 2010/11**  
**CORPORATE GOVERNANCE AND EFFICIENCY & BUSINESS PLANNING & PERFORMANCE**  
**PERIOD ENDING MARCH 2011**

Directorates	Budget 31-Mar-11			Projected Outturn			Variance		
	Gross Exp	Gross Inc	Net Exp	Gross Exp	Gross Inc	Net Exp	Gross Exp	Gross Inc	Net Exp
	£k	£k	£k	£k	£k	£k	£k	£k	£k
<b><u>FINANCE &amp; ASSETS</u></b>									
Finance	4,972	(2,234)	2,738	4,972	(2,234)	2,738	-	-	-
Property	7,551	(4,135)	3,416	7,551	(4,135)	3,416	-	-	-
<b>FINANCE &amp; ASSETS</b>	<b>12,523</b>	<b>(6,369)</b>	<b>6,154</b>	<b>12,523</b>	<b>(6,369)</b>	<b>6,154</b>	-	-	-
<b><u>STRATEGIC HR</u></b>									
HR	1,746	(435)	1,311	1,746	(435)	1,311	-	-	-
<b><u>GOVERNANCE &amp; EFFICIENCY</u></b>									
Corporate Governance	2,045	(491)	1,554	1,985	(491)	1,494	(60)	-	(60)
Translation	112	-	112	212	-	212	100	-	100
<b>GOVERNANCE &amp; EFFICIENCY</b>	<b>2,157</b>	<b>(491)</b>	<b>1,666</b>	<b>2,197</b>	<b>(491)</b>	<b>1,706</b>	<b>40</b>	-	<b>40</b>
<b><u>CUSTOMER CARE</u></b>									
Customer Services	843	(190)	653	843	(190)	653	-	-	-
ICT	2,668	(592)	2,076	2,668	(592)	2,076	-	-	-
Corporate Communications	218	(54)	164	218	(54)	164	-	-	-
<b>CUSTOMER CARE</b>	<b>3,729</b>	<b>(836)</b>	<b>2,893</b>	<b>3,729</b>	<b>(836)</b>	<b>2,893</b>	-	-	-
<b><u>AUDIT &amp; RISK MANAGEMENT</u></b>									
Internal Audit	437	(124)	313	437	(124)	313	-	-	-
Risk Management & Insurance	91	(109)	(18)	91	(109)	(18)	-	-	-
<b>AUDIT &amp; RISK MANAGEMENT</b>	<b>528</b>	<b>(233)</b>	<b>295</b>	<b>528</b>	<b>(233)</b>	<b>295</b>	-	-	-
<b>CORPORATE GOVERNANCE &amp; EFFICIENCY</b>	<b>20,683</b>	<b>(8,364)</b>	<b>12,319</b>	<b>20,723</b>	<b>(8,364)</b>	<b>12,359</b>	<b>40</b>	-	<b>40</b>
<b>CORPORATE &amp; MISCELLANEOUS</b>	<b>8,980</b>	<b>(817)</b>	<b>8,163</b>	<b>8,980</b>	<b>(817)</b>	<b>8,163</b>	-	-	-
<b><u>BUSINESS PLANNING &amp; PERFORMANCE</u></b>									
Improvement Team	346	-	346	346	-	346	-	-	-
Project Management	337	(224)	113	337	(224)	113	-	-	-
Partnership & Communities	1,808	(1,643)	165	1,808	(1,643)	165	-	-	-
<b>BUSINESS PLANNING &amp; PERFORMANCE</b>	<b>2,491</b>	<b>(1,867)</b>	<b>624</b>	<b>2,491</b>	<b>(1,867)</b>	<b>624</b>	-	-	-
<b>BENEFITS</b>	<b>25,641</b>	<b>(25,641)</b>	-	<b>25,641</b>	<b>(25,641)</b>	-	-	-	-
<b><u>TOTAL</u></b>	<b>57,795</b>	<b>(36,689)</b>	<b>21,106</b>	<b>57,835</b>	<b>(36,689)</b>	<b>21,146</b>	<b>40</b>	-	<b>40</b>

1. Underlying pressure due to external translation costs greater than budget, currently under review in order to reduce costs & provide a more focussed service.

**Denbighshire County Council - Capital Plan 2010/11 - 20013/14**

**Position as at October 2010**

**APPENDIX 2**

		2010/11	2011/12 *	2012/13 *	2013/14 *
		£000s	£000s	£000s	£000s
<b>Capital Funding:</b>					
1	<b>General Funding:</b>				
	Unhypothecated Supported Borrowing	7,824	6,762	5,878	5,868
	General Capital Grant	3,917	1,956	1,956	1,956
	General Capital Receipts	941			
	Earmarked Capital Receipts	365	49	0	0
		13,047	8,767	7,834	7,824
2	<b>Prudential Borrowing</b>	7,372	2,029	0	0
3	<b>Reserves and Contributions</b>	1,155	0	0	0
4	<b>Specific Grants</b>	10,757	4,028	70	
	<b>Total Finance</b>	32,331	14,824	7,904	7,824
	<b>Total Estimated Payments **</b>	-31,531	-13,001	-80	0
	<b>Contingency</b>	-800	-1,000	-1,000	-1,000
	<b>Earmarked Contingency</b>				
	<b>Unallocated Reserve</b>	0	0	0	0
	<b>Funding available</b>	0	823	6,824	6,824

**Note**

\* The level of general Assembly funding for future years is estimated by WAG to reduce by 10% per annum

\*\* Block Allocations for Health & Safety related and urgent maintenance works have only been agreed up to 2011/12

## Capital Expenditure By Directorate

	2010/11 Spend to October	2010/11 Estimated programme	2011/12 Estimated programme	2012/13 Estimated programme	2013/14 Estimated programme
	£000	£000	£000	£000	£000
Environment	10,064	21,755	4,535	80	0
Lifelong Learning	1,547	5,104	7,185	0	0
Corporate, Governance and Efficiency	1,224	4,196	1,106	0	0
Social Services and Housing	81	476	175	0	0
<b>Total</b>	<b>12,916</b>	<b>31,531</b>	<b>13,001</b>	<b>80</b>	<b>0</b>

## Capital Expenditure by Council Priority

	2010/11 Spend to October	2010/11 Estimated programme	2011/12 Estimated programme	2012/13 Estimated programme	2013/14 Estimated programme
	£000	£000	£000	£000	£000
Modernising Education	1,283	4,014	6,655	0	0
Roads and Flood Defence	4,161	9,182	800	0	0
Regeneration	1,730	3,313	315	0	0
Responding to Demographic Change					0
<b>Total</b>	<b>7,174</b>	<b>16,509</b>	<b>7,770</b>	<b>0</b>	<b>0</b>

As part of the 10/11 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

	2010/11 Spend to October	2010/11 Estimated Programme
	£000	£000
Highways	1,680	4,400
<b>Total</b>	<b>1,680</b>	<b>4,400</b>

**Appendix 4 Housing Revenue Account ~ 2010/2011 Budget**

<b>2009/2010</b> Final Outturn  £	<b>Period 7 - OCTOBER 2010</b>  <b>EXPENDITURE</b>	<b>2010/2011</b>			<b>2010/2011</b>
		<b>Original Budget  £</b>	<b>Forecast Out-turn  £</b>	<b>Variance to Budget  £</b>	<b>Previous Report Sept  £</b>
1,764,345	Supervision & Management - General	1,799,554	1,879,576	-80,022	1,883,591
275,198	Supervision & Management - Special	282,778	284,315	-1,537	284,315
146,779	Welfare Services	149,058	153,626	-4,568	153,271
2,661,438	Repairs and Maintenance	2,739,136	2,711,864	27,273	2,722,363
<b>4,847,760</b>	<b>Total Housing Management</b>	<b>4,970,526</b>	<b>5,029,381</b>	<b>-58,855</b>	<b>5,043,540</b>
2,212,562	Item 8 Capital Charges	2,452,038	2,401,876	50,162	2,404,939
0	CERA	0	0	0	0
0	Rent Rebate Subsidy Limitation	91,000	75,000	16,000	75,000
3,044,175	Subsidy	2,986,027	3,016,493	-30,466	3,016,493
-7,081	Provision for Bad Debts	26,750	25,750	1,000	25,750
<b>10,097,417</b>	<b>Total Expenditure</b>	<b>10,526,341</b>	<b>10,548,500</b>	<b>-22,159</b>	<b>10,565,722</b>
	<b>INCOME</b>				
10,474,398	Rents (net of voids)	10,644,755	10,689,017	44,262	10,689,017
139,940	Garages	153,342	151,537	-1,805	151,924
4,924	Interest on Balances & Other Income	34,886	11,106	-23,780	11,106
<b>10,619,262</b>	<b>Total Income</b>	<b>10,832,983</b>	<b>10,851,660</b>	<b>18,677</b>	<b>10,852,047</b>
	<b>Surplus / Deficit (-) for the Year:</b>				
<b>521,845</b>	<b>General Balances</b>	<b>306,642</b>	<b>303,160</b>	<b>-3,482</b>	<b>286,325</b>
1,021,686	Balance as at start of year ~ General	1,543,531	1,543,531	0	1,543,531
1,543,531	Balance as at end of year ~ General	1,850,173	1,846,691	-3,482	1,829,856

## HRA Capital Plan Update 2010/11

## Appendix 5

Month 7

Actual 2009/10 £	Description	Approved Schemes £	Actual at End Oct £	Forecast Outturn £
464,100	Environmental Improvement Works	415,000	354,215	495,000
3,032,256	Major Improvements	7,226,000	2,832,825	5,446,406
119,044	Windows Replacement	0	0	0
15,816	Central Heating Contract	0	0	0
410,209	Disabled Adaptations (Council Houses)	400,000	259,713	450,000
<b>4,041,425</b>	<b>Total</b>	<b>8,041,000</b>	<b>3,446,753</b>	<b>6,391,406</b>
<b>2009/10 £</b>	<b>HRA Capital Plan Financed By:</b>	<b>Original £</b>		<b>Forecast £</b>
2,400,000	Major Repairs Allowance Grant	2,400,000		2,400,000
18,900	Useable Capital Receipts	21,000		66,000
1,622,525	Prudential Borrowing	5,620,000		3,925,406
0	CERA	0		0
<b>4,041,425</b>	<b>Total</b>	<b>8,041,000</b>		<b>6,391,406</b>

**REPORT TO CABINET**

**CABINET MEMBER:** Cllr J THOMPSON-HILL, Lead Member for Finance

**LEAD OFFICER:** Roger Parry, Chief Financial Officer

**DATE:** 30 NOVEMBER 2010

**SUBJECT:** UPDATE ON PROVISIONAL ASSEMBLY SETTLEMENT FOR 2011/12

**1 DECISION SOUGHT**

1.1 For Members to note the content of the Assembly's Provisional Settlement for the Council for the next financial year.

**2 REASON FOR SEEKING DECISION**

2.1 The Assembly released details of the Provisional Settlement for next financial year, together with some indicative figures for the following two years, on Tuesday 23 November.

2.2 The level of Assembly support for Revenue purposes for 2011/12 for Welsh Councils reduces by an average of 1.4% over the current year, excluding transfers from Specific Grants. The initial indications from the WLGA were that funding would reduce by 3%. The efforts of the WLGA and others over the last few months have clearly been successful in ensuring a reasonable treatment for Local Government when compared with the other elements of the Public Sector in Wales. The position for Councils is less severe than in England.

2.3 The position for Denbighshire is as follows;

a) Revenue funding at £136.378m, is a reduction of £2.276m or 1.6% over the current year. This decrease is slightly above the Wales average and is mainly due to the revised population data used in the settlement. The continued improvement in the collection of Free School Meals and Benefits entitlement data has however had a dampening impact on the reduction.

b) The indicative position for the following 2 years shows draft increases of £758k, 0.56% and £1,728k, 1.26% respectively. While any increase in funding at this time is welcome, this level of increase will in no way cover the likely inflationary and service demand pressures experienced by the Council. The exercise to identify savings and improvements to the cost effective delivery of services remains crucial.

c) The position has been reviewed by CET and an update on the position following the settlement and the work of the Budget Challenge group will be available shortly. A further 2 Budget Seminars for all members are scheduled for December 7, to review the Revenue position, and early January to review

Capital requirements. Final proposals will then be presented to Cabinet and full Council in due course.

- d) There will be a degree of uncertainty over the level of the Fire Service Levy until the Joint Authority has agreed its budget for next year. This is a matter largely beyond the control of the Council, but there is an expectation that the Joint Authority will take into account the reduction in Council funding next year.
- e) The settlement provides some detail on the likely level of specific grants for the next 3 years. This is however only at an All Wales level and subject to amendment. The actual DCC figures may not be known for some time. It is encouraging that most grants appear to continue to 2013/14 and are either flat lined or slightly increasing. The figures are however only indicative and it is unclear at this stage what the risk of reduction actually is. This is of limited value to managers seeking to plan service delivery that is related to such grants.
- f) The position on general Assembly support for Capital schemes is much as expected, a reduction of about 20% next year. This is a more significant reduction than that experienced for Revenue funding. The Council will need to consider the extent to which further Prudential Borrowing funded from savings should be carried out to avoid excessive further deterioration of the Council's property, highways and structures assets, together with the need to upgrade much of the Council's IT infrastructure. An asset review is currently underway to seek to identify potential assets for disposal to reduce the maintenance backlog and generate additional capital resources. The review of the Agricultural Estate has already been reported and agreed. Disappointingly the provisional settlement does not give any indication of likely Assembly funding levels in the following 2 years.
- g) The final settlement for the Council will not be available until the end of January, much later than in previous years. It is to be hoped that the announcement will include more detail on future capital funding levels, more clarity over specific grants, both Capital & Revenue and have only minor amendments from the figures announced already.

### **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**

The proposals currently being developed by CET in conjunction with the Budget Challenge group will be ready for review shortly.



## **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. Work is well in hand in both these areas and will be included in the update position report due shortly.

## **4.3 IT Implications**

Some movement to new electronic systems and updating of the network and major systems is currently being reviewed. Costs are to be included in the details of likely future capital spend requirements.

## **5 RISK ASSESSMENT**

5.1 Risks Associated with not Agreeing the Recommendation/s  
None, report mainly for information.

5.2 Risks Associated with Agreeing the Recommendation/s  
None, report mainly for information.

## **6 CHIEF FINANCIAL OFFICER STATEMENT**

6.1 The position on Revenue for the next 3 years is better than the worse case estimates that the Council has been working with since the early summer. Work already completed will put the Council in a strong position to accommodate the reduced funding with the minimum impact for the service users.

6.2 The Capital position is unfortunately much as expected but with little clarity beyond next year. The early start on the asset review has already yielded opportunities to deliver additional capital resources from disposals. The level of match funding required for specially funded schemes such as 21 Century Schools will be key to the Council's ability to deliver improvements in the future.

