



To: Members of the Communities
Scrutiny Committee

Date: 12 April 2013

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Dear Councillor

You are invited to attend a meeting of the **COMMUNITIES SCRUTINY COMMITTEE** to be held at **9.30 am** on **THURSDAY, 18 APRIL 2013** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

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

1 APOLOGIES

2 DECLARATION OF INTERESTS

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

3 URGENT MATTERS AS AGREED BY THE CHAIR

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

4 MINUTES (Pages 5 - 12)

To receive the minutes of the Communities Scrutiny Committee held on 28 February 2013 (copy enclosed).

9.40 a.m.

5 RHYL GOING FORWARD UPDATE (Pages 13 - 58)

To consider a report, which includes a **confidential appendix**, by the Rhyl Going Forward Programme Manager (copy enclosed) providing an update on the Rhyl Going Forward Regeneration Strategy.

10.10 a.m.

6 DENBIGHSHIRE PLAY SUFFICIENCY ASSESSMENT (Pages 59 - 74)

To consider a report by the Active Lifestyles Manager (copy enclosed) regarding the draft Play Sufficiency Assessment and action plan.

10.40 a.m.

~~~~~ BREAK ~~~~~

**7 PROGRESS REPORT ON ANTI-DOG FOULING CAMPAIGN (Pages 75 - 86)**

To consider a joint report by the Communications, Marketing & Leisure and Corporate Communications & Marketing Managers (copy enclosed) regarding progress of the Anti-Dog Fouling Campaign and plans going forward.

**11.20 a.m.**

**8 SCRUTINY WORK PROGRAMME (Pages 87 - 108)**

To consider a report by the Scrutiny Coordinator (copy enclosed) seeking a review of the committee's forward work programme and updating members on relevant issues.

**11.50 a.m.**

**9 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

To receive any updates from Committee representatives on various Council Boards and Groups

**MEMBERSHIP**

**Councillors**

James Davies

Peter Evans

Carys Guy

Huw Hilditch-Roberts

Rhys Hughes

Win Mullen-James

Bob Murray

Joe Welch

Cefyn Williams

Cheryl Williams

Huw Williams

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## COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Communities Scrutiny Committee held in Conference Room 1a, County Hall, Ruthin on Thursday, 28 February 2013 at 9.30 am.

### PRESENT

Councillors James Davies, Carys Guy, Huw Hilditch-Roberts (Chair), Rhys Hughes, Win Mullen-James, Bob Murray, Joe Welch, Cefyn Williams, Cheryl Williams and Huw Williams (Vice-Chair)

### ALSO PRESENT

Councillor Hugh Carson Irving, Councillor Jason McLellan, Councillor Paul Penlington and Councillor David Smith

Corporate Director: Communities (HW), Head of Highways and Environmental Services (SP), Waste Management and Recycling Manager (JE), Head of Communication, Marketing and Leisure(JG), Head of Planning and Public Protection (GB), Planning Policy Manager (AL), Community Grants and Rural Development Plan Supporting Officer (AS), Democratic Services Manager (SP), Scrutiny Co-ordinator (RE) and Democratic Services Officer (RH).

Councillor Clive Carver, Councillor Richard Jones, Councillor David Mackie and Margaret Parry-Jones representing Flintshire County Council

Ena Lloyd and Paul Goodlad representing the Wales Audit Office

The Chair welcomed everybody present to the meeting and extended a special welcome to the representatives from Flintshire County Council's Peer Learning Exchange Team, who were observing the meeting as part of the Wales Audit Office's Scrutiny Improvement Study. For the benefit of those observing the meeting, the members and officers present introduced themselves and briefly explained their individual roles.

#### **1 APOLOGIES**

Apologies for absence were received from Councillor Peter Evans

#### **2 DECLARATION OF INTERESTS**

No personal or prejudicial interests were declared

#### **3 URGENT MATTERS AS AGREED BY THE CHAIR**

No urgent matters were raised

#### **4 MINUTES**

Councillor Rhys Hughes noted that the summary of the urgent matter on the provision and siting of grit bins (page 5) was not accurate, with the 'grit bins' described on the Horseshoe Pass actually just being grit left in piles. The Head of Highways and Environmental Services (HHES) had only recently taken responsibility for the Highways and Infrastructure service so was not able to give details on the decision to adopt the recommendation of the Environment Agency to provide a grit source at specific locations. The HHES agreed to clarify the details and report back to the local Member Area Group.

**RESOLVED** - *That subject to the above amendment, the minutes of the meeting held on 17<sup>th</sup> January 2013 were approved as an accurate record.*

## **5 REVIEW OF THE ROLL OUT OF THE X2 RECYCLING SCHEME**

The HHES delivered a report (circulated prior to the meeting) which gave details of the problems encountered in introducing new 'X2' recycling arrangements for the south of the county in November 2012, and the measures that were taken to address these problems. Some of the key decisions made prior to the implementation were acknowledged as having contributed to the problems incurred by residents, such as the decision to implement the new system in November rather than waiting until Spring 2013.

Delays in the delivery of essential equipment and problems resulting from the use of a computerised route optimisation system and operating in rural areas had been significantly underestimated and had resulted in confusion and delay for residents. The problems caused a back-log of complaints coming through Customer Relationship Management (CRM) system. A recovery programme was implemented to urgently address the problems from the implementation and additional resources were deployed to rectify the situation. Despite the problems, the decisions to implement the recycling system in one session and to use a computer software system for optimising routes were considered to have been correct.

A thorough debate followed on the adequacy of the arrangements for the introduction of the X2 recycling scheme. The Council's response to the problems which had arisen were praised by the Committee, particularly with regard to the Customer Services Centre, but several concerns were raised in respect of:

- Poor communication with residents
- Inaccurate collection calendars being distributed in some areas
- Reputational damage to the Council
- Unfamiliarity of delivery and collection staff with the local area

The HHES and the Waste Management and Recycling Manager (WMMR) provided responses to a number of lines of enquiry and confirmed the following:

- The cost of the mistakes would be charged to the contractors where appropriate.
- Reputational damage was a valid concern, but although the recycling arrangements were an important and visible service, the costs of the roll-out was said to only account for a very small percentage of the service's overall budget.

- The market for computer mapping technology was competitive, and other options existed, but the problems resulted from the route being developed very close to the X2 implementation, and so little time was available to identify problems.
- Errors made in the distribution of calendars were attributed to mistakes in interpreting the coding system by distribution staff. Another collection calendar distribution was possible but would incur a cost, and the problem of miscollections was considered to be under control. Councillors would be contacted to identify areas with miscollection issues to be targeted. Work was also being undertaken to make collection schedules available through the DCC website.
- The aspiration was to have the full recycling service in place for the whole of the county, but the difficulties operating the large collection vehicles in rural areas made variations to the level of service across the county necessary.
- The equipment/materials were sourced from foreign suppliers following a tendering process which took into account quality and price.

The Corporate Director: Customers (CD:C) stated that it was to be expected that any large project would encounter implementation difficulties, but expressed disappointment that so many issues had arisen. The response of officers to the circumstances was praised, with officers acknowledging the mistakes and working very hard to recover the situation. The CD:C identified that the problems encountered in implementing the recycling scheme could provide an important lesson on project delivery for all departments within the Council.

Councillor David Smith, the Lead Member for Public Realm, informed the Committee that he had issued an apology for the implementation problems through the local press, and emphasised that at the time it was more important to recover the situation than to apportion blame. It was noted that the implementation of the X2 scheme had resulted in an increase of 34% in food waste recycling already, with Denbighshire now having the highest recycling rate in Wales.

The Chair commented that the problems in implementing the X2 arrangements had to be recognised, and commended the officers and Lead Member for their work in acknowledging and addressing the situation. The importance of good communication with local residents and service partners was emphasised, and the role of the Service's leadership in ensuring that the improvements are implemented was stated. The Chair summarised that although some people were dissatisfied with the X2 scheme's implementation, the majority of people had not encountered any problems and the increased rate of recycling was very encouraging. The Chair thanked the officers for attending the meeting and said that their honesty in discussing the implementation problems was appreciated.

**RESOLVED** – *that the Committee:*

- i) Agrees that the lessons learned are used to underpin any future service changes that might be planned across the Council;
- ii) Agrees that the outcomes from the roll-out are publicised through a press release and County Voice as soon as definitive figures on the improved recycling rates are available;

- iii) Supports the proposal that the publication of outcome figures in the next edition of County Voice should be accompanied by an apology for the problems that were encountered during the roll-out, and an explanation of what went wrong;
- iv) Recommends that all councillors are contacted, once a costing exercise has been undertaken, to establish whether another distribution exercise of collection calendars is required in any part of their council wards;
- v) Requests that figures detailing the overall costs and benefits to the Council of recycling in comparison to the previous waste disposal regime are provided to the Committee for information, along with details of monies etc. withheld from the contactors engaged to deliver this latest roll-out; and
- vi) Requests that, as part of the Service Challenge process, the Service explores the viability of operating alternate week food collections across the County with a view to realising the optimum level of recycling provision possible along with associated benefits and costs of providing this service, and that a summary report on future service provision be submitted to the Scrutiny Chairs and Vice-Chairs Group initially for consideration.

## **6 ENGAGING WITH OUR COMMUNITIES AND REDEFINING OUR APPROACH TO BEING 'AN EXCELLENT COUNCIL CLOSE TO THE COMMUNITY'**

The Lead Member for Customers and Communities, Councillor Hugh Irving, introduced a report (circulated prior to the meeting) which invited the committee to comment on how the Council engages with the community and the redefinition of the strands informing the Council's approach to being an 'excellent council close to the community'.

The CD:C explained that, previously, community forums had offered an opportunity for communities to engage with the Council's work, but that public participation had not been strong and the forums were discontinued, without being replaced. More recently, the Council's most effective work with local communities had been through a series of public consultations on specific issues, such as the review of primary education. The CD:C invited members to offer suggestions of potential options for improving links with local communities in Denbighshire and a number of suggestions were made:

- Providing an option for residents to sign up for the 'Denbighshire Today' emails that are circulated to members.
- The suggestion of Special Member Area Group meetings being held, either before or after the normal meeting, at which members of the public could discuss issues with their local members.
- Flintshire County Council's recent distribution of a 'Democracy Cookbook' to youth clubs, which had been designed to help explain to young people how democracy and politics work, was cited as a positive example of engaging young people in the work of local authorities which Denbighshire could learn from.
- Better communication between officers and local members to ensure that local councillors were aware of everything that was going on/affecting their wards. There was some concern that, now and again, the local member became a secondary consultee on matters affecting his/her ward.



The Head of Communication, Marketing and Leisure noted that a new Communication Strategy had been adopted by the Council and the 1<sup>st</sup> Year Action Plan looked at channels for development, particularly relating to social media and press releases. It was also mentioned that a recent youth forum was held in Rhyl to discuss The BIG Plan, which was attended by the Council's senior leadership and other organisations involved in the Local Service Board such as the Police, and had been well received by those in attendance.

The CD:C directed the Committee to the second part of the report, and explained that the Council was looking to review the definition of the Council being 'close to the community' to align with the priorities set out under the new Corporate Plan. The progress that had been made in implementing the Getting Closer to the Community Action Plan over the last 18 months was summarised under the three themes of 'Representation and Engagement', 'Service Delivery' and 'Community Development'. To build upon this work, four new strands were being proposed, and the Committee was invited to comment before the new strands were finalised. The proposed strands were:

- 1) Democratic and community engagement
- 2) Putting our customers first
- 3) Mapping community needs and aspirations and building capacity
- 4) Service improvement
  - a) Developing the right culture
  - b) Designing services to be physically close to their communities

During the discussion that followed Councillor Huw Williams emphasised the importance of relaying information through Member Area Groups to ensure that councillors are fully informed of what is going on. The Chair stated that the proposed strands were agreeable but that the important work would be in their delivery, which would need to be monitored. The CD:C said that the 'actions' flowing from the strands would be clarified, with arrangements for monitoring their success to be established once the four strands have been agreed.

The Lead Member for Customers and Communities added that a workshop on customer services had been arranged for 5<sup>th</sup> March in order to help identify customer needs, which all councillors were welcome to attend. Following an in-depth discussion it was:

**RESOLVED – that:**

- i) the Committee support the methods outlined in the report, including increased use of social media tools, for the purpose of improving engagement opportunities with county councillors, residents and interested groups;*
- ii) consideration is given to holding 'issue-led' Special Meetings of the Member Area Groups (MAGs) when consulting/engaging with communities on specific matters; and*
- iii) the Committee support the revised approach to the definition for being 'An Excellent Council **Close to the Community**' and that an outcome-based action*

*plan, to include success measurements and key milestones, be drawn up with a view to delivering this aspiration, and that the action be closely monitored.*

## **7 SCRUTINY WORK PROGRAMME**

The Scrutiny Co-ordinator (SC) introduced a report (circulated prior to the meeting) which set out the Committee's future work programme and gave an update of recent developments relating to the Committee's work.

The SC advised the Committee that the report on the Supporting People Strategy that had originally been scheduled for the meeting had been deferred until July due to the time frame for assessing the local impact of the new strategy not being sufficient to compile a comprehensive analysis. This had been agreed by the Chair.

The Committee were directed to the Information Brief, which gave details of the Cabinet's resolution on 19<sup>th</sup> February specifying the conditions of authorisation for the road closure to allow the Etape Cymru cycling race to take place. This had followed from Communities Scrutiny Committee receiving a report on the arrangements for the race at their meeting on 17<sup>th</sup> January, from which a number of issues had been raised for the attention of Cabinet.

The SC notified the Committee of two issues that had been referred from the Scrutiny Chairs and Vice-Chairs Group (SCVCG). The Committee agreed to schedule a report on the 'Play Sufficiency Assessment and Action Plan' for their meeting on 18<sup>th</sup> April, with the report on the 'Control of Caravan Sites' to be moved to the meeting in May to allow for this. The item on 'Access to the Countryside' had been inherited from the membership of the committee prior to the May 2012 elections and the SCVCG had asked the Committee to determine whether they wished to take this forward. The Committee were in agreement that this was not an issue that required the attention of a scrutiny committee at present.

A proposal form had been received from the Corporate Director: Economic and Community Ambition requesting that Communities Scrutiny Committee review the proposals for developing the town plans into broader area plans before they were submitted to Cabinet at their meeting on 16<sup>th</sup> April. The Committee agreed that it would be necessary to convene a special meeting to meet this timeframe, and the SC agreed to arrange this for 2<sup>nd</sup> April. It was felt that the attendance of the Leader and Lead Member would be beneficial in discussing the report.

In response to a verbal request from the Head of Communication, Marketing and Leisure the Committee agreed to schedule the presentation of the conclusions of the Review of the Council's Publications into its forward work programme for May 2013.

A Task & Finish Group had been set up to review the procedures for the procurement and regulation of food provided through Council services following the recent horsemeat in food allegations. The Committee agreed to receive a report on the Group's findings at its meeting on 23<sup>rd</sup> May.

The Committee were informed that a representative from Communities Scrutiny Committee was required on the Customers Service Challenge Group and Councillor Carys Guy-Davies agreed to receive be nominated.

Councillor Cefyn Williams raised an issue with regards to the state of the roads in some parts of the county, including in his electoral ward. The specific problem was scheduled for discussion at the Dee Valley Member Area Group the following week, but the Committee agreed that the wider issue of the condition of roads across the county would be an appropriate topic for scrutiny. The Committee asked for a report to be submitted in respect of this at their meeting on 4<sup>th</sup> July 2013.

**RESOLVED** – *That, subject to the above amendments, the Committee's Work Programme be approved.*

## **8 ALLOCATION OF COMMUTED SUMS AND COMMUNITY INFRASTRUCTURE LEVY**

The Head of Planning and Public Protection (HPPP) introduced a joint report, produced in conjunction with the Head of Housing and Community Development, which set out the current arrangements for the allocation of commuted sums payable in lieu of open space provision (as provided for by s106 Town and Community Planning Act 1990). The report also gave an update on the Community Infrastructure Levy (CIL) Regulations, which will allow the Council to charge a fixed sum levy to contribute to the costs of improving infrastructure in order to support developments. The implementation of the CIL would be dependent on the adoption of the Local Development Plan (LDP) and was anticipated to significantly reduce the use of agreements under s106.

It was explained that the North Wales local authorities and the Snowdonia National Park Authority were working together to examine how the CIL could be implemented. The Council was in the process of recruiting to a temporary post established to progress this work, which had been jointly funded by the participating authorities. Due to the complexity of the CIL Regulations and the recent changes to the accompanying guidance, the Committee were advised that the report was only to raise awareness at this stage, with the Council needing to decide on whether or not to adopt the CIL in Denbighshire once the research into its impact had been completed.

Councillor Rhys Hughes questioned whether the Council had measures in place to ensure that developers were not able to evade their obligations, and the HPPP stated that the s106 provisions were usually enforceable but recognised that there had been some circumstances when this had not been possible, such as a case in Llangollen. The HPPP confirmed that members would be given training on the CIL prior to having to take a decision on whether to adopt the levy, and that Member Area Groups would also receive a report in the coming months on the potential changes.

It was affirmed that the CIL would allow significant scope in improving infrastructure compared to the s106 provisions, which were largely confined to improving open spaces. This would bring a risk that the potential increase in money available under

the CIL could be allocated by other organisations, diminishing the Council's control of the finances raised under the levy. The actual extent of the finance raised through the CIL would depend on the charging framework, which was still to be developed and so accurate figures were not yet available.

The Chair concluded that the true value of introducing the CIL could not be established until full financial details were available, and agreed that a report on the CIL should be listed as a future issue on the Committee's work programme once the research project had been completed.

**RESOLVED** – *That the Committee:*

- i)* acknowledges the figures on the income received from s106 Agreements for open space provision and maintenance, and the grant offers and payments which have been made; and
- ii)* notes the significance of the potential introduction of the Community Infrastructure Levy and schedules a report on the proposals for implementing the CIL in Denbighshire into its forward work programme.

## **9 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

The Chair noted that he had recently attended a meeting of the Rhyl Going Forward Programme Board, which he described as being very interesting and said that the way that the multiple work streams for developing Rhyl were being co-ordinated as an overall project was very positive.

The Chair thanked the members of the Committee for their attendance and also thanked Flintshire County Council's Peer Learning Exchange Team, who had been observing the meeting.

The meeting concluded at 12:30pm.

**Report to:** Communities Scrutiny Committee

**Date of Meeting:** 18 April 2013

**Lead Member:** Leader and Lead Member for Economic Development

**Report Author:** Rhyl Going Forward Programme Manager

**Title:** Rhyl Going Forward – Rhyl Going Forward Update

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## **1. What is the report about?**

This report provides an update on the Rhyl Going Forward Regeneration Strategy.

## **2. What is the reason for making this report?**

To provide information and seek Members' observations on the progress in terms of implementing the Rhyl Going Forward (RGF) Regeneration Strategy.

## **3. What are the Recommendations?**

That Members note the information and comment on the progress made.

## **4. Report details.**

The most recent Programme Update reports are attached as Appendix 1a to 1d which demonstrate that in terms of the four workstreams of the programme:

- West Rhyl Regeneration Area has a current status of YELLOW (Appendix 1a)\*
- Town Centre has a current status of RED (Appendix 1b)
- Seafront and Tourism has a current status of YELLOW (Appendix 1c)
- Live & Work in Rhyl has a current status of ORANGE (Appendix 1d)

\* Appendix 1a is at present exempt from public disclosure by virtue of Paragraphs 13 and 14 of Part 4 of Schedule 12A of the Local Government Act, 1972.

At the Communities Scrutiny Committee meeting of 17 January 2013 the Committee resolved to recommend that Alliance Leisure be invited to a future Council Briefing. It is understood that this is being arranged by the Head of Communication, Marketing & Leisure and should take place in June 2013.

The Committee also resolved to be presented with details of income generation forecast figures for the programme. This will be presented in the next RGF Update Report to Scrutiny when we will have full details of expenditure in the 2012/13 Financial Year.

The Committee also resolved to receive details pertaining to the membership and constitution of the Programme and Project Boards. The Project Boards follow the Prince 2 methodology which details the role of the Board. With regard to the Programme Board, the terms and conditions were discussed and agreed at the RGF Programme Board meeting on 13 February 2013. A copy of the Terms and Conditions are attached as Appendix 2.

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

### **5.1: Priority 1 – Developing the Local Economy and Our Communities**

The main thrust of the RGF Regeneration Strategy is to create more jobs and business opportunities in the area, thereby directly addressing this priority.

### **5.2: Priority 6 – Ensuring access to good quality housing**

Specifically the West Rhyl Housing Improvement Project (WRHIP) will directly impact on the priority outcome of *“offering a range of types and forms of housing...to meet the needs of individuals and families”*.

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

The overall regeneration strategy does not have a dedicated budget. Funding is allocated to specific projects, in the main utilising external funding sources, and the funding is monitored on a project by project basis.

