



At: Gadeirydd ac Aelodau'r Pwyllgor  
Archwilio Partneriaethau

Dyddiad: Dydd Gwener, 8 Mawrth  
2013

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Annwyl Gyngorydd

Fe'ch gwahoddir i fynychu cyfarfod y **PWYLLGOR ARCHWILIO PARTNERIAETHAU, DYDD IAU, 14 MAWRTH 2013** am **9.30 am** yn **YSTAFELL BWYLLGOR 1A, NEUADD Y SIR, RHUTHUN.**

Yn gywir iawn

G Williams  
Pennaeth Gwasanaethau Cyfreithiol a Democraidaidd

## AGENDA

### RHAN 1 – GWAHODDIR Y WASG A'R CYHOEDD I FYNYCHU RHAN HON Y CYFARFOD

#### 1 YMDDIHEURIADAU

#### 2 DATGAN BUDDIANNAU

Yr Aelodau i ddatgan unrhyw fuddiannau personol neu ragfarnus mewn unrhyw fusnes i'w ystyried yn y cyfarfod hwn.

**3 MATERION BRYD FEL Y'U CYTUNWYD GAN Y CADEIRYDD**

Hysbysiad o eitemau y dylid, ym marn y Cadeirydd, eu hystyried yn y cyfarfod fel materion brys dan Adran 100B(4) Deddf Llywodraeth Leol 1972.

**4 COFNODION Y CYFARFOD DIWETHAF** (Tudalennau 5 - 14)

Derbyn cofnodion cyfarfod y Pwyllgor Craffu Partneriaethau a gynhaliwyd ar ddydd Iau, 31ain Ionawr 2013 (copi'n amgaeedig).

**5 GALLU Y GWASANAETHAU DIOGELU OEDOLION** (Tudalennau 15 - 30)

Ystyried adroddiad gan y Pennaeth Gwasanaethau Oedolion a Busnes (copi ynghlwm) yn rhoi diweddariad ar allu'r Gwasanaeth Diogelu Oedolion i ddelio gyda chynnydd posibl mewn atgyfeiriadau.

**9.35 a.m.**

**6 FFFIOEDD GOFAL PRESWYL** (Tudalennau 31 - 38)

Ystyried adroddiad gan y Rheolwr Gwasanaeth Busnes (copi ynghlwm) yn rhoi diweddariad ar y Fethodoleg o Bennu Ffioedd Cartrefi Gofal Preswyl a'r effaith ar gostau i'r Awdurdod.

**10.10 a.m.**

**Egwyl**

**7 RHAGLEN WAITH CRAFFU** (Tudalennau 39 - 64)

Ystyried adroddiad gan y Cydgysylltydd Craffu (copi'n amgaeedig) yn gofyn am adolygiad o flaenraglen waith y pwyllgor ac yn diweddarau'r aelodau ar faterion perthnasol.

**10.55 a.m.**

**8 ADBORTH GAN GYNRYCHIOLWYR PWYLLGOR**

Derbyn unrhyw ddiweddariadau gan gynrychiolwyr y Pwyllgor ar amrywiol Fyrddau a Grwpiau'r Cyngor.

**11.10 a.m.**

**9 GWASANAETH ARFAETHEDIG CYNLLUNIO RHANBARTHOL MEWN ARGYFWNG** (Tudalennau 65 - 106)

Derbyn adroddiad gan y Cyfarwyddwr Corfforaethol: Uchelgais Economaidd a Chymunedol (copi ynghlwm) i ystyried a chynnig sylwadau ar yr achos busnes llawn ar gyfer gwasanaeth cynllunio rhanbarthol mewn argyfwng cyn ei gyflwyno i'r Cabinet gyda golwg ar sicrhau y bydd y gwasanaeth rhanbarthol arfaethedig yn darparu'r lefel ofynnol o wasanaeth ar gyfer y Cyngor a thrigolion y Sir.

**11.20 a.m.**

## **RHAN 2 – EITEMAU CYFRINACHOL**

Argymhellir yn unol ag Adran 100A Deddf Llywodraeth Leol 1972 bod y Wasg a'r Cyhoedd yn cael eu gwahardd o'r cyfarfod wrth ystyried yr eitem fusnes ganlynol oherwydd ei bod yn debygol y byddai gwybodaeth eithriedig (fel y diffinniir ym mharagraffau 14 a 15 o Ran 4 o Atodlen 12A i'r Ddeddf) yn cael ei datgelu.

### **10 TRAWSNEWID TRAFNIDIAETH – PROSIECT CYDWEITHREDOL RHANBARTHOL TRAFNIDIAETH TEITHWYR (Tudalennau 107 - 168)**

Ystyried adroddiad gan y Cyfarwyddwr Corfforaethol: Uchelgais Economaidd a Chymunedol (copi ynghlwm) i ystyried a chynnig sylwadau ar yr achos busnes amlinell ar gyfer creu tîm rhanbarthol trafniadaeth teithwyr.

**11.55 a.m.**

## **AELODAETH**

### **Y Cynghorwyr**

Brian Blakeley  
Joan Butterfield  
Ann Davies  
Meirick Davies  
Alice Jones  
Pat Jones

Margaret McCarroll  
Dewi Owens  
Merfyn Parry  
Bill Tasker  
Huw Williams

## **COPIAU I'R:**

Holl Gynghorwyr er gwybodaeth  
Y Wasg a'r Llyfrgelloedd  
Cynghorau Tref a Chymuned

Mae tudalen hwn yn fwriadol wag

## PWYLLGOR ARCHWILIO PARTNERIAETHAU

Cofnodion cyfarfod o'r Pwyllgor Archwilio Partneriaethau a gynhaliwyd yn YSTAFELL BWYLLGORA, 1A, NEAUDD Y SIR, RHUTHUN, Dydd Iau, 31 Ionawr 2013 am 9.30 am.

### YN BRESENNOL

Y Cynghorwyr Joan Butterfield, Meirick Davies, Alice Jones (Is-Gadeirydd), Pat Jones, Margaret McCarroll, Dewi Owens, Merfyn Parry, Bill Tasker, Huw Williams a'r Aelodau Cyfetholedig C. Burgess, G. Greenland, D. Houghton, N. Lewis a Dr D. Marjoram. Roedd y Cynghorwyr J.R. Bartley, W.M. Mullen-James, D. Simmonds, E.W. Williams yn bresennol fel Sylwedyddion.

### HEFYD YN BRESENNOL

Cyfarwyddwr Corfforaethol: Moderneiddio a Lles (SE), Pennaeth y Gwasanaethau Cyfreithiol a Democratig (GW), y Pennaeth Addysg (KE), y Pennaeth Busnes, Cynllunio a Pherfformiad (AS), Pennaeth y Gwasanaethau Oedolion a Busnes (PG), y Swyddog Comisiynu a Gwerthuso (JJH), y Swyddog Comisiynu (CW), Rheolwr Gwasanaeth: Busnes a Gofalwyr (AHJ), Rheolwr Gwasanaethau'r Rhaglen Gymunedol a Chynradd (JE) a'r Cydlynnydd Gofalwyr (AD), Cynrychiolwyr PBC, Cydlynnydd Craffu (RE) a Swyddog Gweinyddol (CIW).

### 1 YMDDIHEURIADAU

Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwr(wyr) Brian Blakeley a/ac Ann Davies

Yn absenoldeb y Cadeirydd, y Cynghorydd B. Blakeley, bu'r Is-gadeirydd, y Cynghorydd E.A. Jones yn cadeirio'r cyfarfod.

Dymunodd Cadeirydd ac Aelodau'r Pwyllgor wellhad buan i'r Cynghorwyr B. Blakeley a J.A. Davies ar ôl eu salwch diweddar.

### 2 DATGAN BUDDIANNAU

Ni ddatganodd unrhyw Aelodau unrhyw fuddiannau personol na buddiannau sy'n rhagfarnu mewn unrhyw fusnes a nodwyd i'w ystyried yn y cyfarfod.

### 3 MATERION BRYN FEL Y CYTUNWYD ARNYNT GAN Y CADEIRYDD

Ni chodwyd unrhyw faterion y dylid, ym marn y Cadeirydd, eu hystyried yn y cyfarfod ar frys yn unol ag Adran 100B(4) o Ddeddf Llywodraeth Leol 1972.

### 4 COFNODION Y CYFARFOD DIWETHAF

(i) Cyflwynwyd Cofnodion cyfarfod y Pwyllgor Craffu Partneriaethau Arbennig a gynhaliwyd ddydd Iau 29 Tachwedd 2012.

Materion a gododd:-

5. Y Diweddaraf am Waith Ardal yn Sir Ddinbych, Dangosfwrdd Hyd Arhosiad – Ar gais y Cadeirydd, cytunodd y Cyfarwyddwr Corfforaethol: Moderneiddio a Lles (CD:MW) y gellid darparu gwybodaeth gefndir bellach, gan gynnwys ffigurau cyfredol a blaenorol, o ran hyd arhosiad, am y mater hwn.

**PENDERFYNWYD** – yn amodol ar yr uchod, derbyn y Cofnodion a chymeradwyo eu bod yn gofnod cywir.

(ii) Cyflwynwyd Cofnodion cyfarfod y Pwyllgor Craffu Partneriaethau a gynhaliwyd ddydd Iau 20 Rhagfyr 2012.

Materion a gododd:-

5. Y Diweddaraf am Berfformiad y CYNLLUN MAWR - Mewn ymateb i gwestiynau gan y Cadeirydd, eglurodd y Cydlynnydd Craffu fod materion a godwyd yn ymwneud â'r nifer sy'n manteisio ar brydau ysgol am ddim wedi cael sylw yn y Briff Gwybodaeth. Cadarnhaodd hefyd fod y Briff Gwybodaeth yn rhoi'r wybodaeth ddiweddaraf am y gwaith sy'n cael ei wneud gan Brosiect Allgymorth y Rhyl o ran problemau ymddygiad gwrthgymdeithasol perthnasol i alcohol yng nghanol trefi ac ardaloedd eraill yn y Sir. Yn sgil yr wybodaeth a gafwyd, roedd y Cynghorydd J. Butterfield yn teimlo y byddai'n ddefnyddiol pe gellid hwyluso cyfarfod gyda chynrychiolwyr o Brosiect Allgymorth y Rhyl i drafod eu gwaith, eu cyflawniadau hyd yma ac unrhyw rwystrau rhag gwelliant pellach yn y maes hwn. O ganlyniad, enwebodd y Pwyllgor y Cynghorydd Butterfield i gyfarfod â chynrychiolwyr Allgymorth ar ran y Pwyllgor a rhoi adroddiad yn ôl i'r Pwyllgor maes o law.

Mewn ymateb i bryderon a godwyd gan y Cynghorydd M.LI. Davies, cytunwyd y byddai'r Cydlynnydd Craffu, gyda'r swyddog perthnasol, yn mynd ar drywydd y pryderon a fynegwyd am y problemau sy'n digwydd ym maes parcio Morley Road.

Dywedodd y Cyfarwyddwr Corfforaethol: Moderneiddio a Lles wrth y Pwyllgor y byddai Canolfan Gomisiynu Gogledd Cymru'n cael ei lansio'n ffurfiol ar 28 Chwefror 2013. Cytunodd yr Aelodau ei bod yn bwysig gwahodd Cadeirydd y Cyngor hefyd i ddigwyddiadau felly, yn ogystal â Chadeirydd y Pwyllgor perthnasol ac Arweinydd y Cyngor.

**PENDERFYNWYD** – yn amodol ar yr uchod, derbyn y Cofnodion a chymeradwyo eu bod yn gofnod cywir.

## **5 GWASANAETH RHANBARTHOL EFFEITHIOLRWYDD YSGOLION A CHYNNWYS YSGOLION**

Roedd copi o adroddiad gan y Pennaeth Addysg, a oedd yn disgrifio'r cynnydd o ran sefydlu a chynnal y Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion (RSEIS), a'r buddion a sylweddolwyd ers ei sefydlu, wedi'i gylichredeg gyda'r papurau i'r cyfarfod.

Cyflwynodd y Pennaeth Addysg yr adroddiad ac eglurodd fod y Cabinet, ym mis Chwefror 2012, wedi cymeradwyo'r Achos Busnes Llawn i sefydlu Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Gwella Ysgolion (RSEIS) i fod yn atebol i chwe Awdurdod Lleol Gogledd Cymru, a chynnal eu cyfrifoldebau statudol, o ran y dyletswyddau i fonitro, herio, darparu gwasanaethau cymorth i ddatblygiad proffesiynol parhaus cwricwlwm a rheoli ysgolion, ac, yn ogystal, darparu gwasanaethau y gellid eu comisiynu gan ysgolion ac Awdurdodau Lleol. Roedd copi o'r adroddiad i'r Cabinet wedi'i gynnwys yn Atodiad 1, gyda chopi o'r achos busnes llawn yn Atodiad 2.

Amlinellwyd i'r Aelodau gyfanswm costau cyfredol cyflenwi'r swyddogaethau gwella ysgolion o fewn y cwrpas cynghorol a statudol presennol ledled chwe Awdurdod Lleol Gogledd Cymru. Nodwyd ei bod yn bosibl arbed £882k o swm holl-ranbarthol y gellid ei ail-fuddsoddi mewn Addysg, neu ei ryddhau fel arbediad ariannol, gan ddibynnu ar anghenion pob Awdurdod Lleol.

Dywedwyd wrth yr Aelodau mai Gwynedd a benodwyd yn Awdurdod Cynnal ar gyfer y Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion. Bu'r Pennaeth Gwasanaethau Cyfreithiol a Democratig (HLDS) yn crynhoi'r trefniadau cyfreithiol a gyflwynwyd i sicrhau llinell glir o atebolrwydd i reoli'r Gwasanaeth a rhoes fanylion yn ymwneud â sefydlu Cydbwyllgor, gan amlinellu ei gylch gwaith a'i gyfansoddiad. Amlinellodd ddiben y Cytundeb Rhwng Ysgolion a oedd yn ffurfioli'r trefniadau rhwng yr Awdurdodau priodol ac yn nodi paramedrau a ffiniau clir.

Cyfeiriodd y Cynghorydd E.W. Williams at y farn a fynegwyd gan y Gweinidog ynglŷn ag amserlenni a phwysleisiodd fod safonau'n bwysicach na strwythurau a bod Sir Ddinbych wedi gosod esiampl dda fel Awdurdod Addysg.

Mewn ymateb i'r pryderon a fynegwyd na ddylai sefydlu'r Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Gwella Ysgolion rwystro'r safonau uchel a osodwyd ac a gyflawnwyd gan Sir Ddinbych, cyfeiriodd y Pennaeth Addysg at yr heriau a'r buddion sy'n codi o'i gyflwyno a sicrhodd na fyddai'r safonau a'r lefelau a gyflawnwyd yn Sir Ddinbych yn cael eu rhwystro. Cadarnhaodd y byddai'r broses yn cael ei monitro'n ofalus ac y byddai'r cysylltiadau a'r berthynas waith agos a ddatblygwyd â'r Penaeithiaid yn parhau. Mynegwyd pryderon hefyd am y cymariaethau posibl y gellid eu gwneud rhwng yr Awdurdodau priodol, yn enwedig o ran safonau a darpariaeth gyllidebol, a pha mor bwysig yw derbyn y byddai rhai Awdurdodau am gynnal eu disgwyliadau a'u safonau uchel cyfredol. Eglurodd y Cynghorydd E.W. Williams y byddai sefydlu'r Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion yn cynyddu'r gallu i ymdrin â chylch ehangach o'r Rhaglen Gwella Ysgolion ac yn sicrhau gwelliant helaeth yn y ddarpariaeth addysg.

Cytunodd y Pennaeth Addysg y byddai gwybodaeth bellach yn cael ei rhoi am gyfraniad Aelodau at adolygiad sy'n cael ei wneud gan Robert Hill. Eglurodd y byddai rolau a swyddogaethau'n cael eu trosglwyddo o awdurdodau lleol gyda staff yn cael eu hadleoli, ynghyd â'r cyllidebau priodol, ar ôl sefydlu'r Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion. Cadarnhaodd Pennaeth y Gwasanaethau Cyfreithiol a Democratig y byddai'r Pwyllgor Craffu Partneriaethau'n craffu ar waith partneriaeth ac eglurodd fod Mesur Llywodraeth Leol Cymru wedi cyflwyno cysyniad craffu ar y cyd y gellid ei fabwysiadu i fonitro'r

Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion. Dywedodd y Pennaeth Addysg wrth yr Aelodau y byddai Estyn yn monitro'r broses a chyfeiriwyd at yr arolygiad gwaith consortiwm ac at gynnwys yr Awdurdod Lleol mewn Arolygiadau. Cyfeiriodd y Cydlynnydd Craffu at y posibilrwydd bod cyllid ar gael gan Lywodraeth Cymru i wneud y gwaith paratoi sy'n ofynnol i sefydlu trefniadau craffu ar y cyd ar gyfer prosiectau fel y gwasanaeth addysg rhanbarthol.

Ymatebodd y Pennaeth Addysg i bryderon a fynegwyd a sicrhodd y byddai'r safonau a osodwyd gan Sir Ddinbych yn cael eu cynnal a'u datblygu. Cadarnhaodd fod grŵp defnyddwyr wedi'i sefydlu a oedd yn rhoi'r cyfle i Benaethiaid a Llywodraethwyr Ysgol gyfarfod ag uwch swyddogion o'r Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Chynnwys Ysgolion. Amlygodd y Pennaeth Addysg hefyd bwysigrwydd yr Adroddiad Safonau Cyrhaeddiad, a gyflwynir yn flynyddol i'r pwyllgor craffu, a oedd yn ceisio gwella canlyniadau i blant. Mewn ymateb i bryderon am yr amserlenni dan sylw a'r angen i sicrhau bod aelodau o staff yn cael digon o amser i addasu i unrhyw newidiadau, roedd y Cynghorydd E.W. Williams yn teimlo y gellid cyfleu pryderon felly i'r Gweinidog priodol. Ar ôl trafod ymhellach:-

**PENDERFYNWYD –**

- (a) derbyn yr adroddiad a nodi'r cynnydd a gyflawnwyd hyd yma o ran sefydlu'r gwasanaeth newydd, a
- (b) cyflwyno adroddiad pellach ym mis Ionawr 2014 ar y cynnydd a gyflawnwyd yn sefydlu'r Gwasanaeth, am broblemau neu rwystrau y daethpwyd ar eu traws ac am y cyflawniadau hyd yma.