## **7 CONSULTATION CARRIED OUT**

The Budget Challenge group of members and officers have reviewed most service's Revenue budget requirements. Proposals for savings over the next few years are being developed into a report for members. CET has reviewed the Budget position for future years regularly. 2 member seminars have already been held on budget issues and 2 more are planned in the near future.

## **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 no areas have been exempt from 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 has helped 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 deliver Revenue savings and review Capital funding requirements over the next 4 years	CET – 29 November 2010.	CEO, Director of Governance & Efficiency, and Chief Financial Officer. - end November 2010.
2 All member away days to review progress with identifying potential Revenue savings and Capital requirements over the next 4 years.	- CET - 7 December 2010 & - early January 2011	CEO, Director of Governance & Efficiency, and Chief Financial Officer. - end December 2010.
Scrutiny Committees to review the process and specific service elements as required.	Scrutiny Support Officers - dates to be agreed by Chairs	CEO, Director of Governance & Efficiency, and Chief Financial Officer. - end January 2011.
Cabinet to agree final proposals for recommendation to full Council.	Lead Member for Finance, CET - end January 2011.	CEO, Director of Governance & Efficiency, and Chief Financial Officer. - end January 2011.
Council to agree final budget detail and level of Council Tax for 2011/12	Lead Member for Finance, CET - February 2011.	CEO, Director of Governance & Efficiency, and Chief Financial Officer. - early February 2011

**10. RECOMMENDATIONS**

That Members note;

- 10.1 the level of the Assembly Provisional Settlement for Revenue and Capital for 2011/12.
- 10.2 the indicative figures for Revenue funding for the following 2 financial years.
- 10.3 that CET and the Budget Challenge group are developing savings proposals for the next 3 years.

**REPORT TO CABINET**

**CABINET MEMBER:** Councillor D A J Thomas, Lead Member for Regeneration and Tourism & Councillor Sharon Frobisher, Lead Member for Environment & Sustainable Development

**LEAD OFFICER:** Graham Boase, Head of Planning & Public Protection

**DATE:** 30<sup>th</sup> November 2010

**SUBJECT:** Enforced Sales Policy & Procedure

**1 DECISION SOUGHT**

- 1.1 For Members to adopt the proposed Enforced Sales Policy & Procedure.
- 1.2 For additional powers to be delegated to the Chief Executive. These delegated powers are sought to authorise an enforced sale, in accordance with the procedure, utilising the provisions under Part III Law of Property Act 1925 and Local Land Charges Act 1975.

**2 REASON FOR SEEKING DECISION**

**2.1 EXECUTIVE SUMMARY**

- 2.1.1 Utilising the powers given to the Local Authority through under Part III Law of Property Act 1925 and Local Land Charges Act 1975, enforced sale is a process by which the Local Authority can bring about the sale of privately owned property or land. It is a means of "selling on" the property or land to a new owner, in circumstances where the present owner is either unwilling or unable to deal with their asset and its associated problems.
- 2.1.2 The sale is primarily actioned to recover debts owed to Denbighshire Council which are registered as charges on property or land. It also has the effect of changing ownership and stimulating new interest and investment. Where a property or land is empty it is likely that it will be brought back into use.
- 2.1.3 This is a cross-departmental policy which is beneficial to a number of enforcement services where the Authority has the duty or power to carry out improvement works in default.
- 2.1.4 The powers outlined in Section 103 of the Law of Property Act 1925 may be utilised on:
  - Empty properties
  - Land
  - Occupied Dwellings
  - Commercial Premises

2.1.5 Primarily, officers intend to use the policy to support the Denbighshire Empty Homes Strategy 2009-2012, which was approved by Cabinet in April 2009, and to target enforcement action at problematic, long term empty homes.

## **2.2 RECOMMENDATIONS**

2.2.1 The approval of Members are required on:

### **2.2.2 The Principle of Enforced Sale**

Officer Recommendation:

- Adopt the proposed Enforced Sales Policy & Procedure – Appendix 1

### **2.2.3 The Criteria for Enforced Sale**

Officer Recommendation:

- Adopt the criteria proposed in the Policy Statement (Appendix 1 A 5.)

### **2.2.4 The Delegation of Authority to Authorise Sale**

Officer Recommendation:

- Grant delegated authority to the Chief Executive to further authorise delegation to Senior Officer as appropriate to enforce sale.

### **2.2.5 The Chosen Method of Sale**

Officer Recommendation:

- Assess the preferred method of sale (by auction or to a preferred purchaser) on a case by case basis.

## **2.3 BACKGROUND**

2.3.1 The principle of Enforced Sale itself is not new, having been legislated for in the Law of Property Act 1925. However, Local Authorities across the UK are now increasingly turning to this process to support their empty homes strategies, enforcement activities and wider regeneration aims.

2.3.2 Manchester City Council for example, a Beacon Authority, enforced the sale of 64 properties between 1998 and 2004 and recovered debts of £787,000 through sales or threat of sale. They have also sold land and empty commercial premises using this power.

## **2.4 The Benefits of Enforced Sale**

2.4.1 There are a number of benefits of adopting an Enforced Sales Policy & Procedure:

#### 2.4.2 Social Benefits:

- Deteriorating properties and land can blight an area and undermine the community confidence. By selling to a new owner, there is a likelihood that they will refurbish the property, tidy the land and bring it back into use.
- The procedure allows the Local Authority to consider sale to a preferred purchaser such as a Registered Social Landlord, so creating more opportunities for affordable housing provision.

#### 2.4.3 Financial Benefits

- Financial charges incurred through works in default to tidy up unsightly properties and land can be discharged out of the proceeds of the sale. This means that Enforcement Officers can operate proactively in the knowledge that costs which would otherwise be difficult to recover can be returned to departmental budgets at the point of sale. See Appendix 1 – example 1, Ernest Street, Rhyl
- Enforced sale may also be used to recover other debts associated with problematic sites which are owed to the Local Authority, where there is the opportunity to register debts as a land charge, such as Council Tax and Business Rates or Social Services charges.

#### 2.4.4 Good Housekeeping Benefits

- Owners will become aware of the Local Authority's initiative and in future may discharge the debts more readily, carry out works pursuant to statutory notices served, keep their properties and land in a reasonable state and condition and bring them back into use more readily. This results in less time spent by the Local Authority in having to deal with this problem. See Appendix 1 – example 2, John Street, Rhyl

#### 2.4.5 More Expedient than a Compulsory Purchase Order

- Advice and evidence from other Local Authorities such as Manchester City Council suggest that enforced sale is more expedient and involves less effort than making a Compulsory Purchase Order.

### **2.5 The Criteria for Enforced Sale**

- 2.5.1 The Policy Statement (Appendix 1 A. 5) outlines the criteria for progressing with an Enforced Sale. This criteria is meant as a reference guide to the Regeneration Enforcement Team to ensure that any sale is considered as a last resort and that the Authority can demonstrate that it has acted in a proportionate and reasonable manner.

## **2.6 Delegation of Authority to Authorise**

- 2.6.1 Cabinet will be asked to delegate the authority to authorise the enforced sale to the Chief Executive in accordance with the procedure, utilising the provisions under Part III Law of Property Act 1925 and Local Land Charges Act 1975.
- 2.6.2 Without this delegation each individual enforced sale would need to be presented to Cabinet.
- 2.6.3 It is expected that in practice this authorisation will be further delegated to the Head of Planning & Public Protection, and other Senior Officers are appropriate.

## **2.7 Method of Sale**

- 2.7.1 Whilst auction can be the most expedient method of disposal through enforced sale, officers would like the opportunity to consider sale to a preferred purchaser such as a Registered Social Landlord for the provision of affordable housing.
- 2.7.2 Care must be taken however not to sell the property at an undervalue and Whatever the method of sale, a valuation is undertaken by the local authority's surveyor, but should be supported by two independent valuations including the District Valuer for sale to a preferred purchaser.

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

- 3.1 Section 101(1) Local Government Act 1972  
Arrangements for discharge of functions by Local Authorities
- 3.2 Section 111(1) Local Government Act 1972  
Subsidiary Powers of Local Authorities
- 3.3 Section 2 Local Government Act 2000  
Promotion of Well Being

## **4 RESOURCE IMPLICATIONS**

### **4.1 Cost Implications:**

- 4.1.1 This procedure has no adverse cost implications. It provides a means of the Authority recovering its outstanding debts.

### **4.2 Staffing / Accommodation Implications:**

- 4.2.1 This procedure presents no staffing or accommodation implications at the present time, but this will be subject to review.

### **4.3 IT Implications:**

- 4.3.1 No additional IT equipment or systems will be necessary to support this initiative.

## **5 RISK ASSESSMENT**

### **5.1 Risks associated with not agreeing the recommendation/s**

5.1.1 The Local Authority is unable to deal with complaints from the general public or to encourage the redevelopment and re-occupation of problem properties and land.

5.1.2 Recovery of debts incurred from undertaking works in default on such sites would not be guaranteed

### **5.2 Risks associated with agreeing the recommendation/s**

5.2.1 Potential claim to ownership.

- Following sale by the Council, any such claim may be dealt with by use of Title Indemnity Insurance. Such insurance will be obtained in every case where enforced sale is pursued. However officers will be expected to demonstrate that all reasonable efforts have been made to ascertain ownership (e.g. land registry and council tax searches) prior to enforced sale.

5.2.2 Potential claim for underselling.

- Properties and land will either be sold at auction where it may clearly be demonstrated that the best price had been achieved on the day or to a preferred purchaser at a value recommended by the District Valuer.

## **6 CHIEF FINANCIAL OFFICER STATEMENT**

6.1 The proposal will assist the Council in recovering costs spent on such properties in accordance with statutory responsibilities.

## **7 CONSULTATION CARRIED OUT**

7.1 Consultation with relevant Officers including:

- Legal Services
- Principal Environmental Health Officer – Housing Enforcement
- Pollution & Public Health Manager
- Development Control Manager
- Building Control Manager
- Conservation Architect
- Planning Compliance Officer
- Empty Homes Officer
- Property Services

7.2 Advice and guidance has also been given by a number of consultants/officers with considerable experience and knowledge of regeneration enforcement. These include:

- David Stott, Consultant

- Manchester City Council's Legal Services
- Andrew Lavender, Consultant
- Martin Yardley, Coventry City Council

7.3 The proposals have been considered by the Environment and Regeneration Scrutiny Committee held on the 14<sup>th</sup> October 2010. Members supported the officers recommendations as contained in paragraphs 2.2.2. – 2.2.5 above

## **8 IMPLICATIONS**

### **8.1 Assessment of Impact on Corporate Priorities:**

8.1.1 The proposed Enforced Sales Procedure provides a practical regeneration tool and so directly contributes towards the Corporate Priority of Regeneration.

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

8.2.1 Both regeneration and the provision of affordable housing are elements of the Council's vision for a dynamic, delightful and different Denbighshire by 2025.

8.2.2 The Community Strategy highlights the need to meet the County's affordable housing requirements and aims for a clean and attractive environment.

8.2.3 Enforcement action to bring empty properties and disused land back into used, not only contributes towards creating more sustainable communities but encourages the re-use of brown field residential development to fulfill Denbighshire's future housing requirements.

8.2.4 The proposed procedure includes monitoring provisions to ensure that it is implemented in a far and consistent manner with regard to Denbighshire's Corporate Equalities Plan.

### **8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation**

8.3.1 Based on the report, [\*New Tricks With Old Bricks\*](#), from charity [Empty Homes](#), renovating an empty property creates about a third of the CO<sub>2</sub> emissions as building a new one.

### **8.4 Assessment of Impact on NERC Act Biodiversity Duty:**

8.4.1 N/A



## 9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Publish Press Release following Cabinet meeting	Glesni Owen As soon as possible after Cabinet.	Graham Boase December 2010
Issue Policy and Procedure documents to Regeneration Enforcement Team	Glesni Owen As soon as possible after Cabinet.	Graham Boase December 2010
Identify first property for Enforced Sale and action in accordance with procedure	Regeneration Enforcement Team January 2011	Graham Boase End March 2011

## 10 RECOMMENDATIONS

- 10.1 Members to adopt the Enforced Sales Policy & Procedure as outlined in Appendix 1
- 10.2 Members to approve the criteria for considering and enforced sale as outlined in the Policy Statement in Appendix 1 A 5.
- 10.3 Members to recommend additional powers to be delegated to the Chief Executive to further authorise delegation to Senior Officer as appropriate to enforce sale. These delegated powers are sought to authorise the enforced sale of a problematic property or area of land utilising the provisions under Part III Law of Property Act 1925 and Local Land Charges Act 1975.
- 10.4 Members to agree for the Head of Service in conjunction with the Regeneration Enforcement Group to assess and determine the preferred method of sale (by auction or to a preferred purchaser) on a case by case basis.

# DENBIGHSHIRE COUNTY COUNCIL

## ENFORCED SALES POLICY

### A. Policy Statement

#### 1. Policy Aims

- 1.1 This policy applies to the enforced sale of problematic properties and land across Denbighshire County Council.
- 1.2 Utilising the powers given to the Local Authority through under Part III Law of Property Act 1925 and Local Land Charges Act 1975, the policy aims to:
  - Strengthen and support enforcement activity to improve problematic properties and land
  - Provide a mechanism for bringing long term empty properties and land back into use
  - Recover debts owed to the Local Authority
- 1.3 The powers outlined in Section 103 of the Law of Property Act 1925 may be utilised on:
  - Empty properties
  - Land
  - Occupied Dwellings
  - Commercial Premises

#### 2. Contribution to Wider Objectives

- 2.1 This policy directly contributes towards Denbighshire County Council's 2009-2012 corporate objective of "Regenerating Our Communities". This work includes improving local environments and housing conditions and strategically targeting areas of high socio-economic deprivation.
- 2.2 Specific relevant strategic documents:
  - Local Housing Strategy
  - Empty Homes Strategy
  - Housing Renewal Strategy
- 2.2 The policy will also support the Welsh Assembly Government's North Wales Coast Strategic Regeneration Action Plan 2016 under the following themes:
  - Space for Living – tackling poor housing throughout the area, particularly in Rhyl and Colwyn Bay
  - Environment and Transport – creating a well managed environment in which people will want to spend time

### 3. The Role of Enforced Sale

- 3.1 Enforced Sale is a process by which the Local Authority can bring about the sale of a privately owned property or land. It is a means of "selling on" to a new owner, in circumstances where the present owner is either unwilling or unable to deal with the site and its associated problems.
- 3.2 The sale is primarily actioned to recover debts owed to Denbighshire Council which are registered as charges on the property or land. It also has the effect of changing the ownership of the site and stimulating new interest and investment.
- 3.3 This is a cross-departmental policy which is beneficial to a number of enforcement services where the Authority has the duty or power to carry out improvement works in default:

<b>Statute</b>	<b>Service</b>	<b>Priority Charge</b>
<b>Environmental Protection Act 1990</b> Sec. 80 (statutory nuisance)	Pollution and Public Health Housing Enforcement	YES
<b>Building Act 1984</b> Sec. 59 (block/defective drain) Sec. 60 (soil pipes) Sec. 76 (defective premises) Sec. 77/78 (dangerous building) Sec. 79 (disrepair of property affecting the area) Sec.84 (yards)	Building Control Housing Enforcement Pollution & Public Health	YES
<b>Housing Act 2004</b> Sec. 11 (Improvement Notice Category 1) Sec.12 (Improvement Notice Category 2) Sec. 40(2) (emergency remedial action) Sec. 49 (power to charge for certain enforcement action)	Housing Enforcement	YES
<b>Local Government (Misc. Provs) Act 1976</b> Sec. 33 (restoration or services) Sec. 35 (private sewer)	Pollution & Public Health Housing Enforcement	YES
<b>Local Government (Misc. Provs) Act 1982</b> Sec. 29 (boarding up)	Housing Enforcement	NO
<b>Planning (Listed Buildings and Conservation Areas) Act 1990</b> Sec. 48 (repairs notice) Sec. 54 (urgent works)	Conservation	NO
<b>Prevention of Damage by Pest Act 1949</b> Sec. 4 (rats or mice infestation)	Pollution and Public Health	YES
<b>Public Health Act 1936</b> Sec. 45 (works to closets) Sec. 83 (Filthy or verminous)	Pollution and Public Health	YES
<b>Public Health Act 1961</b> Sec. 17 (un-block drain)	Pollution and Public Health	YES

Sec. 34 (remove waste from property)		
<b>Town &amp; Country Planning Act</b> Sec. 215 (untidy land or property)	Planning	NO

- 3.4 It may also be used to recover other debts associated with a problematic property or site which are owed to the Local Authority, where there is the opportunity to register debts as a land charge, such as:
- Council Tax and Business Rates
  - Social Services

- 3.5 The Enforced Sales Policy will be applied with regard to the Enforced Sales Procedure - Good Practice Guide 2<sup>nd</sup> Edition produced by Manchester City Council.