## **7. What consultations have been carried out?**

The programme is monitored by the multi-agency Programme Board which ensures there is a broad consensus of approach across key agencies in Rhyl to the approach. Further work is being undertaken on developing a stronger marketing and communication approach to ensure there is a broader community awareness of the strategy. Individual projects have their own consultation strategy.

## **8. What risks are there and is there anything we can do to reduce them?**

Risks are monitored by the Programme Board utilising ***Appendix 3 – Programme Risk Register***.

## **9. Power to make the Decision**

No decision required.

Article 6.3.4 of the Council's Constitution permits Scrutiny to review and scrutinise the Council and other public bodies' performance in delivering their policy objectives and activities.

### **Contact Officer:**

Rhyl Going Forward Programme Manager  
Tel: 01824 706495

By virtue of paragraph(s) 13, 14 of Part 4 of Schedule 12A  
of the Local Government Act 1972.

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# Town Centre Highlight Report

## April 2013



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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Aims &amp; Objectives</b>                                                                                                                                                                                                                                                                                                                                                                              | <b>Current Status:</b>  |
| <p>In the town centre we are trying to create new business and job opportunities by supporting investment in retail, but also by introducing new uses and diversifying the town centre economy.</p> <ol style="list-style-type: none"> <li>1. Objectives not yet developed and agreed</li> <li>2. Objectives not yet developed and agreed.</li> <li>3. Objectives not yet developed and agreed</li> </ol> | RED                     |
|                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Previous Status:</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                           | RED                     |

### What's going well?

The refurbishment of the Bee & Station is forecast to complete by end of April 2013 and will be marketed as quality office space.

The facilitated "Visioning Day" with the Town Centre Management Group and RGF Board took place on 5 March 2013. Outcome of the day is yet to be written up but some strong ideas came forward for the strategy and constituent projects.

There is evidence of continued private sector investment in the town with former Dudley Arms pub opening as the Cob & Pen, a new restaurant/nightclub – Front Room - opening at the bottom end of the High Street, and a new outdoor clothing shop – Granite – opening on the junction of High Street/Wellington Road.

A programme of Easter events has been arranged by the Town Centre Manager.

### What concerns us and what are we doing about it?

Marks & Spencer and Next have both now closed, and the new retail development in Prestatyn has opened. This has had an immediate and very noticeable impact on footfall and trade in Rhyl. It is a little early to determine what the longer term impact of this development will be on Rhyl and whether the immediate impact will ease as the novelty factor of the new development wears off. Clearly though it has and will continue to have an impact on footfall and trade in Rhyl town centre.

Evidence from the footfall cameras are suggesting that the market is not having the desired impact of increasing footfall, with some non-market days achieving higher footfall figures. This is due to be discussed at the next meeting of the Rhyl Market Working Group on 12 April 2013, with a view to developing some proposals for the future of the market.

### Outlook

As expected, the opening of the new shopping development in Prestatyn has had a negative impact on Rhyl, and made the need to develop a coherent regeneration strategy and secure additional funding for the town centre even more pressing. That said, the recently announced New Regeneration Framework from Welsh Government – Vibrant and Viable Places – would seem to offer a potential source of funding in the future. We are still awaiting the guidance on

the funding criteria and bidding process, but bids would need to be submitted to WG in October 2013 with a view to project delivery beginning in April 2014.

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project                                       | Lead Organisation | Forecast Completion | Delivery Confidence |
|-----------------------------------------------|-------------------|---------------------|---------------------|
| Bee & Station                                 | DCC               | Apr 13              | GREEN               |
| 45 – 47 Water Street<br>(external works only) | Pennaf            | Apr 13              | GREEN               |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project              | Lead Organisation | Comments                                                                                                                                               |
|----------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| 49 – 55 Queen Street | DCC/RCS           | Initial feasibility for refurbishment of this WG owned property for an Enterprise Centre complete. Investigation of potential funding streams ongoing. |
| Rhyl Railway Station | Network Rail      | Improvements to Rhyl Station currently being worked up by Network Rail. Forecast on site by 2014.                                                      |

## Under Consideration

*Some consideration has been given to the project but significantly more work is required.*

| Project                      | Lead Organisation | Comments                                                                                                                          |
|------------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Queen's Market               | DCC               | Possible redevelopment site for mixed use including retail.                                                                       |
| Rhyl Town Hall               | ??                | Some discussion about development for performing arts, craft market, etc, but no further progress made.                           |
| Vacant Property Scheme       | ??                | Some discussion about a scheme to get empty shops back into use discussed but no further progress made.                           |
| Parking Strategy             | DCC               | Desire expressed by town centre businesses for a review of parking strategy. Some limited progress made in terms of new policies. |
| Town Centre Street Furniture | DCC               | Concerns have been raised about the current condition of the town centre street furniture.                                        |



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# Seafront Highlight Report

## April 2013



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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Aims &amp; Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Current Status:</b>  |
| <p><b>Along the coastal strip we are trying to create new business and job opportunities by increasing visitor numbers and visitor spend:</b></p> <ol style="list-style-type: none"> <li><b>1. To improve the visitor experience by ensuring a clean and well maintained environment, a welcoming atmosphere and by providing a range of activities and events.</b></li> <li><b>2. To create new visitor attractions that are consistent with the current appeal of Rhyl as a family orientated seaside resort, but that will attract visitors who currently do not visit.</b></li> <li><b>3. To market the resort more effectively to improve the public perception of Rhyl as a place to visit, live or invest</b></li> </ol> | YELLOW                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Previous Status:</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | YELLOW                  |

### What's going well?

Work continues on developing the business case for the Denbighshire owned Leisure facilities along the coast. The key elements of this are:

- New Aquatic Centre and new use for Sky Tower
- Demolition of Sun Centre and improvements to Pavilion Theatre
- Public Realm/car parks
- Children's Village Restaurants
- Nova (Prestatyn)

Ground investigation works and other surveys are being undertaken in relation to the new Aquatic Centre, and some repair works to the Sky Tower are being programmed over the next few months to ensure there is no risk to public safety posed by the structure.

Some initial design work has been undertaken and we now have some proposals for improvements to the Underground car park and to Crescent Road car park. At this stage no funding has been identified to implement these schemes but they are seen as an important part of the overall proposal because of the loss of parking caused by the proposed location of the Aquatic Centre and the increase in demand for car parking that should result from the new facility. We also have some design proposals for the creation of a pedestrian "plaza" for the space between the Aquatic Centre, Cinema and Children's Village.

The new East Parade beach access, creating disabled access to the beach as well as access for hand pulled beach craft (kite buggies, kayaks, etc) has completed as of 28<sup>th</sup> March 2013. An official launch event is planned for 3.00pm, 23<sup>rd</sup> April at the Pavilion Theatre.

Rhyl Harbour Bridge still scheduled to be operational by 28 Jun 2013. One of the bridge decks has arrived on site. Works on the square and harbour building will continue after the bridge and scheduled to complete by Dec 2013.

Some funding has been identified to develop the LoveRhyl brand and website as the visitor marketing strategy for Rhyl which should allow for the project to be progressed over the next month.

A programme of activities such as face painting, circus workshops, etc has been proposed for the summer on the promenade. This will provide 26 days of activity at the cost of approximately £15,000. The plan is to underwrite this from the Rhyl Going Forward operational budget, but with a view to trying to secure sponsorship to meet the costs or possibly even extend the programme.

A collaborative project between DCC and CCBC and funded by RWE N Power through the Gwynt y Mor Tourism Fund is set to commence in the Spring/Summer of 2013. The project will provide web based information, QR codes and information hubs along the coastal path from Prestatyn to Llandudno and the hinterland links off such as Gronant dunes, Marsh Tracks, Rhuddlan Nature Reserve for walkers and cyclists and provide leaflets/booklets/audio trail facilities at specific locations including public transport hubs. In addition the funding will provide capital for infrastructure improvements such as car parking surfacing at marsh Tracks and Prestatyn Hillside.

## **What concerns us and what are we doing about it?**

We experienced further delays, mainly relating to contractual issues, for the demolition of the Honey Club, but are now confident that the demolition work will start in April 2013. The Development Agreement between our preferred developer – Chesham Estates – and DCC has still not been signed, but a meeting has been arranged with Chesham Estates to try and progress this and ascertain where they are up to with the design process.

A new Public Inquiry date of 11<sup>th</sup> & 12<sup>th</sup> of June 2013 has been set for the compulsory purchase of 25/26 West Parade, which is required for the hotel scheme.

The Ocean Plaza site has not progressed as issues relating to power supply and flood risk continue.

The planning application for the Marine Lake Cable Ski was deferred at Planning Committee because some concerns have been raised about its environmental impact. All the concerns raised have previously been addressed and evidenced, so we remain confident that the application will be approved at the next Committee on 17<sup>th</sup> April 2013. However, the delay could cause issues in terms of implementation as the installation work will now be in the season when the miniature railway is in operation.

The Grange Hotel continues to be an eyesore on the front and no development solution has yet been identified, but further works to tidy the site will be undertaken by Denbighshire County Council in April if the owner fails to conform with the Enforcement Notice that has been served.

## **Outlook**

The progression of the Rhyl Harbour project, combined with the proposals for the renewal/refurbishment of the major leisure facilities on the seafront gives cause for real optimism. Clearly there is still a long way to go but if the projects are delivered it should result in a significant increase in visitor numbers with associated economic benefits.

## Completed Projects

East Parade Beach Access

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project                   | Lead Organisation | Forecast Completion | Delivery Confidence |
|---------------------------|-------------------|---------------------|---------------------|
| Rhyl Harbour & Bridge     | DCC               | Dec 13              | ORANGE              |
| Harbour Empowerment Order | DCC               | Jun 13              | ORANGE              |
| Honey Club redevelopment  | DCC               | Dec 14              | ORANGE              |
| Marine Lake Cable Ski     | DCC               | Jun 13              | ORANGE              |
| Green Links               | DCC               | Mar 15              | GREEN               |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project                             | Lead Organisation | Comments                                                             |
|-------------------------------------|-------------------|----------------------------------------------------------------------|
| Ocean Plaza                         | SDG               | Flood risk and power constraint issues continue to prevent progress. |
| Aquatic Centre & Sky Tower          | DCC               | Ground investigation and other surveys being undertaken.             |
| Public Realm & Underground car park | DCC               | Concept plans drawn up.                                              |
| Children's Village Restaurants      | DCC               | Further consideration needed of how to market these units.           |
| Pavilion & Sun Centre               | DCC               | Business Case in development scheduled for completion in May 2013.   |
| Crescent Road car park              | DCC               | Detailed plans drawn up.                                             |
| LoveRhyl website                    | DCC               | Some funding secured. Hopeful of commissioning design in April 2013  |

## Under Consideration

*Some consideration has been given to the project but significantly more work is required.*

| Project                            | Lead Organisation | Comments                                                                                                                         |
|------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 85 – 90 West parade                | WG                | Site temporarily landscaped, but earmarked for future development.                                                               |
| Boutique training Hotel            | DCC/RCS           | Concept agreed but need to identify appropriate site and funding sources.                                                        |
| Beach Huts                         | ???               | Not considered a priority at this stage.                                                                                         |
| Cycle Link – connecting Glan Morfa | DCC               | Currently trying to secure funding to undertake feasibility of cycle connection by the river between Marine Lake and Glan Morfa. |
| Rhyl Marina                        | DCC               | To be considered once Rhyl Harbour project complete and operational.                                                             |
| Pedestrian Signage Strategy        | DCC               | Currently trying to secure funding to undertake this work.                                                                       |
| Public Art Strategy                | DCC               | Not considered a priority at this stage.                                                                                         |





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# Live & Work Highlight Report

## April 2013



|                                                                                                                                                                                                                                                                                                                          |                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Aims &amp; Objectives</b>                                                                                                                                                                                                                                                                                             | <b>Current Status:</b>  |
| <p><b>We are trying to increase the desirability of Rhyl as a place to live, work, invest and do business.</b></p> <ol style="list-style-type: none"> <li>1. Objectives not yet developed and agreed</li> <li>2. Objectives not yet developed and agreed.</li> <li>3. Objectives not yet developed and agreed</li> </ol> | ORANGE                  |
|                                                                                                                                                                                                                                                                                                                          | <b>Previous Status:</b> |
|                                                                                                                                                                                                                                                                                                                          | ORANGE                  |

### What's going well?

Plans to develop a new school building at Rhyl High continue and are progressing well. This project is led by DCC Education Services.

The ground works for the Rhyl Cut Fisheries project are almost complete, with two fishing pools being created and the excavated material being used to create the mountain bike track at Glan Morfa. Planting will now take place later in the year with the help of local volunteers. This project has been led by DCC Countryside Services.

A final draft of the Green Infrastructure Plan report has been produced. This report details how Rhyl's Green Infrastructure (green spaces, parks, river corridors, etc) could be enhanced to provide community, environmental and economic benefits. Once complete, the document will provide an evidence base and strategic context which will assist in drawing down funding to deliver environmental improvement projects. This project is led by DCC Planning.

### What concerns us and what are we doing about it?

The same concerns persist from the previous update report:

The need to develop a more coherent and focussed approach to making Rhyl a more attractive place to live and work was recognised at the Review in Nov 2012. This work will be progressed as part of a wider Denbighshire Economic Ambition Strategy.

The failure thus far to agree an acceptable coastal defence scheme leaves significant parts of West Rhyl vulnerable to flooding. The problems at the Ocean Plaza site have also highlighted a potential significant flood risk posed by the River Clwyd which appears to require a very extensive and expensive flood protection scheme. The Developer is currently undertaking a revised Flood Consequence Assessment for the site, which will clarify the situation. These issues risk being an ongoing deterrent to investment both for housing and economic uses.

The Welsh Government funded ARBED scheme offering improved insulation was being rolled out in Rhyl West 2, but take-up has been very poor and as a result is likely to be withdrawn except for those properties which have already expressed an interest.

## Outlook

The work currently being undertaken on the Denbighshire Economic Ambition Strategy will provide the context to develop a much more coherent and robust approach to promoting Rhyl as a place to live, work and invest. This should provide a real opportunity for Rhyl to position itself in the wider Denbighshire and North Wales context and to more effectively attract new investment into the town.

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project            | Lead Organisation | Forecast Completion | Delivery Confidence |
|--------------------|-------------------|---------------------|---------------------|
| Rhyl High School   | DCC               | Sep 16              | GREEN               |
| Rhyl Cut Fisheries | DCC               | Apr 13              | GREEN               |
| Area Renewal       | DCC               | Aug 13              | GREEN               |
| ARBED              | WG/Wilmot Dixon   | under review        | RED                 |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project                        | Lead Organisation | Comments                                                                                                                                   |
|--------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| Coastal Defence Phase 3        | DCC               | Funding for phase 3 available until 2015, Revised scheme options currently being prepared and should be available in Apr 13                |
| Green Infrastructure Strategy  | DCC               | Strategy currently being developed by consultants (managed by Planning) and forecast for completion by April 2013.                         |
| H Bridge cycle priority scheme | DCC               | Scheme currently stalled due to traffic impact assessment which shows proposed scheme could cause congestion at Marsh Rd/Vale Rd junction. |

## Under Consideration

*Some consideration has been given to the project but significantly more work is required.*

| Project                            | Lead Organisation | Comments                                                                                                                                                                                                                                               |
|------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Live & Work Strategy development   | DCC               | The need to develop a more coherent and focussed approach to making Rhyl a more attractive place to live and work was recognised at the Review in Nov 2012. This work will be progressed as part of a wider Denbighshire Economic Ambition initiative. |
| Renewable Energy Innovation Centre | ??                | Discussed at Review in Nov 12 but not developed.                                                                                                                                                                                                       |
| Rhyl High School Innovation Centre | ??                | Discussed at Review in Nov 12 but not developed.                                                                                                                                                                                                       |



# Seafront Highlight Report April 2013



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Aims &amp; Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Current Status:</b>  |
| <p><b>Along the coastal strip we are trying to create new business and job opportunities by increasing visitor numbers and visitor spend:</b></p> <ol style="list-style-type: none"> <li><b>1. To improve the visitor experience by ensuring a clean and well maintained environment, a welcoming atmosphere and by providing a range of activities and events.</b></li> <li><b>2. To create new visitor attractions that are consistent with the current appeal of Rhyl as a family orientated seaside resort, but that will attract visitors who currently do not visit.</b></li> <li><b>3. To market the resort more effectively to improve the public perception of Rhyl as a place to visit, live or invest</b></li> </ol> | YELLOW                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Previous Status:</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | YELLOW                  |

## What's going well?

Work continues on developing the business case for the Denbighshire owned Leisure facilities along the coast. The key elements of this are:

- New Aquatic Centre and new use for Sky Tower
- Demolition of Sun Centre and improvements to Pavilion Theatre
- Public Realm/car parks
- Children's Village Restaurants
- Nova (Prestatyn)

Ground investigation works and other surveys are being undertaken in relation to the new Aquatic Centre, and some repair works to the Sky Tower are being programmed over the next few months to ensure there is no risk to public safety posed by the structure.

Some initial design work has been undertaken and we now have some proposals for improvements to the Underground car park and to Crescent Road car park. At this stage no funding has been identified to implement these schemes but they are seen as an important part of the overall proposal because of the loss of parking caused by the proposed location of the Aquatic Centre and the increase in demand for car parking that should result from the new facility. We also have some design proposals for the creation of a pedestrian "plaza" for the space between the Aquatic Centre, Cinema and Children's Village.

The new East Parade beach access, creating disabled access to the beach as well as access for hand pulled beach craft (kite buggies, kayaks, etc) has completed as of 28<sup>th</sup> March 2013. An official launch event is planned for 3.00pm, 23<sup>rd</sup> April at the Pavilion Theatre.

Rhyl Harbour Bridge still scheduled to be operational by 28 Jun 2013. One of the bridge decks has arrived on site. Works on the square and harbour building will continue after the bridge and scheduled to complete by Dec 2013.