**6 STRATEGAETH GWYBODAETH AC YMGYNGHORI GOFALWYR GOGLEDD CYMRU**

Cylchredwyd copi o adroddiad gan y Pennaeth Gwasanaethau Oedolion a Busnes gyda'r papurau i'r cyfarfod.

Roedd yr adroddiad yn disgrifio'r broses o weithredu Mesur Strategaethau Gofalwyr (Cymru) 2010 newydd, sef y Mesur Gofalwyr, fel y nodir yn Strategaeth Gwybodaeth Ac Ymgynghori Gofalwyr Gogledd Cymru 2012 – 2015, ac yn cynnwys nodyn gwybodaeth am y llinell gymorth 24 awr i Ofalwyr yn Sir Ddinbych.

Yn unol â gofynion y Mesur Gofalwyr, roedd drafft terfynol y Strategaeth Ranbarthol, Atodiad 1, wedi'i gymeradwyo gan Lywodraeth Cymru. Roedd yr adroddiad yn amlinellu'r ffordd y byddai'r Strategaeth Ranbarthol yn mynd i'r afael â gofynion y Mesur Gofalwyr, ac eglurwyd y byddai gofyn i bob un o'r chwe Awdurdod Lleol yng Ngogledd Cymru graffu ar y Strategaeth a'i chymeradwyo.

Dynodwyd Byrddau Iechyd Lleol yn 'awdurdodau arwain' yn y gwaith o weithredu Rheoliadau'r Mesur Gofalwyr. Sefydlwyd Grŵp Strategol Arweinwyr Gofalwyr Gogledd Cymru (NWCSLG) i ddatblygu'r Strategaeth Ranbarthol. Byddai'r Grŵp hwn yn parhau i gyfarfod a gweithredu fel y gweithgor partneriaeth i fynd ymlaen â'r camau a amlinellir yn y Strategaeth Ranbarthol. Roedd BIPBC wedi sefydlu Bwrdd Prosiect Mesur Strategaethau Gofalwyr (Cymru), a oedd yn cynnwys cynrychiolwyr o Awdurdodau Lleol a'r trydydd sector, i graffu ar waith Grŵp Strategol Arweinwyr Gofalwyr Gogledd Cymru ac i roi cyngor a sicrhad i'r Bwrdd Iechyd.



Roedd Llywodraeth Cymru wedi dod i'r casgliad bod y Strategaeth Ranbarthol yn rhagweithiol gyda ffocws da ar ganlyniadau, a'i fod yn seiliedig ar feddylfryd clir am yr hyn y gallai fod angen ei wneud yn wahanol er mwyn eu cyflawni. Roedd y Strategaeth wedi arddangos gwaith partneriaeth cryf rhwng y Bwrdd Iechyd, chwe Awdurdod Lleol a sefydliadau'r Trydydd Sector. Roedd meysydd i'w gwella wedi'u hamlygu ac roeddent yn cynnwys yr angen am bennod ar wahân am ofalwyr ifanc, gan gryfhau rhai o'r Camau Allweddol i Flwyddyn 3, egluro sut byddai'r Strategaeth yn berthnasol i gymunedau Pobl Dduon a Lleiafrifoedd Ethnig a grwpiau eraill â nodweddion gwarchoddedig a chyfnerthu'r elfen iechyd meddwl o'r Strategaeth.

Roedd effaith y Mesur newydd yn debygol o arwain at nodi nifer cynyddol o Ofalwyr a'u cyfeirio ymlaen am asesiad statudol gan yr Awdurdod Lleol. Byddai posibilrwydd cynnydd mewn atgyfeiriadau'n cael ei fonitro i ystyried materion lle a goblygiadau i wasanaethau'r dyfodol.

Bu'r Cydlynnydd Gofalwyr yn rhoi crynodeb manwl o'r pwyntiau amlwg a'r Camau Allweddol sydd yn y Strategaeth, Atodiad 1 i'r adroddiad. Eglurodd y Cadeirydd fod y Cynghorydd J.A. Davies wedi'i ailbenodi'n ddiweddar yn Hyrwyddwr Gofalwyr i Sir Ddinbych.

Rhoddyd yr ymatebion canlynol i faterion a chwestiynau a godwyd gan yr Aelodau:-

- amlinellodd y Cydlynnydd Gofalwyr y cysylltiadau cyfathrebu presennol a chyfeiriodd yn arbennig at gylch gwaith Grŵp Strategol Arweinwyr Gofalwyr Gogledd Cymru. Disgrifiodd y mesurau sydd ar waith i helpu i fynd i'r afael â'r problemau a gaiff gofalwyr ifanc a chadarnhaodd y byddai gwaith pellach yn cael ei wneud drwy'r Grŵp Strategol. Amlinellodd y Cyfarwyddwr Corfforaethol: Moderneiddio a Lles y gwaith sy'n cael ei wneud yn Ysgolion Sir Ddinbych a'i Gwasanaethau Plant i nodi gofalwyr ifanc a sicrhau mwy o ymwybyddiaeth, a chadarnhaodd y byddai gwaith pellach yn cael ei wneud drwy gomisiynu gwasanaethau'n rhanbarthol.

- o ran darparu gofal seibiant i ddefnyddwyr gwasanaeth i gynorthwyo gofalwyr, eglurodd Pennaeth y Gwasanaethau Oedolion a Busnes y gellid archwilio'r dull o nodi gofalwyr unigol a chytunwyd y gellid cynnwys eitem am y mater hwn ar yr agenda i'w hystyried gan y Fforwm Gofalwyr. Cyfeiriodd y Cyfarwyddwr Corfforaethol: Moderneiddio a Lles at y mesur a oedd yn annog nodi gofalwyr ond pwysleisiodd fod angen adnoddau i fodloni'r galw. Cyfeiriodd y Cydlynnydd Gofalwyr at gylch gwaith BIPBC yn cyfeirio defnyddwyr at y broses Asesu Anghenion Gofalwyr. Cadarnhaodd eu bod yn gwybod am y problemau cyfredol a bod y mater hwn wedi'i amlygu i Lywodraeth Cymru gan Awdurdodau Lleol ledled Cymru.

- eglurodd Pennaeth y Gwasanaethau Oedolion a Busnes fod yr asesiad cyffredinol o bobl y mae angen gofal arnynt, ac o'u gofalwyr priodol, yn cael ei wneud gan Dimau Gwaith Cymdeithasol, a chadarnhaodd fod gofyn cynnal asesiadau'n flynyddol.

- cydnabu swyddogion y Gwasanaeth Iechyd feichiau gwaith gormodol y staff nyrso mewn Ysbytai a chadarnhaodd y byddai Hyrwyddwyr Gofalwyr Gwasanaeth Iechyd ar wardiau ysbytai'n cynnwys trawstoriad o staff o'r tu mewn i'r Gwasanaeth.
- darparodd y Swyddog Comisiynu Gofalwyr fanylion yn ymwneud â nifer y gofalwyr, fel y nodwyd yng nghyfrifiad 2011. Rhoes fanylion y rhaglen hyfforddi i staff gofal cymdeithasol a chytunwyd y gellid cylchredeg copi o'r ddogfennaeth yn amlinellu'r gwasanaethau a ddarperir i'r Aelodau.
- dywedodd Pennaeth y Gwasanaethau Oedolion a Busnes wrth y Pwyllgor fod cyfarpar a gwaith addasu yng nghartrefi defnyddwyr gwasanaeth yn cael eu darparu drwy gynllun y Grantiau Cyfleusterau i'r Anabl (DFG).
- cadarnhawyd y byddai'r holl staff sy'n mynd i sesiynau hyfforddi yn cael ffurflen safonol gynhwysfawr ar gyfer gwerthuso perfformiad, a fyddai'n cael ei harchwilio a'i hasesu.
- rhoes Pennaeth y Gwasanaethau Oedolion a Busnes fanylion cyfansoddiad y Panel Gofal Cymunedol a'r broses a fabwysiadwyd ynglŷn â'r asesiad a gynhelir gan y Gweithiwr Cymdeithasol priodol.
- Mewn ymateb i bryderon a godwyd gan yr aelodau am yr angen i sicrhau bod cleifion a ryddheir o'r ysbyty yn cael cynllun gofal digon da, eglurodd y Cydlynnydd Gofalwyr y byddai cynllunio rhyddhau pobl o'r ysbyty yn elfen bwysig o sefydlu llwybr atgyfeirio ffurfiol drwy'r siwrnai iechyd a bod hwn yn rhan o'r strategaeth sy'n cael ei chyflwyno ar hyn o bryd i wella'r broses. Mewn ymateb i awgrym na ddylid rhyddhau cleifion nes eu bod yn destun cynllun gofal, eglurodd y Cyfarwyddwr Corfforaethol: Moderneiddio a Lles y dylai cleifion gael cynllun rhyddhau, a fyddai'n cynnwys cynllun gofal, a byddai gwella'r strategaeth fel y cynigir yn sicrhau y byddai'r broses yn gadarnach. Cytunodd y Pwyllgor nodi'r pryderon nad oes cynlluniau gofal digon da bob amser yn eu lle, a bod Pennaeth y Gwasanaethau Oedolion a Busnes yn cysylltu â chydweithwyr yn y Gwasanaeth Iechyd i archwilio ffyrdd posibl o fynd i'r afael â'r materion a'r pryderon a godwyd gan yr Aelodau.

Tynnodd Pennaeth y Gwasanaethau Oedolion a Busnes sylw'r Aelodau i'r nodyn gwybodaeth a oedd yn ymateb i ymholiad am linell gymorth 24 awr i Ofalwyr yn Sir Ddinbych. Mae'r Gwasanaethau Gofal Cymdeithasol i Oedolion yn comisiynu gwasanaethau cymorth i ofalwyr gyda chwe sefydliad trydydd sector lleol sy'n darparu gwybodaeth a chymorth un ac un yn bennaf i Ofalwyr, ac yn eu plith NEWCIS, y Gymdeithas Alzheimer a Hafal. Y brif linell ffôn 24 awr i Gymru oedd y Llinell Wrando a Chyngor Cymunedol (C.A.L.L.) ynghyd â Llinell Gymorth Dementia Cymru. Roedd manylion y gwasanaethau wedi'u cynnwys yn y Pecyn Gwybodaeth i Ofalwyr Sir Ddinbych a chadarnhawyd y byddai datblygu'r Strategaeth Ranbarthol yn helpu i hyrwyddo'r gwasanaethau cymorth i'r Gofalwyr a nodir gan staff iechyd.

Eglurwyd y byddai'n costio tua £100K y flwyddyn i gynnal llinell gymorth ffôn 24 awr. Byddai gofyn gwneud gwaith manylach i asesu'r nifer posibl a fyddai'n manteisio ar wasanaeth sirol lleol, ond byddai'n anodd ei gyfiawnhau o ystyried lefel y buddsoddiad, a bod gwasanaethau eisoes ar gael ar lefel genedlaethol. Byddai

adolygiad o'r Pecyn Gwybodaeth i Ofalwyr Sir Ddinbych yn dechrau ym mis Ionawr 2013 a gellid ystyried hyrwyddo'r llinellau ffôn presennol yn rhan o'r adolygiad. Cytunodd y Pennaeth Gwasanaethau Oedolion a Busnes y gellid rhoi gwybod i'r aelodau am y costau sy'n ymwneud â darparu llinellau gofal.

Yn ystod y drafodaeth ddilynol, roedd yr Aelodau'n cefnogi'r farn y dylid newid argymhelliad 3.2 yn yr adroddiad i ddweud "mae'r Pwyllgor Craffu Partneriaethau'n nodi'r wybodaeth a ddarparwyd o ran llinellau cymorth 24 awr i ofalwyr."

**PENDERFYNWYD** – *bod y Pwyllgor-*

*(a) yn cefnogi Strategaeth Gwybodaeth ac Ymgynghori Gofalwyr Gogledd Cymru 2012/2015 a'r dull partneriaeth â Bwrdd Iechyd Prifysgol Betsi Cadwaladr (BIPBC) a'r trydydd sector o ran ei gweithredu, a*

*(b) yn nodi'r wybodaeth a ddarparwyd o ran y llinell gymorth 24 awr i Ofalwyr, a'r gwasanaethau sydd ar waith i fodloni'r angen hwn i ofalwyr Sir Ddinbych.*

## **7 DARPARIAETH GOFAL ANNIBYNNOL – COMISIYNU A MONITRO**

Roedd copi o adroddiad gan Bennaeth y Gwasanaethau Oedolion a Busnes, a oedd yn disgrifio graddau'r ddarpariaeth gofal allanol a gomisiynir yng Nghyngor Sir Ddinbych a'r ffordd y caiff ansawdd y gofal hwnnw ei fonitro, wedi'i gylchredeg gyda'r papurau i'r cyfarfod.

Cyflwynodd Pennaeth y Gwasanaethau Oedolion a Busnes yr adroddiad a oedd yn asesu ansawdd a gwerth y ddarpariaeth gofal cymdeithasol annibynnol i ddefnyddwyr gwasanaeth yn Sir Ddinbych. Roedd yn disgrifio'r cydbwysedd rhwng y ddarpariaeth allanol a mewnol ac roedd Atodiad 1 yn disgrifio'r ganran o ddarpariaeth gofal allanol a mewnol.

Eglurodd fod y dull o fonitro ansawdd y gwasanaeth a ddarperir wedi newid a bod gwaith yn mynd rhagddo i ddatblygu proses ranbarthol a chytuno arni. Roedd y broses a ddilynir i fonitro ansawdd yn Sir Ddinbych wedi'i chrynhoi yn yr adroddiad a defnyddiwyd pob cyswllt â darparwyr i lywio'r gwaith o fonitro contractau. Amlinellwyd proses ymweliadau monitro contract a chadarnhawyd bod proses i fonitro Gofal Preswyl yn cael ei datblygu bellach. Eglurwyd bod ymweliadau monitro contract rhagweithiol wedi'u cynllunio i ddechrau cyn diwedd y flwyddyn ariannol. Mewn ymateb i bryderon a godwyd gan yr Aelodau, eglurwyd bod system electronig newydd o gofnodi materion ansawdd a Contract wedi'i gweithredu i sicrhau bod yr wybodaeth ddiweddaraf un ar gael yn hawdd i swyddogion wrth iddyn nhw gael ymholiadau.

Cadarnhaodd Pennaeth y Gwasanaethau Oedolion a Busnes y byddai barn a dewis y Defnyddwyr Gwasanaeth yn cael eu hystyried. Pe na fyddai ansawdd safonau darpariaeth, neu ofynion rheoleiddio AGGCC, yn cael eu bodloni, byddai gwaith partneriaeth i wella ansawdd y ddarpariaeth gwasanaeth yn cael ei weithredu yn unol â chanllawiau Llywodraeth Cymru am waith partneriaeth gyda darparwyr.

Eglurodd Pennaeth y Gwasanaethau Oedolion a Busnes y byddai dichonolrwydd cartrefi gofal dan fygythiad, wrth i nifer y lleoliadau cartref gofal leihau, gyda mwy o bobl yn dewis aros yn eu cartrefi. Roedd cau cartrefi wedi effeithio ar faich gwaith y tîm a oedd yn monitro'r broses ac yn sicrhau trosglwyddiadau diogel i gartrefi gofal eraill yn unol â Chanllawiau Llywodraeth Cymru. Byddai'r Tîm Adolygu'n cael ei ddatblygu yn 2013/14 a fyddai'n golygu bod Swyddogion Gofal Cymunedol a Swyddogion Contract yn cydweithio i adolygu anghenion gofal a monitro darpariaeth o ansawdd i bob categori gofal. Byddai gwaith rhanbarthol ar fanylebau gwasanaeth a chontractau yn dal i effeithio ar y ffordd y byddai contractau'n cael eu monitro. Roedd manylion y broses ymgynghori a fabwysiadwyd a mesurau a gyflwynwyd i leihau unrhyw risgiau wedi'u cynnwys yn yr adroddiad.

Mewn ymateb i bryderon a godwyd am y broses hunanasesu a phwysigrwydd sicrhau gweithdrefnau monitro cadarn, amlinellodd y Rheolwr Gwasanaeth: Busnes a Gofalwyr (SM:BC) y prosesau monitro a fabwysiadwyd gan Sir Ddinbych, a oedd yn ceisio casglu'r holl wybodaeth berthnasol sydd ar gael i asesu lefel a safon y gwasanaethau a ddarperir, ac archwilio adroddiadau AGGCC a'r camau a gymerir drwy'r broses adolygu contract i fynd i'r afael ag unrhyw anghysondeb a nodir. Cadarnhawyd y byddai gwaharddiad dros dro'n cael ei osod ar bob achos newydd pe byddai darparwyr yn methu â bodloni'r safonau gofynnol, ac y byddai defnyddwyr gwasanaeth presennol yn cael eu hadolygu i sicrhau bod eu hanghenion yn cael eu bodloni.

Mewn ymateb i gwestiwn, rhoes y Rheolwr Gwasanaeth: Busnes a Gofalwyr fanylion yr hyfforddiant sydd ar gael i staff yr awdurdod lleol a'r sector annibynnol. Ymatebodd hefyd i bryderon a godwyd ac eglurodd nad oedd bob amser yn ymarferol nac yn bosibl i'r un gofalwr roi sylw i ddefnyddiwr gwasanaeth unigol yn rheolaidd, nac ymweld yn rheolaidd â'r defnyddiwr. Fodd bynnag, cytunodd y Rheolwr Gwasanaeth: Busnes a Gofalwyr y byddai'n ddefnyddiol i'r holl gynghorwyr gael gwybod sut i roi gwybod i swyddogion am unrhyw bryderon sydd ganddynt am ansawdd a lefel y gofal a ddarparir i breswylwyr yn eu wardiau gan unigolion neu ddarparwyr gofal.