#### **4. Roles & Responsibilities**

- 4.1 The Head of Planning & Public Protection, through the Chief Executive, has the delegated authority to authorise an enforced sale, in accordance with the procedure, utilising the provisions under Part III Law of Property Act 1925 and Local Land Charges Act 1975.

- 4.2 The Regeneration Enforcement Team will consider the appropriateness of enforced sale for individual properties and land and make recommendations to the Head of Planning & Public Protection.

- 4.3 This Team is made up of the following Denbighshire County Council services:

- Housing Enforcement
- Pollution & Public Health
- Development Control
- Building Control
- Conservation
- Planning Compliance
- Empty Homes

- 4.4 With adhoc membership from the following services:

- Legal Services
- Property Services
- Council Tax
- Social Services

- 4.4 The Team also has a more general role to discuss problematic properties and land with enforcement officer, consider the most appropriate cross-departmental course of action available to resolve the issues associated with them and monitor enforcement activity.

#### **5. Criteria for Enforced Sale**

- 5.1 The use of Enforced Sale should be seen as a last resort. It is expected that all informal and formal action will have been taken and exhausted by the Local

Authority to resolve the issues of the problematic properties and land and, if empty, to bring them back into use.

5.2 Enforced sale is one of a number of enforcement powers available to the Local Authority (including Compulsory Purchase and Empty Dwelling Management Orders) and the Regeneration Enforcement Team will consider its appropriateness in each case.

5.3 The following criteria will be used:

- The property or land is untidy, in disrepair or detrimental to the local amenity and where the Council can demonstrate that it has made every reasonable effort to improve.
- The property or land has financial local land charges registered against it of over £1,000.
- The owner is either unknown to the Council (having made all reasonable effort to ascertain ownership details) or is known to us but having been afforded every opportunity to improve the property or land or dispose of it and has shown no inclination to do either.
- The location of the property or land, prevailing tenure and economic conditions the area indicates that sale and occupation would be achieved readily.
- The action is in the best interests of the community and local environment and is the best means of ensuring that the property or land is not allowed to deteriorate again.

## **6. Monitoring**

6.1 Denbighshire County Council is committed to carrying out its duties in a fair and consistent manner.

6.2 Consideration of the provisions of the Human Rights Act 1998 must be taken by the Local Authority. The intended action of the Council in exercising its power of sale is must be proportionate, in accordance with the Act.

6.3 Annual monitoring of the policy will assess its effectiveness in terms of the number of properties and areas of land sold and debt recovered through sale or threat of sale.

## **B. Procedure**

Problematic properties and land may be put forward for discussion and consideration by the Housing Regeneration Enforcement Team by any of the Authority's enforcement or debt recovery services.

### **1. Initial Discussions**

Problematic properties and land will be prioritised by the Regeneration Enforcement Team in accordance with the appropriate Scoring Matrix (empty homes matrix contained in the Denbighshire Empty Homes Strategy or Vacant / Derelict Sites Matrix).

The following points will be considered for priority properties and land:

- Is the property or land registered at the Land Registry?
- Is it empty and has it been empty for 6 months or more?
- If no enforcement action has been taken, which legislation and enforcement notice is most appropriate in this case?
- If a notice has been served, has it been complied with or has the Local Authority carried out work in default?
- Does the property or land have financial local land charges registered against it? Have these been registered correctly?
- Are there any other debts which could be registered against the property or land by a charging order?

If the title to the property or land has not been registered at the Land Registry, and the Local Authority is not aware of the identity of the owner(s), the following investigations should be carried out:

- The Local Authority Electoral Register and Council Tax records
- Enquiry of the adjoining owners
- A search of the Housing department's records

### **2. Consideration for Enforced Sale**

Where debts are outstanding, the Regeneration Enforcement Team will decide on the appropriateness of Enforced Sale, having regard to the criteria of the policy outlined in A.5.

The discussions will also consider:

- Whether alternative methods of enforcement are more appropriate (Compulsory Purchase, Empty Dwelling Management Orders)
- The likelihood of the debt being repaid

- The existence of other debts and potential to transfer these to the property or land home through a charging order
- The best method of sale, auction or preferred purchaser

### **3. Authorisation to Sell**

Where enforced sale is agreed to be the most appropriate way forward an authorisation form should be completed and forwarded to the Head of Planning & Public Protection for authorisation under their delegated powers through the Chief Executive. The authorisation form should be accompanied by a background file, prepared by the lead enforcement officer for the case containing:

- All the statutory notices served prior to the Council carrying out the necessary works in default together with details as to how the notices were served
- The record of service of notice form
- The work instructions to the contractor for the work to be carried out
- All the invoices from the contractors along with their breakdown of labour and material charges
- Any ownership details available, local land charge details and any correspondence sent or received relevant to the property or land.

### **4. Resending original notices**

With the authorisation to sell in place, the lead enforcement officer resends copies of all the notices originally served and notices of demand for payment to ensure the owner or interested party is made aware of the debt and that there is adequate evidence available for the sale to take place.

### **5. Legal Instruction**

The background file then is forwarded to Legal Services with the instruction to:

- Serve the Section 103 notice in accordance with the Law of Property Act 1925
- Register the charge with HM Land Registry
- Instruct Property Services to sell the property should the enforced sale take place.

### **8. Selling the Property**

The same rules apply to a sale under Enforced Sale as to any other sale of a property by a mortgagee and reasonable care needs to be taken to obtain a proper price for the property.

Auction can be the most expedient method of disposal and generally a mortgagee can safely accept the highest bid for a property described and advertised in a properly publicised auction.

Sale to a preferred purchaser such as a Registered Social Landlord with funding in place to renovate and improve the property can be a better way of securing its future and support other areas of work, such as the provision of affordable housing. Care must be taken however not to sell the property at an undervalue.

Whatever the method of sale, a valuation is undertaken by the local authority's surveyor, but should be supported by two independent valuations including the District Valuer for sale to a preferred purchaser.

For registered property the contract for sale is the same as any contract for sale by a mortgagee. Where the property is unregistered and there are deeds or details of any incumbrances this should be stated in the contract for sale.

Immediately prior to auction/exchange of contract, a further check should be made to ascertain whether the charges have been repaid.

On completion of the sale, a letter should be sent to the Land Registry containing a certification by the Local Authority that it has all the necessary rights and powers to dispose of the property and that it has taken all appropriate steps in accordance with the relevant statute.

## **9. Post sale**

The debts and following costs of selling the property should be deducted from the proceeds:

- Auctioneer's fee
- Legal fee
- Surveyor's fee
- Administration fees
- Any Disbursements

Where the proceeds do not cover the total costs of the sale and the outstanding debt (including interest), the remaining debt is taken off the property and placed as a debt on the owner. This is now a personal debt which should be pursued in the normal manner.

Is there are any balance proceeds from the sale, and the Local Authority is aware if the whereabouts of the owner, the balance is payable to them.

If the whereabouts of the owners is unknown, the proceeds should be paid into an interest bearing account. If this is not claimed within 12 years, the Local Authority may claim and use the proceeds.



## Enforcement Examples from the Regeneration Enforcement Group

### Example 1 – Ernest Street, Rhyl:

Empty since 2001 following the owner's death and the inheritance of the dwelling by a child. Numerous complaints have been received since 2003 about the poor condition of the dwelling which had been boarded up and become overgrown.

Pollution and Public Health served an improvement notice under the Prevention of Damage by Pests Act 1949 at the beginning of 2010. This was followed up by work in default to clear the front garden of vegetation, resulting in a charge of over £700 on the dwelling.

Planning Compliance then stepped in with an untidy land notice under Section 215 of the Land and Country Planning Act 1990. Work in default to repair the front garden wall, replace damaged guttering and repaint window frames accrued another £300 debt.

With £1000 outstanding this property could now be considered for enforced sale to recover costs and bring this empty home back into use. A local RSL has already expressed an interest in purchase the dwelling.

### Example 2 – John Street, Rhyl

Having spent many months asking the owner to tidy up this dwelling which has been empty since 2005, Planning Compliance served an untidy land notice in to re-render and make essential repairs to the roof with the long term threat of work in default and enforced sale.

The notice was complied with and the work was completed by the owners at no cost to the Local Authority. Although this property hasn't yet come back into use it is certainly much tidier and has become more of a financial liability to its owner, hopefully prompting further action.

**REPORT TO CABINET**

**CABINET MEMBER:** COUNCILLOR S FROBISHER, LEAD MEMBER FOR ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

**LEAD OFFICER:** Stuart Davies – Joint Head of Highways and Infrastructure

**DATE:** 30 November 2010

**SUBJECT:** The Introduction of a Skidding Resistance Policy on County Roads within Denbighshire County Council

**1 DECISION SOUGHT**

To seek Member's approval for the introduction of a skidding resistance policy on the County Roads within Denbighshire County Council.

This is a joint policy with Conwy County Borough Council.

**2 REASON FOR SEEKING DECISION**

2.1 The "Well-Maintained Highways: Code of Good Practice for Highway Maintenance" (July 2005) recommends that Authorities have a Policy for measurement, analysis and maintenance of their highway network in relation to skidding resistance.

2.2 Litigation in cases where skidding resistance issues are cited are rising year on year, and it is considered that there is greater vulnerability for an Authority without a clearly structured approach to skidding resistance issues.

2.3 The introduction of such a Policy would provide a structured approach to measurement and monitoring of skidding resistance on our highway network. It would allow the collation of skid resistance measurements and accident data and a method of scheme prioritisation related to accident risk.

2.4 Therefore, a Skidding Resistance Policy would include:

- A strategy for monitoring the County Road Network utilising specialist nationally approved testing equipment (SCRIM and Griptester).
- A method for determining appropriate Investigatory Levels.
- A process for the analysis of data and determination of areas for further investigation.
- A method of site investigation and consideration of type and frequency of any accident occurrences.
- A provision for determining a maintenance hierarchy.
- A strategy for the erection of slippery road signs, where required.
- A method for re-evaluating the effectiveness of the policy year on year.

- 2.5 An approved skidding resistance policy would contribute to the aims of both the Council and the Service through improved highway conditions, casualty reduction and customer service.

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

The Highways Act 1980

### **4 RESOURCE IMPLICATIONS**

#### **4.1 Cost Implications:**

None, as this is a formal clarification of existing practice

#### **4.2 Staffing / Accommodation Implications:**

None

#### **4.3 IT Implications:**

None

### **5 RISK ASSESSMENT**

#### **5.1 Risks associated with not agreeing the recommendation/s**

The Code of Practice 'Well Maintained Highways' recommends that a Highway Authority has a Skidding Resistance Policy so the absence of one could lead the Council open to possible litigation in the event of an accident.

#### **5.2 Risks associated with agreeing the recommendation/s**

None, as this is a formal clarification of existing practice.

### **6 CHIEF FINANCIAL OFFICER STATEMENT**

It is understood from 4.1 above that the proposal is to formalise existing practice to protect the Council's position from litigation.

### **7 CONSULTATION CARRIED OUT**

- 7.1 The policy has also been the subject of an Officers Working Group from within the Service.

### **8 IMPLICATIONS**

#### **8.1 Assessment of Impact on Corporate Priorities:**

This policy relates directly to the department's approach to improving road conditions as part of the overall Corporate Priority.

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

N/A

**8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation**

N/A

**8.4 Assessment of Impact on NERC Act Biodiversity Duty:**

N/A

**9 ACTION PLAN**

<b>ACTION</b>	<b>RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED</b>	<b>ACTION TO BE REVIEWED &amp; MONITORED BY / DATE TO BE MONITORED</b>
Incorporate the Skidding Resistance into the overall Highway Authority Code of Practice	Tim Towers – Section Manager (Network) by November 2010	Stuart Davies – Joint Head of Highways and Infrastructure. November 2010

**10 RECOMMENDATIONS**

- 10.1 It is recommended to Members that the Skidding Resistance Policy set out in Appendix A to this report is approved and implemented.
- 10.2 That delegated authority is given to the Head of Service, in consultation with the Cabinet Portfolio Holder for Infrastructure, to approve and update the Investigatory Levels to be included within the Skidding Resistance Operational Manual.

## SKIDDING RESISTANCE POLICY

**Policy Objective:** *To undertake preventative maintenance work – particularly in respect of accident sites and areas of low skidding resistance.*

**Preamble:** This policy will apply to all roads managed by Denbighshire County Council and Conwy County Borough Council. This does not include trunk roads as they are managed by North Wales Trunk Road Agency. This policy will be implemented, monitored and managed by the Head of Service.