Some funding has been identified to develop the LoveRhyl brand and website as the visitor marketing strategy for Rhyl which should allow for the project to be progressed over the next month.

A programme of activities such as face painting, circus workshops, etc has been proposed for the summer on the promenade. This will provide 26 days of activity at the cost of approximately £15,000. The plan is to underwrite this from the Rhyl Going Forward operational budget, but with a view to trying to secure sponsorship to meet the costs or possibly even extend the programme.

A collaborative project between DCC and CCBC and funded by RWE N Power through the Gwynt y Mor Tourism Fund is set to commence in the Spring/Summer of 2013. The project will provide web based information, QR codes and information hubs along the coastal path from Prestatyn to Llandudno and the hinterland links off such as Gronant dunes, Marsh Tracks, Rhuddlan Nature Reserve for walkers and cyclists and provide leaflets/booklets/audio trail facilities at specific locations including public transport hubs. In addition the funding will provide capital for infrastructure improvements such as car parking surfacing at marsh Tracks and Prestatyn Hillside.

## **What concerns us and what are we doing about it?**

We experienced further delays, mainly relating to contractual issues, for the demolition of the Honey Club, but are now confident that the demolition work will start in April 2013. The Development Agreement between our preferred developer – Chesham Estates – and DCC has still not been signed, but a meeting has been arranged with Chesham Estates to try and progress this and ascertain where they are up to with the design process.

A new Public Inquiry date of 11<sup>th</sup> & 12<sup>th</sup> of June 2013 has been set for the compulsory purchase of 25/26 West Parade, which is required for the hotel scheme.

The Ocean Plaza site has not progressed as issues relating to power supply and flood risk continue.

The planning application for the Marine Lake Cable Ski was deferred at Planning Committee because some concerns have been raised about its environmental impact. All the concerns raised have previously been addressed and evidenced, so we remain confident that the application will be approved at the next Committee on 17<sup>th</sup> April 2013. However, the delay could cause issues in terms of implementation as the installation work will now be in the season when the miniature railway is in operation.

The Grange Hotel continues to be an eyesore on the front and no development solution has yet been identified, but further works to tidy the site will be undertaken by Denbighshire County Council in April if the owner fails to conform with the Enforcement Notice that has been served.

## **Outlook**

The progression of the Rhyl Harbour project, combined with the proposals for the renewal/refurbishment of the major leisure facilities on the seafront gives cause for real optimism. Clearly there is still a long way to go but if the projects are delivered it should result in a significant increase in visitor numbers with associated economic benefits.

## Completed Projects

East Parade Beach Access

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project                   | Lead Organisation | Forecast Completion | Delivery Confidence |
|---------------------------|-------------------|---------------------|---------------------|
| Rhyl Harbour & Bridge     | DCC               | Dec 13              | ORANGE              |
| Harbour Empowerment Order | DCC               | Jun 13              | ORANGE              |
| Honey Club redevelopment  | DCC               | Dec 14              | ORANGE              |
| Marine Lake Cable Ski     | DCC               | Jun 13              | ORANGE              |
| Green Links               | DCC               | Mar 15              | GREEN               |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project                             | Lead Organisation | Comments                                                             |
|-------------------------------------|-------------------|----------------------------------------------------------------------|
| Ocean Plaza                         | SDG               | Flood risk and power constraint issues continue to prevent progress. |
| Aquatic Centre & Sky Tower          | DCC               | Ground investigation and other surveys being undertaken.             |
| Public Realm & Underground car park | DCC               | Concept plans drawn up.                                              |
| Children's Village Restaurants      | DCC               | Further consideration needed of how to market these units.           |
| Pavilion & Sun Centre               | DCC               | Business Case in development scheduled for completion in May 2013.   |
| Crescent Road car park              | DCC               | Detailed plans drawn up.                                             |
| LoveRhyl website                    | DCC               | Some funding secured. Hopeful of commissioning design in April 2013  |





# Town Centre Highlight Report April 2013



| Aims & Objectives                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>In the town centre we are trying to create new business and job opportunities by supporting investment in retail, but also by introducing new uses and diversifying the town centre economy.</p> <ol style="list-style-type: none"> <li>1. Objectives not yet developed and agreed</li> <li>2. Objectives not yet developed and agreed.</li> <li>3. Objectives not yet developed and agreed</li> </ol> |

|                  |
|------------------|
| Current Status:  |
| RED              |
| Previous Status: |
| RED              |

## What’s going well?

The refurbishment of the Bee & Station is forecast to complete by end of April 2013 and will be marketed as quality office space.

The facilitated “Visioning Day” with the Town Centre Management Group and RGF Board took place on 5 March 2013. Outcome of the day is yet to be written up but some strong ideas came forward for the strategy and constituent projects.

There is evidence of continued private sector investment in the town with former Dudley Arms pub opening as the Cob & Pen, a new restaurant/nightclub – Front Room - opening at the bottom end of the High Street, and a new outdoor clothing shop – Granite – opening on the junction of High Street/Wellington Road.

A programme of Easter events has been arranged by the Town Centre Manager.

## What concerns us and what are we doing about it?

Marks & Spencer and Next have both now closed, and the new retail development in Prestatyn has opened. This has had an immediate and very noticeable impact on footfall and trade in Rhyl. It is a little early to determine what the longer term impact of this development will be on Rhyl and whether the immediate impact will ease as the novelty factor of the new development wears off. Clearly though it has and will continue to have an impact on footfall and trade in Rhyl town centre.

Evidence from the footfall cameras are suggesting that the market is not having the desired impact of increasing footfall, with some non-market days achieving higher footfall figures. This is due to be discussed at the next meeting of the Rhyl Market Working Group on 12 April 2013, with a view to developing some proposals for the future of the market.

## Outlook

As expected, the opening of the new shopping development in Prestatyn has had a negative impact on Rhyl, and made the need to develop a coherent regeneration strategy and secure additional funding for the town centre even more pressing. That said, the recently announced New Regeneration Framework from Welsh Government – Vibrant and Viable Places – would seem to offer a potential source of funding in the future. We are still awaiting the guidance on the funding criteria and bidding process, but bids would need to be submitted to WG in October 2013 with a view to project delivery beginning in April 2014.

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project                                       | Lead Organisation | Forecast Completion | Delivery Confidence |
|-----------------------------------------------|-------------------|---------------------|---------------------|
| Bee & Station                                 | DCC               | Apr 13              | GREEN               |
| 45 – 47 Water Street<br>(external works only) | Pennaf            | Apr 13              | GREEN               |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project              | Lead Organisation | Comments                                                                                                                                               |
|----------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| 49 – 55 Queen Street | DCC/RCS           | Initial feasibility for refurbishment of this WG owned property for an Enterprise Centre complete. Investigation of potential funding streams ongoing. |
| Rhyl Railway Station | Network Rail      | Improvements to Rhyl Station currently being worked up by Network Rail. Forecast on site by 2014.                                                      |

## Under Consideration

*Some consideration has been given to the project but significantly more work is required.*

| Project                      | Lead Organisation | Comments                                                                                                                          |
|------------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Queen's Market               | DCC               | Possible redevelopment site for mixed use including retail.                                                                       |
| Rhyl Town Hall               | ??                | Some discussion about development for performing arts, craft market, etc, but no further progress made.                           |
| Vacant Property Scheme       | ??                | Some discussion about a scheme to get empty shops back into use discussed but no further progress made.                           |
| Parking Strategy             | DCC               | Desire expressed by town centre businesses for a review of parking strategy. Some limited progress made in terms of new policies. |
| Town Centre Street Furniture | DCC               | Concerns have been raised about the current condition of the town centre street furniture.                                        |



# West Rhyl Highlight Report

## April 2013



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>Aims &amp; Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Current Status:</b>  |
| <p><i>In the West Rhyl Regeneration Area we are trying to create an attractive neighbourhood where working people will want to live</i></p> <ol style="list-style-type: none"> <li><b>1. To create a balanced housing market which is not dominated by one type of housing or by one type of tenure.</b></li> <li><b>2. To create a balanced, stable community with more economically active people living in the neighbourhood.</b></li> <li><b>3. To improve the appearance and perception of the area</b></li> </ol> | YELLOW                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Previous Status:</b> |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | ORANGE                  |

### What's going well?

The West Rhyl Supplementary Planning Guidance was adopted by the Council on 26 Feb 2013.

The Public Inquiry for the compulsory purchase order will take place at Rhyl Town Hall on 21/22/23 May 2013. In total 11 objections were received. We are confident that a number of these will be withdrawn as we continue to negotiate acquisitions. We are also exploring the option of offering a house swap for a couple of the objectors whereby, if they agree, we would move them to another house within the project area. Various officers are currently preparing witness statements for the Inquiry and a barrister has been appointed to represent us.

An additional member of staff from DCC Property Services has been secured – funded by the project. This will provide extra capacity to deal with the numerous negotiations for property acquisitions required prior to the Inquiry.

A developer event is planned for 25 April 2013 to identify potential development partners for the redevelopment of the West Parade site and the remodelling/refurbishment of existing houses acquired through the project. The invite list will include both private sector developers and Registered Social Landlords (RSL's). We have been encouraged by the level of interest already expressed by developers.

Following consultation with a number of key partners a draft Design Brief has been produced along with associated procurement documentation for the green space. The plan is to have a design team commissioned in June 2013 with a view to submitting a planning application in the autumn.

Following the “deep clean” of West Rhyl undertaken by DCC public realm team early Jan 13, the area has remained at a good level of cleanliness.

Previous concerns about year end spend have been allayed and we are now on target to meet the forecast spend profile for 2012/13.

The external refurbishment of 13/15 Crescent Road is nearly complete (Pennaf led project).

An initial meeting between Pennaf, DCC and Welsh Government has taken place to discuss future plans for Edward Henry Street, where the majority of properties are owned by Pennaf. Pennaf will be developing some proposals for the area.

## What concerns us and what are we doing about it?

There are no major concerns at this point in time.

## Outlook

The project is progressing well and currently on track to deliver within agreed timetables and budgets.

## Committed Projects

*A commitment has been made to deliver the project and the necessary funding is in place.*

| Project                       | Lead Organisation | Forecast Completion | Delivery Confidence |
|-------------------------------|-------------------|---------------------|---------------------|
| West Rhyl Housing Improvement | WG/Pennaf/<br>DCC | Mar 15              | YELLOW              |
| 13 & 15 Crescent Road         | Pennaf            | Apr 13              | GREEN               |

## In Development

*Feasibility or ongoing development of the project is underway.*

| Project                  | Lead Organisation | Comments                                                                                                                                                                                                                                                                       |
|--------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Edward Henry Street West | WG/Pennaf/<br>DCC | The block of properties on Edward Henry Street opposite the Last Orders pub are in the ownership of Pennaf. The majority of them are vacant and as such are having a detrimental impact on the area. Pennaf are developing proposals for the future use of the buildings/site. |
| Edward Henry Street East | WG/Pennaf/<br>DCC | On the East side of Edward Henry Street, all the properties with the exception of the Last Orders pub are in either Pennaf or DCC ownership. Pennaf are developing proposals for the future use of the buildings/site.                                                         |

## Under Consideration

*Some consideration has been given to the project but significantly more work is required.*

**CURRENTLY NO PROJECTS UNDER CONSIDERATION**

## Indicators of Success

| Indicator                                                                   | Baseline (2010)        | Target | Most Recent | Performance |
|-----------------------------------------------------------------------------|------------------------|--------|-------------|-------------|
| <b>A balanced Housing Market - Tenure</b>                                   |                        |        |             |             |
| Percentage of houses in multiple occupation in West Rhyl (SPG defined area) | <i>To be developed</i> |        |             |             |
| Percentage of houses in single occupancy                                    |                        |        |             |             |
| Percentage of private rented houses in West Rhyl                            |                        |        |             |             |
| Percentage of owner occupied houses in West Rhyl                            |                        |        |             |             |
| Percentage of RSL houses in West Rhyl                                       |                        |        |             |             |
| <b>A balanced Housing Market - Type</b>                                     |                        |        |             |             |
| Percentage of 2-bed houses in West Rhyl                                     |                        |        |             |             |
| Percentage of 3-bed houses in West Rhyl                                     |                        |        |             |             |
| Percentage of 4-bed houses in West Rhyl                                     |                        |        |             |             |
| Percentage of 5+ bed houses in West Rhyl                                    |                        |        |             |             |
| <b>Stable community with economically active people</b>                     |                        |        |             |             |
| <i>Transience info from schools</i>                                         |                        |        |             |             |
| <i>Job-seekers allowance claimants</i>                                      |                        |        |             |             |
| <b>Improved appearance and perception</b>                                   |                        |        |             |             |
| <i>Environmental Satisfaction survey</i>                                    |                        |        |             |             |
| <i>Recorded crime</i>                                                       |                        |        |             |             |
| Recorded anti-social behaviour                                              |                        |        |             |             |

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**Rhyl Going Forward Programme Board**

# **Terms of Reference**

**Version: Final**

**March 2013**

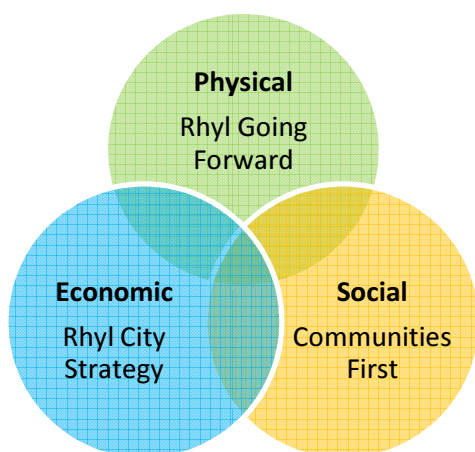
# 1. Programme Background and Context

1.1 For the purposes of the Board regeneration is defined as:

***“an integrated set of activities that seek to reverse economic, social and physical decline to achieve lasting improvement, in areas where market forces will not do this alone without some support from government”***

***Vibrant & Viable Places  
Welsh Government Oct 2012***

1.2 Given the three key themes of regeneration – physical, social and economic – outlined above, it is proposed to utilise existing (or in the case of Communities First proposed) structures to lead on each theme, as illustrated in the diagram below:



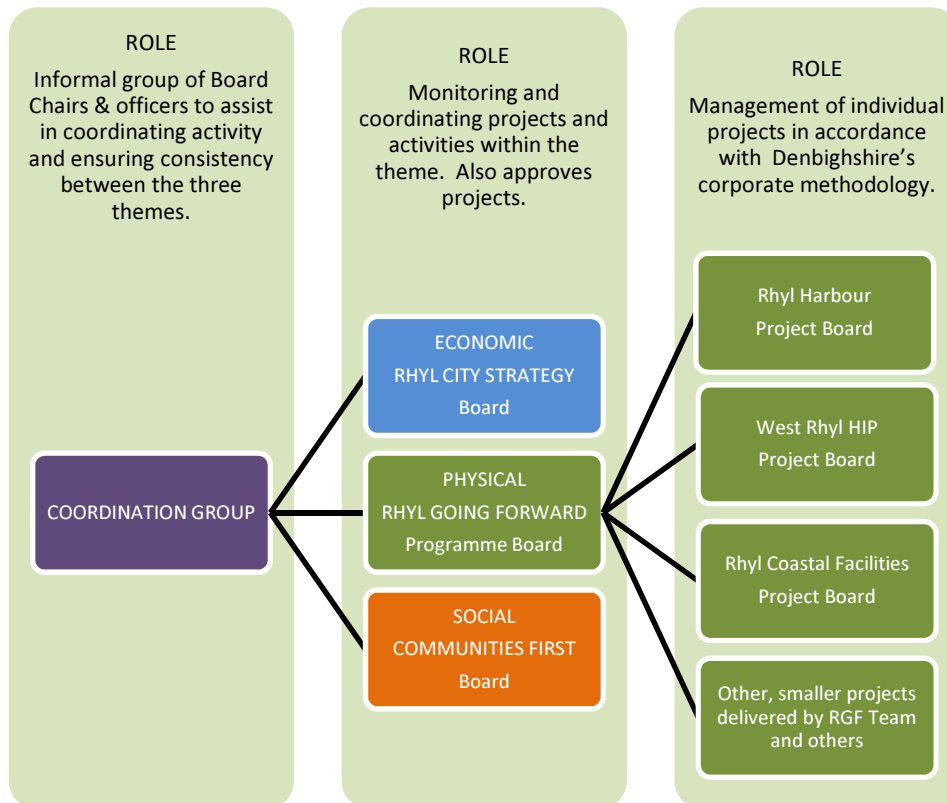
Thus the Boards for each organisation would lead on their respective theme, and understand that this is a key element of their role. On this basis each board will be overseeing a number of individual projects, some of which may be exclusive to that organisation, but with others that are “joint” projects with one or both of the other organisations

1.3 On this basis the Rhyl Going Forward Programme Board has lead responsibility for the physical elements of a wider regeneration strategy, dealing with projects that focus primarily on buildings, site development and environmental improvements.

1.4 To ensure alignment of the three keys themes some joint Board membership is required, and this is reflected in the Rhyl Going Forward Board membership detailed in section 2.1 below. To further reinforce joint working and delivery, it is proposed to establish a coordination group to ensure that activity within the three themes is consistent and complimentary. This would primarily be an influencing group (project approvals take place within the Boards), and as such it is suggested that this group remains small, relatively

informal and meets no more than quarterly. Suggested membership would be 6 – the chair and lead officer from each Board.

**1.5** The diagram below outlines the governance structure for the wider regeneration strategy, but specifically illustrating how Project Boards have been established within the Rhyl Going Forward Programme to ensure the effective monitoring and delivery of the larger, more complex projects in the programme.



## 2. Membership of the RGF Programme Board

2.1 The Rhyl Going Forward Board aims to be constructive partnership between agencies and organisations in the area with a clear interest or responsibility in the regeneration strategy and its outcomes. Membership is based on specific posts or representation as outlined in the table overleaf:

| Organisation & Post                                                 | Specific Board Role                                                                                                                                                                                  | Selection Process                                                                      |
|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <b>Rhyl Town Council</b><br>Town Councillors                        | Representing Rhyl Town Council and local residents and businesses. Two way communication between the Programme Board and other Rhyl Town Councillors and Officers.                                   | 2 representatives<br>Selected annually through nominations from Rhyl Town Council      |
| <b>Denbighshire CC</b><br>County Councillors                        | Representing Denbighshire County Council and local residents and businesses. Two way communication between the Programme Board and other Rhyl County Councillors and officers.                       | 2 representatives<br>Selected annually through nominations from Rhyl Member Area Group |
| <b>Denbighshire CC</b><br>DCC Cabinet Member – Economic Ambition    | Ensure the strategy aligns with the County Councils corporate priorities and Economic Ambition Strategy. Two way communication between the Programme Board and County Council governance structures. | Post holder or equivalent if post title changes                                        |
| <b>Denbighshire CC</b><br>Director of Economic & Community Ambition | Ensure the strategy aligns with the County Councils corporate priorities and Economic Ambition Strategy. Two way communication between the Programme Board and County Council governance structures. | Post holder or equivalent if post title changes                                        |
| <b>Rhyl City Strategy</b><br>CHAIR                                  | Ensure the strategy aligns with and supports Rhyl City Strategy's Business Plan. Two way communication between the Programme Board and Rhyl City Strategy Board.                                     | Post holder or equivalent if post title changes                                        |
| <b>Communities First</b><br>CHAIR                                   | Ensure the strategy aligns with and supports the Communities First Strategy. Two way communication between the Programme Board and Communities First.                                                | Post holder or equivalent if post title changes                                        |
| <b>Welsh Government</b><br>NWCRA Programme Director                 | Ensure the strategy aligns with and supports the North Wales Coast Strategic Regeneration Area. Two way communication between the Programme Board and Welsh Government.                              | Post holder or equivalent if post title changes                                        |
| <b>Rhyl Business Group</b><br>CHAIR                                 | Representing the interests of the business community in Rhyl. Two way communication between the Programme Board and RBG members.                                                                     | Post holder or equivalent if post title changes                                        |

|                                          |                                                                                                                                                                                                                                                                                                                                           |                                                 |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <b>Pennaf</b><br>Chief Executive         | Pennaf/Ciwyd Alyn are the largest Registered Social Landlord in Rhyl, and directly involved in the regeneration of West Rhyl. Ensure that the plans of Pennaf/Ciwyd Alyn and the regeneration strategy align and are mutually supportive. Two way communication between the Programme Board and Pennaf/Ciwyd Alyn officers and residents. | Post holder or equivalent if post title changes |
| <b>Coleg Llandrillo Rhyl</b><br>Director | Coleg Llandrillo is the provider of Further Education and offers a comprehensive range of vocational training. Ensure that the plans of Coleg Llandrillo and the regeneration strategy align and are mutually supportive. Two way communication between the Programme Board and Coleg Llandrillo officers and students.                   | Post holder or equivalent if post title changes |