Ar ôl trafod ymhellach:-

**PENDERFYNWYD** – *bod y Pwyllgor:-*

- (a) *yn amodol ar yr arsylwadau uchod, yn derbyn ac yn nodi cynnwys yr adroddiad, a*
- (b) *yn cefnogi'r Gwasanaeth yn ei waith partneriaeth gyda'r Darparwyr Gofal Sector Annibynnol.*

## **8 TEULUOEDD YN GYNTAF**

Roedd copi o adroddiad gan y Swyddog Comisiynu a Gwerthuso, yn rhoi'r wybodaeth ddiweddaraf am y sefyllfa gyfredol mewn perthynas ag elfennau wedi'u comisiynu ac elfennau heb eu comisiynu o Raglen Teuluoedd yn Gyntaf yn Sir Ddinbych ar gyfer cyfnod ariannol 2012-2014, wedi'i gylchredeg gyda'r papurau i'r cyfarfod.

Cyflwynodd y Pennaeth Busnes, Cynllunio a Pherfformiad (HBPP) yr adroddiad yn rhoi gwybod am werthuso a monitro cynnydd yr ymgeiswyr llwyddiannus hyd yma o ran gweithredu a chyflenwi eu gwasanaethau, Cynllun Gweithredu Teuluoedd yn Gyntaf a Chanlyniad 4 yn Sir Ddinbych – y Cynllun MAWR.

Crynhodd y Pennaeth Busnes, Cynllunio a Pherfformiad y Trosolwg Strategol gan gynnwys y cysylltiad â Sir Ddinbych - y Cynllun MAWR, a amlinellwyd yn yr adroddiad, a chyfeiriodd at y tablau a ddarparwyd a oedd yn disgrifio'r Gwasanaethau Heb eu Comisiynu a'r Gwasanaethau Wedi'u Comisiynu a'r cymariaethau cyllid priodol ar gyfer 2012/13 a 2013/14.

Sir Ddinbych fu'r Awdurdod cyntaf yng Ngogledd Cymru i gomisiynu 7 o'r 9 elfen o'r Rhaglen. Amlinellwyd yn yr adroddiad oediadau o ran yr elfennau Cymorth i Deuluoedd ac Anabledd o'r Rhaglen. Roedd Rhaglen Teuluoedd yn Gyntaf, yn ei chyfanrwydd, bron yn ei lle a byddai'r Rhaglen cyn hir yn arddangos ei heffaith ar deuluoedd. Sefydlwyd man canolog o fynediad/atgyfeirio yn Sir Ddinbych drwy Gydlynnydd Cymorth Integredig i Deuluoedd Teuluoedd yn Gyntaf. Yn ogystal, byddai'r Panel Teuluoedd yn Gyntaf yn ystyried, bob pythefnos, yr atgyfeiriadau a gafwyd gan y Cydlynnydd Cymorth Integredig i Deuluoedd ac yn nodi'r ymateb gwasanaeth mwyaf addas. O fis Ebrill 2013 ymlaen, byddai gofyn defnyddio Fframwaith Asesu'r Teulu ar y Cyd (JAFF) yn brif offeryn atgyfeirio, asesu a chynllunio ar gyfer gweithio gyda theuluoedd a gefnogir drwy Raglen Teuluoedd yn Gyntaf. Gwnaethpwyd gwaith gyda'r paneli aml asiantaeth yn yr ysgolion a chytunwyd y byddai atgyfeiriadau drwy'r paneli hyn yn cael ymateb ar unwaith.

Roedd yr adroddiad yn disgrifio buddion a chanlyniadau gweithredu Rhaglen Teuluoedd yn Gyntaf a mabwysiadu arferion da eraill. Roedd Rhaglen Hyfforddi Teuluoedd yn Gyntaf, Atodiad 1, wedi'i hariannu drwy elfen Datblygu, Hyfforddi a Chefnogi'r Gweithlu ynghyd ag elfen Hyfforddiant Anabledd. Nodwyd pynciau hyfforddiant fel prif flaenoriaeth gan ddarparwyr gwasanaeth ar gyfer cyfnodau cynnar gweithredu Rhaglen Teuluoedd yn Gyntaf.

Eglurodd y Swyddog Comisiynu a Gwerthuso fod Rhaglen Teuluoedd yn Gyntaf yn allweddol yn cyfrannu at y Cynllun Mawr: "Canlyniad 4 - bod Teuluoedd sy'n Agored i Niwed yn Sir Ddinbych yn cael eu cefnogi i fyw bywyd yn rhydd o dlodi, lle gallent fod yn annibynnol a ffynnu", a chadarnhawyd bod penderfyniad y Bwrdd Prosiect i ail-dendro ar gyfer yr Elfennau Cymorth i Deuluoedd ac Anabledd, ar ôl ystyried nifer o ddewisiadau eraill a gyflwynwyd drwy Adroddiad Eithriadau, wedi creu effaith ar gyflenwi'r rhaglen gyfan. Croesawodd yr Aelodau'r adroddiad cynhwysfawr a oedd yn canolbwyntio ar wasanaethau integredig wedi'u comisiynu.

Mewn ymateb i'r pryderon a godwyd, amlinellodd y Pennaeth Busnes, Cynllunio a Pherfformiad y rhesymau dros fabwysiadu dull comisiynu ffurfiol ac eglurodd y byddai disgwyliadau clir ac atebolrwydd am weithredu pe na fyddai'r canlyniadau'n cael eu sylweddoli na'u cyflawni. Cadarnhaodd hefyd y byddai Llywodraeth Cymru, yn ogystal â Gwasanaethau Archwilio Mewnol, yn arfer rheolaethau cyllido ac yn monitro gwariant.

**PENDERFYNWYD** – bod y Pwyllgor:-

- (a) yn amodol ar yr arsylwadau uchod, yn derbyn yr adroddiad ac yn nodi'r cynnydd hyd yma o ran cyflenwi Rhaglen Teuluoedd yn Gyntaf, a
- (b) yn derbyn adroddiad diweddar am gyflenwi Rhaglen Teuluoedd yn Gyntaf yn ei gyfarfod ym mis Hydref 2013.

## 9 RHAGLEN WAITH CRAFFU

Roedd copi o adroddiad gan y Cydlynnydd Craffu, a oedd yn gofyn i'r Pwyllgor adolygu ei Flaenraglen Waith ddrafft ac yn rhoi gwybod y diweddaraf am faterion perthnasol, wedi'i gylchredeg gyda'r papurau i'r cyfarfod. Ynghlwm fel atodiadau wrth yr adroddiad oedd blaenraglen waith y Cabinet a thabl yn crynhoi penderfyniadau diweddar y Pwyllgor ac yn rhoi gwybod i'r Aelodau am gynnydd o ran eu gweithredu.

Bu'r Pwyllgor yn ystyried ei Flaenraglen Waith ddrafft ar gyfer cyfarfodydd y dyfodol, fel y disgrifir yn Atodiad 1, a chytunwyd ar y newidiadau a'r ychwanegiadau canlynol:-

- cynnwys eitem am y Gwasanaeth Rhanbarthol Effeithiolrwydd Ysgolion a Gwella Ysgolion ar gyfer mis Ionawr 2014 a chynnwys adroddiad diweddar am Raglen Teuluoedd yn Gyntaf ar gyfer mis Hydref 2013.

- cytunodd yr Aelodau i aildrefnu'r pedair eitem fusnes y trefnwyd eu cyflwyno i'r cyfarfod ym mis Mehefin 2013 i'w hystyried yn hytrach yng nghyfarfod mis Gorffennaf 2013.

- Cytunodd y Pwyllgor i gynnal y cyfarfod a drefnwyd ar gyfer mis Mehefin ar ddydd Llun 10 Mehefin 2013 am 2.00pm. Y cyfarfod hwn fyddai'r cyfarfod rheolaidd bob chwe mis gyda chynrychiolwyr y Bwrdd Iechyd. Cytunwyd i ystyried yn y cyfarfod hwnnw'r ddwy eitem a ohiriwyd yng nghyfarfod mis Tachwedd 2012 gyda'r cynrychiolwyr Iechyd - sef y Diweddaraf am y Gwasanaethau Plant a Gwasanaethau Iechyd Meddwl Plant a'r Glasoed (CAMHS) (y cynnydd a gyflawnwyd yn mynd i'r afael ag oediadau asesu CAMHS a chynnydd pellach mewn perthynas â gwasanaethau CAMHS).

Gofynnwyd i'r Cydlynnydd Craffu holi a ellid darparu a thrafod yn y cyfarfod hwnnw adroddiad am Aelodau Prosthedig, sef darparu a chynnal aelodau artiffisial i oedolion a phlant (gan gynnwys gwybodaeth am gael at y gwasanaeth, unrhyw oediadau a geir neu gyfyngiadau a gymhwysir a gweithdrefnau cwyno).

**PENDERFYNWYD** – yn amodol ar yr uchod, cymeradwyo Blaenraglen Waith y Pwyllgor.

Daeth y cyfarfod i ben am 12.55 p.m.

<b>Adroddiad at:</b>	<b>Pwyllgor Craffu Partneriaethau</b>
<b>Dyddiad y Cyfarfod:</b>	<b>14 Mawrth 2013</b>
<b>Aelod/Swyddog Arweiniol:</b>	<b>Aelod Arweiniol dros Wasanaethau Gofal Cymdeithasol, Oedolion a Phlant/ Pennaeth Gwasanaethau Oedolion a Busnesau</b>
<b>Awdur yr Adroddiad:</b>	<b>Cydlynnydd Amddiffyn Oedolion Agored i Niwed</b>
<b>Teitl:</b>	<b>Gallu Gwasanaethau Diogelu Oedolion</b>

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## **1. Beth yw cynnwys yr adroddiad?**

Rhoi'r diweddaraf ar allu'r Gwasanaeth Diogelu Oedolion i ymdrin â chynnydd posibl mewn atgyfeiriadau.

## **2. Beth yw'r rheswm dros lunio'r adroddiad hwn?**

Rhoi sicrwydd i Aelodau bod gallu digonol o fewn Gwasanaethau i Oedolion i ymdopi â'r cynnydd parhaol mewn atgyfeiriadau Amddiffyn Oedolion Agored i Niwed.

## **3. Beth yw'r Argymhellion?**

Bod Aelodau'n ystyried yr adroddiad, yn cynnig sylwadau ar ei gynnwys ac yn cydnabod natur bwysig ymdriniaeth gorfforaethol tuag at Amddiffyn Oedolion Agored i Niwed a chyfrifoldeb y Cyngor i ystyried hyn yn faes blaenoriaeth allweddol.

## **4. Manylion yr adroddiad**

- 4.1 Ers penodi cydlynnydd Amddiffyn Oedolion Agored i Niwed llawn amser ym mis Medi 2006 mae newidiadau sylweddol wedi bod yn llwyth gwaith Amddiffyn Oedolion Agored i Niwed yn gyffredinol. Mae cynnydd sylweddol wedi bod yn nifer yr atgyfeiriadau, ymwybyddiaeth gynyddol o gam-drin ac mae ymchwilio i achosion honedig o gam-drin yn defnyddio mwy a mwy o amser ac yn feichus.
- 4.2 O ganlyniad i'r ffactorau hyn sefydlwyd swydd gynorthwyol Amddiffyn Oedolion Agored i Niwed ym mis Mehefin 2010, ac er bod hyn yn ychwanegiad i'w groesawu i'r gwasanaeth a'i bod wedi cael effaith gadarnhaol ar reoli llwyth gwaith Amddiffyn Oedolion Agored i Niwed yn gyffredinol fe ddaeth hi'n amlwg nad oedd y model gwaith cyfredol hwn yn gynaliadwy.
- 4.3 Sefydlwyd grŵp gorchwyl a gorffen ym mis Mai 2012 i ystyried opsiynau ac argymell model ar gyfer rheoli diogelu oedolion yn y dyfodol o fewn Sir Ddinbych. Fe wnaeth y grŵp ystyried modelau gwaith o bob cwr o Gymru a rhannu o Loegr, argymhellion gan Arolygiad Amddiffyn Oedolion yn Sir Ddinbych AGGCC Mawrth 2010, a'r argymhellion o archwiliad Amddiffyn Oedolion Agored i Niwed ym mis Mai 2012.

#### 4.4 Gweithgaredd Amddiffyn Oedolion 01/01/2012 – 01/01/2013

Mae'r atodiadau ynghlwm yn dangos peth o'r data allweddol ar gyfer gwaith amddiffyn oedolion agored i niwed o fewn Sir Ddinbych yn ystod y cyfnod hwn.

Mae **Atodiad 1** yn dangos dadansoddiad rhwng rhyw ac oed y rheini a gafodd eu hatgyfeirio yn ystod cyfnod o ddeuddeg mis. Y grŵp uchaf i gael eu heffeithio gan gam-drin oedd benywod dros 65 oed sydd yn unol â data Cymru gyfan ar gyfer 2010-2011, sydd hefyd yn nodi mai menywod hŷn yw dioddefwyr mwyaf cyffredin o gam-drin honedig. Mae data Sir Ddinbych o ddau gyfnod o amser tebyg: Ionawr 2011/2012 ac Ionawr 2012/2013 yn cefnogi'r canfyddiadau hyn ond hefyd yn dangos cynnydd o 4% o fewn y grŵp rhyw ac oed hwn yn ystod 2012/2013.

Mae **Atodiad 2** yn nodi canlyniad atgyfeiriadau Amddiffyn Oedolion Agored i Niwed yn ystod 2012 - 2013 sy'n dangos bod 8% o atgyfeiriadau wedi'u gwrthbrofi h.y. dim tystiolaeth o gam-drin, roedd 9% yn amhendant, 6% ble cafodd cam-drin ei brofi, 6% ble cafwyd tystiolaeth yn dangos bod cam-drin yn debyg o fod wedi digwydd yn ôl pwysau tebygolrwydd. O'r atgyfeiriadau hyn nid oedd angen ymchwiliad ffurfiol o dan weithdrefnau Amddiffyn Oedolion Agored i Niwed ar 56% o'r rhain. Mae sawl rheswm dros hyn er enghraifft yr oedolion agored i niwed yn dewis peidio â mynd â'r materion ymhellach neu dim tystiolaeth i gadarnhau bod y trothwy wedi'i fodloni er mwyn symud ymlaen o dan Amddiffyn Oedolion Agored i Niwed. Serch hynny, fe gafodd mesurau diogelu eu trafod a'u harchwilio ym mhob achos gyda'r oedolyn agored i niwed a chafodd strategaethau priodol eu gweithredu i ostwng risgiau posibl pellach.

Dengys **Atodiad 3** ble'r oedd y cam-drin honedig wedi digwydd. Yng Nghymru digwydd mwyafrif y cam-drin yng nghartref yr oedolyn agored i niwed ei hun. Yn ystod y cyfnod 2012 - 2013 yn Sir Ddinbych mae ychydig o gynnydd o 4% wedi bod o'r cyfnod blaenorol o gam-drin honedig yn digwydd yng nghartrefi'r bobl eu hunain. Mae gostyngiad hefyd o 21% o'r flwyddyn ddiwethaf i 13% yn 2012 - 2013 mewn cam-drin honedig yn digwydd mewn cartrefi preswyl ond cynnydd o 8% o fewn lleoliadau cartrefi nyrsio.

Dengys **Atodiad 4** cyflawnwyr honedig y cam-drin yn ystod 2012 - 2013. Mae gofalwyr cyflogedig i gyfrif am 31% o gyflawnwyr honedig - mae hyn yn cynnwys 11% o staff gofal preswyl, 15% o staff gofal nyrsio a 5% o staff gofal yn y cartref. Y categorïau mwyaf o bell ffordd oedd ffrindiau/cydnabod (22%) a pherthnasau (gwraig, gŵr, merch, a mab) (26%)

#### 4.5 Hyfforddiant

Mae Sir Ddinbych yn parhau i gynnig hyfforddiant amddiffyn oedolion i staff mewnol a holl asiantaethau allanol. Mae hyfforddiant corfforaethol yn cyfuno Ymwybyddiaeth Amddiffyn Oedolion a Phlant wedi'i anelu at y rheini a allai ddod i gysylltiad â phlant neu oedolion agored i niwed yn rheolaidd hefyd yn cael ei gynnig.



#### 4.6 Dangosyddion Perfformiad

Bob blwyddyn mae awdurdodau lleol yn rhoi ystadegau i Lywodraeth Cymru ar Amddiffyn Oedolion, sy'n cael eu defnyddio i gynhyrchu dangosyddion perfformiad. Ar gyfer 2011 - 2012 mae'r dangosydd sy'n dangos bod y risg i oedolion wrth risg wedi'i ddileu neu'i ostwng wedi'i gyflawni mewn 87.35% o achosion. Ar gyfer y tri chwarter cyntaf yn 2012 - 2013 mae dileu neu ostwng risg wedi'i gyflawni mewn 100% o'r achosion. Mae hwn hefyd yn Ddangosydd Perfformiad pwysig i Sir Ddinbych, gan ei fod yn un o'r targedau Dangosyddion Perfformiad cyffredinol sydd wedi'u dewis i ddangos pa mor dda yw Sir Ddinbych yn gyffredinol.