### 1.0 BACKGROUND

- 1.1 Skid resistance is measured to enable management of the exposure of road users to potential substandard road surfaces. The data produced from the surveys is used to identify sites that warrant further investigation and where appropriate treatment or remedial measures. The results from the surveys and any subsequent treatments undertaken are reported and monitored as part of the management of safety on the road network
- 1.2 This policy details the council approach to the monitoring, measurement and management of skid resistance on the council's county road network and the action taken in response to the identification of road surfaces measured as being below the investigatory level.
- 1.3 This policy is based on HD 28/04 within Volume 7 of the Design Manual for Roads and Bridges issued by the Highways Agency which provides the basis for the monitoring and analysis of skid resistance of trunk roads within the United Kingdom. This document allows for local interpretation of HD 28/04.
- 1.4. HD28/04 allows for local interpretation which are implemented through the Operational Manual

### 2.0 SCOPE

- 2.1 This policy relates to the measurement of skid resistance on the councils highway network and the application of procedures to deal with sites identified for further investigation.
- 2.2 This policy incorporates:
  - measurement of skid resistance by SCRIM and Grip Tester
  - processing of SCRIM and Grip Tester survey data
  - setting investigatory levels
  - completing site investigations on skid resistance deficient sites
  - prioritisation of treatments
  - use of warning signs

### **3.0 MEASUREMENT OF SKID RESISTANCE**

- 3.1. Skid resistance surveys will be undertaken using the SCRIM (Sideways Coefficient Routine Investigation Machine) and the Grip tester.
- 3.2. One third of the (A) Roads and (B) Roads will be tested in one direction each year following the Annual Survey with Benchmark Site method in HD28/04.
- 3.3. Benchmarking sites used for seasonal validation of survey data will be identified and surveyed three times throughout the testing season.
- 3.4. Additional Unclassified Road sites may be added to the above surveys where there are high traffic levels and / or high accident rates for the type of road use.
- 3.5. Additional skid resistance surveys may also be completed outside of the testing season on sites:
  - i. identified following a routine Safety Inspection,
  - ii. where evidence exists of a possible skid related accident,
  - iii. of third party claims,
  - iv. where clarification of SCRIM and Grip Tester measurements are required

### **4.0 SETTING THE INVESTIGATORY LEVEL**

- 4.1. Investigatory levels are assigned to each site depending on individual factors such as road geometry, the likelihood and nature of potential conflicts between road users and the known accident history. Investigatory Levels are determined before testing is carried out and act as a benchmark against which the measured values are compared. Levels will be determined by the Head of Service.

### **5.0 SITE INVESTIGATION**

- 5.1 All sites exhibiting a measured skidding resistance at or below the Investigatory Level will be recorded and investigated following the Skid Resistance Site Investigation Procedure in the operational manual.
- 5.2 The result of any investigation and actions arising will be recorded. If treatment is necessary, consideration will be given to whether surface treatment or other measures are appropriate. Surface treatment may not always be a necessary response and other measures to reduce the accident risk of the site may be more cost-effective

### **6.0 PRIORITISATION OF TREATMENTS**

- 6.1 A prioritisation process is used to rank the treatments identified in the site investigation phase.

### **7.0 WARNING SIGNS**

- 7.1 "Slippery Road" warning signs will be erected as soon as practicable at all sites where remedial measures have been determined as being necessary. These signs will only be removed when the remedial action has been taken and the Head of Service are satisfied that skidding resistance levels have been returned to an appropriate level.

## **8.0 PERFORMANCE MONITORING**

- 8.1 In order to measure the outcomes of this Policy, the following “local” performance indicator for skid resistance will be introduced.

**Skid Resistance Indicator:**

Percentage of the A & B road network with skid resistance above the investigatory level

## **9.0 SUPPORTING PROCEDURES**

- 9.1 Skid Resistance Operational Manual.

**REPORT TO CABINET**

**CABINET MEMBER: COUNCILLOR S FROBISHER, LEAD MEMBER FOR ENVIRONMENT AND SUSTAINABLE DEVELOPMENT**

**LEAD OFFICER: STUART DAVIES – Joint Head of Highways and Infrastructure**

**DATE: 30 November 2010**

**SUBJECT: An Aligned Denbighshire County Council and Conwy County Borough Council Winter Service Policy**

**1 DECISION SOUGHT**

To seek Member's approval for the introduction of an aligned Denbighshire County Council (DCC) and Conwy County Borough Council (CCBC) Winter Service policy.

**2 REASON FOR SEEKING DECISION**

**2.1** The Winter Service is recognised as one of the most important functions that the Highway Authority provides. It is fundamental to providing safe and reliable access to transportation networks during the period October to April each year. Such access is crucial to emergency services, businesses, social services, education and the general public.

**2.2** As part of the DCC / CCBC Joint Head of Highways & Infrastructure Services Collaboration Project, both Authorities existing Winter Service policies have been considered, and aligned to create a single Winter Service Policy, as per Appendix A to this report.

CCBC Members will also receive this report and aligned policy, for approval.

**2.3** As part of the service transformation process linked to the collaboration, both CCBC & DCC current Winter Service policies have been considered. As a result of this, an aligned single policy has been developed, which meets the requirements of both current legislation, and that recommended within the Well-Maintained Highways: Code of Practice for Maintenance Management (July 2005). The revised policy also meets the subsequent complementary guidance issued in August 2010, which advocates using principles of risk assessments to establish which routes should be included in a programme of treatment during inclement weather.

**2.4** Resource limitations mean that we cannot treat the entire County Roads Network within both Authorities boundaries, nor ensure that even the treated parts of the Highway Network are kept free from snow and ice at all times. Therefore, in order to provide the Winter Service in a planned, economic, efficient and effective way,



which will permit safe movement of traffic, the Winter Service is based on route importance and priority needs.

- 2.5 This aligned policy also takes in to account past experience in terms of Emergency Planning, and the previous national salt shortage crises, which in exceptional circumstances could require the Service to restrict or vary the use of salt and treatments,
- 2.6 As a direct consequence of the CCBC / DCC collaboration, the number of existing gritting routes within both Authorities has been reduced resulting in efficiency savings (2 gritters to be disposed of). Further potential savings on route revision will be explored following this season's operations.
- 2.7 The Service will be introducing a road salt product call "Safecote" on the coastal belt of both Authorities boundaries. This product is actually a de-icing agent whereas existing rock salt needs to be trafficked to be effective – thus reduced wastage and a faster de-icing effect. With Safecote there is a more accurate spreading of the salt – more remains on the road surface, and reduced maintenance costs of the Highway Asset. Being a less corrosive product, the Authorities should also see a reduction in maintenance cost of its Winter Service gritting fleet. The intention is to roll out this product across all depots for the 2011/12 winter.
- 2.8 The new aligned policy has taken account of the verdict of the Coroner's court inquest in 2007 and fully complies with all recommendations.

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

The Highways Act 1980

### **4 RESOURCE IMPLICATIONS**

#### **4.1 Cost Implications:**

Although "Safecote" is a slightly more expensive product, the revised precautionary gritting treatment times on the Gritting Routes, should produce significant savings on salt usage and operational costs. The "Safecote" product has been in use for a number of years and has reduced the cost of providing the winter service for user authorities. It is anticipated that during a normal winter, the use of this product from the one coastal depot will reduce costs by approximately 10%.

#### **4.2 Staffing / Accommodation Implications:**

Across the two Authorities it has been possible to reduce the number of gritting routes by two which has obvious implications in a reduced requirement for drivers but this will be absorbed within the existence workforce allowing the need for hired in drivers to be reduced.

#### **4.3 IT Implications:**

None

### **5 RISK ASSESSMENT**

#### **5.1 Risks associated with not agreeing the recommendation/s**

A Highway Authority is required to have a Winter Service Policy in place.

#### **5.2 Risks associated with agreeing the recommendation/s**

None – the changes have been fully assessed.

### **6 CHIEF FINANCIAL OFFICER STATEMENT**

These revised procedures have been considered at the Highways Service Budget Challenge meetings and the savings mentioned above have been included in the savings proposals the next financial years.

### **7 CONSULTATION CARRIED OUT**

The development of aligned policies and service standards is a sub-project within the Joint Head of Service Highways & Infrastructure Collaboration project.

### **8 IMPLICATIONS**

#### **8.1 Assessment of Impact on Corporate Priorities:**

Road condition remains a Corporate priority and as frost and ice is detrimental to carriageway surfaces it's effective removal can only serve to prolong the life of the infrastructure.

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

The ability to keep the highway infrastructure open and functioning in severe weather is crucial in allowing the economy of the County to function effectively as well as allowing vital supplies to be transported with the minimum of disruption.

#### **8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation**

A flexible approach to the delivery of Winter Maintenance allows adapting to the effects of Climate Change more achievable.

#### **8.4 Assessment of Impact on NERC Act Biodiversity Duty:**

In trials undertaken by the Environment Agency the detrimental effects of Safecote treated salt have been found to be much less invasive than those

associated with normal salt. The increased use of treated salt on the County network should therefore provide a greater biodiversity 'benefit'.

## 9 ACTION PLAN

ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Policy accepted and aligned with the Service Delivery plan	Tim Towers – Section Manager (Network) November 2010	Stuart Davies – Joint Head of Highways and Infrastructure. November 2010

## 10 RECOMMENDATIONS

That Cabinet approves the aligned DCC / CCBC Winter Service Policy attached to this report as Appendix A.

## Highways & Infrastructure Services

### Conwy County Borough Council and Denbighshire County Council Aligned Policy Document

#### WINTER SERVICE

This Policy document has been written under the authority of the Head of Highways and Infrastructure for both Conwy County Borough Council (CCBC) and Denbighshire County Council (DCC), and shall apply equally therein.

**Policy Objective:** *To provide a Winter Service that, so far as reasonably practicable, will allow for pre-defined routes within the Highway Network to be treated so as to prevent the formation of ice, and also facilitate the removal of ice and snow, depending on the prevailing weather conditions, and resources available.*

**Preamble:** As the existing service structures within both CCBC and DCC are still to be aligned operationally, it is prudent and easier to refer to both Authorities current service providers as “The Parties” within this aligned policy document. The following Services are therefore referred to as “The Parties” hereafter:

Conwy CBC:  
Head of Highways & Infrastructure  
The Civil’s Works Unit.

Denbighshire CC:  
Head of Highways & Infrastructure  
Head of Environmental Services

#### 1.0 BACKGROUND

1.1 This policy has been prepared in accordance with guidelines set out in the Well-Maintained Highways: Code of Practice for Maintenance Management (July 2005), and subsequent complementary guidance issued in August, 2010.

#### 2.0 STATUTORY DUTY

2.1 **Section 111** of the Railways and Transport Act 2003 has amended Section 41(1A) of the Highways Act 1980 (duty of a Highway Authority to maintain the highway). The Council now has a statutory duty by virtue of the 2003 Act **‘to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by ice or snow’**.

2.2 Previous to this legislation the council only had a duty to remove obstructions caused by snow as per the Highways Act 1980, Section 150(1).

2.3 In terms of the above legislation a highway includes carriageways, footways and adopted cycleway or pedestrian areas.

### 3.0 THE WINTER SERVICE PROVISION

3.1 Winter Service involves treating the highway in order to: -

- (i) prevent ice from forming - known as "precautionary salting"
- (ii) melt ice and snow already formed - "post-salting"
- (iii) remove snow

3.2 Arrangements are in place with the current Weather Service provider to receive daily weather forecasts during the winter months.

3.3 In order for `the parties` to provide a Winter Service, a 24 hour per day standby service is in place.

### 4.0 TREATMENT PRIORITISATION

4.1 Resource limitations mean that we cannot treat the entire County Roads Network, nor ensure that even the treated parts of the Highway Network are kept free from snow and ice at all times. Therefore, in order to provide the Winter Service in a planned, economic, efficient and effective way, which will permit safe movement of traffic, the Winter Service is based on route importance and priority needs, as follows: -

4.2 Roads classed as First Priority Routes to be gritted when conditions dictate: -

A55, A5, A494 Trunk Roads

Class 1 County Roads

Other important County Roads which:-

- (a) are through routes with high volumes of traffic;
- (b) or provide at least one access to centres which respond to emergencies or receive emergency admissions;
- (c) County Class 2 or 3 Roads, which provide at least one access to towns and villages.

4.3 In the interest of efficiency the present defined First Priority Routes for pre-cautionary gritting comprises of 21 risk assessed routes across both Authorities combining Trunk and County Roads.

4.4 During extreme weather conditions, and adverse conditions persist, the following roads classed as Second Priority Routes will be gritted subject to resources being available:-

- (a) Remaining County Class 2 Roads not included as First Priority Routes.
- (b) Other roads, which provide at least one access to Schools, Training Centres, or Industrial Centres.
- (c) Other County Class 3 Roads which provide at least one access to Hospitals or Day Centres.
- (d) Other Roads identified as required gritting due to steep gradients or altitude.

4.5 Second priority routes will not normally be pre-salted unless conditions are severe and likely to persist for several days, and then only provided resources are available after dealing with First Priority Routes.

## **5.0 SNOW CLEARANCE**

5.1 When snowfall is forecast First Priority Routes will be pre-gritted, and when the snow is deep enough it will be cleared by means of snow ploughs attached to gritter lorries. Priorities for snow clearance will be the same as for pre-salting.

5.2 In extreme conditions of heavy snowfalls, private or agricultural contractors may be mobilised to assist in snow clearance operations.

## **6.0 FOOTWAYS IN URBAN AREAS**

6.1 Pre-salting of footways will not be carried out. However, any ice and/or snow on footways in urban areas will receive attention as soon as possible subject to the availability of resources, bearing in mind the high labour intensity of the operation. Priority will be given to shopping areas, hospital approaches, the vicinity of schools, colleges, health centres, and establishments caring for the elderly.

## **7.0 GRIT BINS**

7.1 Grit Bins are already located at strategic locations in both urban and rural areas for local residents to apply salt themselves. Grit bins are usually provided at locations which are: -

- (a) not on priority gritting routes; and
- (b) on steep hills

7.2 Such bins are maintained by the respective Councils, filled at the beginning of the winter season and as required following adverse weather through the winter. Requests to fill individual bins will be met as resources allow. However, Should adverse weather conditions continue for a long period and salt stocks be at a reduced level, then grit bins will not be replenished due to the need to conserve salt stocks for the necessary gritting operations of keeping the First Priority Routes passable.

## **8.0 ARRANGEMENTS WITH ADJACENT AUTHORITIES (WREXHAM and FLINTSHIRE) AND THE NORTH WALES TRUNK ROAD AGENCY (NWTRA)**

8.1 Where gritting routes cross County Boundaries, prior consultation / communication has taken place, and agreements reached where the relevant neighbouring authority and NWTRA are to ensure complete network coverage whilst allowing the most efficient route for each authority's vehicles. It must be noted that treatment of these roads will be in line with the policy and action being undertaken by the relevant Authority / Agency.