**2.2** Where the same individual holds two or more of the posts detailed above (e.g. if the Chair of Rhyl City Strategy is also the Director of Coleg Llandrillo Rhyl), the more substantive post should take pre-eminence – i.e. if the role is through employment this should be pre-eminent to an elected chair role (e.g. the Director of Coleg Llandrillo Rhyl should be pre-eminent over the role of Chair of Rhyl City Strategy). In this situation the organisation losing Board representation will be requested to nominate an alternative representative to be a RGF Board member.

**2.3** This Board will be supported by Advisors without any voting or decision-making powers. The primary role of these support members is to advise the Board. Individuals may be invited onto the Board in this support role as required or requested.

### **3. Appointment of Chair**

**3.1** The Board will select a chair on an annual basis at a meeting in the second quarter of the financial year.

**3.2** If the Chair is absent from a meeting of the Board, the Board members present will select a chair for that meeting.

### **4. Attendance at meetings**

**4.1** Board Members and Board Advisors are expected to make best efforts to attend Board meetings. Where attendance is not possible, another representative can be nominated to attend. In this instance, the RGF Programme Manager should be informed of the nomination at least one working day prior to the meeting.

**4.2** If a Board member fails to attend or send a representative for three consecutive Board meetings, the Programme Board reserves the right to request an alternative nomination for Board membership/attendance from the parent organisation.

**4.3** Any meeting of the Programme Board will be considered quorate when at least half of the Board Members are present. If a meeting is inquorate it will be adjourned and rescheduled.

## **5. Code of Conduct**

**5.1** Board Members and Advisors are expected to act in a fair and professional manner at Board meetings and when representing the Rhyl Going Forward Programme Board outside the meetings. This means that Board attendees are expected to:

- prepare properly for the meeting by reading any reports and information provided prior to the meeting
- be candid, open and truthful in all Board discussions
- be respectful, fair and consistent when listening to and considering the views of other Board attendees;
- respect confidentiality – ie when items are raised as confidential the details of such are not discussed with non-Board attendees outside of the Programme Board meetings;
- Board Attendees are expected to declare any conflicts or potential conflicts of interest at the outset of any discussion at Programme Board meetings, and subsequently not act or engage in discussion in a way that may result in personal gain;

**5.2** Breaches of the code outlined above, whether intentional or unintentional, shall be reviewed by the Programme Board members, who will agree the course of action to be taken. Serious breaches of the code could result in a request to the parent organisation of the Board member or advisor for an alternative nomination for Board membership/attendance. The Board member or advisor being reviewed will not be present at this discussion.

## **6. Frequency and administration of meetings**

**6.1** The Programme Board will meet every 8 weeks or thereabouts.

**6.2** Papers for the Board will be sent out electronically at least one week prior to the date of the meeting. Hard copies of the papers will not normally be provided and it is expected that Board Members and Advisors will bring all necessary papers.

**6.3** It is expected that papers for the Board would normally include:

- Agenda
- Highlight reports on workstreams and projects
- Specific reports where Board decisions are required
- Programme Risk Register

## **7. Roles and Responsibilities**

**7.1** The main role of the Programme Board is to monitor and direct the delivery of the Rhyl Going Forward Delivery Plan. More specifically the role is to effectively deliver strategic change, not to govern the delivery of individual projects. These should be addressed at the project level unless there are significant problems with delivery or the strategic context for the project has changed. In these circumstances it will be appropriate for the Programme Board to intervene, but in general the Board's role should be more strategic in terms of:

- Ensuring the right projects are selected
- Ensuring money is not wasted on projects that do not deliver benefits
- Ensuring that scarce resources are prioritised
- Improving communication with stakeholders
- Providing better focus on the real drivers of change
- Delivering tangible results
- Working to improve the image of Rhyl

**7.2** In undertaking this role the Programme Board will need to:

- Discuss the strengths, weaknesses and challenges facing Rhyl and identify and share best practice;
- Discuss the application of alternative ways of doing things;
- Identify, scope and justify candidate projects;

- Analyse the quick wins, longer term wins and decide which projects to approve;
- Select those projects which will generate significant benefits
- Co-ordinate the delivery of the agreed set of projects;
- Involve stakeholders and ensure that projects respond to emergent evidence and other changes in the political and operational context;
- Review and maintain the quality and ambition of projects; and
- Follow through to implement projects and realise projected benefits.

## **8. Meeting Protocols**

**8.1** To provide focus for the role outlined above, a typical Board agenda might consist of the following agenda:

1. Highlight report for each strand using project dashboard and highlight reports for any key issues/achievements/emerging risks;
2. Input/progress from Rhyl City Strategy and Communities First;
3. Key decisions required from the Board, with reports supporting each decision required setting out time, cost and quality implications of decisions required and options considered;
4. Review of Programme Risk Register, with focus on red risks and management/mitigation actions being taken or needed;
5. Catch all section for any emerging issues that may need to be considered in relation to regeneration efforts in Rhyl (for example, if we started seeing a move towards properties being bought up by London Boroughs for re-housing homeless, or a major new employer or employment opportunity arising); and
6. Key messages for communication.



## **9. Other commitments**

- 9.1** By the end of December each year the RGF Programme Board will have undertaken a review meeting (over and above the regular Programme Board meetings) with a wider group of stakeholders and interested parties to review the strategy and its constituent projects. This review will help inform the production of a revised Delivery Plan detailed in section 8.2 below.
  
- 9.2** By the end of March each year the RGF Programme Board will have considered and approved an updated Delivery Plan which will outline the programme priorities and key projects for the next three years (ensuring there is always a current 3 year plan).
  
- 9.3** By the end of June each year the RGF Programme Board will have considered and approved an Annual Report detailing progress and key achievements in the previous financial year.

## Board Membership

As of March 2013, based on the membership criteria detailed in section 2.1, membership of the RGF Programme Board comprises of the following members with full voting rights:

| Organisation & Post                                                 | Board Member                                             |
|---------------------------------------------------------------------|----------------------------------------------------------|
| <b>Rhyl Town Council</b><br>Town Councillors                        | Andy Rutherford<br>Brian Moylan                          |
| <b>Denbighshire CC</b><br>County Councillors                        | Joan Butterfield<br>David Simmons                        |
| <b>Denbighshire CC</b><br>DCC Cabinet Member – Economic Ambition    | Cllr Hugh Evans                                          |
| <b>Denbighshire CC</b><br>Director of Economic & Community Ambition | Rebecca Maxwell<br><b>(CURRENT CHAIR)</b>                |
| <b>Rhyl City Strategy</b><br>CHAIR                                  | Celia Jones – ALTERNATIVE NOMINATION<br>REQUESTED Mar 13 |
| <b>Communities First</b><br>CHAIR                                   | Will Morecambe                                           |
| <b>Welsh Government</b><br>NWCRA Programme Director                 | Wyn Roberts                                              |
| <b>Rhyl Business Group</b><br>CHAIR                                 | John Bellis                                              |
| <b>Pennaf</b><br>Chief Executive                                    | Graham Worthington                                       |
| <b>Coleg Llandrillo Rhyl</b><br>Director                            | Celia Jones                                              |

## Board Advisors

As of March 2013, the Board Advisors who will be invited to every meeting are:

| Name              | Post/Role                                          | Organisation                |
|-------------------|----------------------------------------------------|-----------------------------|
| Tom Booty         | RGF Forward Programme Manager                      | Denbighshire County Council |
| Carol Evans       | Rhyl Going Forward Principal Officer               | Denbighshire County Council |
| Graham Boase      | Head of Planning & Regulatory Services             | Denbighshire County Council |
| Steve Parker      | Head of Environmental Services                     | Denbighshire County Council |
| Peter McHugh      | Head of Housing and Community Development Services | Denbighshire County Council |
| Jamie Groves      | Head of Communication, Marketing and Leisure       | Denbighshire County Council |
| Ali Thomas        | Programme Manager                                  | Rhyl City Strategy          |
| Maria Mielczarski | Communities First Co-ordinator                     | Communities First           |

Others may be invited on as required and/or requested

# Project/Workstream/Programme Status Guidance

The table below provides guidance in relation to project status:

|               |                                                                                                                                                                                                                                                                                                                                                      |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Green</b>  | Successful delivery of the project/programme to time, cost and quality appears highly likely and there are no major outstanding issues that at this stage appear to threaten delivery significantly                                                                                                                                                  |
| <b>Yellow</b> | Successful delivery appears probable but significant issues already exists requiring management attention. These appear resolvable at this stage and if addressed promptly, should not present a cost/schedule overrun.                                                                                                                              |
| <b>Orange</b> | Successful delivery of the project/programme is in doubt with major risks or issues apparent in a number of key areas. Urgent action is needed to ensure these are addressed, and whether resolution is feasible.                                                                                                                                    |
| <b>Red</b>    | Successful delivery of the project / programme appears to be unachievable. There are major issues on project / programme definition, schedule, budget required quality or benefits delivery, which at this stage does not appear to be manageable or resolvable. The project/programme may need re-base lining and/or overall viability re-assessed. |

## Risk Status Guidance

The table below provides guidance in relation to risks:

|               |                                                                                                   |
|---------------|---------------------------------------------------------------------------------------------------|
| <b>Green</b>  | <b>Minor</b> – risk easily managed                                                                |
| <b>Yellow</b> | <b>Moderate</b> – risk containable                                                                |
| <b>Orange</b> | <b>Major</b> - immediate intervention required to manage risk                                     |
| <b>Red</b>    | <b>Critical</b> – risk jeopardises entire project and immediate, high-level intervention required |

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# Rhyl Going Forward Neighbourhoods & Places

## PROGRAMME RISK REGISTER

April 2013


|            |                     |                    |            |               |            |                   |
|------------|---------------------|--------------------|------------|---------------|------------|-------------------|
| LIKELIHOOD | 5<br>Almost certain | 5                  | 10         | 15            | 20         | 25                |
|            | 4<br>Likely         | 4                  | 8          | 12            | 16         | 20                |
|            | 3<br>Possible       | 3                  | 6          | 9             | 12         | 15                |
|            | 2<br>Unlikely       | 2                  | 4          | 6             | 8          | 10                |
|            | 1<br>Rare           | 1                  | 2          | 3             | 4          | 5                 |
|            |                     | 1<br>Insignificant | 2<br>Minor | 3<br>Moderate | 4<br>Major | 5<br>Catastrophic |
| IMPACT     |                     |                    |            |               |            |                   |

| Risk No: | Date identified | Date last reviewed | Risk description & Mitigating Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Risk Owner | L Score | I Score | Risk Score | Risk Trend | RAG Status |
|----------|-----------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------|---------|------------|------------|------------|
| 1        | 05/01/12        | 28/03/13           | <p><b>Community Opposition</b> – there is small group of vocal members of the community who appear to be opposed to the plans for the West Rhyl Housing Regeneration Area. There is a risk that continued opposition will undermine confidence in the strategy and ultimately in delivery. Manage through:</p> <ul style="list-style-type: none"> <li>Regular consultation and promotion in local media</li> <li>High level, consistent and visible organisational commitment to the strategy</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>Articles in local press</li> <li>Meeting with key community leaders</li> </ul> | Tom Booty  | 3       | 3       | 9          | ↓          | AMBER      |

|   |          |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |   |   |   |   |       |
|---|----------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|---|---|---|-------|
| 2 | 05/01/12 | 28/03/13 | <p><b>Meeting funding commitments</b> – the £10 million allocated for the West Rhyl Housing Regeneration Area needs to be spent within a two year period commencing April 2012. This is very challenging and it is unlikely that there will be any allowance for carry over between years or at the end of the 2 year period. There is therefore a risk that we will not meet the spend profile, which could in turn jeopardise our ability to deliver the full programme of regeneration in West Rhyl, or worse still leave us with a half completed programme and no funds to complete. Manage through:</p> <ul style="list-style-type: none"> <li>• Establishing a dedicated Project Manager and robust financial management procedures</li> <li>• Ensuring there are sufficient staff resources in other specialist areas to deliver</li> <li>• Plan “contingency projects” which can be implemented to ensure we meet year end spend profiles.</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>• CPO Inquiry date set</li> <li>• Acquisition programme on target</li> <li>• Claims up to date</li> </ul> | Tom Booty | 2 | 4 | 8 | ↓ | GREEN |
| 3 | 05/01/12 | 28/03/13 | <p><b>Raised Expectations</b> - the Delivery Plan details a number of projects and activities, most of which are currently un-funded, and even when funded are likely to take considerable time to develop and deliver. There is a risk that the expectations for delivery will be raised and then people will become frustrated at the lack of progress. Manage through:</p> <ul style="list-style-type: none"> <li>• Robust project management arrangements</li> <li>• Strong programme management</li> <li>• Regular communication on progress and issues</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>• Regular communication with local Councillors</li> <li>• Improved Programme Management arrangements</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                  | Tom Booty | 3 | 3 | 9 | ↔ | AMBER |

|   |          |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           |   |   |    |   |       |
|---|----------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|---|----|---|-------|
| 4 | 05/01/12 | 28/03/13 | <p><b>Heritage Issues</b> - the proposals for the West Rhyl Housing Regeneration Area includes some demolition of the urban fabric, including properties in the Conservation Area. This may generate opposition from some organisations and individuals, which in turn could jeopardise delivery of the strategy. Manage through:</p> <ul style="list-style-type: none"> <li>Regular communication and engagement with heritage bodies</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>Demolition contract for Honey Club expected to start Apr 13</li> </ul>                                                 | Tom Booty | 2 | 2 | 4  | ↔ | GREEN |
| 5 | 05/01/12 | 28/03/13 | <p><b>Lack of universal support</b> – attempts have been made to ensure that all key partner organisations are informed and supportive of the Delivery Plan.</p> <ul style="list-style-type: none"> <li>Regular communication and involvement of all organisations</li> <li>High level, consistent and visible organisational commitment to the strategy</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>Regular meetings with MP and other key town centre individuals</li> </ul>                                                                                                                            | Tom Booty | 2 | 3 | 6  | ↔ | GREEN |
| 6 | 05/01/12 | 28/03/13 | <p><b>Staff resources</b> – the Delivery Plan represents a very substantial body of work for which there are limited staff resources to deliver. Imminent restructure of DCC Regeneration may lead to short-term resource issues. Manage through:</p> <ul style="list-style-type: none"> <li>Immediate consideration of short-term resource issues</li> <li>we will seek to ensure that associated project management costs are included in funding applications.</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>planned restructure of regen service to ensure organisation is geared to deliver</li> </ul> | Tom Booty | 4 | 3 | 12 | ↑ | AMBER |

**APPENDIX 3**

|   |          |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |   |   |    |                                                                                     |     |
|---|----------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|---|----|-------------------------------------------------------------------------------------|-----|
| 7 | 13/02/13 | 28/03/13 | <p><b>Declining Town Centre</b> – the impact of the new development in Prestatyn and the general restructuring of retail nationally is having a significant negative impact on Rhyl town centre. Manage through:</p> <ul style="list-style-type: none"> <li>• Develop a coherent and agreed strategy for the town centre</li> <li>• Secure funding to deliver projects in the town centre.</li> </ul> <p><b>Action since last update:</b></p> <ul style="list-style-type: none"> <li>• Town Centre Visioning Day</li> </ul> | Tom Booty | 5 | 4 | 20 |  | RED |
|---|----------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|---|----|-------------------------------------------------------------------------------------|-----|



|                             |                                                                                                     |
|-----------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Report To:</b>           | <b>Communities Scrutiny Committee</b>                                                               |
| <b>Date of Meeting:</b>     | <b>18<sup>th</sup> April 2013</b>                                                                   |
| <b>Lead Member/Officer:</b> | <b>Lead Member for Tourism, Leisure and Youth/<br/>Head of Communication, Marketing and Leisure</b> |
| <b>Report Author:</b>       | <b>Active Lifestyles Manager</b>                                                                    |
| <b>Title:</b>               | <b>Denbighshire Play Sufficiency Assessment</b>                                                     |

---

## **1. What is the report about?**

This report is to highlight to Members the recently submitted draft Play Sufficiency Assessment and action plan. The Action Plan (Appendix 1) sets out how we plan to provide Play opportunities for the children of Denbighshire. Should you require a copy of the 100 page assessment document then please contact the Council's Sport and Physical Activity Manager on 01824 712710.

## **2. What is the reason for making this report?**

The reason for this report is to provide information regarding the Denbighshire Play Sufficiency Assessment.

Section 11 of the Children and Families (Wales) Measure 2010 places a statutory duty on Local Authorities to assess and secure sufficient play opportunities for children in their area.

The Welsh Government (WG) issued regulations in October 2012 requiring all Welsh local authorities to undertake a Play Sufficiency Assessment and develop action plans to address identified gaps in provision.

The deadline for submission of the assessment to WG was 31 March 2013 and a draft assessment from Denbighshire County Council has been sent to ensure compliance with the deadline.

The final version will be sent after the Scrutiny Committee meeting.

The Local Authority must complete a Play Sufficiency Assessment every 3 years following the first assessment.

## **3. What are the Recommendations?**

That Members note and provide observations on the content of the report and action plan, and support the commitment to Play Development in Denbighshire.

#### **4. Report details.**

A review of Play in Denbighshire was commissioned by the Corporate Director in 2011 to establish an overall vision and identify where responsibility for the strategic development of Play sits within the authority.

The recommendations of the review suggested that the strategic home of Play should be within the Communications, Marketing and Leisure Service. This Service also houses the Active Young People Team, Youth Services, the Family Information Service (FIS) and the Integrated Children's Centres (ICCs). The housing of play within this service would provide a seamless link to the joint delivery of services which work collectively towards the development of children and young people.

The Play Sufficiency Assessment is therefore timely in the development of play within the Authority and will be used as a tool to strategically plan and co-ordinate future provision.

The scope of the Measure is not confined to fixed and staffed play provision but is also about the time, space and ultimately the freedom children have to play.

The tool kit provided by WG requested that local authorities assessed the following areas individually.

Matter A – Population

Matter B – Providing for diverse needs

Matter C – Space available for children to play

Matter D – Supervised provision

Matter E – Charges for Play Provision

Matter F – Access to space/provision

Matter G – Securing and Developing the Play Workforce

Matter H – Community engagement and participation

Matter I – Play within all relevant policy and implementation

In order to do this effectively a substantial amount of information has been required from other services and partner organisations. Extensive consultation took place with the following internal and external partners.

##### **Internal**

Children and Young People's Partnership, Leisure Services, Family Information Service, Integrated Children's Centres, Children's Services, Planning, Transport, Countryside Services, Housing, Education, Youth Services, Environment, Arts and Culture and the Lead Member for Communication, Marketing and Leisure.

##### **External**

North East Wales Play, Rhyl Adventure Playground Association, Communities First and Denbighshire Voluntary Services Council, Barnardo's, VIVA, Tegan Toy Library, Local Schools, Day Nurseries, URDD, Menter Iaith, Autism Initiatives, Welfare Rights Team, Older People's Development Officer, Public Health Wales, Young Farmers Clubs, Ruthin Craft Centre, Marsh Tracks, Bodelwyddan Castle and Wrexham County Borough Council

A Working Group was also established consisting of a range of internal and external stakeholders and partners. The Group met on a monthly basis between November and March 2013.

Information was gathered via

- questionnaires (staff, parents, and children)
- focus groups
- observations of play activity at structured sessions and fixed play areas
- desk top audit of information
- information received from other Services within the Council
- meetings with officers/organisations

Updates on progress were provided to the Early Entitlement Group, Children and Young People's Strategic Partnership Group and Communications, Marketing & Leisure Lead Officer Group

Key themes/priorities emerging from the assessment to be addressed in year 1 have been included in the action plan template provided by Welsh Government and are summarised below:

- Further assessment of open space provision and community engagement in play initiatives
- Promotion and marketing of the benefits of play and the accessibility to play
- Ensure open access play provision in Denbighshire becomes regulated provision and adheres to standards within CSSIW.
- Develop a training programme across statutory and non-statutory agencies to ensure a comprehensive range of training is available to enhance skills within the play workforce.
- Through a partnership approach embed the statutory responsibilities of play within the corporate priorities and The BIG Plan.

Key themes/priorities emerging from the assessment to be addressed in 2014 and beyond have also been included in the action plan template and are summarised below:

- Expand provision of open access play across Denbighshire including rural areas
- To ensure all play provision is accessible and provides inclusive practices for children with additional needs
- To establish a play workforce development team (subject to external funding) which will build on current opportunities for children to play within Denbighshire.