#### 4.7 Datblygiadau

- Yn genedlaethol, ceir ymgynghoriad ar hyn o bryd yn y Cynulliad Cenedlaethol ar Fesur Gwasanaethau Cymdeithasol a Lles (Cymru) drafft. O'i fewn ceir cyfrifoldeb statudol cynyddol arfaethedig ar yr holl asiantaethau wrth weithio tuag at amddiffyn oedolion agored i niwed yng Nghymru a'i osod ar seiliau tebyg i amddiffyn plant.
- Yn lleol, mae grŵp gorchwyl a gorffen wedi casglu gydag argymhellion sydd wedi'u cymeradwyo gan yr uwch dîm rheoli a chyflwyno model newydd ar gyfer rheoli diogelu oedolion o fewn Sir Ddinbych. Gweler siart llif yn atodiad 5 a thîm Amddiffyn Oedolion Agored i Niwed yn atodiad 6.
- Ar hyn o bryd mae'r rôl Rheolwr Arweiniol Dynodedig yn cael ei wneud gan y cydlynnydd a'r cynorthwydd Amddiffyn Oedolion Agored i Niwed. O fewn y model newydd bydd y cydlynnydd Amddiffyn Oedolion Agored i Niwed yn dyrannu atgyfeiriadau Amddiffyn Oedolion Agored i Niwed at y rheolwr tîm perthnasol a fydd wedyn yn ymgymryd â'r rôl Rheolwr Arweiniol Agored i Niwed ac yn dilyn y broses arferol o drafodaeth strategaeth hyd at gyfarfod(ydd) strategaeth a chynhadledd achos. Trwy gydol y broses hon bydd gan y cydlynnydd Amddiffyn Oedolion Agored i Niwed fynediad at gynnydd yr achos trwy Paris a bydd hefyd ar gael i gynnig unrhyw gymorth/arweiniad i Reolwyr Arweiniol Dynodedig unigol.
- Bydd y penderfyniad terfynol mewn perthynas â chau achos Amddiffyn Oedolion Agored i Niwed yn gorwedd gyda'r Cydlynnydd Amddiffyn Oedolion Agored i Niwed - mae hyn er mwyn sicrhau bod y broses gywir wedi'i dilyn ac asesiadau risg wedi'u cwblhau ynghyd â sicrhau bod yr holl wybodaeth berthnasol wedi'i mewnbynnu i PARIS. Bydd y Cydlynnydd Amddiffyn Oedolion Agored i Niwed yn cadw'r rôl Rheolwr Arweiniol Dynodedig ar gyfer achosion o gam-drin honedig o fewn lleoliadau ysbytai ac ar gyfer unigolion o fewn cartrefi preswyl a nyrsio sydd wedi'u gosod gan awdurdodau eraill.
- Mae gwaith sylweddol wedi'i wneud i sicrhau bod cofnodion cywir yn cael eu cadw ar Paris mewn perthynas â gwaith Amddiffyn Oedolion Agored i Niwed, a fydd yn galluogi i adroddiadau perthnasol gael eu creu i hysbysu datblygiadau parhaus.

**5. Sut y mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?**

Mae'r gwasanaeth Amddiffyn Oedolion Agored i Niwed yn cyfrannu'n uniongyrchol at y flaenoriaeth bod pobl agored i niwed yn cael eu hamddiffyn ac yn gallu byw mor annibynnol â phosibl

**6. Faint y bydd yn costio a sut y bydd yn effeithio ar wasanaethau eraill?**

Mae'r gwasanaeth eisoes yn bodoli o fewn cyllidebau cyfredol.

**7. Beth yw prif gasgliadau'r Asesiad Effaith Cydraddoldeb sydd wedi'i wneud ar y penderfyniad?**

Gweler Atodiad 7 ynghlwm

**8. Pa ymgynghoriadau sydd wedi'u cynnal?**

Roedd y Grŵp Gorchwyl a Gorffen yn cynnwys staff sy'n uniongyrchol gysylltiedig â'r broses Amddiffyn Oedolion Agored i Niwed.

**9. Datganiad y Prif Swyddog Ariannol**

Nid oes unrhyw oblygiadau ariannol yn deillio'n uniongyrchol o'r adroddiad hwn.

**10. Pa risgiau sy'n bodoli ac a oes unrhyw beth y gallwn ei wneud i'w gostwng?**

Mae'r model newydd yn rhannu rôl y Rheolwr Arweiniol Dynodedig gan hynny yn rhoi gallu cynyddol i reoli llwyth gwaith parhaus Amddiffyn Oedolion Agored i Niwed. Un o'r heriau mwyaf fydd sicrhau ymdriniaeth gyson trwy gydol y broses Amddiffyn Oedolion Agored i Niwed, ac i'r perwyl hwn bydd gan y Cydlynnydd Amddiffyn Oedolion Agored i Niwed rôl ganolog wrth fonitro cynnydd a sicrhau trosolwg o'r broses ddiogelu yn gyffredinol.

**11. Y Pŵer i Wneud y Penderfyniad**

Amlinellir y trefniadau ar gyfer rheoli amddiffyn oedolion agored i niwed o fewn *Mewn Dwylo Diogel (2000)*, dogfen ganllawiau gan Lywodraeth Cymru. Mae hyn yn gosod dyletswyddau ar Awdurdodau Lleol a phartneriaid perthnasol i ymchwilio i faterion amddiffyn oedolion agored i niwed a'u monitro.

Mae Erthygl 6.3.4(b) Cyfansoddiad y Cyngor yn nodi'r rôl graffu o ran perfformiad Gwasanaethau'r Cyngor.

**Swyddog Cyswllt:**

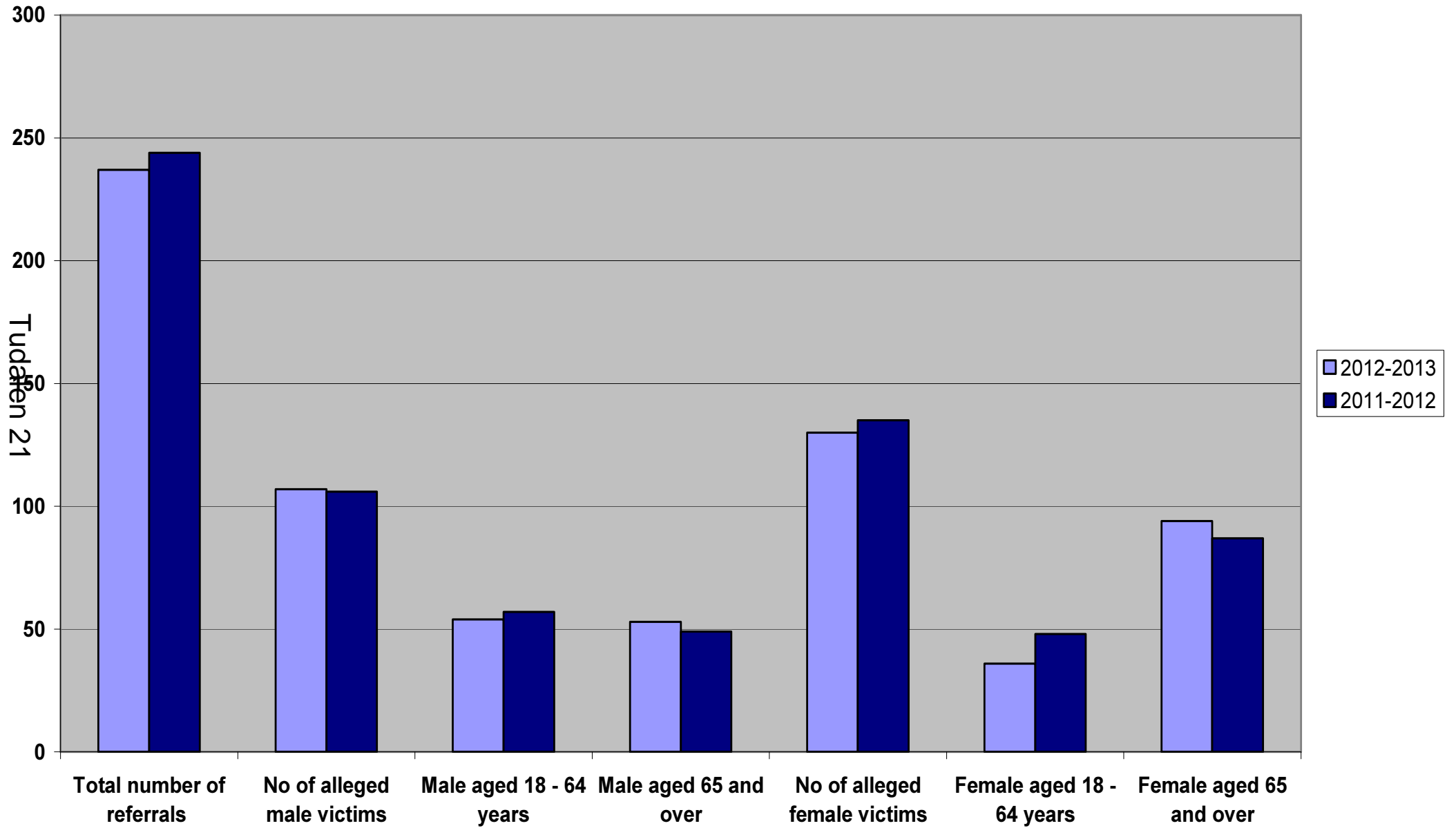
Cydlynnydd Amddiffyn Oedolion Agored i Niwed

Ffôn: 01824-706675



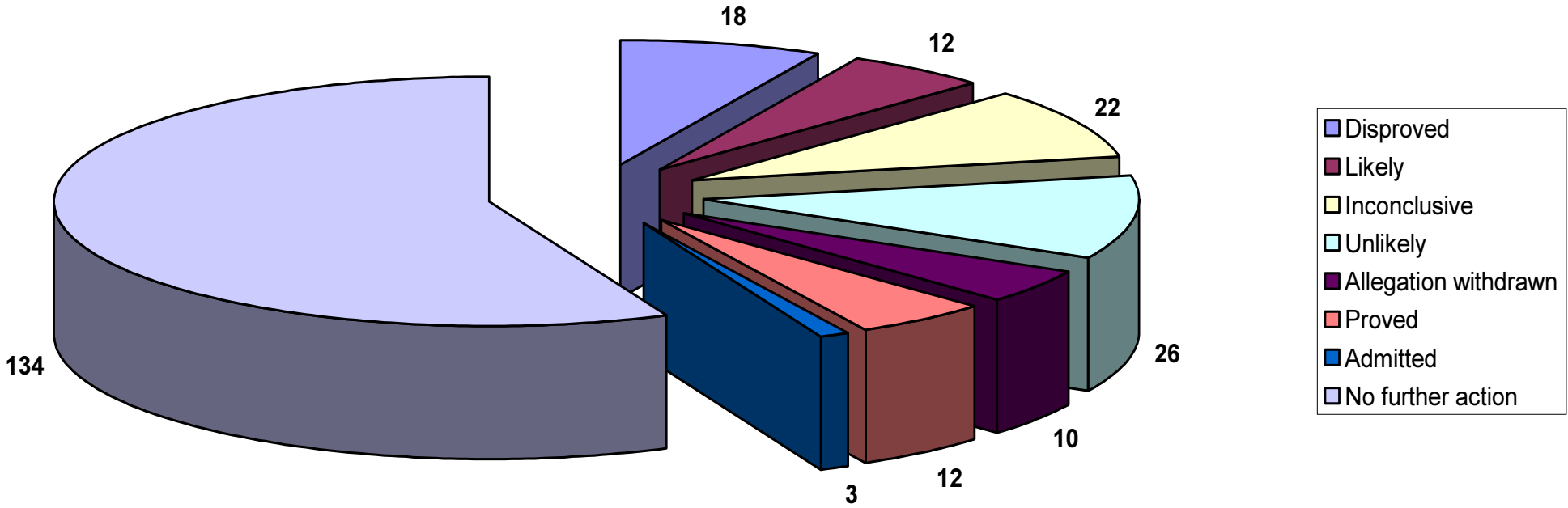
Mae tudalen hwn yn fwriadol wag

**Total number of referrals**  
**Appendix 1**

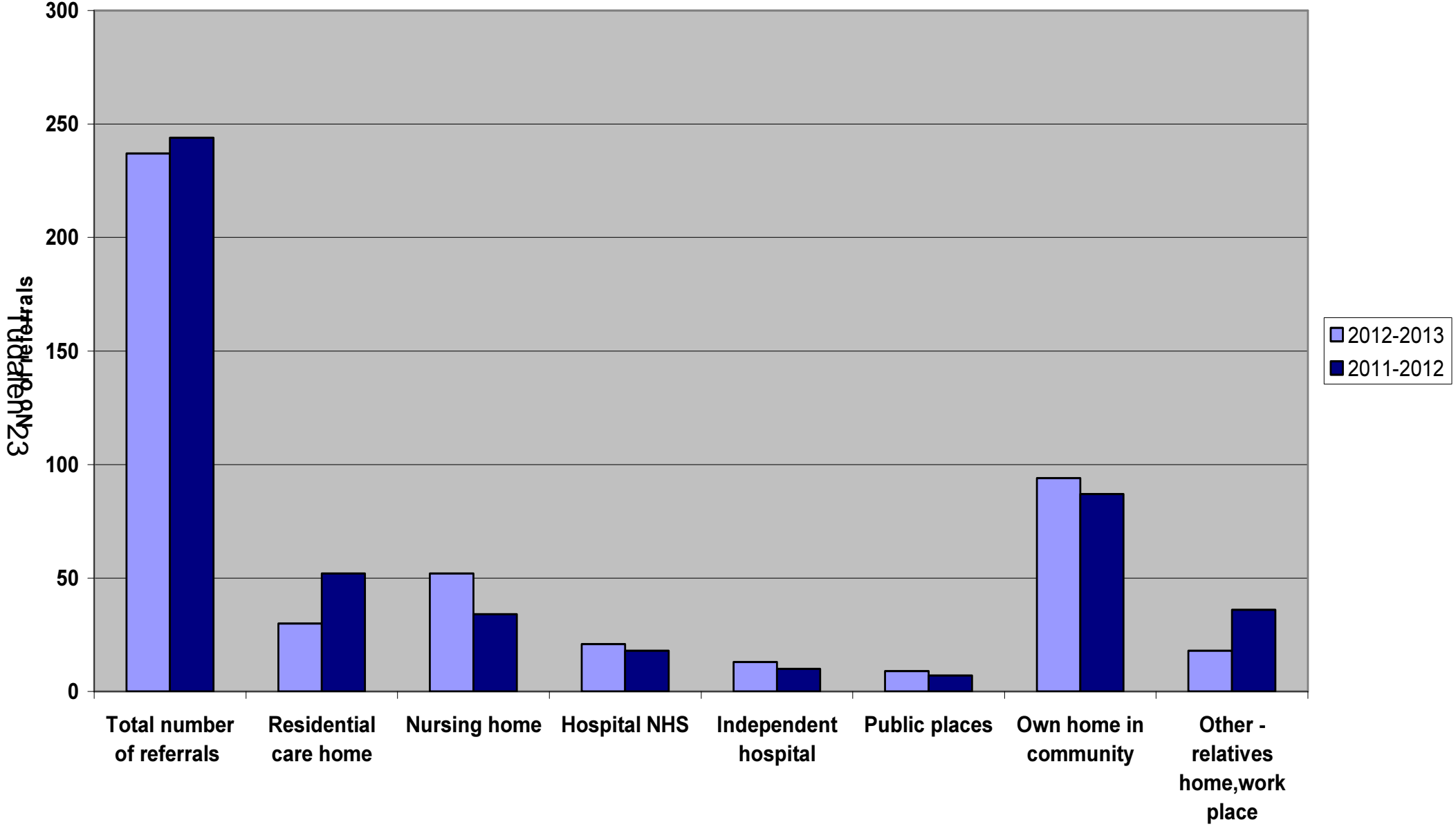


Status of Allegation 2012 - 2013  
Appendix 2

Tudalen 22

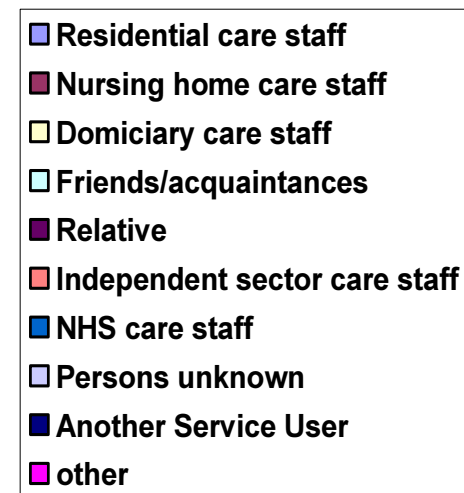
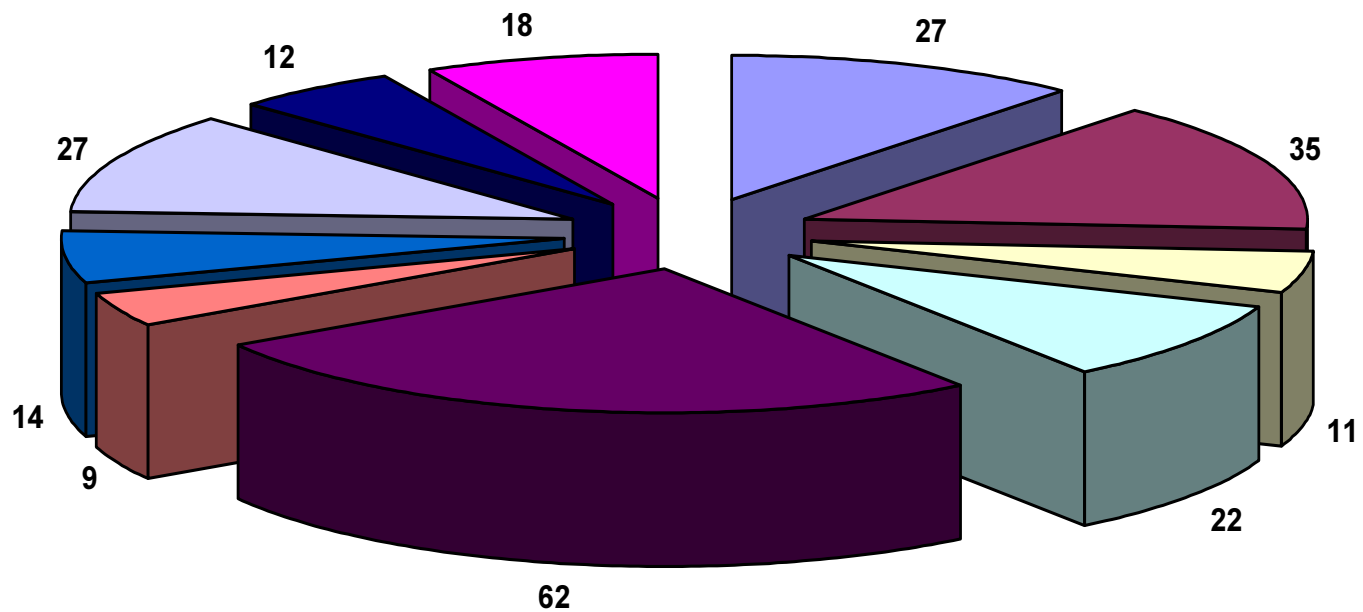