## **9.0 EMERGENCY CONDITIONS**

- 9.1 Where severe weather is of a prolonged nature, the Council's respective Emergency Planning Officers will provide appropriate advice and relevant parts of the Council's Emergency Plan will be enacted, and the Press Officers will provide appropriate advice and information relating to travelling on the Highway Network.
- 9.2 In exceptional circumstances there may be a need to restrict or vary the use of salt and treatments
- 9.3 If there is a national salt shortage crises, and Central Government takes control of salt distribution to Authorities, in order to maximize salt stocks and ensure that those Authorities who are in urgent need of salt are given priority, then a reduced gritting network will be instigated to keep the main artery routes open.

## **10. SUPPORTING PROCEDURES**

- 10.1 A Joint Winter Service Plan will support this aligned policy document.

**REPORT TO CABINET**

**CABINET MEMBER:** Councillor Sharon Frobisher – Lead Member for Environment & Sustainable Development

**LEAD OFFICER:** Neil Grundy, Senior Manager Major Projects Group

**DATE:** 30 November 2010

**SUBJECT:** Proposal for a 6 month extension to the existing Highway Maintenance Framework Agreement.

**1 DECISION SOUGHT**

Extension of current 3 year Highway Maintenance Framework Agreement for a further 6 months from 1<sup>st</sup> October 2010 to 31<sup>st</sup> March 2011.

**2 REASON FOR SEEKING DECISION**

Denbighshire CC has a framework agreement in place for the procurement of all the major highway maintenance functions, including Patching, Surface Dressing, Carriageway and Footway Slurry sealing, White lining, Anti Skid Surfacing and Minor Works.

The current Framework ended 30<sup>th</sup> September 2010. The current contract that Conwy have ends on 31<sup>st</sup> March 2011, as part of our collaboration with Conwy County Borough Council we are advertising for a Joint Highway Maintenance Tender on 2<sup>nd</sup> December 2010. This will be a two year tender starting on 1<sup>st</sup> April 2011.

**3 POWER TO MAKE THE DECISION**

31.1 3. by Cabinet if the contract value is over £250,000.

**4 RESOURCE IMPLICATIONS**

**4.1 Cost Implications:**

No cost implications, the Framework is an important mechanism for ensuring the annual budget is spent in a cost effective, fair and competitive way.

**4.2 Staffing / Accommodation Implications:**

None.

**4.3 IT Implications:**

None.

**5 RISK ASSESSMENT**

**5.1 Risks associated with not agreeing the recommendation/s**

If there is no competitive framework we will not be achieving best value. Without a robust method of supplier procurement, the Authority could be exposed to claims for uncompetitive procedures. Additionally, without the pre-qualification checks and pre priced schedules of rates, there would be a significant increase in the



volume of work required prior to procurement of each piece of work. This would create pressures on officers and reduce the ability to procure essential highway maintenance works efficiently, timeously and cost effectively, leading to further deterioration in the condition of the road network.

**5.2 Risks associated with agreeing the recommendation/s**

Excluding any other contractors from bidding for work for the next 6 months.

**6 CHIEF FINANCIAL OFFICER STATEMENT**

The proposal is as a result of the collaborative working with CCBC and is in accordance with the Council's CPRs.

**7 CONSULTATION CARRIED OUT**

Options have been discussed with Arwel Staples (Strategic Procurement Manager) for compliance with financial regulations, Arwel has explained contract procedures and how well frameworks and joint working prove cost effective.

The effectiveness of the Framework has been discussed with Stuart Davies (Joint Head of Highways & Infrastructure), Mike Graham (Programme Manager) and Elwyn Williams (Divisional Engineer CCBC) all are happy with the way in which the Framework is an effective way of procuring work.

**8 IMPLICATIONS**

**8.1 Assessment of Impact on Corporate Priorities:**

Roads & Flood Defences

Continue to ensure effective and efficient expenditure of Highways Budget.

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

Well maintained Highways promote a sense of pride and well being within 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
Send letter for Extension Consideration	October 2010	November 2010
Advertise joint tender	2 <sup>nd</sup> December 2010	Nathan/Elwyn 8 <sup>th</sup> December 2010
Evaluate submissions	1 <sup>st</sup> February 2011	Nathan/Elwyn 1 <sup>st</sup> March 2011
Tenders in place	March 2011	

**10 RECOMMENDATIONS**

That the current Framework be extended for 6 months to allow us to advertise and put in place a joint tender with Conwy CBC.

**REPORT TO CABINET**

**CABINET MEMBER:** Councillor Sharon Frobisher, Lead Member for Environment and Sustainable Development

**LEAD OFFICER:** S Davies, Head of Highways and Infrastructure Conwy and Denbighshire

**DATE:** 30 November 2010

**SUBJECT:** Procurement of Traffic Signal Maintenance Contract

**1 DECISION SOUGHT**

To seek the approval of Cabinet to the joint procurement, in accordance with CPR 7.1 of the Contract Procedure Rules (CPRs), of a new Traffic Signal Maintenance Contract with Conwy County Borough Council (CCBC), Flintshire County Council (FCC), Wrexham County Borough Council (WCBC), Gwynedd County Council (GCC) and Isle of Anglesey County Council (IoACC).

**2 REASON FOR SEEKING DECISION**

- 2.1 The existing Traffic Signal Maintenance Contract was procured jointly with CCBC, FCC and WCBC. The contract originally ran from 1 April 2005 to 31 March 2009 but has subsequently been extended by agreement until 31 March 2011.
- 2.2 The procurement of the existing contract was undertaken by FCC acting as the Lead Authority (for procurement purposes) utilizing their standard processes and procedures from advertising through to tender assessment. The tender was assessed on a 100% total overall price basis with each individual Authority then entering into separate identical contracts with the successful tenderer.
- 2.3 It is now proposed to adopt the same method to procure a new 4 year Traffic Signal Maintenance Contract for the period 1 April 2011 to 31 March 2015 with an option to extend for a further 2 years thereafter. On this occasion however the contract will be procured jointly with CCBC, FCC, WCBC, GCC and IoACC and will be assessed on the basis of a 60% total overall price / 40% quality basis.
- 2.4 Upon completion of the joint procurement process the contract will be awarded and managed fully in accordance with CPR's.

**3 POWER TO MAKE THE DECISION**

Section 111 of the Local Government Act 1972 and Contract Procedure Rule 7.1

**4 RESOURCE IMPLICATIONS**

**4.1 Cost Implications**

As a guide the annual fixed costs to DCC of the existing contract based on 2010/2011 rates is £59,860. As at present all costs associated with the new

contract will be met from the Head of Highways and Infrastructure's Traffic Management Budget.

**4.2 Staffing / Accommodation Implications:** None additional

**4.3 IT Implications:** None additional

## **5 RISK ASSESSMENT**

### **5.1 Risks associated with not agreeing the recommendations**

That the Authority will have no arrangements in place to maintain its stock of traffic signal installations beyond March 2011.

### **5.2 Risks associated with agreeing the recommendations**

None

## **6 CHIEF FINANCIAL OFFICER STATEMENT**

The proposal is an example of collaborative working with other Council's and is within Contract Procedure Rules.

## **7 CONSULTATION CARRIED OUT**

Both the County Clerk and Internal Audit were consulted on the proposed method of procuring the existing contract and were satisfied that it constituted a joint procurement arrangement in accordance with CPR 7.1. As the proposed method of procurement of the new contract is the same as for the existing contract no further consultation has been undertaken.

## **8 IMPLICATIONS**

### **8.1 Assessment of Impact on Corporate Priorities**

Supports the Corporate Priority of Improving Road Conditions

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

No impact identified

### **8.3 Assessment of Impact on Climate Change - Mitigation and Adaptation**

No impact identified

### **8.4 Assessment of Impact on NERC Act Biodiversity Duty**

No impact identified

## **9 ACTION PLAN**

Not applicable

## **10 RECOMMENDATIONS**

That Cabinet approves the proposed joint procurement arrangements in respect of a new Traffic Signal Maintenance Contract in accordance with CPR 7.1.

REPORT TO CABINET

LEAD OFFICER: MOHAMMED MEHMET, CHIEF EXECUTIVE

DATE: 30 NOVEMBER 2010

SUBJECT: REVIEW OF THE SENIOR LEADERSHIP TEAM

**1 DECISION SOUGHT**

1.1 That Cabinet agrees the Chief Executive's proposals to formally consult on changes to the role of corporate directors and heads of service and the consequent changes to management arrangements as set out in this report.

**2 REASON FOR SEEKING DECISION**

2.1 The purpose of this report is to seek agreement to make changes to the senior management structure of the council in order to increase corporate leadership capacity, provide greater emphasis on corporate priorities and service improvements, establish clear accountabilities for services and achieve budget savings.

**3 BACKGROUND**

3.1 In July 2009 I presented to Cabinet my assessment of the strategic challenges facing the authority and my top priorities for the next few years. This assessment led to my proposals for a new Senior Leadership Team (SLT), which included important changes in some key areas.

3.2 The SLT has been in place now since January 2010 and it has been enhanced by four new appointments: Corporate Director, Governance and Efficiency, Head of Business Planning and Performance, Head of Customer Services and Head of School Improvement and Inclusion. Despite two attempts the council was unable to appoint to the Head of Regeneration and Tourism post. The council also agreed to delete eight senior posts.

3.3 These changes have significantly improved the council's corporate management and strengthened its capacity to drive its change and improvement agenda. The changes also saved £230k in management costs.

3.4 The authority has come a long way since my report to Cabinet in July of last year and there is general recognition that we have made enormous progress. These include the following:

- A clear vision and strategy for the council to become a high performing authority by 2012:

**“By 2012 Denbighshire County Council will be an excellent authority, providing high quality and efficient services to all its citizens and**

**communities and effective leadership to the Local Service Board and the wider community. The council will be respected and will have earned a reputation for being one of the top performing authorities in Wales”**

- Comprehensive and conclusive response to the Corporate Governance Inspection report of November 2008. Corporate Governance, Executive and Scrutiny functions are now strong.
- 70% of our key performance indicators are now in the top two quartiles for all Wales authorities and some of our services are the best or close to the best in the country, for example Council Tax collection and waste recycling.
- Good inspection by Estyn and improved outcomes for children in our schools. Good inspections of our adoption services and services to vulnerable adults.
- Good Wales Audit Office inspection resulting in the winding up of both the Independent Education Recovery Board and the External Reference Group.
- The Annual Letter from the Wales Audit Office noted progress and made no recommendations for future improvements.
- Good progress with the Change Programme and our work to bring the council closer to the community.
- A deserved reputation for being an ‘outward looking’ council, keen to collaborate with partners and look for innovative ways of improving services and saving money.
- The Wales Audit Office’s (WAO) Preliminary Corporate Assessment report of July 2010 concluded that:

**“Good leadership is driving change, making Denbighshire County Council well placed to deliver better outcomes despite current weaknesses in some areas.”**

**3.5** Over the past 12 months we have taken some important steps to improve corporate capacity and break down the barriers in our current working arrangements. The changes that have already happened include the following:

- A clear protocol for improved working between Cabinet and the Corporate Executive Team (CET).
- Improved working between members and officers on key strategic issues such as the review of scrutiny, service challenges and working groups on reviews of support services and assets.
- From 2010/11 we have stopped producing Directorate Business Plans. These plans created an additional tier of planning, which added little value and re-enforced silos.

- The new Senior Leadership Team is evolving into the forum for strategy and policy development and broadening the council's senior management capacity.
- Corporate directors and heads of services have taken on responsibility beyond their 'job descriptions', for example, leading the Change Programme, communications strategy, legal services review and many others.
- This approach is now being cascaded to middle managers and staff more generally, for example the recently established Transformation Group.

**3.5** While the leadership of the council is much improved and is now resilient, the strategic challenges facing the authority have actually increased. Denbighshire, like all other local authorities, is facing the most severe cuts to its budget since it was established as a local authority. Our current assumption is that the council will need to reduce revenue expenditure by more than £25m over four years. The council must therefore continue to pursue its corporate priorities, improve key services and at the same time manage a significant reduction in expenditure.

**3.6** The scale of the challenge faced by the authority requires a greater focus on corporate leadership and capacity. The WAO's Preliminary Corporate Assessment and the recent Financial Peer Review have confirmed this and have strongly advised the council to increase the pace of change.

**3.7** The 'current weaknesses in some areas' referred to by the WAO report have also been reported by the Financial Peer Review. These can be summarised as follows:

- Identify a small number of priorities, be explicit about areas of non-priority and take action to align and reduce funding.
- Drive the council's corporate priorities through strong corporate leadership, an effective Medium Term Financial Plan and strategic management of resources.
- Develop business mechanisms, expertise and governance to deliver large scale change, annual efficiency savings and a more rigorous approach to realising service improvements and financial savings from projects.
- Develop the council's strategic approach to collaboration, partnership and communities.

The findings of these reports are consistent with my own assessment of what we now need to do.

**3.8** The council's Corporate and Medium Term Financial Plan will set out how we are responding to this agenda. The details of the council's emerging four year financial reductions proposals are currently being developed. Members will be taking some difficult decisions on future expenditure levels starting from 2011/12.

The council's ability to implement the necessary changes depends, in large part, upon the capacity of the council's elected members and senior management team to provide the necessary leadership, direction and drive.

- 3.10** Denbighshire is still structured around four traditional directorates with corporate directors who are in reality mainly service directors. 'Corporate leadership' is still an add-on to the main job. This means that at times we still struggle to provide effective corporate leadership and direction because our current structure expects corporate directors to deal with a range of day to day management issues and also with specific local concerns of individual members. This way of working is both ineffective and expensive. Our structure can dissipate corporate capacity and encourage silo working. It is also costly, especially in the current financial environment. There is, therefore, still 'fat' in our management arrangements which cannot be justified. The recent Financial Peer Review described this as follows:

**“... Enabling the Corporate Directors to fulfil the corporate element of their job titles rather than focus on service matters will be an important step forward. The issue is not necessarily one requiring more high level strategic resource. It is more a case of realigning existing capacity, allowing more operational management to be taken by the Head of Service”**

- 3.11** The purpose of this report is to address the need to further strengthen our corporate management capacity while at the same time empowering heads of service to take full control of their services. 'Strengthening corporate capacity' does not mean 'more managers'. Instead it means being creative about how we reorganise our existing managers, including making reductions, in a way that enables the most senior staff to concentrate on corporate and service priorities rather than operational service management.
- 3.12** The council is currently developing proposals for modernising its scrutiny function and addressing the conclusions of the recent WAO's Preliminary Corporate Assessment Report and the Financial Peer Review. The proposals in this report will support that work.
- 3.13** The proposals in this report will deliver financial savings of around £150k. This, together with the £230k already achieved, brings the savings from senior management changes to £380k, 20% of the cost of the senior management structure prior to my July 2009 report. This saving is assumed in the council's budget reduction proposals.

## **4 CORPORATE DIRECTORS : ROLE AND REMIT**

- 4.1** The council must ensure that it has a senior team that is focused on creating, developing and achieving its key priorities and managing its significant risks. This team must break down traditional barriers and silos and create an environment where the success of the council and its most senior staff is judged by outcomes across a range of services and initiatives. However, the current directorate structure can encourage behaviours, pressures and even inter-directorate politics that militate against a coherent 'one team' approach.