### **Performance management**

The progress against the action plan will be monitored initially by the Play Working Group and reported through the Creating An Active Denbighshire Group and the Communication, Marketing and Leisure Business Plan. The first review of progress will be taking place in July 2013.

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

Vulnerable People are protected and are able to live as independently as possible;- The Welsh Government believes that high quality play opportunities for all children may contribute to mitigating the negative effects of poverty on children's lives and help to build their resilience.

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

The WG provided £20,000 to fund the assessment process and the production of the Action Plan.

The WG requires Schedule 1 of the Action Plan to identify 'no-cost' actions which can be delivered during the next 12 months within existing budgets and using existing officer time.

In order to further develop play opportunities within Denbighshire beyond 2014, more dedicated resources may be required and WG have requested that identified additional budget costs for the long term development of play are submitted as part of the assessment.

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

An Equality Impact Assessment was completed as part of the Welsh Government Play Sufficiency Assessment. The Play Sufficiency Assessment aims to promote inclusion and improve access to play opportunities for marginalised, segregated and disabled children.

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

A copy of the draft Play Sufficiency Assessment has been sent to the Working Group and all the departments listed above in section 4 (Heads of Service and relevant Officers)

**Chief Finance Officer Statement**

The costs of completing the Year 1 actions will be contained within existing budgets. Future years can only be delivered if appropriate grant is forthcoming.

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

There are no risks to the current level of play opportunities within Denbighshire and these will continue to be developed through current service provision.

**10. Power to make the Decision**

Article 6.3.2 of the Council's Constitution

**Contact Officer:** Active Lifestyles Manager

Tel: 01824 712728

## Actions to be taken to address the issues / shortcomings recorded in the Play Sufficiency Assessment

**Proposed actions for the period of 2013 – 2014. The plan will be delivered between April 1<sup>st</sup> 2013 and March 31<sup>st</sup> 2014.**

**(Funding source: funding from Local Authority own budgets and to be included in the Single Integrated Plan).**

| Matter                                   | Priorities                                                                                               | Targets                                                                                                           | Lead Officer/<br>organisation/gro<br>up                                                     | Resources,<br>including<br>costs | Funding source<br>(new or<br>existing<br>funding<br>streams) |
|------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------|
| Matter A:<br>Population                  | Accurate population data is available and used for development of play                                   | Robust data made available and used by DCC and partner organisations                                              | Denbighshire Play Forum<br>Play Co-ordinator<br>Family Information Service                  | Staff time                       | Existing through FIS                                         |
| Matter B:<br>Providing for diverse needs | Ensure children in rural areas have access to play in their communities through current project delivery | As part of Families First funding – work in clusters to deliver open access play schemes which cover rural areas. | Denbighshire Play Forum<br>Play Co-ordinator<br>Family Information Service Outreach Officer | Staff time                       | Existing through NEW Play Project                            |
| Matter B:<br>Providing for diverse needs | Continue to locate and promote cultural groups within the county.                                        | Number of cultural groups whose services are advertised on the Family Information website                         | Denbighshire Play Forum<br>Play Co-ordinator<br>Family Information Service                  | Staff time                       | Existing through FIS                                         |

|                                             |                                                                                                                                                                                                                            |                                                                                              |                                                                                         |                                      |                                                                        |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------|------------------------------------------------------------------------|
| Matter B:<br>Providing for<br>diverse needs | Implement actions prioritised by the Families First project Board from the Families First action plan to provide more inclusive services to families with disabled children. The BIG Plan action plan - Core Aim 3,4,5,6,7 | Number of actions completed from the Families First action Plan                              | Partnerships and Communities Team<br>Integrated Children's Manager<br>Play Co-ordinator | Staff time                           | Existing through Families First                                        |
| Matter B:<br>Providing for<br>diverse needs | Further consult with parents, carers and families of special schools to identify the play needs of disabled children.                                                                                                      | Number of consultation events held or questionnaires completed                               | Play Co-ordinator<br>Disability Sport Officer                                           | Staff time                           | Existing through Families First & Federation of Disability Sport Wales |
| Matter B:<br>Providing for<br>diverse needs | Provide a range of inclusive training opportunities for staff involved in the delivery of play                                                                                                                             | Number of people who attended the course                                                     | Disability Sport Officer<br>FIS<br>ICC                                                  |                                      | Existing through Federation of Disability Sport Wales                  |
| Matter B:<br>Providing for<br>diverse needs | Continue to fund settings to enhance inclusive practice within out of School Provision through the Family Information Service Welsh Government funding (1Year)                                                             | Number of settings who have been funded through the grant                                    | Integrated Children's Manager<br>Family Information Service                             | Staff time                           | Existing through WG Out of School Provision funding                    |
| Matter B:<br>Providing for<br>diverse needs | Ensure that the settings who receive inclusive Play equipment bags actively promote inclusive play during sessions                                                                                                         | All settings to be visited at least once to ensure that resources are being used effectively | Integrated Children's Manager<br>Family Information Service<br>Play Co-ordinator        | Staff time<br>Cost of equipment bags | Existing through Families First                                        |
| Matter B:<br>Providing for<br>diverse needs | Ensure Young Carers have the opportunity to play                                                                                                                                                                           | Work with Children's Services to deliver a programme of                                      | Integrated Children's Manager<br>Family Information Service                             | Staff time                           | Existing through FIS                                                   |

|                                                |                                                                                                                                  |                                                                                                          |                                                                          |                                     |                                 |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------|---------------------------------|
|                                                |                                                                                                                                  | opportunities for Young Carers                                                                           | Play Co-ordinator                                                        |                                     |                                 |
| Matter B: Providing for diverse needs          | Ensure children with complex needs have access to play opportunities                                                             | Work with Barnardo's buddy system to ensure play sessions are accessible for children with complex needs | Integrated Children's Manager<br>Family Information Service              | Staff time                          | Existing through Families First |
| Matter C: Space available for children to play | Open spaces in Denbighshire are assessed and an up to date record of designated play spaces is available                         | Inclusion of open space data within necessary planning documentation                                     | Planning Department<br>Denbighshire Play Forum<br>Play Co-ordinator      | Staff time                          | Existing through Families First |
| Matter C: Space available for children to play | Liaise with the website coordinator for Denbighshire County Council and assist with plotting the play spaces for easy reference. | For all Play spaces to be listed on the Denbighshire County Council website                              | Play Co-ordinator<br>Denbighshire County Council<br>Website Co-ordinator | Staff Time                          | Existing council staff          |
| Matter C: Space available for children to play | Continue to work on and promote smoke free playgrounds in Denbighshire                                                           | Number of playgrounds displaying a 'Smoke free Playground' sign                                          | Public Health Wales<br>Partnerships and Communities Team                 | Cost of signs and promotional items | Well-being Activity Grant       |
| Matter C: Space available for children to play | Raise awareness of the value of play with members and communities through newsletters and reports.                               | Ensure Play has a quarterly mention in members newsletters                                               | Play Co-ordinator<br>Lead Member<br>Communication and Marketing team     | Marketing costs                     | Existing through Families First |
| Matter D: Supervised                           | Ensure an up to date record of supervised play provision is kept                                                                 | An up to date record of                                                                                  | Play Co-ordinator<br>Family Information                                  | Staff time                          | Existing through FIS            |

|                                      |                                                                                                                                     |                                                                                                  |                                                                               |            |                                              |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------|----------------------------------------------|
| provision                            |                                                                                                                                     | supervised play provision is kept on FIS website                                                 | Service                                                                       |            |                                              |
| Matters D : Supervised Provision     | Play Forum to work with youth groups to engage young people in the development of play projects                                     | Meetings to have clear outcomes and identified terms of reference                                | Play Forum<br>Integrated Children's Centre Manager<br>Community Youth Workers | Staff time | Existing council staff                       |
| Matter D: Supervised provision       | Continue to provide a wide range of sporting opportunities to meet the needs of the young people of Denbighshire.                   | AYP work programmes to continue to increase participatory opportunities in a range of activities | Active Lifestyle Team<br>Leisure Centres                                      | Staff time | Existing from Sport Wales                    |
| Matter E: Charges for play provision | Continue to develop and update information on the availability of no cost and low cost provision                                    | Information on provision is held on Family Information Service website and monitored quarterly   | Family Information Service                                                    | Staff time | Existing from FIS                            |
| Matter F: Access to space/provision  | Continue to record locality of 20mph zones and monitor play in these areas                                                          | Visit 20 mph zones during school holidays and observe play patterns                              | Highways Department                                                           | Staff time | Existing through Families First              |
| Matter F: Access to space/provision  | To continue to bid for Welsh Government grant funding to improve walking and cycling and provide access to key community facilities | Number of walking/cycling routes developed and promoted                                          | Highways Depart                                                               | Staff time | Existing through WG funding for cycle routes |



|                                                 |                                                                                                                                                                |                                                                                            |                                                                                             |                              |                                         |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------|
| Matter F: Access to space/provision             | To continue to offer Levels 1 and 2 cycle training to all Year 6 Primary school pupils.                                                                        | Number of pupils at year 6 trained                                                         | Highways Department<br>Education Schools                                                    | Staff time                   | Existing through Highways Budget        |
| Matter F: Access to space/provision             | The authority will continue to work to the appropriate nationally recognised guidelines with the development of its walking and cycling facilities.            | Number of cycling routes developed                                                         | Highways Department                                                                         | Staff time                   | Existing through Highways budget        |
| Matter F: Access to space/provision             | Provide the corporate website team with information about play opportunities                                                                                   | Number of hits on the corporate website on the 'play' pages                                | Denbighshire County Council Website team<br>Play Co-ordinator<br>Family Information Service | Staff time                   | Existing through CML staff              |
| Matter F: Access to space/provision             | Promote play opportunities on information screens                                                                                                              | Number of existing screens being utilised to promote play messages                         | Play Co-ordinator<br>Leisure Centres<br>Libraries                                           | Staff time                   | Existing through Families First funding |
| Matter F: Access to space/provision             | Continue to provide press releases to local papers on Play                                                                                                     | Number of press releases submitted around play                                             | Corporate Communications Team<br>Play Co-ordinator<br>Family Information Service            | Staff time                   | Existing through CML staff              |
| Matter G: Securing and developing the workforce | Ensure robust measures are in place to monitor the Continued Professional Development and training of third sector organisations delivering play opportunities | Monitor this with a training needs analysis from all related parties with are supported by | Families First Play lead                                                                    | Staff time<br>Training Costs | Existing through Families First         |

|                                                                      |                                                                                                                                                                                                      |                                                                                                               |                                                                          |            |                                         |
|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------|-----------------------------------------|
|                                                                      |                                                                                                                                                                                                      | Local Authority                                                                                               |                                                                          |            |                                         |
| Matter G:<br>Securing and developing the workforce                   | Produce a comprehensive training programme for staff involved in the delivery of play to include Flying Start, Foundation Phase, Disability training, Family Information Service and Youth Services. | Produce calendar of training for partners                                                                     | Early Entitlement and Extending Entitlement                              | Staff time | Existing through Families First         |
| Matter H:<br>Community engagement and participation                  | Raise the awareness of the importance of play and the delivery of activity with community groups                                                                                                     | Initial meetings and consultation event on Play Days with all partners to co-ordinate the event going forward | Play Co-ordinator                                                        | Staff time | Existing through Families First         |
| Matter H:<br>Community engagement and participation                  | Increase the percentage schools involved in the walk and cycle to school scheme                                                                                                                      | No of schools running scheme                                                                                  | Play co-ordinator<br>Education Dept<br>Schools<br>Healthy Schools Scheme | Staff time | Existing through Healthy Schools Team   |
| Matter I: Play within all relevant policy and implementation agendas | Play Sufficiency Assessment is included in Strategic Delivery Plans                                                                                                                                  | Monitoring of plans                                                                                           | Play Forum                                                               | Staff time | Existing through Active Lifestyles Team |
| Matter I: Play within all relevant policy and implementation agendas | Play is considered within all policy and implementation agendas                                                                                                                                      |                                                                                                               | Play Co-ordinator                                                        | Staff time | Existing through Families First         |

**Year 1**

**Budget:**

**Actions will be completed within existing budgets.**

**Key themes/priorities**

- **Exploration of open space and community engagement to embed the principles of play with children and adults.**
- **Promotion and marketing of the benefits of play and the accessibility to play**
- **Supporting open access play provision in Denbighshire to become regulated provision and adhere to standards within CSSIW.**
- **The Play Forum to feed into the Creating an Active Denbighshire Group which will co-ordinate the provision of play across the County.**
- **Develop the training programme across statutory and non-statutory agencies to ensure a comprehensive range of training is available to enhance skills within the play workforce.**
- **Through a partnership approach embed the statutory responsibilities of play within the corporate priorities and The BIG Plan.**

**Performance management**

**The progress against the action plan will be monitored initially by the 'Creating an Active Denbighshire group' and via the Communication, Marketing and Leisure business plan. The first review of progress will be taking place July 2013.**

## Actions to be taken to address the issues / shortcomings recorded in the Play Sufficiency Assessment

### Proposed actions from 2014 and beyond

At commencement of the second part of section 11 of the Children and Families (Wales) Measure 2010 (Funding source: to included budget requirements for implementing the full action plan once the second part of the duty, to secure sufficient play opportunities, is commenced).

**\*\*Budget information has been included at the end of the action plan\*\***

| Matter                                         | Priorities                                                              | Targets                                                                                                           | Milestones                                                                                  | Resources, including costs | Funding source (new or existing funding streams) |
|------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------|--------------------------------------------------|
| Matter B: Providing for diverse needs          | Ensure children in rural areas have access to play in their communities | As part of Families First funding – work in clusters to deliver open access play schemes which cover rural areas. | Denbighshire Play Forum<br>Play Co-ordinator<br>Family Information Service Outreach Officer | Staff time                 | Dependent on funding from WG or other source     |
| Matter B: Providing for diverse needs          | To carry out the actions produced from the play provision audit         |                                                                                                                   | Play Co-ordinator                                                                           | Staff time                 | Dependent on funding from WG or other source     |
| Matter C: Space available for children to play | Continue to assess for the potential use of Brownfield sites.           | Number of Brownfield sites identified for Play or Leisure opportunities                                           | Planning Department<br>Countryside Services<br>Denbighshire Play Forum<br>Play Co-ordinator | Staff Time                 | Existing                                         |
| Matter C: Space available for children to play | Joint community engagement projects run by playworkers in               | No of projects delivered                                                                                          | Play Co-ordinator<br>Play workers                                                           | Staff time                 | Dependent on funding from WG or other source     |

|                                                |                                                                                                                                                                     |                                                                                                                       |                                                                                                               |                               |                                                |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------|------------------------------------------------|