Where the abuse occurred  
Appendix 3



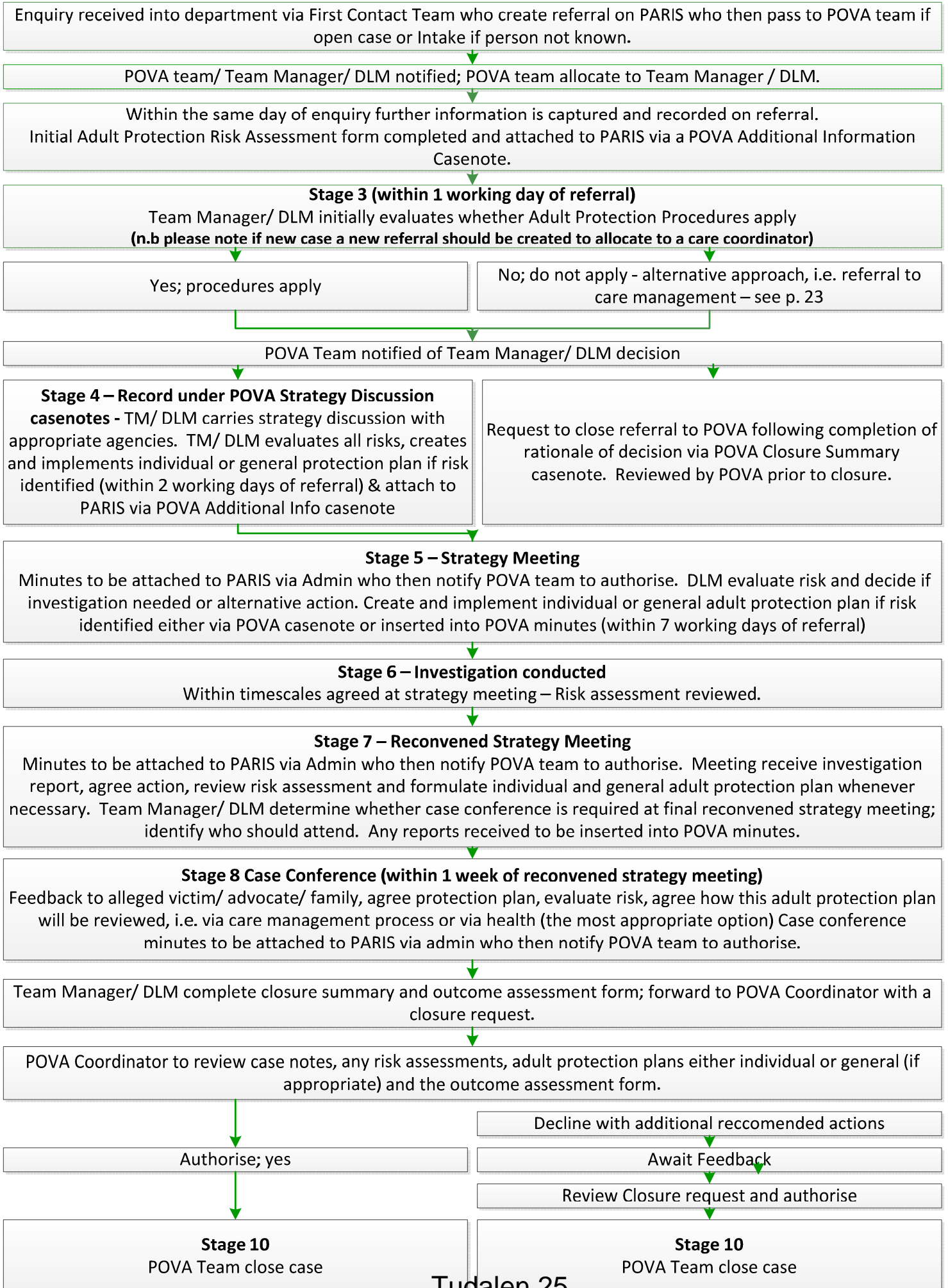
Alleged Perpetrators 2012 - 2013  
Appendix 4

Tudalen 24

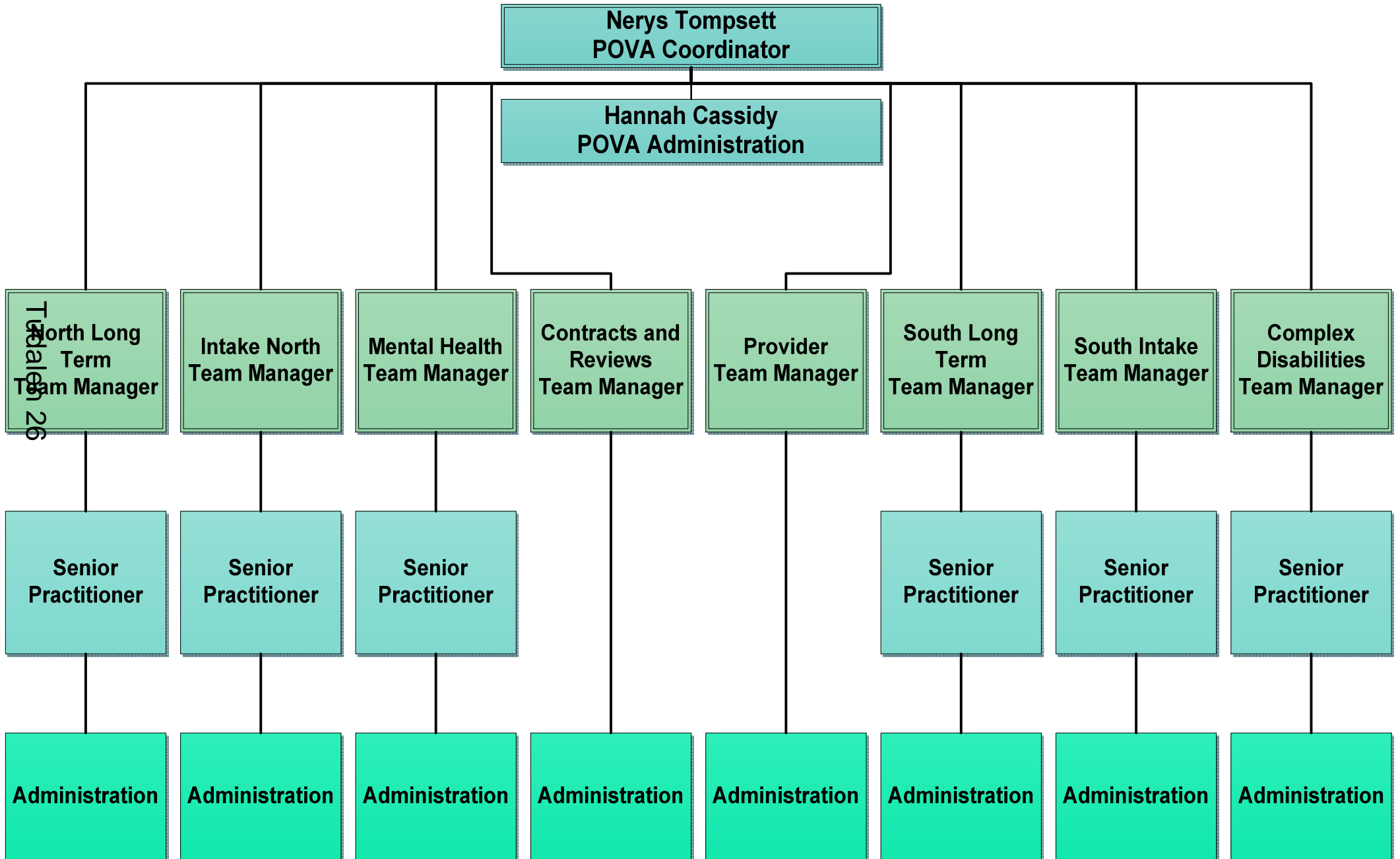




## DENBIGHSHIRE POVA PROCEDURE – APPENDIX 5



# APPENDIX 6



Appendix 7  
Protection of Vulnerable Adults (POVA)  
Model for the future management of adult  
safeguarding within Denbighshire  
18 Feb 2013

Equality Impact Assessment

# Protection of Vulnerable Adults (POVA) Model for the future management of adult safeguarding within Denbighshire

Contact: Nerys Thompsett

Updated: 18.02.13

## 1. What type of proposal is being assessed?

A service review or re-organisation proposal

## 2. Please describe the purpose of this proposal

Protection of Vulnerable Adults (POVA) - Model for the future management of adult safeguarding within Denbighshire. To ensure sufficient capacity of the Adult Safeguarding Service to deal with a potential increase in referrals.  
(Scrutiny report March 2013 to reassure Elected Members of this capacity)

## 3. Does this proposal require a full equality impact assessment?

*(Please refer to section 1 in the toolkit above for guidance)*

No

No. Safeguarding Adults work supports any adult 18 years and above, who is or may be eligible for community care services to retain: independence, well being choice and to assess their human right to live a life that is free from abuse and neglect.

## 4. Please provide a summary of the steps taken, and the information used, to carry out this assessment, including any engagement undertaken

*(Please refer to section 1 in the toolkit for guidance)*

Analysis of all Wales data for trends & Denbighshire performance against PI.  
CSSIW Inspection and Audit recommendations.  
Task & Finish Group included staff who are directly involved in the POVA process.  
Supports draft Social Services and Wellbeing (Wales) Bill.

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

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

Race/Gender/Disability/Age/Sexual Orientation: Positive impact : The service provides the framework for developing and implementing procedures to safeguard all adults from abuse therefore all communities have access to this framework. The guidance does not discriminate and all adults have access to the framework to safeguard adults.

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

There is no evidence at present that the service has a negative consequence on each of the equality groups. The service and guidance does not discriminate and all adults have access to the framework to safeguard adults.

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

<b>No</b>	Safeguarding Adults work supports any adult 18 years and above, who is or may be eligible for community care services to retain: independence, well being, choice and to assess their human right to live a life that is free from abuse and neglect.
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**8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

<b>Yes</b>	To date religion and sexual orientation is not specifically recorded. However, if this had an impact on how an investigation was undertaken this would be highlighted and recorded in the planning process.
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Action(s)	Owner	Date
Monitor through investigation if any equality impact needs to be highlighted and recorded in the planning process	Nerys Thompsett	Ongoing through investigation

**9. Declaration**

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

<b>Review Date:</b>	Feb 2014
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Name of Lead Officer for Equality Impact Assessment	Date
Nerys Thompsett	18.02.13

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

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# Eitem Agenda 6

**Adroddiad i:** Y Pwyllgor Archwilio Partneriaethau

**Dyddiad y Cyfarfod:** 14 Mawrth 2013

**Aelod Arweiniol / Swyddog:** Aelod Arweiniol dros Wasanaethau Gofal  
Cymdeithasol, Oedolion a Phlant / Pennaeth  
Gwasanaethau Oedolion a Busnes

**Awdur yr Adroddiad:** Rheolwr Gwasanaeth Busnes

**Teitl:** Ffioedd Gofal Preswyl 2013 / 14

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## 1. Ynghylch beth mae'r adroddiad?

Mae'r adroddiad yn ddiweddariad o'r Fethodoleg Gosod Ffioedd Cartrefi Gofal Rhanbarthol a'r effaith ar gostau i'r Awdurdod.

## 2. Beth yw'r rheswm dros wneud yr adroddiad hwn?

Hysbysu'r Aelodau am y datblygiadau rhanbarthol ac effaith defnyddio'r fethodoleg ar gostau am 2013 / 14.

## 3. Beth yw'r Argymhellion?

Fod yr Aelodau'n ystyried yr adroddiad, yn cyflwyno sylwadau ac yn dal i gefnogi'r dull rhanbarthol o osod ffioedd fel y cytunwyd gan y Cabinet ym mis Chwefror 2012.

## 4. Manylion yr adroddiad

- 4.1 Y llynedd, cyflwynwyd adroddiad manwl iawn i'r Pwyllgor Archwilio yn egluro'r fethodoleg newydd, y broses a ddilynwyd a'i heffeithiau ar gostau. Yn ystod y misoedd diweddar, ystyriwyd y fethodoleg ymhellach ac ychwanegwyd cynnydd chwyddiant at gydrannau'r ffioedd. Mae'r cynnydd yn amrywio rhwng 1.8% ar gyfer cyflogau, er enghraifft, a 9% ar gyfer gostau ynni. Ar gyfartaledd bydd y cynnydd mewn ffioedd tua 2.4%.
- 4.2 Gwnaed y gwaith yma gan ddim o Swyddogion Cyllid o Gynghorau Wrecsam, Sir y Fflint a Sir Ddinbych. Maen nhw wedi ystyried chwyddiant ac wedi cyfeirio at y cais blynyddol o'r Fforwm Gofal. Maen nhw hefyd wedi bod yn gweithio gyda'r Penaethiaid Gwasanaeth unigol yn eu hawdurdodau i gyfrifo effaith y cynnydd mewn costau ar ffioedd ac effaith hynny ar gyllidebau.
- 4.3 Mae manylion yr effaith ar ffioedd safonol i'w gweld yn y tabl isod. Nid yw'r ffioedd ar gyfer Cartrefi Nyrsio'n cynnwys cyfraniad y Gwasanaeth Iechyd Gwladol sydd, ar hyn o bryd, yn £120.56 yr wythnos.

CATEGORI	2012/13	2013/14
Trigiannol	£439.96	£450.51
Trigiannol Henoed Bregus eu Meddwl	£481.91	£493.22
Nyrsio	£494.17	£505.70
Nyrsio Henoed Bregus	£517.74	£529.69

- 4.4 Ar hyn o bryd mae 420 o bobl yn byw mewn cartrefi gofal ac yn talu'r prisiau safonol. Yn ogystal, mae 90 o bobl yn talu prisiau ansafonol oherwydd trefniadau hanesyddol neu fod llawer iawn o anghenion.
- 4.5 Mae llai o bobl mewn cartrefi gofal wrth i'r Cyngor ddal i lwyddo i gynnig darpariaeth amgen yn y gymuned. Ar 31 Mawrth 2012 roedd 544 o bobl ac erbyn 1 Ebrill 2013, rhagwelir y bydd 500 o bobl.

## **5. Sut y bydd y penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?**

Drwy sicrhau bod y ffioedd rydym yn eu talu'n cynnwys costau llawn darparu gwasanaethau o ansawdd sy'n cefnogi pobl fregus yn ein cymuned. Mae hefyd yn sicrhau fod staff sy'n cael eu cyflogi yn y sector yn cael eu talu'n briodol am y gwaith y maen nhw'n ei wneud a thrwy hynny'n cefnogi'r economi leol.

## **6. Beth fydd y gost a sut y bydd yn effeithio ar wasanaethau eraill?**

Mae costau cynnal 510 o bobl mewn cartrefi gofal yn £14.3 miliwn y flwyddyn. Yn seiliedig ar gyfradd lenwi bresennol mewn cartrefi gofal, byddai cynnydd mewn ffioedd o 2.4%, ar gyfartaledd, £343,000. Fodd bynnag, byddai'r rhagolwg o 500 o bobl yn cynhyrchu cynnydd llai o £56,000. Gellid dygymod â hyn drwy'r codiad chwyddiant sydd wedi'i gynnwys yn y gyllideb ar gyfer y Gwasanaethau Oedolion .

## **7. Beth yw prif gasgliadau'r Asesiad Effaith Cydraddoldeb a wnaed ar y penderfyniad? Dylid atodi'r templed Asesiad Effaith Cydraddoldeb fel atodiad wrth yr adroddiad**

Does dim Effaith Cydraddoldeb mewn perthynas â'r fethodoleg hon o gyfrifo Ffioedd Cartrefi Gofal, gweler y ddogfen ynghlwm (Atodiad 1). Gellir newid y ffioedd safonol sy'n cael eu gosod gan y broses hon yn rhwydd i ystyried anghenion unigolion neu gostau ychwanegol penodol cartref gofal neilltuol sy'n cyfarfod â'r anghenion hynny.

## **8. Pa ymgynghori a wnaed?**

Mae cynrychiolwyr o Gynghorau Sir Ddinbych, Wrecsam a Sir y Fflint wedi gweithio gyda'i gilydd ar y broses ffioedd ac wedi ymgynghori ag Uwch Swyddog Polisi Fforwm Gofal Cymru. Mae'r fethodoleg wedi'i chytuno hefyd gyda Chyngor Sir Ynys Môn a Chyngor Sir Gwynedd. Mae Cyngor Sir Conwy ar hyn o bryd â rhan yn y gwaith ac yn ystyried mabwysiadu'r fethodoleg.

Bydd perchnogion a rheolwyr cartrefi gofal yn cael gwahoddiad i gyfarfodydd unigol yn ystod mis Mawrth i sicrhau fod y ffioedd hyn yn cyfarfod â'u costau. Bydd y llythyrau'n a fydd yn cael eu hanfon at ddarparwyr hefyd yn cynnig ystyried cyfrifon wedi'u harchwilio sy'n dangos gwariant uwch nag a ddefnyddiwyd yn y cyfrifiadau.



Cyflwynwyd y fethodoleg i'r Pwyllgor Archwilio ac i'r Cabinet ym mis Chwefror 2012 a chafwyd eu cytundeb pryd hynny.

## **9. Datganiad y Prif Swyddog Cyllid**

Cyrhaeddwyd at y cynnydd a gynigir yn y ffioedd ar ôl dilyn methodoleg resymol. Mae'r model a ddefnyddiwyd i gyfrifo'r ffioedd wedi ystyried nifer o ffactorau ac wedi cydnabod y meysydd ble mae costau wedi cynyddu. Mae'n bwysig iawn fod darpariaethau cymunedol amgen a dewisiadau gofal ychwanegol yn dal i gael eu datblygu er mwyn ceisio lleihau'r ddibyniaeth ar ddarpariaeth gofal preswyl.

## **10. Pa risgiau sydd ac a oes unrhyw beth y gallwn ei wneud i'w lleihau?**

- 10.1 Mae yna risg y bydd mwy o bobl angen gofal preswyl nag a gynlluniwyd ar eu cyfer ond mae'r gwasanaethau ataliol ac ail alluogi'n dal i leihau dibyniaeth pobl ar gefnogaeth ddwys.
- 10.2 Mae yna risg hefyd y bydd cartrefi gofal unigol yn cyflwyno cyfrifon wedi'u harchwilio sy'n dangos fod gwariant cymwys yn uwch na'r ffioedd. Gellir lliniaru hynny drwy ddefnyddio'r fethodoleg a gytunwyd gyda Fforwm Gofal Cymru.