- 4.2** The proposals in this report would create the capacity and leadership to drive corporate priorities and culture change in the interest of the council and the county. The council has a substantial corporate agenda which requires strong and sustained leadership and drive over the next few years. The strategic portfolio currently includes the following:
- Strategic management of performance and resources
  - Workforce planning and development
  - Responding to demographic changes
  - Significant collaboration projects
  - Regeneration of Rhyl
  - Town plans/strategies
  - Options for 'arms length companies and 'in house' leisure facilities
  - Major reviews: accommodation, support services, information management, transfer of services to town and community councils
  - Democratic reforms
  - Efficiency programme
  - Integration of Health and Social Care
  - 21<sup>st</sup> Century Schools
  - Carbon reduction
- 4.3** In addition to these there are the unforeseen, but inevitable, projects that arise and require a cross-council approach, for example, the Strategic Regeneration Area and representing the council on regional or national programmes.
- 4.4** The changes to the structure would dispense of the four directorates. This would free corporate directors to work much more closely with the Chief Executive to lead, motivate and drive on a range of fronts and through a range of services across the council. It would also enable heads of service to be responsible and accountable for the direction and day to day management of their services without reference back to directors.
- 4.5** Free from service management, corporate directors would develop an overview of the authority as a whole and a single 'one team' culture focused on the council's strategic priorities. The changes would encourage a culture amongst heads of service that they are part of a larger entity, not a manager in a department with a limited perspective of their role.
- 4.6** The Chief Executive and corporate directors would have clear responsibility for significant areas of work. Each would be expected to engage with all staff of the authority and, through personal example, provide all staff with positive leadership, guidance, direction and motivation that harness the strengths and talents of individuals and promote their development through a positive learning environment and promotion of a 'one team' culture.
- 4.7** The Chief Executive and corporate directors, working closely with elected members will manage the reputation of the council by promoting awareness of success in Denbighshire and ensuring effective management of press and public enquiries and by modeling and nurturing high standards of communication both internally and externally.



**4.8** Corporate directors will be responsible for performance management of a group of services and also the performance appraisal of a group of heads of service. Their role in challenging and supporting service improvement will be stronger. There will be more emphasis on identifying service risks and weak performance and, where appropriate, intervening to improve leadership of a service and outcomes for residents. Corporate directors will not be involved in case work, dealing with individual complaints or implementation of service priorities.

## **5 HEADS OF SERVICE: ROLE AND REMIT**

**5.1** The heads of service structure will remain as it is although the Chief Executive will review this as circumstances change. However, the role and remit of heads of service will be clarified:

- Heads of service will be responsible and accountable for the strategy, planning, budget management and operational delivery of their service
- Heads of service will be responsible for ensuring that members are appropriately engaged with their services
- Heads of service will be responsible for public reports to council, cabinet, scrutiny and other public bodies
- Heads of service will be expected to work across their services and participate in corporate projects either in support of a corporate director or as lead officer

**5.2** Heads of service will be empowered to manage their service without day to day supervision or reference to another senior officer of the council. Their performance will be scrutinised by members at scrutiny and cabinet meetings and by the lead member, Chief Executive and corporate directors at service reviews and performance appraisals. While heads of service will continue to be responsible for defined areas, this way of working will encourage them to innovate, empower their managers and help to deliver strategic outcomes as one team.

**5.3** While the proposals would breakdown the old Directorate Management Teams, corporate directors and heads of service will continue to have regular, formal, business meetings. However, instead of organising their business around traditional departmental structures, they will be organised around their and the council's business requirements. For example, it is clearly important for the Head of Adult Services and the Head of Children's Social Care to have regular, formal, meetings and the same would be expected of the Head of School Improvement and Head of Modernising Education. A key advantage of the proposed structure is that, in addition, it will encourage working arrangements across the whole council. For example, between the Head of Regeneration and Planning and the Head of Leisure, Libraries and Community Development or between the Head of School Improvement and Inclusion and the Head of Children's Social Care. The proposed structure will encourage and expect corporate directors and heads of services to think beyond their service and beyond traditional boundaries.

**5.4** The Senior Leadership Team will oversee these internal management arrangements and through challenge and support, ensure that individual services

do not recreate silos. This will be a major theme in the performance management of services and senior managers. The SLT will, in effect, become the new 'merged DMT'. There will be much greater transparency around changing priorities and budgets because any significant change to priorities will be debated and agreed at SLT or referred to members, as appropriate.

**5.5** As heads of service take strategic control of their services the role of Middle Managers will become more important. In anticipation of this we have already begun to improve our Middle Managers' development programme and involve this group in strategy and policy discussions. There will be greater emphasis on this as these managers become more accountable and assume more autonomy for the management of their services.

## **6. WORKING WITH MEMBERS**

**6.1** The proposed changes to the role of corporate directors and heads of service will improve the way these senior managers work with elected members. All elected members will have a much more direct relationship with members of the Senior Leadership Team, based on clear accountabilities and expectations.

**6.2** Elected members will have all their requests for service and complaints about services dealt with at the service level, rather than have to raise them with corporate directors as still happens. Heads of service will be empowered to take all service level decisions. Clearly, members will continue to have access to corporate directors and the Chief Executive and this will include instances where members are unhappy with responses from heads of service.

**6.3** Each corporate director will be assigned a scrutiny committee. Given the proposed change to the role of scrutiny, this will ensure that scrutiny members receive strong corporate advice about their work plans and also wider agendas. The corporate director will be responsible for ensuring that cross-cutting reviews are effectively coordinated.

**6.4** One of the corporate directors will have specific responsibility for taking forward the council's aim of bringing the council closer to the community and involving all members in policy development and decision making. This will include developing the member area forums as effective decision making bodies with clear links to the council's scrutiny function and decision making processes.

**6.5** The council has already introduced Cabinet Portfolios, including cross-working, with each lead member having important working relationships with more than one senior leadership team member. These relationships will be strengthened to include formulised 1:1 meetings and performance management arrangements as set out in 9.1.3 and 9.1.4.

**6.6** The proposals in this paper will complement the changes that have already been introduced, such as Cabinet Briefings, Informal Council meetings, Group Leaders meetings and Scrutiny chairs briefings. The proposals are also consistent with those that are emerging from the review of Democratic Arrangements.

## 7 THE STRUCTURE

- 7.1 This change to the role of Corporate Director allows the council to both increase capacity and reduce numbers. Corporate directors would relinquish responsibility for services and day to day operational management. Instead they would assume direct responsibility for major corporate projects for example, regenerating the county, developing the workforce or transforming the way we run our business. This approach will increase our corporate capacity, further clarify accountabilities and reduce the unnecessary involvement of corporate directors in service management. It will also reduce the administrative burden on corporate directors' personal assistant, leading to further efficiencies. The changes will allow the council to reduce the number of corporate directors from four to three.
- 7.2 The Chief Executive and three corporate directors will have specific responsibilities for key themes and generic responsibilities for the effective running of the council. The key themes will be the council's corporate priorities and will change over time as the corporate priorities change.
- 7.3 The proposed theme responsibilities are as follows

Chief Executive: Overall Performance and Strategic Collaboration  
Corporate Director: Business Transformation and Regeneration  
Corporate Director: Demographics, Wellbeing and Planning  
Corporate Director: Learning and Communities

### **Chief Executive : Overall Performance and Strategic Collaboration**

- Head of Paid Service and ultimately responsible for the overall leadership, direction and performance of the council
- Lead the development of the council's strategy for collaborating with other local authorities, public and private sector partners
- Lead on regional and national partnership and developments
- Performance of the Corporate Executive Team

### **Corporate Director : Business Transformation and Regeneration**

- Lead the transformational change of the council's services and organisational development
- Lead the development and implementation of the council's financial strategy and ensure that council services deliver value for money
- Performance of the council's statutory functions under S151 and Monitoring Officers
- Lead the council's regeneration and tourism strategy, including Town Plans, ensuring that all services are effectively engaged and co-ordinated

### **Corporate Director : Demographics, Wellbeing and Planning**

- Lead the council's response to the demographic challenges facing the authority, ensuring effective engagement and co-operation across the council and its key partners
- Lead the council's work with the NHS on all strategically important developments

- Ensure that our planning, including the Local Development Plan, is developed within the context of the council's demographics agenda
- Statutory Director for Social Services

**Corporate Director : Learning and Communities**

- Lead the council's priority for improving learning and skills across the county for all, from early years and schools to old age, ensuring that all services and partners are engaged and co-ordinated
- Lead on bringing the council closer to its communities, ensuring that the council's services and political structures are appropriately organised to deliver this priority
- Lead Director for Children and Young People and the Authority's Chief Education Officer
- Lead major community initiatives, including partnerships with voluntary/community sector and private sector, including developing different service delivery models for 'arms length' companies

**7.4** While the Chief Executive and corporate directors will lead on very clear themes, there is also significant overlap between these themes. This will encourage inter-dependency and team working while retaining clear individual accountability. Given the cross-cutting nature of all these themes, the Chief Executive and corporate directors must work as one and develop a deep understanding of each other's responsibilities together with a willingness to accept overall shared responsibility for the success of the council.

**7.5** The portfolios managed by corporate directors may be varied from time to time by discussion with the Chief Executive in accordance with the needs of the council.

**7.6** The Head of Service structure will remain broadly as it is, with some important adjustments to take account of the fact that the Head of Regeneration and Tourism post is deleted.

**8 REGENERATION AND TOURISM**

**8.1** My original proposal in July 2009 was to create a new post of Head of Regeneration and Tourism to provide strategic leadership on this top priority. However, having tried and failed to fill the post on two occasions, knowing the market and given the financial constraints the council is facing, I have decided not to pursue this post any further, but instead find an alternative solution within available resources.

**8.2** Regeneration and Tourism is a corporate priority and I am proposing that a corporate director is given the responsibility, as part of their portfolio, for providing corporate leadership and direction and ensuring the effective coordination of the council's services. This has been lacking in this area and will be essential if the council is to provide the necessary leadership.

**8.3** In terms of the operational leadership the work of regeneration, tourism, countryside services, arts and cultural services and the arms length organisations

have already been integrated within the remit of existing heads of services, with changes and enhancements to their role.

## **9 PERFORMANCE MANAGEMENT OF SERVICES**

**9.1** The proposals in this paper would bring about significant changes to the management arrangements between corporate directors and heads of service. The emphasis would shift from traditional line management to performance management. In summary, the proposed new arrangements would work as follows:

**9.1.1** Each head of service would produce a three year business plan and an annual operational plan that is informed by the council's Corporate and Medium Term Financial Plan and service priorities.

**9.1.2** Service business plans would be reviewed and monitored by corporate directors or, in the case of Business Planning and Performance, the Chief Executive.

**9.1.3** The Chief Executive and corporate directors, in consultation with lead members, would sign off these plans and then monitor their implementation. This would include both the effectiveness of implementation in terms of engagement, satisfaction of service users and partners and the hard outcomes.

**9.1.4** The performance appraisal of the Chief Executive and corporate directors is now established. This will be extended to heads of service so that lead members are involved in their appraisal.

**9.1.5** The work of the Chief Executive, corporate directors and heads of service will continue to be monitored and scrutinised by full Council, Cabinet, Scrutiny and the recently established Service Performance and Budget Reviews.

**9.1.6** The Chief Executive will performance manage the three corporate directors and the head of Business Planning and Performance. Each corporate director will performance manage four or five heads of service. The management arrangements will include issues of personal conduct, annual leave and sickness.

**9.1.7** The proposals in this report are consistent with the Statutory Guidance on the Role and Accountabilities of the Director of Social Services. Similarly, the proposals in this paper are consistent with the role of the Chief Education Officer and the Lead Director for Children and Young People's Services. These roles are fully explained in Appendices 2, 3, 4 and 5.

## **10 PAY OF CORPORATE DIRECTORS AND HEADS OF SERVICE**

**10.1** The changes proposed in this report do not, in themselves, justify pay increases for senior staff. They realign our existing capacity to allow corporate directors to concentrate on corporate management and heads of service to manage their services. Any changes to pay will be managed within existing resources and without reducing the savings identified in this report.

## **11 PROPOSED NEW STRUCTURE**

**11.1** The proposed new structure is set out in Appendix 1.

## **12 PROCESS FOR APPOINTING THE CORPORATE DIRECTORS**

**12.1** As these are completely new positions, all four corporate directors are potentially redundant. However, there is a high percentage match between the current roles and the proposed roles and, as there is a duty to consider suitable alternative employment for any employee facing redundancy, the new positions can be filled via a slotting in exercise. Therefore, as one corporate director has voluntarily resigned, the remaining three corporate directors will be slotted into the available positions based on the closest match to their current roles.

## **13 POWER TO MAKE THE DECISION**

The Chief Executive has the authority to make changes to the management structure of the council but he wishes to seek Cabinet's approval for his proposals.

## **14 RESOURCE IMPLICATIONS**

**14.1 Cost Implications:** there are no cost implications in this report.

**14.2 Staffing/Accommodation Implications:** the proposals would reduce the number of corporate directors from four to three. The Head of Regeneration and Tourism post has already been deleted.

**14.3 IT Implications:** there are no IT implications in this report.

## **15 RISK ASSESSMENT**

### **15.1 Risks associated with not agreeing the recommendation/s**

The proposals in this report would modernise the council's senior management arrangements and increase corporate capacity at the top level. Without these changes it would be much harder for the authority to respond to the corporate challenges set out in the report.

### **15.2 Risks associated with agreeing the recommendation/s**

The proposals in this report would mean significant changes to the way members and officers work. This would need to be clearly communicated and understood in order to avoid uncertainty and confusion.

## **16 CHIEF FINANCIAL OFFICER STATEMENT**

**16.1** The figures shown in 3.13 assume a saving on costs resulting from the proposed reduction in the number of corporate director posts together with the deletion of

the post of Head of Regeneration and Tourism. £150k has been included in the savings assumptions for the future years to reflect this position.

## 17 CONSULTATION CARRIED OUT

17.1 There have been a number of informal discussions with Cabinet members, senior managers and regulators (Estyn, CSSIW and WAO) prior to the publication of this report.

## 18 IMPLICATIONS

### 18.1 Assessment of Impact on Corporate Priorities:

The proposals in this report will have a positive impact on corporate priorities because each corporate director would be assigned clear accountabilities for delivering these priorities.

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

Improved corporate leadership will enhance the council's contribution to realising the wider vision of the Community Strategy and its commitment to equalities and sustainability.

### 18.3 Assessment of Impact on Climate Change - Mitigation and Adaptation

There are no immediate implications on climate change issues.

### 18.4 Assessment of Impact on NERC Act Biodiversity Duty:

There are no immediate impacts on NERC Act Biodiversity Duty.