|                                                | areas not currently delivered in                                                                                                                                    |                                                                                                                       |                                                                                                               |                               |                                                |
| Matter C: Space available for children to play | To look at the feasibility of carrying out an access audit of all designated play spaces                                                                            | Feasibility Study carried out                                                                                         | Play Co-ordinator                                                                                             | Staff time                    | Dependent on funding from WG or other source   |
| Matter C: Space available for children to play | Continue to raise awareness of the value of play with members and communities.                                                                                      | Number of awareness sessions held and marketing campaigns run<br>Quarterly newsletters                                | Play Co-ordinator<br>Lead Member<br>Communication and Marketing team                                          | Marketing costs<br>Staff time | Some additional funding required for marketing |
| Matter C: Space available for children to play | Work with resident groups to promote and encourage play priority signage.                                                                                           | Number of resident groups engaged and the number of play signs erected in local neighbourhoods following consultation | Play Co-ordinator<br>Lead Member<br>Communication and Marketing team<br>Highways<br>Town Councils<br>Planning | Staff time                    | Dependent on funding from WG or other source   |
| Matter D: Supervised provision                 | Identify need for play provision in the outdoor environment<br><br>Expand and ensure sustainability of the Den Project which is open access play within communities | Den project continues to develop<br><br>Development of Adventure Play Grounds                                         | Play Co-ordinator<br>Environment Department                                                                   | Staff time                    | Dependent on funding from WG or other source   |
| Matter D:                                      | Ensure open access                                                                                                                                                  | Open access play                                                                                                      | Play workers                                                                                                  | Training costs                | Dependent on                                   |

|                                                 |                                                                                                                                     |                                                                                                                                  |                                                           |                |                                              |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|----------------|----------------------------------------------|
| Supervised provision                            | provision works to a recognised Quality Assurance programme in the future ,which is called “ Quality in Play”                       | sessions achieve quality award                                                                                                   |                                                           | and staff time | funding from WG or other source              |
| Matter D: Supervised provision                  | Increase Open Access Play sessions                                                                                                  | Number of Open Access Play sessions held                                                                                         | Play Co-ordinator                                         | Staff time     | Dependent on funding from WG or other source |
| Matter F: Access to space/provision             | Monitor and review the areas where 20mph zones would influence play activity                                                        | Evaluation of available data                                                                                                     | Highways Department                                       | Staff time     | Existing                                     |
| Matter F: Access to space/provision             | Look at areas of good practice where temporary road closures support more children to play outside their homes have been successful | Number of visits to areas of good practise<br>Number of new initiatives introduced which have proven positive outcomes elsewhere | Play co-ordinator<br>Highways Department                  | Staff time     | Dependent on funding from WG or other source |
| Matter F: Access to space/provision             | Conduct a ‘fit for the future’ landscape review/open space landscape plan                                                           | Evaluate findings of the review                                                                                                  | Denbighshire Play Forum                                   | Staff time     | Some additional staff time required          |
| Matter G: Securing and developing the workforce | Assess the need to establish a designated play development team within the council                                                  | Options appraisal and business case developed                                                                                    | Integrated Children’s Manager<br>Active Lifestyle Manager | Staff time     | Existing                                     |
| Matter H: Community                             | Work with local schools to encourage                                                                                                | No of playing fields with open access                                                                                            | Play Co-ordinator<br>Education Dept                       | Staff time     | Dependent on funding from WG                 |

|                                                                      |                                                                        |                                                                                                              |                              |            |                                              |
|----------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|------------------------------|------------|----------------------------------------------|
| engagement and participation                                         | community use of playing fields                                        | when not in use                                                                                              | Schools<br>Local Communities |            | or other source                              |
| Matter 1: Play within all relevant policy and implementation agendas | Promote the play agenda in all strategic planning policies and agendas | Policies recognise the value of children being able to experience risk and challenge through play activities | Play Co-ordinator            | Staff time | Dependent on funding from WG or other source |

**Year 2 and beyond**

**Budget:**

**Some actions will be within existing department budgets**

**Required yearly funding for the Denbighshire Play Workforce Team £100,000**

**Play co-ordinator – scale 6**

**Play workers x 3 – scale 5**

**Programme delivery budget - £10,000**

**Key themes/priorities**

- **Expand provision of open access play across Denbighshire including rural areas**
- **To create an understanding of inclusive practices for children with additional needs and their right to play and explore.**
- **Play workforce development team (subject to external funding) which will improve the opportunities for children to play within Denbighshire.**

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**Report To:** Communities Scrutiny Committee

**Date of Meeting:** 18 April 2013

**Joint Report Authors:** Communication, Marketing & Leisure (CML) and Corporate Communications & Marketing Managers

**Title:** Progress report on Anti-Dog Fouling Campaign

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## **1. What is the report about?**

This report is to inform members of the progress to date of the Anti-Dog Fouling Campaign following the soft launch of the campaign on the 18<sup>th</sup> February and previous reports submitted to the Senior Leadership Team (SLT) and Members.

Dog fouling is a persistent source of complaints for the Council. The issue has been raised in the local media with a regular call on the Council to address the issue. Dog fouling has also been highlighted in the residents' survey as one of the biggest issues that needs addressing. It has been identified that dog fouling is also an issue for community safety and a drain on corporate resources.

## **2. What is the reason for making this report?**

As this is a new and modern approach to marketing campaigns for the Council, members and SLT have been provided with updates on the progress of the campaign via emails. This report will provide information about the campaign's progress to date and plans going forward over the coming months.

## **3. What are the Recommendations?**

That Scrutiny:

- 3.1 consider the report, which highlights the progress and the impact of the approach to addressing the dog fouling issue in the County and comment accordingly, and
- 3.2 consider reviewing the position again in 6 months.

## **4. Report details.**

This report advises the Scrutiny Committee of the current position of the campaign and considerations moving forward. It details the marketing activities that are currently taking place and plans for moving forward.

The report also highlights any issues so far and recommendations.

### **4.1 Activities to date:**

The decision to deploy such a substantial and co-ordinated marketing approach, compared to what has been done before, uses the strengths of all the services involved to promote and achieve how the Council is listening and reacting to their communities. The Council has recognised the need to be more robust, co-ordinated and comprehensive in enforcing and educating about dog fouling issues in the County. The campaign has

allowed the Council to communicate how it is achieving key corporate priorities providing a clean environment across the County.

The campaign is now in the process of being launched with a soft approach. This will allow a number of channels of communication to be utilised over a period of time, reinforcing the message in the coming weeks and months that the Council is taking this seriously rather than one large launch and messages being lost. The strategic purpose of this new approach is to run a clearly branded multi-media campaign highlighting the following:

- To understand why this is a problem in Denbighshire.
- To raise the awareness of the dog fouling issues in Denbighshire.
- To educate people about the health dangers of dog fouling.
- To engage and consult with the local community and key partners to increase social responsibility to keep streets clean and reduce this anti-social form of behaviour.
- To reduce the number of incidents of dog fouling in the county.

To date, the following activities have taken place:

- 4.1.1 Communication – Website and Social Media
- 4.1.2 Marketing materials
- 4.1.3 PR
- 4.1.4 Collaboration and community involvement

Please see further details in the attached appendices (Appendix 1).

#### **4.1.5 Analysis of statistics from 18<sup>th</sup> Feb to 20<sup>th</sup> March:**

Statistics have been collated from the online survey and the customer services management system (CRM) to identify where the current key hot spot areas are. The statistics are monitored on a weekly basis.

To summarise, the top 5 hot spot areas are:

- Rhyl
- Ruthin
- Denbigh
- Prestatyn
- Rhuddlan / St Asaph

Please see further details in the attached appendices. (Appendix 2)

#### **4.2 Activities moving forward:**

There is a number of supporting activities to the campaign that need to be planned and implemented. These include:

- 4.2.1 Education Programme:
- 4.2.2 Consultation & Community Involvement:
- 4.2.3 Marketing Materials:
- 4.2.4 Social Media & Technology:

Please see further details in the attached appendices (Appendix 3).

#### **4.3 Future Considerations:**

The campaign is up and running but there needs to be consideration as to the longevity of the campaign and further resources available in supporting the delivery of this. The

primary ongoing costs are the replacement of promotional material, officer time and the 0800 number and how long this remains available. The current budget for the campaign has been allocated for 6 months.

## **5. Useful Background Information:**

Committee members may wish to refer to the previous report submitted to the Scrutiny Committee in June 2012 (Effectiveness of Enforcement Action – Dog Fouling).

### **Previous activities undertaken to tackle the issue:**

In 2009, Loggerheads Country Park undertook a scheme where they spray painted dog mess yellow as a shaming campaign. This was more of a visual campaign and did not see any long term benefits. They now have an informal dog walkers forum twice a year inviting dog walkers who regularly use Loggerheads to come along and have a chat about the park and any concerns they might have. So far, three meetings have taken place and been very useful.

In 2010-11, the county launched a dog fouling campaign, with the support of the corporate communications team and collaboration with Conwy County Borough Council, making four officers available in the county. 55 fixed penalties were issued as a result. In 2011-12, there was a reduction in fixed penalties across the county as more owners were picking up their dog mess. Due to the increase in public awareness, the county saw an increase of complaints coming forward. There was also a 20 week period where contractors issued fixed penalties but this dropped off. The activities for this campaign were a success but were not co-ordinated and driven to be sustainable. These activities have been included in this campaign but will be co-ordinated and planned. In 2012 the collaboration between the two counties broke down and there are now only two enforcement officers available across the county, who are supported by XFOR. The biggest problem that the enforcement team have is gathering reliable evidence and witness statements to support any fixed penalties or prosecution.

## **6. How does the decision contribute to the Corporate Priorities?**

Consideration of the issues highlighted in the report will assist the Council to deliver its corporate priority in a modern way, which is affordable and sustainable for the benefit of the local community, and without having a detrimental affect on the County's residents.

## **7. What will it cost and how will it affect other services?**

At this stage, ongoing costs have not been considered. Planning and Public Protection, Environment and Communication, Marketing and Leisure would be affected by ongoing costs of materials being produced and officer time in managing the campaign, enforcement and cleaning up hot spot areas.

## **8. What consultation has been carried out?**

This report has been put together in full consultation with the following Heads of Services, : Communications, Marketing & Leisure; Planning & Public Protection and Highways and Environmental Services, members have been consulted, along with the Lead Member for Public Realm.

Consultation is taking place with Member Area Groups (MAGs) by the Community Engagement Manager discussing the Anti-Dog Fouling strategy. Once this has been agreed, a public friendly leaflet will be produced and available in key locations around the County to reinforce the campaign.

## **9. Chief Finance Officer Statement**

The cost of the current campaign is funded within existing resources. Resource implications would have to be considered as part of any assessment to continue the campaign beyond the current term.

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

Potential risks to the success and sustainability of the campaign is the support of the local community. It needs to be made clear that communities need to share the responsibility with the council in achieving our objectives. This will be achieved by getting local people & city, town and communities councils to support the campaign, to be our eyes and ears in the community and report problems correctly with relevant details of offenders. This would be achieved by effective consultation with MAGs and so on.

## **11. Power to make the Decision**

Article 6.3 of the Council's Constitution

## **12. Supporting Documents**

- Marketing activities to date
- Activities moving forward
- Statistics from online survey and CRM

The following documents will be presented during Scrutiny:

- Examples of press coverage
- Draft Anti-Fouling Strategy, to be released once consultation has been completed.
- Examples of promotional material used – posters, postcards, lamp post signs, banners and bin wagon sides.
- Marketing Plan for campaign

## **13. Social Media Articles:**

- <http://northwalesextra.com/dog-fouling-denbighshire-says-enough-is-enough/>
- <http://www.denbighshirefreepress.co.uk/news/120406/hard-hitting-poster-is-to-target-dog-fouling.aspx>
- <https://twitter.com/DenbighshireCC/statuses/305974199904792577>
- <http://www.facebook.com/#!/denbighshirecountycouncil?fref=ts>
- <http://www.facebook.com/#!/pages/Denbighshire-Free-Press/150777091689187?fref=ts>

There have also been a number of tweets on the Council's twitter account highlighting the issue <https://twitter.com/DenbighshireCC>

## **Contact Officer:**

Marketing Officer, Communication, Marketing & Leisure  
Tel: 01824 706215

## **Marketing Activities for Dog Fouling Campaign – March 13**

### **4.1.1 Communication – Website and Social Media:**

All communication from the public regarding dog fouling will be via the Council website and freephone number.

A freephone number, 0800 2300234 has been set up and active. This goes to the bilingual customer service line. We are able to monitor how frequently this number is used.

Information on the Council's website (English and Welsh) has been amended to include brief points about the campaign, why we are tackling the issue and how communities can support this.

New URL's have been set up [www.denbighshire.gov.uk/dogfouling](http://www.denbighshire.gov.uk/dogfouling) and [www.sirddinbych.gov.uk/bawci](http://www.sirddinbych.gov.uk/bawci) to direct the public to the website to fill in a form reporting any problems and an online public survey.

The reporting form on the website is now directed to customer service to log the details onto the CRM. Any enquiry will then be forwarded to the relevant service to take any action i.e. enforcement and environment.

A more detailed reporting form to report dog fouling is now on the website. This will improve the information that is gathered and forwarded to the enforcement team to action.

A public opinion survey has been created to help identify hot spot areas and is on the dog fouling pages on the Council website.

<http://www.surveymonkey.com/s/3NTBP9M>

Cllr David Smith as Lead member has recorded a youtube video about the dog fouling campaign and why the Council have launched this. The video will be on the Council's website.

### **4.1.2**

#### **Marketing Materials:**

Designs and print of marketing material:

- All promotional material designs have been created and approved.
- Bin wagons have been identified and designs created. Graphics have been placed onto five wagons covering the whole of the county.
- Lampost signs have been delivered and once hot spot areas have been identified by the online survey and so on, teams will put the signs up for a period of time and then remove them. These signs will not be permanent at these locations as the public will become accustomed to them and the impact reduced.
- Adverts will appear in the Free Press and Rhyl Journal periodically to reinforce the campaigns message. The first of these were placed the week commencing the 18th March 2013
- Posters and postcards have been distributed to DCC offices, libraries, leisure centres, vets, pet supplies, dog groomers, kennels, supermarkets and local city, town and community councils.

### 4.1.3

#### PR:

Contact has been made with the local papers so they are aware of the campaign to support any press releases. The launch of the campaign saw a ½ page article in the Free Press.

PR - stories have been identified and written in preparation for key stages in the campaign i.e collaboration working with the Police, enforcement activities and so on.

All press releases are available on the Council's social media sites and comments monitored.

There is a large article in the most recent copy of The County Voice.

There will be a press release over Easter reminding the public to tell us about dog fouling in their area, and to complete our survey to help us identify hot spot areas. Once we have had the results, we will target efforts in these areas and then publish a 'You Said, We Did' article showing what actions we have taken in hot spot areas to target the problem. This will continue to reinforce the Council's message that dog fouling is not acceptable in our communities.

### 4.1.4

#### Collaboration & Community Involvement:

This is the first time that a number of services have joined efforts to tackle such a wide spread issue in the County. Communications, Marketing & Leisure, Environment & Planning & Public Protection services have collaborated efforts, combining knowledge and experience to target efforts in identified areas and improve our residents and visitor experience. Other services that have supported the implementation of this campaign include the Customer Service Centre and ICT. The strength of this model allows the Council to utilise its resources in a more effective and efficient approach in delivering key corporate priorities.

The enforcement of the campaign is vital to its sustainability. The following actions will be co-ordinated with officers from the corporate communications team, the community safety enforcement officer, environment team and the general public:

Name and shame the top dog fouling spots in the county, including Rhyl, Prestatyn, Lower Denbigh, Lower Ruthin and Llangollen.

Special 0800 hotline to report hot spots via customer services.

More visible dog patrols, handing out of doggy bags & treats in problem areas. An external company, XFOR will be on a 12 month pilot scheme in the county to support the issuing of fixed penalties.

Shame offending areas – put signage up to say how the Council need the publics help in reporting offenders.

In addition to the council services, Keep Wales Tidy & PCSO's have agreed to support us with officer time for education roadshows, links with community groups and positive events.

The support of the local community is key in the success of this campaign and its sustainability. It needs to be made clear that communities need to share the responsibility with the Council in achieving our objectives. This will be achieved by:

Getting local people, city, town and community councils to support the campaign, to be our eyes and ears in the community and report problems correctly with relevant details of offenders.

Pilot a 'Good Dog Fun Day' – to encourage the positives of dogs, exercise, healthy lifestyle etc.

Consulting about the new Dog Control Order; 'No Dog' zones, dogs on leads zones and dogs free to run zones. Pet parks – dog friendly, designated dog walking areas away from children's play areas.

The feedback that we have had so far from the general public has been very positive and the links to social media sites and online articles are listed in the supporting documents element of this report. We need to continue communicating with the public about how the campaign is progressing and how we are responding to the information available. This is supported by the marketing activity plan attached.

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The following results have been gathered since the beginning of the campaign, one month ago.

| <u>Measurement Tool</u>                 | <u>Total Users</u>  |
|-----------------------------------------|---------------------|
| No of times 0800 number has been called | 26                  |
| No of reports logged on the CRM         | 42                  |
| Website - reports filled in             | Welsh 0 English 4   |
| Website – No of page views              | Welsh 3 English 130 |

NB: There are more enquiries logged on the CRM compared to the use of the 0800 number. This may be a result of the public using alternative methods to contact the Council. The campaign has only been running for one month and it takes people time to notice changes to information and so on.

**Online survey results**

We have had 85 respondents to the survey and it has two more weeks to run, at the moment, the results are as follows:

82.4% are aware of the enforcement team / dog wardens in the County.

71.7% say they have a problem / serious problem with dog fouling in their area

58.8% are dog owners

75% have not contacted DCC before about dog fouling

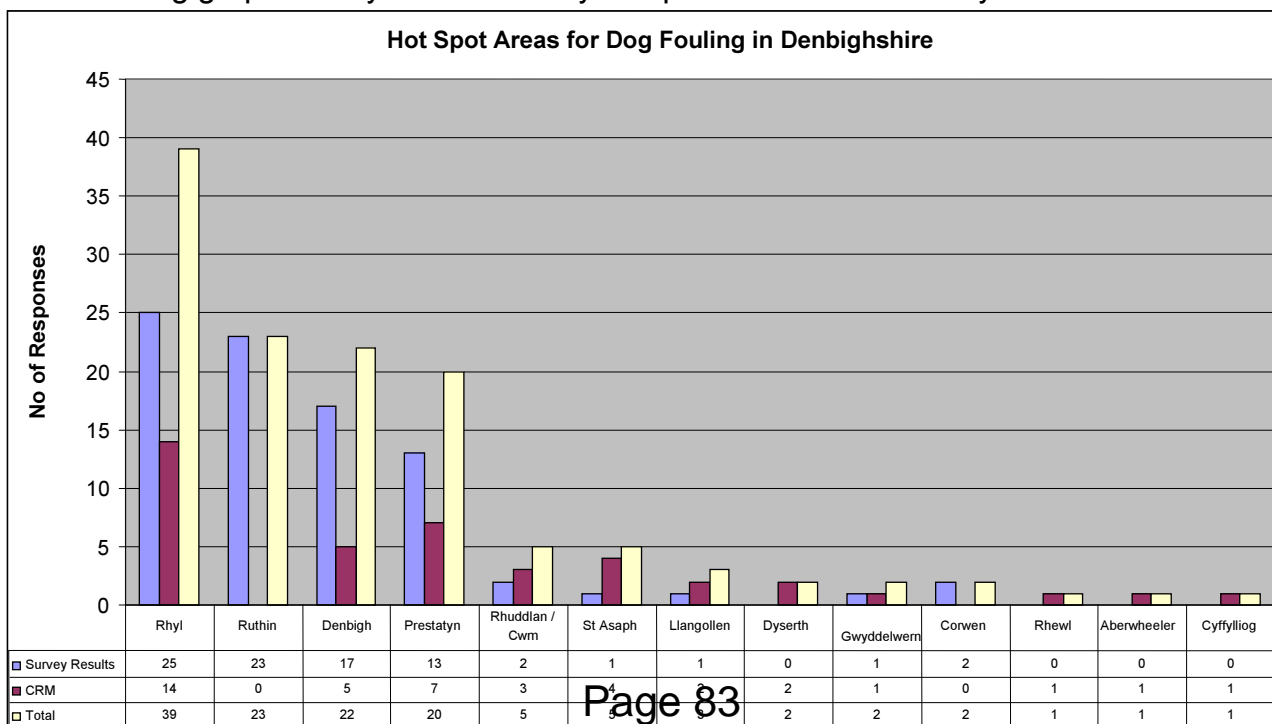
91.7% have not seen an enforcement officer in their area

I have collated the statistics from the online survey and the customer services management system (CRM) to identify where the current key hot spot areas are. The statistics are monitored on a weekly basis.

To summarise, the top 5 hot spot areas are:

- Rhyl
- Ruthin
- Denbigh
- Prestatyn
- Rhuddlan / St Asaph

The following graph clearly shows the key hotspot areas in the County:



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There is a number of supporting activities to the campaign that need to be planned and implemented. These include:

**4.1.1 Education Programme:**

- Generating content for the education programme for schools, working with the enforcement team, PCSO's and Keep Wales Tidy officer.