## **11. Yr Hawl i Benderfynu**

Mae Llywodraeth Cymru wedi cyhoeddi canllaw comisiynu statudol i Awdurdodau Lleol o dan Adran 7 Deddf Llywodraeth Leol. Effaith hynny yw bod yn rhaid i Awdurdodau Lleol ystyried yr holl gostau cyfreithlon gwasanaethau darparwydd wrth osod ffioedd a hefyd egluro hynny'n gwbl glir a rhesymol.

Erthygl 6 o Gyfansoddiad y Cyngor.

### **Swyddog Cyswilt:**

Rheolwr Gwasanaeth Busnes

Ffôn : 01824 706556

Mae tudalen hwn yn fwriadol wag

Atodiad 1  
Ffioedd Cartrefi Gofal  
09 Chwefror 2013

Asesiad Effaith Cydraddoldeb

# Ffioedd Cartrefi Gofal

**Cyswllt:** Anne Hughes-Jones, Gwasanaethau  
Oedolion a Busnes  
**Diweddariad:** 09/02/2013

## 1. Pa fath o gynnis sy'n cael ei asesu?

Gweithdrefn newydd

## 2. Disgrifiwch ddiben y cynnis hwn

Methodoleg o osod ffioedd cartrefi gofal i'r rhan fwyaf o drigolion.

## 3. A yw'r cynnis hwn yn gofyn am asesiad effaith cydraddoldeb llawn?

*(Mae canllawiau yn adran 1 yn y pecyn gwaith uchod)*

Na	Mae'r ffioedd ar gyfer y rhan fwyaf o'r lleoliadau ond gellir eu newid yn hawdd ar gyfer anghenion ychwanegol unigolion a gellir trafod a chytuno ar ffioedd unigol, penodol, yn yr achosion hynny.
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## 4. Rhowch grynodeb o'r camau a gymerwyd a'r wybodaeth a ddefnyddiwyd, i gynnal yr asesiad, gan gynnwys unrhyw gysylltiad a wnaed

*(Mae canllawiau yn adran 1 yn y pecyn gwaith uchod)*

<Teipwch yma>

## 5. A fydd gan y cynnis hwn effaith bositif ar unrhyw un o'r nodweddion gwarchoddedig?

*(Mae disgrifiad o'r nodweddion gwarchoddedig yn adran 1 y pecyn gwaith)*

<Rhowch grynodeb o unrhyw effaith positif debygol a nodwch pa nodweddion gwarchoddedig fydd yn elwa>

## 6. A fydd y cynnis hwn yn cael effaith negyddol anghymesur ar unrhyw un o'r nodweddion gwarchoddedig?

<Rhowch grynodeb o unrhyw effaith negyddol anghymesur a nodwch pa nodweddion gwarchoddedig fydd yn cael eu heffeithio>

**7. A yw'r cynnig wedi'i ddiwygio i ddileu neu leihau unrhyw effaith negyddol posibl?**

<Please Select>	<Os 'ydyw' rhowch fanylion>
-----------------	-----------------------------

**8. Ydych chi wedi nodi unrhyw weithgareddau pellach i ateb a / neu fonitro unrhyw effeith(iau) negyddol posibl?**

<Please Select>	<Os 'do' cwblhewch y tabl isod. Os 'naddo eglurwch yma>
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Gweithred(iadau)	Perchennog	Dyddiad
<Disgrifiwch>	<Rhowch Enw>	<DD.MM.BB>
<i gynnwys gweithrediadau ychwanegol, mewnosodwch res	<Rhowch Enw>	<DD.MM.BB>

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**9. Datganiad**

Mae pob ymdrech rhesymol wedi'i wneud i ddileu neu leihau unrhyw effaith anghymesur posibl ar bobl yn rhannu nodweddion gwarchoddedig. Bydd effaith gwirioneddol y cynnig yn cael ei adolygu ar yr adeg briodol.

Dyddiad Adolygu:	09/02/2014
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Enw'r Swyddog Arweiniol dros yr Aseiad Effaith Cydraddoldeb	Dyddiad
Anne Hughes-Jones	09/02/2013

**Cofiwch y bydd gofyn i chi gyhoeddi canlyniad yr aseiad effaith cydraddoldeb os byddwch yn nodi effaith sylweddol debygol.**

Mae tudalen hwn yn fwriadol wag

**Adroddiad i'r:** Pwyllgor Craffu Partneriaethau

**Dyddiad y Cyfarfod:** 14 Mawrth 2013

**Awdur yr Adroddiad:** Y Cydlynnydd Craffu

**Teitl:** Rhaglen Gwaith Craffu

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**1. Beth yw byrdwn yr adroddiad?**

Mae'r adroddiad yn cyflwyno'i blaenraglen waith ddrafft i'r Pwyllgor Craffu Partneriaethau er mwyn i'r aelodau ei hystyried.

**2. Beth yw'r rheswm am lunio'r adroddiad hwn?**

Ceisio cael y Pwyllgor i adolygu a chytuno ei raglen waith i'r dyfodol a rhoi'r wybodaeth ddiweddaraf i'r aelodau am faterion perthnasol.

**3. Beth yw'r argymhellion?**

Bod y Pwyllgor:

- 3.1 yn ystyried y wybodaeth a ddarperir ac yn cymeradwyo, yn diwygio neu'n newid ei blaenraglen waith fel yr ystyria'n briodol; ac yn
- 3.2 enwebu cynrychiolwyr o blith ei aelodau i wasanaethu ar y Grwpiau Her Gwasanaeth ar gyfer gwasanaethau 'Cwsmeriaid' ac 'Adnoddau Dynol Strategol'.

**4. Manylion yr adroddiad.**

- 4.1 Mae Erthygl 6 Cyfansoddiad y Cyngor yn gosod amodau gorchwyl, swyddogaethau ac aelodaeth pob Pwyllgor Craffu, wrth i reolau gweithdrefnau ar gyfer pwyllgorau craffu gael eu gosod yn Rhan 4 y Cyfansoddiad.
- 4.2 Mae Cyfansoddiad Cyngor Sir Ddinbych yn gofyn i bwyllgorau craffu baratoi a chadw adolygu rhaglen ar gyfer eu gwaith i'r dyfodol. Trwy adolygu a blaenoriaethu materion, gall aelodau sicrhau bod y rhaglen waith yn cyflwyno agenda wedi'i arwain gan aelodau.
- 4.3 Ers nifer o flynyddoedd, mabwysiadwyd arfer yn Sir Ddinbych i bwyllgorau craffu gyfyngu ar nifer yr adroddiadau a ystyrir mewn unrhyw un cyfarfod i uchafswm o bedwar yn ogystal ag adroddiad rhaglen waith y Pwyllgor ei hun. Amcan y dull hwn yw hwyluso dadl fanwl ac effeithiol ar bob pwnc.
- 4.4 Gofynnir i'r Pwyllgor ystyried ei raglen waith ddrafft ar gyfer cyfarfodydd i'r dyfodol fel y manylir arnynt yn atodiad 1 a'i chymeradwyo, ei diwygio neu ei newid fel yr ystyria'n briodol. Wrth benderfynu ar y rhaglen

waith, gofynnir i'r aelodau ystyried:

- materion a godwyd gan aelodau'r Pwyllgor
- materion y cyfeiriwyd ato gan y Grŵp Cadeiryddion ac Is-gadeiryddion Craffu
- perthnasedd i flaenoriaethau'r Pwyllgor/y Cyngor/y gymuned
- Cynllun Corfforaethol y Cyngor ac Adroddiad Blynyddol Cyfarwyddwr y Gwasanaethau Cymdeithasol
- baich gwaith y cyfarfod
- amseroldeb
- canlyniadau
- materion allweddol a gwybodaeth i'w chynnwys mewn adroddiadau
- swyddogion ac/neu aelodau arweiniol y Cabinet y dylid eu gwahodd (ar ôl ystyried ydy eu presenoldeb yn angenrheidiol neu a fyddent yn ychwanegu gwerth)
- cwestiynau i'w rhoi i'r swyddogion/aelodau arweiniol y Cabinet

4.5 Wrth ystyried eitemau i'w cynnwys i'r dyfodol ar y blaenraglen waith, gallai aelodau ei chael hi'n ddefnyddiol hefyd ystyried y cwestiynau canlynol wrth benderfynu ar addasrwydd pwnc i'w cynnwys ar y rhaglen waith:

- beth yw'r mater?
- pwy yw'r rhanddeiliaid?
- beth a edrychir arno mewn manau eraill?
- beth mae angen i graffu ei wybod? a
- phwy allai gynorthwyo?

4.6 Fel y crybwyllwyd ym mharagraff 4.2, mae Cyfansoddiad Cyngor Sir Ddinbych yn gofyn i bwyllgorau craffu baratoi a chadw adolygu rhaglen o'u gwaith i'r dyfodol. Er mwyn cynorthwyo'r broses o flaenoriaethu adroddiadau, os ydy swyddogion o'r farn fod pwnc yn haeddu cael amser i'w drafod ar agenda fusnes y Pwyllgor, mae'n rhaid iddynt ofyn yn ffurfiol i'r Pwyllgor ystyried cael adroddiad ar y pwnc hwnnw. Gwneir hyn trwy gyflwyno 'ffurflen gynnig' sy'n egluro'r diben, pwysigrwydd a chanlyniadau posibl pynciau a awgrymir. Mae un ffurflen gynnig o'r fath wedi dod i law i'r Pwyllgor ei hystyried. Mae'r cais hwn, sydd i'w weld yn atodiad 2, yn ymwneud â rôl Coleg Glannau Dyfrdwy/Coleg Llysfasi wrth gyflwyno addysg yn Sir Ddinbych ac mewn partneriaeth â'r Cyngor. Gofynnir i aelodau ystyried y cais hwn. Os derbynnir yr eitem hon ar flaenraglen waith y Pwyllgor ar gyfer mis Gorffennaf, gofynnir i aelodau benderfynu a ddymunant aildrefnu unrhyw un o'r eitemau eraill sydd eisoes wedi'u rhestru ar gyfer y cyfarfod hwnnw i gyfarfod y dyfodol, neu eu derbyn nhw mewn fformat arall.

#### Newidiadau i'r Blaenraglen Waith

4.7 Daeth dau gais i'r Pwyllgor ystyried adroddiadau cyn iddynt gael eu cyflwyno i'r Cabinet i law cyn y cyfarfod presennol. Roedd y cais cyntaf yn gofyn i'r Pwyllgor ystyried yr achos busnes llawn ar gyfer y Gwasanaeth Cynllunio mewn Argyfwng Rhanbarthol arfaethedig cyn iddo gael ei gyflwyno i'r Cabinet benderfynu arno ar 19 Mawrth. Gan



mai'r cyfarfod presennol oedd unig gyfarfod y Pwyllgor hwn y gellid cynnal craffu cyn penderfynu ynddo, caniatodd y Cadeirydd a'r Is-gadeirydd i gynnwys yr eitem ar agenda fusnes y cyfarfod. O ganlyniad, mae'r adroddiad ar y Gwasanaethau Cymorth Iechyd Meddwl Sylfaenol Lleol, a drefnwyd yn wreiddiol ar gyfer y cyfarfod presennol, wedi'i aildrefnu ar gyfer cyfarfod nesaf y Pwyllgor gyda chynrychiolwyr Bwrdd Iechyd Prifysgol Betsi Cadwaladr (BCUHB) ar ddydd Llun, 10 Mehefin 2013. Bydd hwn yn gyfarfod mwy priodol i drafod y pwnc gan ei fod yn gyfarfod sydd wedi ymroi i drafod materion cysylltiedig â'r gwasanaeth iechyd.

- 4.8 Roedd yr ail gais yn gysylltiedig â Phrosiect Cydweithredu Cludiant Teithwyr Rhanbarthol. Gan fod yr achos busnes amlinellol ar gyfer y gwasanaeth arfaethedig hwn yn gofyn am graffu cyn penderfynu cyn i'r Cabinet ystyried y cynigion ym mis Mai, a chan fod cyfarfod nesaf y Pwyllgor hwn ym mis Ebrill eisoes wedi'i neilltuo ar gyfer materion llifogydd, cytunodd y Cadeirydd a'r Is-gadeirydd ganiatáu iddo gael ei gynnwys ar agenda fusnes y cyfarfod presennol. Er mwyn darparu ar gyfer y cais hwn, gohiriwyd yr eitem ar Gydweithredu Rhanbarthol ar Ddatblygu Economaidd tan fis Medi, oherwydd rhagwelir y bydd gwybodaeth fanylach ar gael am y pwnc hwn.
- 4.9 Blaenraglen Waith y Cabinet  
Wrth benderfynu ar eu rhaglen waith i'r dyfodol, mae'n ddefnyddiol i'r pwyllgorau craffu ystyried y rhaglen waith i'r dyfodol sydd wedi'i threfnu i'r Cabinet. I'r perwyl hwn, mae copi o flaenraglen waith y Cabinet ynghlwm yn Atodiad 3.
- 4.10 Cynnydd ar Benderfyniadau'r Pwyllgor  
Mae tabl sy'n crynhoi penderfyniadau diweddar y Pwyllgor ac sy'n rhoi gwybod i'r aelodau am gynnydd o ran eu gweithrediad ynghlwm yn Atodiad 4 i'r adroddiad hwn.
- 4.11 Grwpiau Her Gwasanaeth  
Mae'r Pwyllgor eisoes wedi penodi nifer o aelodau i wasanaethu fel cynrychiolwyr ar Grwpiau Her Gwasanaeth y Cyngor. Gellir gweld rhestr lawn o'r holl gynrychiolwyr craffu ar y Grwpiau hyn yn Atodiad 5 i'r adroddiad hwn. Pan wnaed y penodiadau hynny, cynhwyswyd 'Cwsmeriaid' yng Ngrŵp Her Gwasanaeth y Gwasanaethau Addysg a phenododd y Pwyllgor y Cynghorydd Brian Blakeley fel cynrychiolydd iddo. Fodd bynnag, gan fod 'Cwsmeriaid' bellach yn ffurfio rhan o un o saith blaenoriaeth gorfforaethol y Cyngor ar gyfer y cyfnod 2012-17, mae 'Cwsmeriaid' wedi'i wahanu o'r Gwasanaethau Addysg at ddiben y broses Her Gwasanaeth. Ar y sail honno, gofynnwyd i'r Pwyllgor enwebu Aelod i wasanaethu fel cynrychiolydd iddo ar y Grŵp Her Gwasanaeth 'Cwsmeriaid'.
- 4.12 Bydd yr aelodau hefyd yn gweld o'r rhestr atodedig fod y Pwyllgor heb benodi cynrychiolydd eto i wasanaethu ar y Grŵp Her Gwasanaeth ar gyfer Gwasanaethau'r Adnoddau Dynol Strategol. Er mwyn i graffu

gael cynrychiolaeth lawn ar y Grwpiau hyn pan fydd y set nesaf o gyfarfodydd Her Gwasanaeth yn dechrau, gofynnir i'r Pwyllgor enwebu cynrychiolydd i wasanaethu ar y Grŵp Her Gwasanaeth Adnoddau Dynol Strategol.

**5. Grŵp Cadeiryddion ac Is-gadeiryddion Craffu**

Dan drefniadau craffu'r Cyngor, mae'r Grŵp Cadeiryddion ac Is-gadeiryddion Craffu'n perfformio rôl pwyllgor cydlynu. Trefnir i'r Grŵp hwn gyfarfod eto ar 7 Mawrth 2013. O ganlyniad, bydd unrhyw argymhellion neu benderfyniadau a wneir gan y grŵp yn y cyfarfod hwnnw, naill ai'n uniongyrchol neu'n anuniongyrchol, yn effeithio ar y Pwyllgor Craffu Partneriaethau, yn cael eu hadrodd ar lafar i'r Pwyllgor ar 14 Mawrth.

**6. Sut mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?**

Bydd craffu effeithiol yn cynorthwyo'r Cyngor i gyflawni ei flaenoriaethau corfforaethol yn unol ag anghenion y gymuned a dymuniadau'r trigolion. Bydd datblygiad ac adolygiad parhaus o raglen waith gydlynol yn cynorthwyo'r Cyngor wrth fonitro ac adolygu materion polisi.

**7. Beth fydd y gost a sut bydd yn effeithio ar wasanaethau eraill?**

Gallai fod angen i wasanaethau glustnodi amser swyddog i gynorthwyo'r Pwyllgor gyda'r gweithgareddau a nodwyd yn y blaenraglen waith, a chydag unrhyw gamau a allai ddeillio yn dilyn yr ystyriaeth o'r eitemau hynny.

**8. Pa ymgynghoriadau a gynhaliwyd?**

Nid oes angen rhai ar gyfer yr adroddiad hwn. Fodd bynnag, mae'r adroddiad ei hun a'r ystyriaeth o'r blaenraglen waith yn cynrychioli proses ymgynghori gyda'r Pwyllgor mewn perthynas â'i raglen o waith i'r dyfodol.

**9. Pa risgiau sydd ac a oes unrhyw beth y gallwn ni ei wneud i'w lleihau?**

Ni nodwyd unrhyw risgiau mewn perthynas â'r ystyriaeth o flaenraglen waith y Pwyllgor. Fodd bynnag, trwy adolygu ei flaenraglen waith yn rheolaidd, gall y Pwyllgor sicrhau bod meysydd risg yn cael eu hystyried a'u hastudio wrth iddynt gael eu nodi ac y caiff argymhellion eu gwneud gyda'r bwriad o fynd i'r afael â'r risgiau hynny.

**10. Y grym i wneud y penderfyniad**

Mae Erthygl 6.3.7 Cyfansoddiad y Cyngor yn amodi bod rhaid i bwyllgorau craffu'r Cyngor baratoi a chadw adolygu rhaglen ar gyfer eu gwaith i'r dyfodol.