## 19 ACTION PLAN

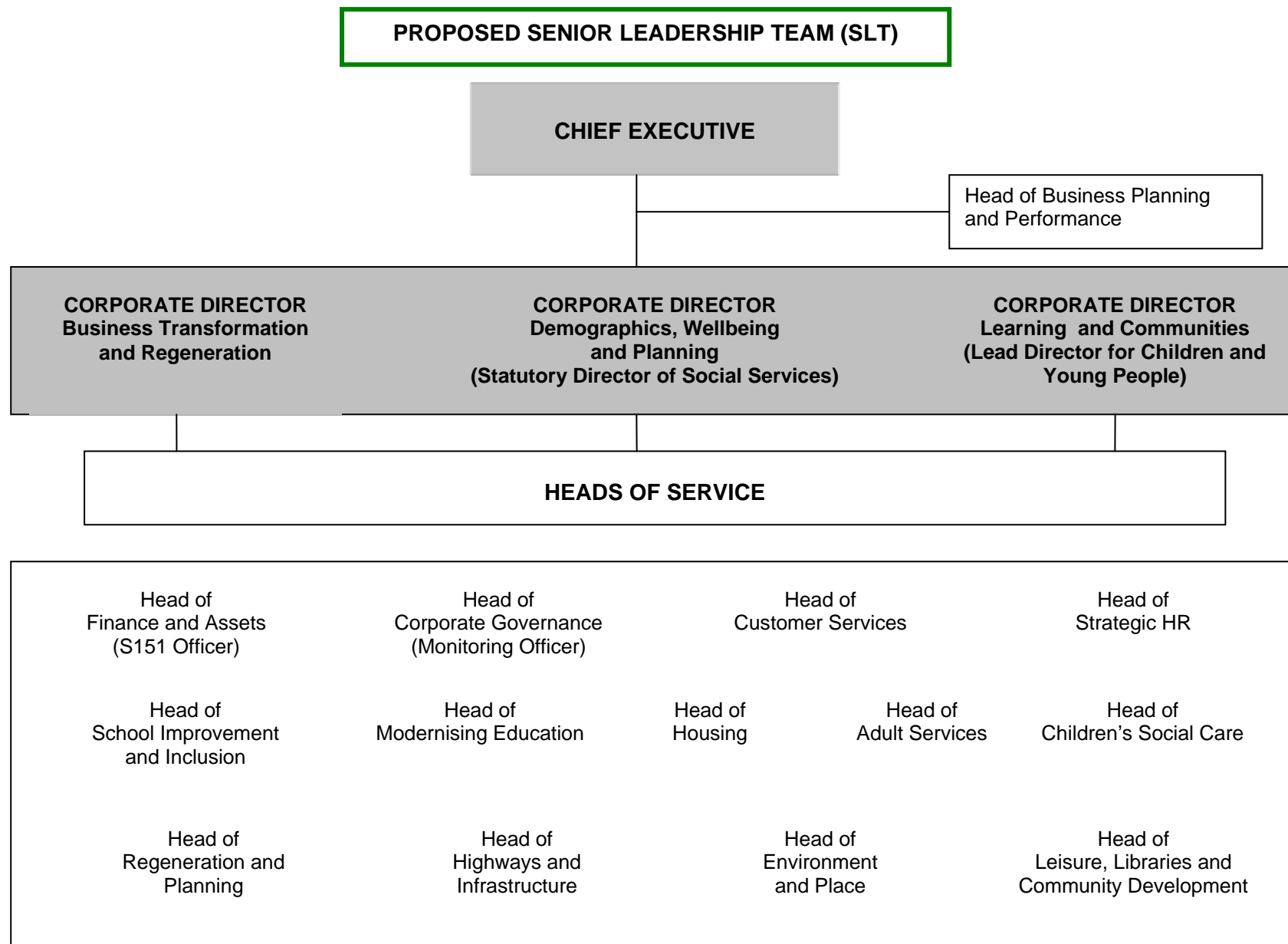
ACTION	RESPONSIBLE OFFICER / DATE BY WHEN ACTION TO BE COMPLETED	ACTION TO BE REVIEWED & MONITORED BY / DATE TO BE MONITORED
Discuss proposals with Leader and Cabinet members	Chief Executive	September 2010
Discuss proposals with CET/SLT	Chief Executive	September 2010
Discuss proposals with political groups, middle managers and PAs to corporate directors	Chief Executive	September 2010/ October 2010
Informal consultation including discussions with WAO, CSSIW, ESTYN and unions	Chief Executive	October 2010/ November 2010

Cabinet	Chief Executive	November 2010
Formal consultation including job descriptions and person specifications	Chief Executive/HR	December 2010
Implementation	Chief Executive	From January 2011

## 20 RECOMMENDATIONS

- 20.1** Cabinet is asked to agree the new Senior Leadership Structure as set out in Appendix 1.
- 20.2** Cabinet is asked to dispense with the current directorates and adopt the performance management system as outlined in Section 9.
- 20.3** Cabinet is asked to agree to reduce the number of corporate directors from four to three and to note that this, together with the deletion of the Head of Regeneration and Tourism post, will deliver financial savings of £150k from 2011/12.





## STATUTORY ROLES AND THE OPERATIONAL RELATIONSHIP BETWEEN CORPORATE DIRECTORS AND HEADS OF SERVICE

### 1. INTRODUCTION

This document sets out how respective roles and relationships will be managed in the new structure. It focuses on Education, Social Services and the statutory Lead Director for Children and Young People's Services roles, where there are specific accountabilities that need to be clear.

However, it also indicates general principles to guide the interpretation of the relationship between all three Corporate Directors and Heads of Service in Denbighshire.

### 2. KEY SYSTEMS FOR MANAGING THE OPERATIONAL ARRANGEMENTS BETWEEN CORPORATE DIRECTORS AND HEADS OF SERVICE

Further to the proposals to restructure CET and SLT, the Corporate Directors for Social Services and Housing and Lifelong Learning have been considering how the new relationship with Heads of Service, whilst maintaining statutory officer responsibilities, can be established. Appendix 3 (Statutory Director of Social Services) and Appendix 4 (Statutory Education Officer) outline how the specific responsibilities are carried out by the Corporate Directors and relevant Heads of Service.

In order for the delegations and accountabilities to be effectively discharged and monitored, the following processes will be utilised. These are not necessarily new, but will have to be in some cases, formalised to take account of the delegations and accountabilities. The processes are as follows:

#### 4.1 Business Plans

The Business Plans developed by relevant Heads of Service will be matched against the statutory responsibilities as outlined in Appendices 3 and 4. These Business Plans are regularly monitored on a quarterly basis, and issues of non-compliance can be picked up during these quarterly reviews.

#### 4.2 Service Performance Reviews and Budget Challenges

The Business Plans and priorities for the Services are considered in detail during Service Performance Reviews and during the Budget Challenge process. These are corporate mechanisms for identifying non-compliance with priorities and actions listed in Business Plans and again, during such processes, the links with statutory responsibilities can be cross checked.

#### **4.3 Monthly or Fortnightly Performance Meetings (1:2:1s)**

It is proposed that Corporate Directors will maintain responsibility for supervision for Heads of Service in line with current practice. The agenda for 1:2:1 meetings will be formalised in order to ensure that key issues around the delegation of responsibilities will be covered through these regular supervisory meetings. Management information will be required on a monthly basis in order to ensure that there is an evidence base to discuss and to challenge the effectiveness of policies and responsibilities delegated to Heads of Service. A formal, consistent record of discussions held during 1:2:1 meetings will be developed.

#### **4.4 Performance Appraisals**

When objectives are set at the beginning of the annual performance appraisal cycle, cognisance will be taken of the delegation of responsibilities to Heads of Service by Corporate Directors. These will be reviewed on a 6 monthly basis, and where training is necessary to support any additional or new duties, then this will form part of the individual's developmental training.

#### **4.5 Risk Registers**

The Strategic Risk Register and the Departmental Risk Register compiled by Heads of Service will identify key risks associated with service delivery and with delegated responsibilities. This Risk Register will be reviewed as part of the review of Business Plans, Service Performance Reviews and during 1:2:1s. Any key issues that the Authority has identified as a risk will be included in the Risk Register and reviewed on a regular basis.

#### **4.6 Accountabilities to the Chief Executive**

Both Corporate Directors have regular 1:2:1 supervisory meetings with the Chief Executive, and such meetings will continue into the future. This provides a clear avenue for Directors to report issues of concern directly to the Chief Executive on a regular basis.

#### **4.7 Lead Member Involvement**

Regular meetings are held with the relevant Lead Members. Following the restructuring proposals, Heads of Service will be charged with organising these meetings with the relevant Lead Member on a regular basis. Not all such meetings will involve the presence of a Corporate Director, however it is proposed that the Corporate Director meets with the relevant Lead Member for service areas on a less regular basis, to maintain communication channels and also to enable relevant Lead Members to raise issues of corporate significance with the relevant Director, any issues that pose a statutory risk to the Council, would clearly fall into this category.

#### **4.8 Professional Leadership Meetings**

As the formal Directorate structure is no longer in place, Directorate Management Teams will be replaced by Professional Leadership Meetings. These will comprise of the relevant Corporate Director together with the relevant Heads of Service, and will be based on key themes, rather than structures. It is anticipated that they will have core membership and an extended membership structure. One such professional leadership group will be based around Learning and Communities with a core membership of the

Corporate Director, Head of School Improvement and Inclusion, Head of Modernising Education and Head of Leisure, Libraries, Youth and Community Development, with a possible extended membership involving the Head of Environment and Place and the Head of Children Services. Other Heads of Service will be invited if appropriate. A similar model could apply around the theme of Safeguarding. This could comprise of the Corporate Director (Statutory Director of Social Services), the Head of Children Services and the Head of School Improvement and Inclusion plus Head of Adult Services. These professional leadership groups would be used to cover the statutory responsibilities around Social Care and Education.

#### **4.9 Constitution**

The changes outlined in this draft paper, will need to be reflected in the Council's Constitution

### **5. EDUCATION AND SOCIAL SERVICES**

Local Authorities are required to appoint a Chief Education Officer under Section 562 of the Education Act 1996.

In Denbighshire, this role will be undertaken by the Corporate Director, Learning and Communities.

The respective responsibilities and accountabilities of the Chief Education Officer, and how those responsibilities are to be undertaken with the Head of Education Services and the Head of Modernising Education are set out in Appendix 4.

Under Section 7 of the Local Authorities and Social Services Act 1970, local authorities in Wales are required to appoint a Director of Social Services. This section is amplified by statutory guidance issued by WAG in 2009 "Statutory Guidance on the Role and Accountabilities of the Director of Social Services."

In Denbighshire, this role will be undertaken by the Corporate Director, Demographics, Wellbeing and Planning.

The Statutory Guidance identifies 6 core accountabilities of the Director of Social Services. Appendix 3 sets out how those core accountabilities are to be discharged, in conjunction with the Head of Adult Services and the Head of Children's Services.

### **6. LEAD DIRECTOR FOR CHILDREN AND YOUNG PEOPLE'S SERVICES**

Under s 27 of the Children Act 2004, local authorities in Wales are required to appoint a Lead Director for children and young people's services. In Denbighshire, this role will be carried out by the Corporate Director, Learning and Communities. The core responsibilities of this role are set out in Appendix 5.

**Statutory roles and the operational relationship between the Corporate Director, Demographics, Wellbeing and Planning (Statutory Director of Social Services) and the Heads of Adults and Children’s Services**

SIX CORE ACCOUNTABILITIES	STATUTORY DIRECTOR OF SOCIAL SERVICES	HEAD OF ADULT SERVICES	HEAD OF CHILDREN’S SERVICES
<b>Professional leadership</b>	<p>Member of CET</p> <p>Through the Annual Report to Council, to ensure vision, strategic direction, priorities and improvement plans for social services are clear and help fulfil corporate plans and priorities</p> <p>To ensure coherence and integrated leadership across social services, and, via SSEMT, across social services and education</p> <p>Member of Regional Social Services Programme Board</p> <p>To engage in regional and national social services networks e.g. through ADSS, SSIA, NWSSIC.</p> <p>To ensure engagement of users of social services in bringing the council closer to the community- shaping the delivery of priorities and services across the Council</p>	<p>Member of SLT</p> <p>To have overall responsibility for assessment, care planning and commissioning to meet the needs of vulnerable adults in Denbighshire</p> <p>To ensure services are planned and delivered effectively across adults and children’s services</p> <p>To engage in regional and national networks relating to Adult Services e.g. AWASH, NWASH</p> <p>To ensure service users are engaged in shaping priorities and delivery of adult social services</p>	<p>Member of SLT</p> <p>To have overall responsibility for assessment, care planning and commissioning of services for children in need and children looked after, and for the arrangements for child protection in Denbighshire</p> <p>To ensure services are planned and delivered effectively across adult and children’s services, and across children’s services and education services</p> <p>To engage in regional and national networks relating to Children’s Services eg AWHoCs, NWHoCs</p> <p>To ensure children in need and their families are engaged in shaping priorities and delivery of children’s social services</p> <p>Emergency planning lead for Social Services</p>
<b>Advice to Council on social services matters</b>	<p>To brief and advise Council, Cabinet, Scrutiny and CEO on high risk issues relating to social services, the contribution of social services to corporate programmes and the impact</p>	<p>To report to Scrutiny, Cabinet and Council on Adult Services as required as part of planned work programmes</p> <p>To brief Lead Members</p>	<p>To report to Scrutiny, Cabinet and Council on Children’s Services as required as part of planned work programmes</p> <p>To brief Lead Members</p>

	of corporate programmes on vulnerable groups		
<b>Performance Management</b>	<p>To produce the Annual Report to Council on the performance of Social Services, risks and improvement plans, ensuring effective integration with corporate performance management systems</p> <p>To receive defined performance and quality information on a monthly basis to enable overall performance management and quality assurance</p> <p>To intervene when financial position, performance or quality are below expected standards and improvement activity is not sufficiently timely or effective</p> <p>To undertake annual Performance Appraisal of HoS</p> <p>To be principal point of contact with WAG policy and professional leads, the service and workforce regulators, audit and inspection bodies</p>	<p>To develop Service Business Plan annually and contribute to ACRF. To develop and manage service risk registers and undertake corporate Service Challenge process</p> <p>To commission and receive regular management information to enable strategic planning and operational management of service</p> <p>To manage Performance and Quality Manager ensuring suitable information is available to enable effective management across social services</p> <p>To have overall responsibility for the annual budget agreed for Adult Services</p> <p>To be the Lead Officer with CSSIW on specific inspections of adult services</p> <p>To be the responsible person for regulated services</p> <p>To manage the statutory social services complaints function</p>	<p>To develop Service Business Plan annually and contribute to ACRF. To develop and manage service risk registers and undertake corporate Service Challenge process</p> <p>To commission and receive regular management information to enable strategic planning and operational management of service</p> <p>To have overall responsibility for the annual budget agreed for Children's Services</p> <p>To be the Lead Officer with CSSIW on specific inspections of Children's Services</p> <p>To be the responsible person for regulated services</p> <p>Agency decision-maker for adoption and fostering</p>
<b>Safeguarding</b>	<p>To ensure effective operation of Local Safeguarding Children Board and Denbighshire Adult Protection Committee</p> <p>To carry ultimate accountability across the Council for safeguarding children including ensuring safe employment</p>	<p>To be the Lead Officer for DAPC and line manage POVA Co-ordinator in accordance with "In Safe Hands" guidance</p> <p>To be responsible for Guardianship, approval of Approved Mental Health Practitioners; Receivership and Court</p>	<p>To be the Lead Officer for LSCB</p> <p>To be the lead officer for child protection and safeguarding systems in accordance with "Working Together" guidance</p> <p>To be responsible for commencement of legal proceedings, placement with parent</p>