- Running a competition for local schools to design a poster for their playground/playing fields. Also need to consider when officers will go into schools for an education roadshow. This is likely to be an 18 month programme.
- Liaising with Heritage & Countryside services for running a dog friendly event at some of the sites across DCC, similar to their dog show last year at Plas Newydd.

**4.1.2 Consultation & Community Involvement:**

The support of the local community is key to the success of this campaign and its sustainability. It needs to be made clear that communities need to share the responsibility with the council in achieving our objectives. This will be achieved by:

- Getting local people & city, town and community councils to support the campaign, to be our eyes and ears in the community and report problems correctly with relevant details of offenders.
- Consultation is taking place with Member Area Groups (MAG's) and 37 city, town & community councils by the Community Engagement Manager, David Davies, discussing the Anti-Dog Fouling strategy. Once this has been agreed, a public friendly leaflet will be produced and available in key locations around the County to reinforce the campaign.
- The online survey will be re-run in approximately 6 months to monitor the effectiveness of the campaign, visibility and so on.
- Having the support from councillors to distribute material and communicate the message about the campaign and what the Council is trying to achieve in response to their feedback.

**4.1.3 Marketing Materials:**

- Roll up banners will be located around the County, in vets and so on to highlight the issue of dog fouling in that area.
- Banners will be produced and placed at identified hot spot areas i.e. parks and playgrounds for a period of time to raise the awareness of the issue in that area. This will be reinforced with the presence of enforcement officers in hot spot areas.
- To produce a visual map showing the key areas of concern.

**4.1.4 Social Media & Technology:**

This element is currently being considered by other councils in Wales. Social media is the newest form of communication and it is important that this is available to support the campaign. The following will need to be managed and controlled by the Corporate Communications team with the support of Customer Services:

- E-newsletters to be produced and sent to interested local groups of progress of the campaign.
- Regular twitter feeds including regular updates of enforcement action in key areas, improvement in the number of complaints and so on.
- Facebook page, allow people to report problems easily, thank the public for their support and so on.
- To produce a visual map showing the key areas of concern.

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**Report to:** Communities Scrutiny Committee

**Date of Meeting:** 18 April 2013

**Report Author:** Scrutiny Coordinator

**Title:** Scrutiny Work Programme

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**1. What is the report about?**

The report presents the Communities Scrutiny Committee with its draft forward work programme for members' consideration.

**2. What is the reason for making this report?**

To seek the Committee to review and agree on its programme of future work, and to update members on relevant issues.

**3. What are the recommendations?**

That the Committee considers the information provided and approves, revises or amends its forward work programme as it deems appropriate

**4. Report details.**

4.1 Article 6 of the Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, whilst the rules of procedure for scrutiny committees are laid out in Part 4 of the Constitution.

4.2 Denbighshire County Council's Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.

4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The objective of this approach is to facilitate detailed and effective debate on each topic.

4.4 The Committee is requested to consider its draft work programme for future meetings as detailed in appendix 1 and approve, revise or amend it as it deems appropriate taking into consideration:

- issues raised by members of the Committee
- matters referred to it by the Scrutiny Chairs and Vice-Chairs Group
- relevance to the Committee's/Council's/community priorities

- the Council's Corporate Plan and the Director of Social Services' Annual Report
  - meeting workload
  - timeliness
  - outcomes
  - key issues and information to be included in reports
  - officers and/or lead Cabinet members who should be invited (having regard to whether their attendance is necessary or would add value)
  - questions to be put to officers/lead Cabinet members
- 4.5 In addition, when considering items for inclusion on the future forward work programme members may also find it helpful to have regard to the following questions when determining a subject's suitability for inclusion:
- what is the issue?
  - who are the stakeholders?
  - what is being looked at elsewhere
  - what does scrutiny need to know? and
  - who may be able to assist?
- 4.6 As mentioned in paragraph 4.2 the Constitution of Denbighshire County Council requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on the Committee's business agenda they have to formally request the Committee to consider receiving a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of suggested topics. No such proposal forms have been received for consideration by the Committee at the current meeting.
- Draft Local Housing Strategy
- 4.7 This draft Strategy was scheduled for presentation to Members at the current meeting. However, although the background research for the Strategy has been completed and a consultation plan to feed into the Strategy has been developed, as these aspects are currently subject to consultation the presentation of the draft Strategy to the Committee has been deferred until May. Consequently, the revised version of the Local Housing Strategy, following the consultation on the draft version, will not now be submitted to the Committee in June as originally planned. It will instead be considered at the Committee's July meeting.
- Cabinet Forward Work Programme
- 4.8 When deciding on their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of future work. For this purpose a copy of the Cabinet's forward work programme is attached at Appendix 2.

#### Progress on Committee Resolutions

- 4.9 A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 3 to this report.

### **5. Scrutiny Chairs and Vice-Chairs Group**

- 5.1 Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. In performing this role it can seek individual scrutiny committees to take ownership of specific topics.
- 5.2 Members will recall that a request was made by the Head of Communication, Marketing and Leisure at the Committee's last meeting for the findings of the Review of the Council's Publications to be presented to the Committee in May 2013. The Committee agreed in principle to this request. However, this did create a pressure on the Committee's business agenda for that particular meeting. When discussing committee work programmes at its meeting on 7 March the SCVCG formed the view that the item was more aligned to the remit of Performance Scrutiny Committee and therefore recommended that the findings be considered by that Committee. The Chair of Performance Scrutiny Committee agreed to the request to accept the report onto that Committee's forward work plan. In doing so it has alleviated the pressure on Communities Scrutiny Committee's work programme for May.
- 5.3 At the same meeting the SCVCG also determined that the item scheduled on this Committee's forward work programme for November 2013 on Heritage and Arts was more aligned to the remit of Partnerships Scrutiny Committee as the Council delivers a number of these services in partnership with other organisations. Consequently the item has been transferred to Partnerships Scrutiny Committee's work programme for December 2013. The Committee is asked to note and agree the above amendments to its work programme.

### **6. How does the decision contribute to the Corporate Priorities?**

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council in monitoring and reviewing policy issues.

### **7. What will it cost and how will it affect other services?**

Services may need to allocate officer time to assist the Committee with the activities identified in the forward work programme, and with any actions that may result following consideration of those items.

**8. What consultations have been carried out?**

None required for this report. However, the report itself and the consideration of the forward work programme represent a consultation process with the Committee with respect to its programme of future work.

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

No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

**10. Power to make the decision**

Article 6.3.7 of the Council's Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work.

**Contact Officer:** Scrutiny Coordinator  
Tel No: (01824) 712554  
Email: [dcc\\_admin@denbighshire.gov.uk](mailto:dcc_admin@denbighshire.gov.uk)



## Communities Scrutiny Committee Forward Work Plan

**Note: Items entered in italics have not been approved for submission by the Committee. Such reports are listed here for information, pending formal approval.**

| Meeting | Item (description / title) | Purpose of report                                                                                        | Expected Outcomes                                                                                                                                                                                                                               | Author                                                                                                                                                                      | Date Entered                   |                                                    |
|---------|----------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------|
| 23 May  | 1                          | Local Housing Strategy                                                                                   | To review the draft version of the revised the Local Housing Strategy, which provides strategic direction for the provision of housing in Denbighshire for the next 5 years.                                                                    | Members contribute to developing an effective and viable Local Housing Strategy                                                                                             | Sue Lewis                      | October 2012 (rescheduled January and March 2013)  |
|         | 2                          | Town Plans                                                                                               | To monitor the Council's performance in delivering its town plans and their benefit to the towns themselves and outlying communities                                                                                                            | (i) identification of any slippages with the plans' deliveries and actions to improve performance;<br>(ii) assist the Council to come closer to its communities             | Rebecca Maxwell                | January 2013                                       |
|         | 3                          | Control of Caravan Sites                                                                                 | To present the proposed standard conditions and procedures developed by the Working Group for the purpose of controlling and monitoring caravan sites in both Denbighshire and Conwy as well as the feedback received at the Operators' Seminar | The development of a robust and collaborative approach to ensure that tourist sites contribute to the local economy and the delivery of the regeneration corporate priority | Graham Boase/Neil Jones (CCBC) | July 2011 (rescheduled Dec 2012 and February 2012) |
|         | 4.                         | Food Review<br><b>[Lead Member for Public Real and Lead Member for Finance and Assets to be invited]</b> | To consider the conclusions of the task and finish group established to review the Council's policies and procedures with respect to food procurement, regulation and contract management in the wake of the horsemeat scandal                  | Assurances that all practical measures are in place to ensure maximum safety and provenance of food materials used by the Council and arms length organisations             | Hywyn Williams                 | February 2013                                      |

## Communities Scrutiny Committee Forward Work Plan

| Meeting |   | Item (description / title)                                                             | Purpose of report                                                                                                                                                                                                                      | Expected Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                         | Author                                                  | Date Entered                                 |
|---------|---|----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------|
|         | 5 | <b><i>Restructuring of the Regeneration, Business Support and Tourism Services</i></b> | <b><i>To examine the impact of the recent reorganisation of the services on the Council's delivery of those services</i></b>                                                                                                           | <b><i>To ensure that the new service structures support the Council's ambition to be close to the community and to deliver its corporate priorities, particularly its emerging Economic Ambition Strategy</i></b>                                                                                                                                                                                                                         | <b><i>Rebecca Maxwell/Peter McHugh/Jamie Groves</i></b> | <b><i>April 2013 (by County Council)</i></b> |
| 4 July  | 1 | Rhyl Going Forward Programme (Quarterly Report)                                        | To evaluate and monitor the Programme's progress and achievements in delivering its anticipated outcomes; and<br><br>(ii) identify any slippages with the Programme's delivery                                                         | Ensuring that the Programme:<br>(i) has sufficient capacity, resources and the necessary commitment to deliver the intended outcomes for the Rhyl area;<br>(ii) supports the future vision for Rhyl, and is conducive with the wider regeneration agenda for Denbighshire; and<br>(iii) delivers a viable, sustainable future for the area and county in general, with improved long-term employment prospects and outcomes for residents | Tom Booty                                               | September 2012                               |
|         | 2 | Supporting People Strategy Update                                                      | As per Cabinet's request to consider the impact of the new Supporting People arrangements on the delivery and funding of Supporting People services in Denbighshire following the publishing of local authorities' 3 Year Spend Plans. | Identification of pressures caused by the new arrangements for the Supporting People Programme and potential solutions to alleviate any pressures identified                                                                                                                                                                                                                                                                              | Sally Ellis/Anne Hughes-Jones                           | October 2012 (rescheduled February 2012)     |

## Communities Scrutiny Committee Forward Work Plan

| Meeting      |   | Item (description / title)                      | Purpose of report                                                                                                                                                                                    | Expected Outcomes                                                                                                                                                                                                                                                              | Author                  | Date Entered                          |
|--------------|---|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------------------------|
|              | 3 | Condition of the County's Highways              | To outline:<br>(i) the present condition of the County's highways network and identify areas which require maintenance work; and<br>(ii) the draft 3 year rolling programme of highways capital work | Identification of highways maintenance work which needs to be undertaken and the urgency of that work to enable it to be built into future service plans and budget setting processes.                                                                                         | Steve Parker/Tim Towers | February 2013                         |
|              | 4 | Local Housing Strategy                          | To consider the final version of the revised the Local Housing Strategy, which provides strategic direction for the provision of housing in Denbighshire for the next 5 years.                       | Members contribute to developing an effective and viable Local Housing Strategy                                                                                                                                                                                                | Sue Lewis               | October 2012 (rescheduled March 2013) |
| 12 September | 1 | Town Plans (Quarterly Report)                   | To monitor the Council's performance in delivering its town plans and their benefit to the towns themselves and outlying communities                                                                 | (i) identification of any slippages with the plans' deliveries and actions to improve performance;<br>(ii) assist the Council to come closer to its communities                                                                                                                | Rebecca Maxwell         | January 2013                          |
| 17 October   | 1 | Rhyl Going Forward Programme (Quarterly Report) | To evaluate and monitor the Programme's progress and achievements in delivering its anticipated outcomes; and<br><br>(ii) identify any slippages with the Programme's delivery                       | Ensuring that the Programme:<br>(i) has sufficient capacity, resources and the necessary commitment to deliver the intended outcomes for the Rhyl area;<br>(ii) supports the future vision for Rhyl, and is conducive with the wider regeneration agenda for Denbighshire; and | Tom Booty               | September 2012                        |

Communities Scrutiny Committee Forward Work Plan

| Meeting         |   | Item (description / title)                              | Purpose of report                                                                                                                                                                                | Expected Outcomes                                                                                                                                                                                                                                                                                                                          | Author          | Date Entered   |
|-----------------|---|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------|
|                 |   |                                                         |                                                                                                                                                                                                  | (iii) delivers a viable, sustainable future for the area and county in general, with improved long-term employment prospects and outcomes for residents                                                                                                                                                                                    |                 |                |
| 28 November     | 1 | Community Covenant with the Armed Forces (Nov/Dec 2013) | To give an annual update on how the measures introduced under the covenant have supported the armed forces community in Denbighshire, and for the Committee to consider any changes to provision | Identification of improvements to the covenant and the formulation of recommendations to strengthen it                                                                                                                                                                                                                                     | David Davies    | Dec 2012       |
| 23 January 2014 | 1 | Town Plans (Quarterly Report)                           | To monitor the Council's performance in delivering its town plans and their benefit to the towns themselves and outlying communities                                                             | (i) identification of any slippages with the plans' deliveries and actions to improve performance;<br>(ii) assist the Council to come closer to its communities                                                                                                                                                                            | Rebecca Maxwell | January 2013   |
|                 | 2 | Rhyl Going Forward Programme (Quarterly Report)         | To evaluate and monitor the Programme's progress and achievements in delivering its anticipated outcomes; and<br><br>(ii) identify any slippages with the Programme's delivery                   | Ensuring that the Programme:<br>(i) has sufficient capacity, resources and the necessary commitment to deliver the intended outcomes for the Rhyl area;<br>(ii) supports the future vision for Rhyl, and is conducive with the wider regeneration agenda for Denbighshire; and<br>(iii) delivers a viable, sustainable future for the area | Tom Booty       | September 2012 |

## Communities Scrutiny Committee Forward Work Plan

| Meeting |   | Item (description / title)                      | Purpose of report                                                                                                                                                              | Expected Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                         | Author          | Date Entered   |
|---------|---|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------|
|         |   |                                                 |                                                                                                                                                                                | and county in general, with improved long-term employment prospects and outcomes for residents                                                                                                                                                                                                                                                                                                                                            |                 |                |
| 6 March |   |                                                 |                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                 |                |
| 3 April | 1 | Town Plans (Quarterly Report)                   | To monitor the Council's performance in delivering its town plans and their benefit to the towns themselves and outlying communities                                           | (i) identification of any slippages with the plans' deliveries and actions to improve performance;<br>(ii) assist the Council to come closer to its communities                                                                                                                                                                                                                                                                           | Rebecca Maxwell | January 2013   |
| 15 May  | 1 | Rhyl Going Forward Programme (Quarterly Report) | To evaluate and monitor the Programme's progress and achievements in delivering its anticipated outcomes; and<br><br>(ii) identify any slippages with the Programme's delivery | Ensuring that the Programme:<br>(i) has sufficient capacity, resources and the necessary commitment to deliver the intended outcomes for the Rhyl area;<br>(ii) supports the future vision for Rhyl, and is conducive with the wider regeneration agenda for Denbighshire; and<br>(iii) delivers a viable, sustainable future for the area and county in general, with improved long-term employment prospects and outcomes for residents | Tom Booty       | September 2012 |
|         |   |                                                 |                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                           |                 |                |

## Communities Scrutiny Committee Forward Work Plan

**Future Issues**

| <b>Item (description / title)</b>                                                                                                                                                                                                  | <b>Purpose of report</b>                                                                                                                                                                                                                                   | <b>Expected Outcomes</b>                                                                                                                                  | <b>Author</b>                     | <b>Date Entered</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------|
| <i>The Quality and Provision of Community and Education Facilities</i><br><b>[Education]</b><br><br><i>Possibly to be scheduled post May 2013 after the Member Area Groups (MAGs) have considered the Council's Asset Register</i> | <i>To outline the extent and quality of community and education facilities across the county (including sports grounds and village halls and the assistance the Council can give local groups/communities to maintain and access community facilities)</i> | <i>That all residents have access to good quality and affordable community/education facilities within a reasonable distance of their local community</i> | <i>Jackie Walley/Jamie Groves</i> | <i>May 2011</i>     |