**Swyddog Cyswllt:** Y Cydlynnydd Craffu      Rhif ffôn: (01824) 712554  
E-bost:      [dcc\\_admin@denbighshire.gov.uk](mailto:dcc_admin@denbighshire.gov.uk)

Mae tudalen hwn yn fwriadol wag

**8Note: 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
25 April	1 Flood Risk Areas within Denbighshire (follow-up report to the one presented in June 2011)  <i>Representative from Natural Resources Wales to be invited</i>	Information on all areas within the County which are at risk from any type of flooding incidents and the plans in place to address the identified risks	Assurances that action has been taken or plans are in place to mitigate the risk of flooding to the identified communities and development of robust contingency plans	Wayne Hope	June 2011 (Transferred from Communities Scrutiny Committee July 2012)
	2 Denbighshire Flooding Incidents November 2012	To consider the findings of the inquiries into the flooding incidents in St. Asaph and Ruthin and the associated recommendations	To ensure that, where appropriate, the Council and other agencies have taken the necessary measures to reduce the likelihood of similar incidents in future.	Rebecca Maxwell/Sally Ellis/ Hywyn Williams /Relevant Heads of Service	December 2012
Monday 10 June 2pm	1 Update on Children's Services			BCUHB	Rescheduled from November 2012
	2 Child and Adolescent Mental Health Services (CAMHS)	The progress achieved in addressing CAMHS assessment delays and further progress in relation to CAMHS services		BCUHB	Rescheduled from November 2012
	3 Local Primary Mental Health Support Services	To monitor the implementation of the new Joint Scheme for the Provision of Local Primary Mental Health Support	Early identification of any shortcomings with the Scheme, resource or/and financial pressures will assist partners	Sally Ellis and BCU	July 2012 (rescheduled from March 2013)

Meeting	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered
			Services, the Service's effectiveness, usage levels and associated costs	and the Council to mitigate any risks, improve the Scheme and outcomes for users, and potentially reduce the need for secondary mental health services in future		
	4	Prosthetics	The provision and maintenance of artificial limbs to adults and children (including information on access to the service, any delays encountered or limitations applied and complaints procedures)		BCUHB	January 2013
Thursday 18 July	1	New Work Connections	To monitor progress and performance in delivering the New Work Connections project from the perspective of positive sustainable outcomes for Denbighshire residents and from the Council's perspective as project lead sponsor	(i) Improved long term employment prospects for local residents who acquire new skills and qualifications via the project. This in turn will assist the local economy and reduce poverty, deprivation and dependency on state benefits and council services. (ii) Assurances that grant funding conditions are met will mitigate the risk of financial clawback by WEFO	Melanie Evans	July 2012
	2	BIG Plan: Performance Update	To consider the Joint Local Service Board's (LSB) performance in delivering its integrated strategic plan	(i) an evaluation of the effectiveness of the Joint LSB's performance in delivering its plan; (ii) identification of areas of weakness/slippages and	Emma Horan	December 2012

Meeting	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
			measures to address them to improve outcomes for local residents		
	3 Regional Commissioning Hub for high cost low volume placements	(i) Detail the progress to date with the establishment and running of the hub and the benefits realised to date from its establishment; and (ii) details of the scoping exercise on high cost dementia placements	Evaluation of the Hub's effectiveness in delivering efficiency savings with respect to the procurement of good value high cost placements and identification of any slippages, risks or future measures that may need to be taken	Vicky Poole	December 2012
	4 Potential for Collaborative Domiciliary Care provision with respect to rural areas of the county	To outline the pressures encountered in the County's rural areas with respect to the provision of domiciliary care services and the potential for establishing a collaborative domiciliary care service (including services for people with learning disabilities) with other North Wales local authorities	The delivery of better quality services to residents in a more effective and efficient manner	Phil Gilroy/Anne Hughes-Jones	April 2012 (rescheduled Dec 2012)
	5 <i>Deeside College/Coleg Llysfasi</i> <b>[Education]</b>	<i>To consider current and future developments for the college locally, and as a new merged college with Yale College</i>	<i>An understanding of the College's role within Denbighshire and the Council along with an opportunity to have an input into future developments</i>	<i>College Principal/Hywyn Williams/John Gambles</i>	
26 September	1 Higher Education in North East Wales  (For September/October 2013)	To provide an update of the progress made and recent developments following the Review of Higher Education in North Wales	Monitoring of the provision of higher education in North East Wales and the progress made following the Review, particularly in relation to work	Mark Dixon / Professor Michael Scott	September 2012

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
		<b>[Education]</b>		undertaken with local businesses (e.g. apprenticeships) and the impact on the local economy.		
	2	North East Wales Hub Food Waste Project	To monitor the progress of the project in constructing the facility and working towards full service delivery.	Identification of any slippages or risks with the Project's development and establishment	Jim Espley	September 2012
	3	Community Safety Partnership <b>[Crime and Disorder Scrutiny]</b>	To detail the Partnership's achievement in delivering its 2012/13 action plan and its progress to date in delivering its action plan for 2013/14	Effective monitoring of the CSP's delivery of its action plan for 2012/13 and its progress to date in delivering its plan for 2013/14 will ensure that the CSP delivers the services which the Council and local residents require	Siân Taylor	September 2012
	4	Regional Collaboration on Economic Development	To monitor the progress achieved with the establishment of a North Wales Economic Ambition Board and the development of an economic ambition strategy for the region	A confident and outward looking region which has a diverse high quality economy which provides a broad range of quality sustainable employment opportunities for residents and improves their lives	Rebecca Maxwell/Peter McHugh	July 2012 (rescheduled February 2013)
7 November	1	Families First	To evaluate and monitor the providers' progress to date in delivering their services, the Families First Action Plan and outcome 4 of the BIG Plan	A thorough analysis of the projects' delivery to date will ensure all commissioned projects are on target to deliver the expected outcomes in line with their tender objectives and ensure better outcomes for service users and effective and efficient use of the financial resources provided	Alan Smith/Diane Hesketh/Jan Juckes-Hughes	January 2013



Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
19 December						
6 February 2014	1	Regional School Effectiveness and Improvement Service  [Education]	To detail the progress achieved following the establishment of the RSEIS, the benefits realised to date from its establishment, any problems or issues encountered since its establishment which are yet to be resolved and any proposals to expand the Service's remit	Evaluation of the effectiveness of the RSEIS to date in delivering economies of scale and specialist support to complement the County's education service. Identification of slippages, risks, service gaps or future pressures with a view to recommending mitigating action	RSEIS Chief Executive/Karen Evans	January 2013
13 March						
10 April						

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**Future Issues**

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
Update following conclusion of inquiry undertaken by the National Crime Agency in to historic abuse in North Wales Children's' Care Homes	To update the Committee of the outcome of the National Crime Agency (NCA) investigation in to the abuse of children in the care of the former Clwyd County Council, and to determine whether any procedures require revision.	Determination of whether any of the Council's safeguarding policies and procedures need to be revised in light of the NCA's findings	Sally Ellis	November 2012

**Future Issues for Joint Scrutiny**

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
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**For future years**

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**Information/Consultation Reports**

<b>Information / Consultation</b>	<b>Item (description / title)</b>	<b>Purpose of report</b>	<b>Author</b>	<b>Date Entered</b>
Information (April 2013)	Programme and Project Boards	To outline the composition and membership of all Programme and Project Boards which the Council host or participate in, their funding structures, their membership and the elements of all Plans and Strategies which they are charged with delivering	Alan Smith	December 2012

04/03/13 - RhE

**Note for officers – Committee Report Deadlines**

<b>Meeting</b>	<b>Deadline</b>	<b>Meeting</b>	<b>Deadline</b>	<b>Meeting</b>	<b>Deadline</b>
25 April	<b>11 April</b>	10 June	<b>24 May</b>	18 July	<b>4 July</b>

Partnerships Scrutiny Work Programme.doc

PROPOSAL FORM FOR AGENDA ITEMS FOR SCRUTINY COMMITTEES			
<b>NAME OF SCRUTINY COMMITTEE</b>	Partnerships Scrutiny Committee		
<b>DATE OF MEETING / TIMESCALE FOR CONSIDERATION</b>	June / July 2013?		
<b>TITLE OF REPORT</b>	Deeside College/Coleg Llysfasi presentation on progress to date following the merger 3 years on (10 August – 13 August)		
<b>PURPOSE</b>	<b>1. Why is the report being proposed? (see also the checklist overleaf)</b>	To follow on from presentations by Glyndŵr and CLC (to Performance Scrutiny), Deeside College/Coleg Llysfasi is a major provider of education/training within DCC and beyond	
	<b>2. What issues are to be scrutinised?</b>	Current and future developments for the college locally, and as a new merged college with Yale College, Wrexham	
	<b>3. Is it necessary/desirable for witnesses to attend e.g. lead members, officers/external experts?</b>	Yes – Principal and one or two more from the College	
	<b>4. What will the committee achieve by considering the report?</b>	An understanding of the role of the College within DCC	
	<b>5. Score the topic from 0 – 4 on aims &amp; priorities and impact (see overleaf)*</b>	<b>Aims &amp; Priorities</b>	<b>Impact</b>
	3	4	
<b>ADDITIONAL COMMENTS</b>			
<b>REPORTING PATH – what is the next step? Are Scrutiny's recommendations to be reported elsewhere?</b>	Possibly not?		
<b>AUTHOR</b>	College Principal / Hywyn Williams / John Gambles – May be a presentation?		



Cabinet Forward Work Plan

Appendix 3

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Meeting		Item (description / title)	Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
<b>19 March</b>	1	Finance Update Report	To update Cabinet on the current financial position of the Council	tbc	Cllr Julian Thompson-Hill / Paul McGrady
	2	Capital Plan	To consider the Council's Capital Plan	Yes	Cllr Julian Thompson-Hill / Paul McGrady
	3	Recommendations of the Strategic Investment Group 2013 / 14	To consider the recommendations		Cllr Julian Thompson-Hill / Paul McGrady
	4	Young Carers North Wales Contract	Seeking approval to develop a north Wales contract	Yes	Cllr Bobby Feeley / Rhian Allen
	5	Emergency Planning	To consider a report on Emergency Planning procedures	tbc	Cllr David Smith / Rebecca Maxwell
	6	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention.	tbc	Scrutiny Coordinator
<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	DCC's response to the	Yes	Cllr Hugh Evans /

Cabinet Forward Work Plan

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Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
		ESF and ERDF Structural Funds Programmes	consultation to be ratified by Cabinet		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	Adoption of LDP Steering Group	To consider the adoption of LDP Steering Group	tbc	Cllr Eryl Williams / Angela Loftus
	5	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
	6	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	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
	3	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
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention.	Tbc	Scrutiny Coordinator
<b>June</b>	1	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
	2	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
	3	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 & disabled people		Cllr Bobby Feeley / Phil Gilroy / Deborah Holmes-Langstone
	4	Ruthin Area Primary Schools Review	To seek approval for starting a formal consultation period with Ruthin Primary schools	Yes	Cllr Eryl Williams / Jackie Walley

Cabinet Forward Work Plan

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<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>
	5	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
	6	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	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention.	Tbc	Scrutiny Coordinator
<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



Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
	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
<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	Tbc	Scrutiny Coordinator

Cabinet Forward Work Plan

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Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
			raised by Scrutiny for Cabinet's attention		
<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
<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	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		
<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 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>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

Cabinet Forward Work Plan

Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	<b><i>Deadline</i></b>	<i>Meeting</i>	<b><i>Deadline</i></b>	<i>Meeting</i>	<b><i>Deadline</i></b>
<i>February</i>	<b><i>5 February</i></b>	<i>March</i>	<b><i>5 March</i></b>	<i>April</i>	<b><i>2 April</i></b>

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Cabinet Forward Work Programme.doc

## Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
31 January 2013	5. Regional School Effectiveness and Inclusion Service	<p><b>RESOLVED –</b></p> <p>(a) <i>to receive the report and note the progress achieved to date in establishing the new service, and</i></p> <p>(b) <i>that a further report be submitted in January, 2014 on the progress achieved with Service's establishment,</i></p>	Report scheduled into the Committee's forward work programme for February 2014 (as the Committee does not have a meeting scheduled for January)

		<i>problems or barriers encountered, and achievements to date.</i>	
	<b>6. North Wales Carers Information and Consultation Strategy</b>	<p><b>RESOLVED</b> – that the Committee:-</p> <p>(a) supports the North Wales Carers Information and Consultation Strategy, 2012/2015 and the partnership approach with Betsi Cadwaladr University Health Board (BCUHB) and the third sector in regard to</p>	<p>The Committee's comments with respect to this Strategy were reported to Cabinet at its meeting on 19 February. The following link will take you to the report to Cabinet on the Council's website: <a href="https://moderngov.denbighshire.gov.uk/ieListDocuments.aspx?CId=281&amp;MId=4501&amp;Ver=4&amp;LLL=0">https://moderngov.denbighshire.gov.uk/ieListDocuments.aspx?CId=281&amp;MId=4501&amp;Ver=4&amp;LLL=0</a></p> <p>The Committee's concerns with regards to the adequacy of current hospital discharge care plans were highlighted in the report.</p>

		<p><i>its implementation, and</i>  <b>(b) notes the information provided with regard to 24 hour Carer support line, and the services in place to meet this need for Denbighshire carers.</b></p>	
	<p><b>8. Families First</b></p>	<p><b>RESOLVED</b> – <i>that the Committee:-</i>  <b>(a) subject to the above observations, receive the report and note the progress to date in</b></p>	<p>Report scheduled into the Committee’s forward work programme for November 2013 (the</p>

		<p><i>the delivery of the Families First Programme, and (b) receive an update report on the delivery of the Families First Programme at its October, 2013 meeting.</i></p>	<p>Committee does not have a meeting scheduled for October)</p>
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**Scrutiny Representatives on Service Challenge Groups 2012/13**

**Appendix 5**

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Service:	Communities	Partnerships	Performance
Housing & Community Development – Peter McHugh	Cllr Bob Murray	Cllr Dewi Owens	Cllr Colin Hughes and Cllr. Gareth Sandilands (Regen)
Children & Family Services – Leighton Rees	Cllr Win Mullen-James	Cllr Dewi Owens	Cllr. Peter Owen
Adult & Business Services – Phil Gilroy	Cllr Bob Murray	Cllr. Alice Jones	Cllr Colin Hughes
Environmental Services – Steve Parker	Cllr Cefyn Williams	Cllr Dewi Owens	Cllr. Richard Davies
Legal & Democratic Services – Gary Williams	Cllr. James Davies	Cllr Brian Blakeley	Cllr. Colin Hughes
Business Planning & Performance – Alan Smith	Cllr. Cheryl Williams	Cllr Brian Blakeley	Cllr Colin Hughes
Education and Customers & Education Support – Karen Evans & Jackie Walley	Cllr Huw Hilditch-Roberts	Cllr Brian Blakeley	Cllr Arwel Roberts
Customers – Jackie Walley	Cllr. Carys Guy-Davies	tba	Cllr. Richard Davies
Communication, Marketing & Leisure – Jamie Groves	Cllr Joseph Welch	Cllr Brian Blakeley	Cllr. Geraint Lloyd Williams
Finance & Assets – Paul McGrady	Cllr Rhys Hughes	Cllr Merfyn Parry	Cllr. Ian Armstrong
Highways & Infrastructure – Stuart Davies	Cllr Huw O Williams	Cllr Merfyn Parry	Cllr Arwel Roberts and Cllr. Peter Owen
Regeneration – Steve Parker, Graham Boase, and Peter McHugh	Cllr Win Mullen-James	Cllr. Margaret McCarroll	Cllr. Gareth Sandilands
Planning & Public Protection – Graham Boase	Cllr. Huw O Williams	Cllr. Meirick LI Davies	Cllr. Meirick LI Davies
Strategic Human Resources – Linda Atkin	Cllr. Huw Hilditch-Roberts	tba	Cllr. Huw Hilditch-Roberts

Mae tudalen hwn yn fwriadol wag

<b>Adroddiad i'r:</b>	<b>Pwyllgor Craffu Partneriaethau</b>
<b>Dyddiad y Cyfarfod:</b>	<b>14 Mawrth 2013</b>
<b>Aelod Arweiniol:</b>	<b>Aelod Arweiniol dros Barth y Cyhoedd</b>
<b>Awdur yr Adroddiad:</b>	<b>Cyfarwyddwr Corfforaethol Uchelgais Economaidd a Chymunedol</b>
<b>Teitl:</b>	<b>Gwasanaeth Cynllunio Argyfwng Rhanbarthol Arfaethedig</b>

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## 1. Beth yw byrdwn yr adroddiad?

Mae gwaith wedi bod yn mynd rhagddo ymhlith 6 Chyngor Gogledd Cymru er 2010 i werthuso manteision sefydlu gwasanaeth Cynllunio Argyfwng rhanbarthol. Mae'r adroddiad yn crynhoi'r gwaith hwnnw ac yn nodi argymhellion yr achos busnes terfynol i symud i sefydlu gwasanaeth Rhanbarthol.

## 2. Beth yw'r rheswm am lunio'r adroddiad hwn?

Bydd adroddiad gyda'r achos busnes terfynol ar gyfer gwasanaeth cynllunio argyfwng rhanbarthol yn cael ei gyflwyno i'r Cabinet ei gymeradwyo ar 19 Mawrth. Gwahoddir Craffu Partneriaethau i ystyried yr argymhellion a rhoi sylwadau i gynorthwyo'r Cabinet gyda'i benderfyniad.

## 3. Beth yw'r Argymhellion?

Bod y Pwyllgor Craffu Partneriaethau'n ystyried y wybodaeth a ddarparwyd ac yn rhoi sylwadau ar yr argymhellion i'w cyflwyno i'r Cabinet.

## 4 Manylion yr Adroddiad

- 4.1 Yn ei gyfarfod ar 19 Mawrth 2013, gofynnir i'r Cabinet gymeradwyo argymhellion achos busnes terfynol ar greu gwasanaeth Cynllunio Argyfwng Rhanbarthol.
- 4.2 Mae Cynllunio Argyfwng yn wasanaeth ar wahân ond hanfodol. Gosodir crynodeb o'r trefniadau presennol yn Atodiad 1. O gofio'r cyfrifoldebau cynyddol dros y blynyddoedd diwethaf, mae'r gwasanaethau wedi dod dan bwysau. Mae gwydnwch a defnydd gorau o adnoddau'n heriau i'w bodloni.
- 4.3 Gan gofio hyn, comisiynodd Brif Weithredwyr y chwe chyngor ddatblygiad a phrofi achos busnes ar gyfer un gwasanaeth, gyda thimau isranbarthol, a phresenoldeb swyddog ym mhob awdurdod i sicrhau arbenigedd a gwybodaeth leol a pharhad gwasanaeth lleol.
- 4.4 Ers hynny, mae Compact y Llywodraeth Leol – Llywodraeth Cymru wedi cynnwys cynllunio argyfwng fel gwasanaeth cydweithredol rhanbarthol a argymhellir.