	<p>practices</p> <p>Member of Corporate Parenting forum</p>	<p>of Protection, Mental Capacity Act arrangements</p> <p>Reports annually to Scrutiny and council on adult protection performance</p>	<p>arrangements, medical and holiday consent for LAC</p> <p>Lead Officer for Corporate Parenting Forum</p> <p>Reports annually to Scrutiny and council on effectiveness of child protection services</p>
<b>Workforce</b>	<p>To ensure employment arrangements for social care staff comply with Care Council Codes of Practice</p> <p>To ensure integration of the social care workforce agenda with wider corporate and partnership workforce development agendas</p>	<p>Lead Officer for planning, training and workforce development across the social care workforce</p> <p>Responsible for ensuring effective staffing structures across Adult Services</p>	<p>Ensures workforce needs of Children's Services are identified and reflected in Workforce Plans</p> <p>Responsible for ensuring effective staffing structures in Children's Services</p>
<b>Collaboration and partnership</b>	<p>Member of LSB</p> <p>Lead Officer for liaison with the NHS and the wellbeing agenda; CPG member</p> <p>Lead Officer for regional social care and health/social care collaboration projects</p>	<p>Lead Officer for specific health/social care integration projects; CPG member</p> <p>Lead Officer for regional social care and health/social care collaboration projects</p>	<p>Lead Officer for specific health/social care integration projects; CPG member</p> <p>Lead Officer for regional social care and health/social care collaboration projects</p>

**Statutory roles and the operational relationship between the Corporate Director, Learning and Communities (Statutory Chief Education Officer) and the Heads of School Improvement and Inclusion Services and Modernising Education**

CORPORATE DIRECTOR (CHIEF EDUCATION OFFICER)	HEAD OF SCHOOL IMPROVEMENT AND INCLUSION SERVICES	HEAD OF MODERNISING EDUCATION
<b>To have power to:</b>	<b>To have delegated authority:</b>	<b>To have delegated authority:</b>
<p>to be the “Chief Education Officer” appointed under Section 532 of the Education Act 1996 or any re-enactment of that provision (with or without modification) and to ensure that all the functions delegated to the relevant Head of Service are effectively delivered</p> <p>jointly with the Head of Service, Finance and Assets, to suspend the right of the governing body to have a delegated budget in circumstances permitted by the legislation</p>	<p>to monitor and evaluate the provision and performance of schools</p> <p>to monitor the curriculum in all maintained schools and report on it as necessary</p> <p>to set by agreement with schools, targets for pupil attainment</p> <p>to prepare a written statement of action to be taken in light of the report following an inspection of a maintained school</p> <p>to intervene to prevent the breakdown or continuing breakdown of discipline at a school, or where there is concern about standards of management</p> <p>to ensure that the performance management of teachers and head teachers is carried out according to the National Assembly for Wales directions and regulations</p> <p>to make or approve arrangements for the provision of work experience for pupils in their last year of schooling</p> <p>to manage and operate the Education Psychology Service</p>	<p>to investigate complaints made under Section 409 of the Education Act 1996</p> <p>to determine and deal with all arrangements for the admission of pupils to community and voluntary controlled schools in accordance with the Council’s policy, including authority to:</p> <ul style="list-style-type: none"> <li>• publicise information for parents of admission arrangements</li> <li>• comply with parental preferences, with certain exceptions</li> <li>• determine allocations of pupils to community and voluntary controlled primary and secondary schools, subject to the parental right of appeal</li> </ul> <p>to make arrangements to enable parents to appeal against decisions regarding admissions</p> <p>to appear or make written representations on behalf of the Authority in any appeal against a refusal to admit</p> <p>to give directions to admit a child to a specified school</p> <p>to ensure cleanliness of pupils and to serve a notice on parents requiring cleanliness where appropriate</p>



	<p>to arrange appeals against exclusions and redirect excluded pupils</p> <p>to inspect and maintain schools for the purposes of an LEA function</p> <p>to authorise Officers to appear on behalf of the LEA in proceedings being conducted in the Magistrates Court by Section 547 of the Education Act 1996 or any re-enactment of that provision</p> <p>to deal with nominations for LEA governors making an appointment in instances where a single suitable nomination is received for any vacancy</p> <p>to make necessary arrangements for the election of parent governors, teacher and staff governors and to determine any questions arising from the election process</p> <p>to determine questions as to who are to be considered parents of registered pupils</p> <p>to consider any resolutions sent to him/her from an annual parents meeting and to respond accordingly</p> <p>to manage governor training</p> <p>to deal with the staffing matters of community voluntary controlled and community special schools where the decision is that of the LEA (rather than the governing body)</p> <p>to determine the school term and holiday dates including in service training days for any community, community special or voluntary controlled schools</p> <p>to constitute and maintain a Standing Advisory Council on Religious Education</p>	<p>to manage all aspects of schools without delegated budgets</p> <p>to determine any matters relating to the Council's policy regarding charges and remissions and to authorise the recovery of any sums owed to the Council</p> <p>to determine applications and provide, where applicable, milk, meals and refreshments in accordance with the Council's policy</p> <p>to determine the policy for uniform grants, the determination of applications being dealt with by the Finance Officer – Lifelong Learning</p> <p>to approve the acceptance of gifts on trust for education purposes</p> <p>to determine, where necessary in consultation with the trustee, applications received for financial support from charitable trust funds where the Authority is either itself trustee, or where the fund is administered on behalf of trustees</p> <p>to respond to changes in pupil numbers by making appropriate accommodation available</p> <p>to direct the use of school premises in the County Borough and voluntary schools for community use outside school hours</p> <p>to maintain joint use and/or transfer of control agreements with partners</p> <p>to authorise persons at educational establishments to exercise the power of removal of persons from school premises who are causing a nuisance or disturbance</p>
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	<p>to review and make Instruments of Government for maintained schools within the County Borough where there is no disagreement with the draft Instrument</p>	<p>to issue directions to County Borough and voluntary controlled schools with regard to health and safety</p> <p>to establish temporary governing bodies</p> <p>to act on behalf of the LEA in any consultations initiated by the governors of any school, in relation to the times of school sessions and, if he/she considered it appropriate to do so, to require the governors to include his/her written comments on the proposals in the next governors' report to be prepared by the governors</p> <p>to appoint sufficient education practitioners and governors in accordance with the arrangements who may be called upon to be required to serve as members on future Independent Appeal Panels</p>
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## THE LEAD DIRECTOR FOR CHILDREN AND YOUNG PEOPLE'S SERVICES, DELEGATIONS AND RECIPROCAL RELATIONSHIPS

CORE RESPONSIBILITIES	LEAD DIRECTOR FOR CHILDREN AND YOUNG PEOPLE SERVICES	HEAD OF BUSINESS PLANNING AND PERFORMANCE	STATUTORY DIRECTOR OF SOCIAL SERVICES
<p><b>Ensuring effective cross sector partnership arrangements to improve the wellbeing of children and young people</b></p>	<p>LSB member</p> <p>Ensures planning for children, young people and their families is seen as a corporate and cross sector activity embedded in the achievement of agreed corporate and public sector priorities</p> <p>Ensures planning is increasingly harmonised across North Wales, in conjunction with other Lead Directors</p>	<p>Lead Support Officer for LSB</p>	<p>Ensures effective operation of Local Safeguarding Children Board</p> <p>LSB member</p>
<p><b>Production and publication of children and young people's plan</b></p>	<p>Ensures Denbighshire's BIG Plan meets statutory requirements relating to children and young people's planning- as set out in legislation and guidance</p>	<p>Ensures underpinning work to enable production and delivery of effective children and young people's plan is carried out- including ongoing needs assessment, consultation, commissioning (This includes using info from the National Service Framework Self Assessment Tool)</p> <p>Ensures statutory requirements and timescales for children and young people's planning are met</p>	<p>Ensures information on children in need is contributed to needs assessment to shape priorities and planning</p> <p>Ensures there is appropriate read across with planning for adult social services in planning for children, young people and their families</p> <p>Leads on joint working between local government children and young people's services and the NHS through membership of BCU Children and Young People's CPG</p>
<p><b>Clear governance arrangements for partnership planning, a focus on outcome</b></p>	<p>Ensures effective mechanisms are in place to deliver jointly agreed outcomes for children and young people</p>	<p>Effective management and administration of relevant funding streams</p>	<p>Ensures governance and business planning arrangements for the LSCB, and partnership planning for children and young people are effectively aligned.</p>

<p><b>measures and regular performance management</b></p>	<p>Leads inspection processes relating to Children and Young People’s Partnership activity</p>	<p>Ensures outcomes based performance management framework in place for Big Plan and children and young people elements to ensure the impact of partnership is measured</p> <p>Ensures annual completion of National Service Framework Self Assessment Audit Tool</p> <p>Preparation for inspection</p> <p>Ensures effective reporting to LSB and appropriate Scrutiny Committee(s) on agreed joint programmes and projects</p>	<p>Ensures the LSCB holds partnerships and individual partners to account for safeguarding</p>
<p><b>Attention to implementation of the UN Convention on the Rights of the Child</b></p>	<p>Champions children’s rights across the Council, including the right of children and young people to have their voices heard</p> <p>Ensures that the participation of children and young people is embedded in formal and informal education settings</p>	<p>Ensures the voice of children and young people is embedded in the preparation and implementation of the BIG Plan and in monitoring impact.</p> <p>Ensures corporate engagement and consultation strategies include listening to children and young people.</p> <p>Ensures Equality Impact assessments are carried out.</p>	<p>Ensures the participation of children in need is embedded in social services provision.</p>

**AGENDA ITEM NO: 12****CABINET: FORWARD WORK PROGRAMME**

<b>14 DECEMBER 2010</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill R Parry
Update on Revenue Budget Provisional Settlement 2011 - 2012	Councillor J Thompson Hill R Parry
Routine Report on Personnel to include Sickness Management	Councillor P J Marfleet L Atkin / G Humphreys
Scala Cinema and Arts Centre, Prestatyn: Business Plan Update Part II	Councillor P A Dobb I Prys Jones
Parking, including a single merged parking organisation structure – joint report CCBC	Councillor S Frobisher S Davies / Mike Graham
Transport, including integration – joint report CCBC	Councillor S Frobisher S Davies / Mike Graham
Scheme Approval to Appoint Contractor for West Rhyl Coastal Defence	Councillor S Frobisher Bob Humphreys / Bill Fishwick (01244 689926)
Draft SPG on Space Standards	Councillor S Frobisher A Loftus
Monitoring Performance Against the Authority's Corporate Plan	Councillor H H Evans E McWilliams
Collaboration Arrangements with Conwy	Councillor H H Evans B E Jones
Recommendations from Scrutiny Committees	Scrutiny Officers
<b>11 JANUARY 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady
Capital Plan 2010-2011	Councillor J Thompson Hill P McGrady
Capital Plan 2011 – 2012	Councillor J Thompson Hill P McGrady
Final Budget Proposals 2011 – 2012 or end of month	Councillor J Thompson Hill P McGrady
Recommendations from Scrutiny Committees	Scrutiny Officers
<b>25 JANUARY 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady
Final Budget Proposals 2011 - 2012	Councillor J Thompson Hill P McGrady
Asset Review	Councillor P J Marfleet B Jones / David Mathews
Redevelopment proposals for Sun Centre and Theatre, Rhyl Part II - to include comment from J Groves on Leisure asset review	Councillor D A J Thomas I Prys Jones / M Dixon / C Brindle
Strategy for Area / Town Plans – seeks agreement to the strategy which will lead to development of the plans	G Boase / M Dixon / E Wynne
Recommendations from Scrutiny Committees	Scrutiny Officers
<b>15 FEBRUARY 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady

Housing Revenue and Capital Budgets 2011 – 2012	Councillor J Thompson Hill P McGrady
Selection of Preferred Bidder - N E Wales Regional Food Waste Treatment Project	Councillor S Frobisher S Parker / J Espley
Recommendations from Scrutiny Committees	Scrutiny Officers
<b>29 MARCH 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady
Routine Report on Personnel to include Sickness Management	Councillor P J Marfleet L Atkin / G Humphreys
Scala Cinema and Arts Centre, Prestatyn: Updated 3 year business plan and annual report to be presented annually to Cabinet as per Clause 8.2.2 of the Loan Agreement	Councillor P A Dobb I Prys Jones / P McGrady / Gareth Williams
Approval to appoint a contractor for the Foryd Harbour Walking and Cycling Bridge	Councillor S Frobisher Bob Humphreys
Strategic Youth Justice Plan and Inspection Report	Councillors S Frobisher and M M Jones Emma Rathbone
Recommendations from Scrutiny Committees	Scrutiny Officers
<b>26 APRIL 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady
Capital Plan 2010-2011	Councillor J Thompson Hill P McGrady
Award of Contract for Provision of Insurance Policies for DCC	Councillor J Thompson Hill Chris Jones
West Rhyl Housing Regeneration Strategy – Implementation and Delivery Plan	Councillors S Frobisher and D A J Thomas Gareth Roberts
<b>24 MAY 2011</b>	
Revenue Budget Monitoring Report 2010 -2011	Councillor J Thompson Hill P McGrady
Destination Management - Tourism Partnership North Wales have offered to work with the Council to undertake an audit of the experience which a visitor gets when they come to the County and this item will provide an opportunity for Cabinet to receive the results of the audit and consider actions which need to be taken to improve the experience	Councillor D A J Thomas M Dixon / H Rees
<b>JUNE 2011</b>	
Annual Council Reporting Framework (ACRF) – The Statutory Director of Social Services will be responsible for publishing an annual report setting out her assessment of the effectiveness of social care services and priority areas for improvement in the year ahead	Councillors P A Dobb / M M Jones S Ellis / C O’Gorman
Routine Report on Personnel to include Sickness Management	Councillor P J Marfleet L Atkin / G Humphreys
<b>JULY 2011</b>	