| Community Infrastructure Levy (CIL)                                                                                                                                                                                                | To outline the proposals for implementing the CIL in Denbighshire                                                                                                                                                                                          | The development of an appropriate and effective CIL scheme for the County                                                                                 | Graham Boase/Angela Loftus        | February 2013       |

**For future years**

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|  |  |  |  |  |

**Information/Consultation Reports**

| <b>Information / Consultation</b> | <b>Item (description / title)</b> | <b>Purpose of report</b> | <b>Author</b> | <b>Date Entered</b> |
|-----------------------------------|-----------------------------------|--------------------------|---------------|---------------------|
|                                   |                                   |                          |               |                     |

**Note for officers – Committee Report Deadlines**

| <b>Meeting</b> | <b>Deadline</b> | <b>Meeting</b> | <b>Deadline</b> | <b>Meeting</b> | <b>Deadline</b>  |
|----------------|-----------------|----------------|-----------------|----------------|------------------|
| 23 May         | <b>9 May</b>    | 4 July         | <b>20 June</b>  | 12 September   | <b>29 August</b> |

Communities Scrutiny Work Programme.doc  
10/04/13 RhE

Cabinet Forward Work Plan

Appendix 2

| Meeting         | Item (description / title) |                                                                       | Purpose of report                                                              | Cabinet Decision required (yes/no) | Author – Lead member and contact officer              |
|-----------------|----------------------------|-----------------------------------------------------------------------|--------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------------|
| <b>16 April</b> | 1                          | Finance Update Report                                                 | To update Cabinet on the current financial position of the Council             | tbc                                | Cllr Julian Thompson-Hill / Paul McGrady              |
|                 | 2                          | WG Consultation on 2014-2020 ESF and ERDF Structural Funds Programmes | DCC's response to the consultation to be ratified by Cabinet                   | Yes                                | Cllr Hugh Evans / Rebecca Maxwell / Sian Morgan Jones |
|                 | 3                          | Town and Area Plans                                                   | To receive a progress report on expanding the Town Plans into wider Area Plans |                                    | Cllrs Hugh Evans & Huw Jones / Rebecca Maxwell        |
|                 | 4                          | Corporate Plan QPR: Quarter 3 2012/13                                 | To monitor the Council's progress in delivering the Corporate Plan 2012 -17    | tbc                                | Cllr Barbara Smith / Tony Ward                        |
|                 | 5                          | Items from Scrutiny Committees                                        | To consider any issues raised by Scrutiny for Cabinet's attention.             | tbc                                | Scrutiny Coordinator                                  |
|                 |                            |                                                                       |                                                                                |                                    |                                                       |
| <b>14 May</b>   | 1                          | Finance Update Report                                                 | To update Cabinet on the current financial position of the Council             | tbc                                | Cllr Julian Thompson-Hill / Paul McGrady              |
|                 | 2                          | Review of Faith Based Education Provision                             | To consider proposals for provision in the north of the county.                | Tbc                                | Cllr Eryl Williams / Jackie Walley                    |

Cabinet Forward Work Plan

| Meeting     | Item (description / title) |                                                                               | Purpose of report                                                                                                                                              | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                   |
|-------------|----------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------------------------------------|
|             | 3                          | Review of LDP Steering Group                                                  | To consider the adoption of LDP Steering Group                                                                                                                 | tbc                                | Cllr Eryl Williams / Angela Loftus                         |
|             | 4                          | Items from Scrutiny Committees                                                | To consider any issues raised by Scrutiny for Cabinet's attention.                                                                                             | Tbc                                | Scrutiny Coordinator                                       |
|             |                            |                                                                               |                                                                                                                                                                |                                    |                                                            |
| <b>June</b> | 1                          | Outsourcing ICT Services to Schools                                           | To give an overview of the tendering process, evaluation and scoring and request the final decision from Cabinet.                                              | Yes                                | Cllr Eryl Williams / Jackie Walley / Stephanie O'Donnell   |
|             | 2                          | Finance Update Report                                                         | To update Cabinet on the current financial position of the Council                                                                                             |                                    | Cllr Julian Thompson-Hill / Paul McGrady                   |
|             | 3                          | Mental Health Partnership                                                     | to ask Cabinet to consider and agree to a new partnership between the Council and BCU to deliver Adult Mental Health services to the citizens of Denbighshire. |                                    | Phil Gilroy/Cllr Bobby Feeley                              |
|             | 4                          | Cefndy Healthcare: Future Direction & Impact of Potential loss of DWP funding | To consider options in light of risks from loss of DWP funding & need to maintain employment for vulnerable &                                                  |                                    | Cllr Bobby Feeley / Phil Gilroy / Deborah Holmes-Langstone |



Cabinet Forward Work Plan

| Meeting     |   | Item (description / title)                              | Purpose of report                                                                                                                                   | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                 |
|-------------|---|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------------------------------|
|             |   |                                                         | disabled people                                                                                                                                     |                                    |                                                          |
|             | 5 | Ruthin Area Primary Schools Review                      | To seek approval for starting a formal consultation period with Ruthin Primary schools                                                              | Yes                                | Cllr Eryl Williams / Jackie Walley                       |
|             | 6 | Corporate Plan QPR: Quarter 4 2012/13                   | To monitor the Council's progress in delivering the Corporate Plan 2012 -17                                                                         | Tbc                                | Cllr Barbara Smith / Tony Ward                           |
|             | 7 | Final Budget Position and Revenue Outturn 2012/13       | To update Cabinet on the final Budget Position and Revenue Outturn 2012/13                                                                          | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady                 |
|             | 8 | Items from Scrutiny Committees                          | To consider any issues raised by Scrutiny for Cabinet's attention.                                                                                  | Tbc                                | Scrutiny Coordinator                                     |
|             |   |                                                         |                                                                                                                                                     |                                    |                                                          |
| <b>July</b> | 1 | Finance Report Update                                   | To update Cabinet on the current financial position of the Council                                                                                  | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady                 |
|             | 2 | Follow-up report on Outsourcing ICT Services to Schools | Possible follow-up report with additional information on the tendering process, evaluation and scoring and request the final decision from Cabinet. | Yes                                | Cllr Eryl Williams / Jackie Walley / Stephanie O'Donnell |
|             | 3 | Items from Scrutiny Committees                          | To consider any issues raised by Scrutiny for                                                                                                       | Tbc                                | Scrutiny Coordinator                                     |

Cabinet Forward Work Plan

| Meeting          |   | Item (description / title)                  | Purpose of report                                                                                                  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer |
|------------------|---|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------------------|
|                  |   |                                             | Cabinet's attention.                                                                                               |                                    |                                          |
|                  | 4 | Local Housing Strategy (Glyndwr University) | To consider a report by Glyndwr University                                                                         | Tbc                                | Cllr Hugh Irving / Sue Lewis             |
|                  |   |                                             |                                                                                                                    |                                    |                                          |
| <b>September</b> | 1 | Finance Report Update                       | To update Cabinet on the current financial position of the Council                                                 | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|                  | 2 | Annual Performance Review 2012/13           | To review the draft Annual Performance Review for 2012-13 and to recommend the report for adoption by full Council |                                    | Cllr Barbara Smith / Tony Ward           |
|                  | 3 | Corporate Plan QPR: Quarter 1 2013/14       | To monitor the Council's progress in delivering the Corporate Plan 2012 -17                                        | Tbc                                | Cllr Barbara Smith / Tony Ward           |
|                  | 4 | Items from Scrutiny Committees              | To consider any issues raised by Scrutiny for Cabinet's attention.                                                 | Tbc                                | Scrutiny Coordinator                     |
|                  |   |                                             |                                                                                                                    |                                    |                                          |
| <b>October</b>   | 1 | Finance Report Update                       | To update Cabinet on the current financial position of the Council                                                 | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|                  | 2 | Items from Scrutiny Committees              | To consider any issues raised by Scrutiny for Cabinet's attention.                                                 | Tbc                                | Scrutiny Coordinator                     |

Cabinet Forward Work Plan

| Meeting         |   | Item (description / title)            | Purpose of report                                                           | Cabinet Decision required (yes/no) | Author – Lead member and contact officer |
|-----------------|---|---------------------------------------|-----------------------------------------------------------------------------|------------------------------------|------------------------------------------|
|                 |   |                                       |                                                                             |                                    |                                          |
| <b>November</b> | 1 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|                 | 2 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention.          | Tbc                                | Scrutiny Coordinator                     |
|                 |   |                                       |                                                                             |                                    |                                          |
| <b>December</b> | 1 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|                 | 2 | Corporate Plan QPR: Quarter 2 2013/14 | To monitor the Council's progress in delivering the Corporate Plan 2012 -17 | Tbc                                | Cllr Barbara Smith / Tony Ward           |
|                 | 3 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention           | Tbc                                | Scrutiny Coordinator                     |
|                 |   |                                       |                                                                             |                                    |                                          |
| <b>January</b>  | 1 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|                 | 2 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention.          | Tbc                                | Scrutiny Coordinator                     |
|                 |   |                                       |                                                                             |                                    |                                          |

Cabinet Forward Work Plan

| <b>Meeting</b>  | <b>Item (description / title)</b> |                                       | <b>Purpose of report</b>                                                    | <b>Cabinet Decision required (yes/no)</b> | <b>Author – Lead member and contact officer</b> |
|-----------------|-----------------------------------|---------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------|
| <b>February</b> | 1                                 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                       | Cllr Julian Thompson-Hill / Paul McGrady        |
|                 | 2                                 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention.          | Tbc                                       | Scrutiny Coordinator                            |
|                 |                                   |                                       |                                                                             |                                           |                                                 |
| <b>March</b>    | 1                                 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                       | Cllr Julian Thompson-Hill / Paul McGrady        |
|                 | 2                                 | Corporate Plan QPR: Quarter 3 2013/14 | To monitor the Council's progress in delivering the Corporate Plan 2012 -17 | Tbc                                       | Cllr Barbara Smith / Tony Ward                  |
|                 | 3                                 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention           | Tbc                                       | Scrutiny Coordinator                            |
|                 |                                   |                                       |                                                                             |                                           |                                                 |
| <b>April</b>    | 1                                 | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                       | Cllr Julian Thompson-Hill / Paul McGrady        |
|                 | 2                                 | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention.          | Tbc                                       | Scrutiny Coordinator                            |
|                 |                                   |                                       |                                                                             |                                           |                                                 |
| <b>May</b>      | 1                                 | Finance Report Update                 | To update Cabinet on the                                                    | Tbc                                       | Cllr Julian Thompson-                           |

Cabinet Forward Work Plan

| Meeting     | Item (description / title) |                                       | Purpose of report                                                           | Cabinet Decision required (yes/no) | Author – Lead member and contact officer |
|-------------|----------------------------|---------------------------------------|-----------------------------------------------------------------------------|------------------------------------|------------------------------------------|
|             |                            |                                       | current financial position of the Council                                   |                                    | Hill / Paul McGrady                      |
|             | 2                          | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention.          | Tbc                                | Scrutiny Coordinator                     |
|             |                            |                                       |                                                                             |                                    |                                          |
| <b>June</b> | 1                          | Finance Report Update                 | To update Cabinet on the current financial position of the Council          | Tbc                                | Cllr Julian Thompson-Hill / Paul McGrady |
|             | 2                          | Corporate Plan QPR: Quarter 3 2013/14 | To monitor the Council's progress in delivering the Corporate Plan 2012 -17 | Tbc                                | Cllr Barbara Smith / Tony Ward           |
|             | 3                          | Items from Scrutiny Committees        | To consider any issues raised by Scrutiny for Cabinet's attention           | Tbc                                | Scrutiny Coordinator                     |

Note for officers – Cabinet Report Deadlines

| <i>Meeting</i> | <b>Deadline</b> | <i>Meeting</i> | <b>Deadline</b> | <i>Meeting</i> | <b>Deadline</b> |
|----------------|-----------------|----------------|-----------------|----------------|-----------------|
|                |                 |                |                 |                |                 |
| <i>April</i>   | <b>2 April</b>  | <i>May</i>     | <b>29 April</b> | <i>June</i>    | <b>11 June</b>  |

Updated 4/4/2013 - SP

Cabinet Forward Work Programme.doc

Cabinet Forward Work Plan

## Progress with Committee Resolutions

| Date of Meeting  | Item number and title                       | Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 28 February 2013 | 5. Review of Rollout of X2 Recycling Scheme | <p><b>RESOLVED</b> – that the Committee:</p> <p><i>i)</i> Agrees that the lessons learned are used to underpin any future service changes that might be planned across the Council;</p> <p><i>ii)</i> Agrees that the outcomes from the roll-out are publicised through a press release and County Voice as soon as definitive figures on the improved recycling rates are available;</p> <p><i>iii)</i> Supports the proposal that the publication of outcome figures in the next edition of County Voice should be accompanied by an apology for the problems that were encountered during the roll-out, and an explanation of what went wrong;</p> <p><i>iv)</i> Recommends that all councillors are contacted, once a costing exercise has been undertaken, to establish whether another distribution exercise of collection calendars is required in any part of their council wards;</p> <p><i>v)</i> Requests that figures detailing the overall costs and benefits to the Council of recycling in comparison to the previous waste disposal regime are provided to the Committee for information, along with details of monies etc.</p> | <p>Resolution communicated to officers</p> <p>Articles on the benefits of recycling and statistics on some, but not all, recycling rates in the County have appeared in the latest edition of 'County Voice'.</p> <p>An apology for any inconvenience caused during the latest roll-out was also published in the latest edition of 'County Voice', as was a note of thanks to residents for their support for the recycling scheme and their forbearance with its introduction.</p> <p>The additional information requested will be available in due course.</p> |

|  |                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                            |
|--|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |                                                                                                                                   | <p>withheld from the contactors engaged to deliver this latest roll-out; and</p> <p>vi) Requests that, as part of the Service Challenge process, the Service explores the viability of operating alternate week food collections across the County with a view to realising the optimum level of recycling provision possible along with associated benefits and costs of providing this service, and that a summary report on future service provision be submitted to the Scrutiny Chairs and Vice-Chairs Group initially for consideration.</p>                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                            |
|  | <p><b>6. Engaging with our Communities and Redefining Our Approach to Being ‘An Excellent Council Close to the Community’</b></p> | <p><b>RESOLVED</b> – that:</p> <p>i) the Committee support the methods outlined in the report, including increased use of social media tools, for the purpose of improving engagement opportunities with county councillors, residents and interested groups;</p> <p>ii) consideration is given to holding ‘issue-led’ Special Meetings of the Member Area Groups (MAGs) when consulting/engaging with communities on specific matters; and</p> <p>iii) the Committee support the revised approach to the definition for being ‘An Excellent Council Close to the Community’ and that an outcome-based action plan, to include success measurements and key milestones, be drawn up with a view to delivering this aspiration, and that the action be closely monitored.</p> | <p>Resolution forwarded to relevant officers.</p> <p>The ‘Action Plan’ will form part of the Business Plans of the Council’s various services. They will therefore be monitored as part of the monitoring arrangements for the Service Business Plans.</p> |



|  |                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                 |
|--|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
|  | <p><b>8. Allocation of Commuted Sums and Community Infrastructure Levy</b></p> | <p><b>RESOLVED</b> – That the Committee:</p> <ul style="list-style-type: none"> <li>i) acknowledges the figures on the income received from s106 Agreements for open space provision and maintenance, and the grant offers and payments which have been made; and</li> <li>ii) notes the significance of the potential introduction of the Community Infrastructure Levy and schedules a report on the proposals for implementing the CIL in Denbighshire into its forward work programme.</li> </ul> | <p>Report scheduled under 'Future Issues' section on the Committee's forward work programme</p> |
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