- 4.5 Mae'r achos busnes terfynol (sydd ynghlwm fel Atodiad 2) yn seiliedig ar ddadansoddiad llawn o gostau a buddiannau sefydlu Gwasanaeth Rhanbarthol, ac mae'n argymhell mabwysiadu gwasanaeth rhanbarthol gyda: -
- strwythur isranbarthol - dau hwb yn cwmpasu 3 Chyngor yr un
  - bydd un both dan arweiniad Rheolwr Rhanbarthol a'r llall gan Ddirprwy
  - Swyddog Cynllunio Argyfwng ym mhob awdurdod lleol
  - polisïau , prosesau a chynlluniau cyffredin ac adnoddau a rennir mewn un strwythur rheoli.
- 4.6 Byddai'r swyddog lleol yn gyfrifol am: -
- a) Gysylltu â rheolwyr, gweithwyr ac aelodau etholedig yn eu hawdurdod cynnal
  - b) Cefnogi adnabod risgiau'n lleol
  - c) Rhoi cynlluniau argyfwng ar waith
  - d) Datblygu cynlluniau parhad busnes lleol
- 4.7 Byddai'r swyddogion both isranbarthol:-
- a) yn cyflwyno cynlluniau
  - b) yn darparu hyfforddiant
  - c) yn datblygu ac yn cyflwyno ymarferion profi
  - d) yn gweithio gyda'r Fforwm Gwydnwch Lleol
  - e) yn darparu cefnogaeth weinyddol a rheoli.
- 4.8 Byddai'r gwasanaeth rhanbarthol yn cael ei gomisiynu a'i oruchwylio gan fwrdd gweithredol o swyddogion comisiynu. Byddai adroddiadau perfformiad cyfnodol yn cael eu gwneud i'r awdurdodau cyfansoddol ar gyfer atebolrwydd.
- 4.9 Mae'r achos busnes yn nodi y bydd y model newydd yn dod â mwy o wydnwch a gwell arbenigo, mwy o gysondeb, dull gwell o rannu arfer gorau, gallu a medr. Bydd yn galluogi hefyd gwell cyswllt gydag ymatebwyr allweddol eraill trwy'r Fforwm Gwydnwch Lleol a bydd yn darparu mwy o allu i weithio gyda rheolwyr gwasanaeth ar draws pob awdurdod lleol i gryfhau'r trefniadau ymateb.
- 4.10 Mae'r cynigion yn awgrymu arbedion cyffredinol yn y pen draw o hyd at £75,000 am oddeutu 10% o'r gost. Gallai arbedion pellach fod yn bosibl o lai o ddyblygu. Ar ôl i'r gwasanaeth gael ei sefydlu, bydd ystyriaeth yn cael ei rhoi i botensial gwasanaethau ar y cyd gyda Heddlu, Tân ac Iechyd.
- 4.11 Mae angen i'r cynnig ystyried cytundeb y Compact i sefydlu gwasanaeth a rennir rhwng yr awdurdod lleol yn 2013 ac ystyried sefydlu gwasanaeth ar y cyd sy'n gwasanaethu awdurdodau lleol, yr Heddlu, Tân a phartneriaid eraill erbyn mis Medi 2015.
- 4.12 Mae Cymdeithas Llywodraeth Leol Cymru wedi cynnig £35 mil o'r Gronfa Wella i gynorthwyo Gogledd Cymru wrth reoli'r trawsnewid i'r gwasanaeth rhanbarthol. Mae Cyngor Sir y Fflint yn gweithredu fel yr awdurdod arweiniol i'r prosiect.
- 4.13 Gofynnir i'r Cabinet gefnogi'r argymhelliad i sefydlu ac ymuno â gwasanaeth Cynllunio Argyfwng Rhanbarthol ar y sail:-

- a) bydd y gwasanaeth newydd yn cael ei sefydlu ar sail cost niwtral a bydd yn anelu at arbedion blynyddol o oddeutu 5% - 10% ar gostau presennol (£35-£75,000 y flwyddyn)
- b) bydd y gwasanaeth yn cael ei gomisiynu gan fwrdd rheoli sy'n atebol i'r cynghorau cyfansoddol gyda Bwrdd Cymunedau Diogelach Gogledd Cymru'n darparu goruchwyliaeth ranbarthol
- c) bydd Sir y Fflint yn arwain y trawsnewid i'r gwasanaeth newydd ac yn ei gynnal
- d) bydd cost y gwasanaeth newydd yn cael ei adennill gan bartneriaid ar sail y boblogaeth
- e) bydd gweithrediad yn cynnwys trefniadau trawsnewidiol i sicrhau nad oes yr un awdurdod yn talu mwy na chost bresennol y gwasanaeth
- f) bydd y model cyflogaeth yn cael ei benderfynu fel rhan o'r cynllun trawsnewid
- g) bydd gweithwyr presennol yn cael ystyriaeth ymlaen llaw am swyddi yn y strwythur newydd a bydd y gwasanaeth newydd yn cael ei weithredu mewn ffordd sy'n mwyhau cyfraddau cadw ac ail-leoli staff.
- h) bydd y Tîm Gweithredu'n diogelu'r gystadleuaeth ar gyfer y swyddi uwch yn y fframwaith ystyriaeth ymlaen llaw.
- i) bydd pob Awdurdod Lleol yn enwebu cynrychiolydd i Dîm Gweithredu. Bydd y Tîm Gweithredu'n cynorthwyo wrth benodi'r Rheolwr Prosiect dros dro.

4.14 Mae'r prosiect yn gweithio i'r llinell amser ganlynol:-

- mae'r cynghorau'n cytuno i ymuno â gwasanaeth rhanbarthol erbyn diwedd mis Mawrth 2013
- dechrau briffio ac ymgynghori â staff ar yr achos busnes a'r cynigion yn ystod mis Chwefror 2013
- bydd pob Cyngor yn enwebu Tîm Gweithredu erbyn mis Chwefror 2013
- penodir rheolwr prosiect i gyflwyno'r prosiect erbyn diwedd mis Mawrth 2013
- penodir Rheolwr a Dirprwy Reolwr Rhanbarthol erbyn mis Mehefin/Gorffennaf 2013
- cytuno model cyflogaeth erbyn Mehefin/Gorffennaf 2013
- creu strwythur gweithredol, prosesau gweithredu, datblygu'r gyllideb fanwl a dynodi adeiladau'r prosiect erbyn mis Medi 2013
- datblygu Cytundeb Lefel Gwasanaeth a chytundeb Partneriaeth erbyn mis Medi 2013
- dewis gweithwyr a chadarnhau cyflogaeth gyda'r endid newydd a wnaed erbyn mis Medi 2013
- gwasanaeth newydd mewn grym o fis Hydref 2013 ymlaen.

4.15 Gofynnir i'r Cabinet hefyd ddirprwyo awdurdod i gymeradwyo'r trefniadau trawsnewid manwl i'r gwasanaeth newydd ac ymgymryd â'r holl dasgau

angenrheidiol i sefydlu'r gwasanaeth newydd i'r Prif Weithredwr trwy ymgynghori â'r Aelod Arweiniol.

## **5. Sut mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?**

Mae'r cynnig hwn yn cyfrannu at y bwriad cyffredinol i Gyngor Sir Ddinbych fod yn Gyngor Gwych, Agos at y Gymuned. Bydd yr argymhellion yn darparu gwasanaeth Cynllunio Argyfwng mwy effeithlon, effeithiol a gwydn.

## **6. Beth fydd y gost a sut bydd yn effeithio ar wasanaethau eraill?**

- 6.1 Bydd gweithrediad y gwasanaeth yn cael ei ddylunio i fod yn niwtral o ran y gost i bob partner a bydd yn ymdrechu i gyflwyno arbedion i bob un o'r partneriaid mewn ystod gostyngiad o 5% - 10%.
- 6.2 Gallai fod rhywfaint o effaith Adnoddau Dynol wrth reoli trosglwyddiadau. Cyflogir y staff sydd wrthi'n darparu Cynllunio Argyfwng yn Sir Ddinbych gan Gyngor Sir y Fflint dan y cytundebau gwasanaeth a rennir cyfredol.
- 6.3 Mae'n bosibl i nifer fach o weithwyr ar draws y 6 Chyngor ddewis ymddeol yn gynnar neu ddiswyddo'n wirfoddol o ganlyniad i ad-drefnu'r gwasanaeth hwn. Bydd unrhyw gostau'n cael eu talu o arbedion y dyfodol.

## **7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Gydraddoldeb a gynhaliwyd ar y penderfyniad?**

Bydd gwella ansawdd Cynllunio Argyfwng yn cael effaith gadarnhaol ar grwpiau diamddiffyn mewn cymdeithas trwy leihau'r potensial o golli cartref, eiddo a niwed sy'n codi o argyfyngau.

## **8. Pa ymgynghoriadau a gynhaliwyd?**

- 8.1 Datblygwyd yr achos busnes gyda Phenaethiaid y Gwasanaethau Cynllunio Argyfwng. Fe'i rhannwyd gyda Phrif Weithredwyr chwe Awdurdod Lleol Gogledd Cymru. Ymgynghorwyd hefyd â Gwasanaethau Heddlu a Thân Gogledd Cymru a Bwrdd Iechyd Prifysgol Betsi Cadwaladr.
- 8.2 Rhannwyd yr Achos Busnes gyda'r Grŵp Arweinyddiaeth Gwasanaeth Cyhoeddus sy'n goruchwyllo'r Compact cenedlaethol.
- 8.3 Bydd ymgynghoriadau'n cael eu cynnal gydag Undebau Llafur ym mhob awdurdod lleol fel y bo'n berthnasol wrth i'r model gwasanaeth newydd gael ei weithredu.

## **9. Datganiad y Prif Swyddog Cyllid**

Nod y cynnig yw darparu Gwasanaeth Cynllunio Argyfwng mwy effeithiol a gwydn i bobl Sir Ddinbych am ddim cost ychwanegol.

Targedwyd arbedion blynyddol cymedrol o 5-10% a fydd yn cael eu defnyddio yn y lle cyntaf i dalu costau sefydlu posibl sy'n ymwneud â staff.

## **10. Pa risgiau sydd ac a oes unrhyw beth y gallwn ni eu gwneud i'w lleihau?**

Mae Rhan 10 yr Achos Busnes Terfynol yn cynnwys asesiad risg critigol.

## **11. Y Grym i wneud y Penderfyniad**

Rhan 2 Deddf Argyfyngau Sifil Posibl 2004

Rheoliad 8 Deddf Argyfyngau Sifil Posibl 2004 Rheoliadau (Cynllunio wrth Gefn) 2005

Mae Erthyglau 6.1, 6.3.1 a 6.3.2(a) Cyfansoddiad y Cyngor yn gosod grymoedd y Pwyllgor a'i rôl mewn perthynas â'r maes hwn

### **Swyddog Cyswllt:**

Cyfarwyddwr Corfforaethol Uchelgais Economaidd a Chymunedol

Ffôn: 01824 706061

Mae tudalen hwn yn fwriadol wag



**Current Emergency Planning Service Arrangements in North Wales**

1. The Emergency Planning Service is a discrete but essential service. In North Wales the configuration is five separate service units – separate services for each of Anglesey, Conwy, Gwynedd and Wrexham, with a shared service in Flintshire and Denbighshire. The total employer complement is 16.5 full time equivalent (FTE) with a combined net budget (in scope of the review) of £722,000.
2. Local Authorities are category 1 responders as defined by the Civil Contingencies Act 2004. The act sets out the duties of local authorities and emergency services in preventing, preparing for and responding to emergencies. Duties include:-
  - assessments of risks in the local authority area
  - maintaining emergency plans
  - business continuity arrangements
  - liaising with other public services who are category one responders e.g. Police, Fire and Health Services
  - advising businesses on business continuity arrangements.
3. The core functions of the service are: -
  - assessing risk
  - preparing plans (emergencies and business continuity)
  - liaising with emergency services
  - advising senior management on emergency planning
  - training employees and volunteers on emergency procedures and plans
  - planning resources for responding to an emergency.
4. The key respondent partners are organised on a regional basis e.g. North Wales Police and the Fire and Rescue Service.
5. To ensure coordination of emergency planning efforts by the category 1 responders, the North Wales Resilience Forum has been established on which local authorities have one representative (currently the Chief Executive at Conwy County Borough Council). The Forum aims to ensure a coordinated and integrated approach to collective emergency planning work.
6. The North Wales Resilience Forum is supported by a lower tier North Wales Co-ordinating Group which has a number of sub-groups looking at various issues (for example dealing with fatalities; training; recovery plans etc) and officers from local authority emergency planning units play a leading role in the activities of these sub-groups.
7. In the event of a major emergency, there is a process whereby co-ordination would be facilitated by a Strategic Co-ordinating Group (SCG) which would meet at the SCG Centre in Colwyn Bay. Each authority would be represented at this group at a senior level (usually a Chief Executive or Senior Director) supported by emergency planning unit staff from their own individual authorities.

Mae tudalen hwn yn fwriadol wag

**Appendix 2**

# **A Collaborative Approach to Regional Emergency Planning**

## **Final Business Case**

### **January 2013**

## **1 BACKGROUND**

- 1.1 In September 2010, following some deliberation of the benefits of taking a more collaborative approach to the Emergency Planning Support function, the North Wales Chief Executives commissioned a piece of work to develop a collaborative model which would establish a single regional emergency planning service with two hubs, one led by a regional manager and the other led by a deputy, with a local presence in each authority.
- 1.2 Since that time, those involved with the Emergency Planning function have reviewed the business case and developed a model which would build on the current system and capitalise on benefits which might accrue by taking a more collaborative approach.
- 1.3 It is important to note also that the “Other Services Implementation Contract” in the Compact for Change agreed between Welsh Government and Welsh local government includes a commitment to regionalise the delivery of emergency planning service within 2 years and with other partners on a multi agency basis within 4 years where practicable.
- 1.4 This final business case lays out the business benefits which would accrue and outlines financial estimates for the implementation of the proposed solution.
- 1.5 Detailed financial analysis could only be undertaken once the project is in transition (e.g. detailed employee/employer exist costs).

## **2 EXECUTIVE SUMMARY**

- 2.1 The Emergency Planning Support function for local authorities in North Wales is currently provided by five stand alone Emergency Planning Units typically staffed by between 1.5 and 3 people with two authorities (Denbighshire and Flintshire) having a joint arrangement.

- 2.2 Across North Wales therefore, 16.5 FTEs are involved in the provision of Emergency Planning support at an overall cost of £885,000 representing a figure of £1.29 per head of population.
- 2.3 A self-appraisal of the current arrangements by the emergency planning community shows that current arrangements exhibit:-
- Duplication and repetition of tasks;
  - Lack of harmonisation and resilience;
  - Inconsistency of response (suggesting a lack of systematic dissemination of best practice); and
  - Lack of integration and inter operability.
- 2.4 Effort is being expended by staff employed in these units in developing plans and protocols which are effectively the same from authority to authority, and whilst individual detail and implementation methods may vary between authorities, greater collaboration would reduce duplication.

#### **Proposals contained in the business case**

- 2.5 The proposed model would create a single emergency planning support function for local authorities in North Wales formed around two hubs – one in the East and one in the West.
- 2.6 A Civil Contingency Officer would be located at each authority who would be responsible for:-
- general liaison of emergency planning and recovery planning;
  - supporting local authorities in risk identification;
  - ensuring that strategies, plans, and exercises developed by the hubs are converted into local action at local authority level; and
  - ensuring that local authorities develop their business continuity plans.
- 2.7 These individuals would be supported by officers/ assistants located at the two hubs charged with developing plans in particular areas and ensuring that we promote best operating practice.
- 2.8 The service would be managed by a manager located at one sub-regional hub area and they would have a deputy who, in order to ease administration and facilitate the distribution of workload, would be located at the other hub area.
- 2.9 Commissioning the required service would need to remain with individual authorities (as they would still be responsible individually for

meeting their statutory duties) and the purpose of the new service would be to ensure that each authority was in the optimum state of readiness to cope with an emergency; thus each authority would be able to agree their requirements at an appropriately senior level.

- 2.10 The business case leaves the exact nature of the commissioning arrangements to the next stage in the process.

### **Business benefits**

- 2.11 The Emergency Planning Officer review identifies that there would be a number of advantages which would arise were we to change to a more collaborative model of delivery:-

- Improved resilience for partner councils due to the team's size (effectiveness);
- Improved focus of available resource by sharing specialist support and common tasks (efficiency);
- Ensuring greater consistency of response and dissemination of best practice amongst authorities (effectiveness); and
- Improved communication channels between the LRF individual authorities (effectiveness).

- 2.12 In the longer term there may also be some benefit both in effectiveness and efficiency in merging the secretariat of the North Wales Resilience Forum with the Unit. This has not been considered as part of this review as it was outside of its remit.

### **Financial benefits**

- 2.13 The proposed model would reduce the staffing complement from 16.5 to 14.

- 2.14 Whilst this may be a conservative estimate of the available reduction, no further savings are proposed before greater assurance of our readiness for emergencies.

- 2.15 Whilst more detailed costing will be required as part of the next stage e.g. on grading assumptions, it is estimated at this stage that that as a result of the reduced staffing and consequent gradings the ongoing saving from the model could be around £75,000 with a further £12,500 accruing after disturbance and protection arrangements had expired (estimated three years).

- 2.16 The distribution of the £75,000 saving if the cost of the new model were distributed according to population are shown below although the business case also offers an alternative financing model which ensures a cost neutral position for Flintshire.

	Current Budget *	Distribution of costs (**)	(Saving)/ Cost
Conwy	133,760	106,010	(27,750)
Denbighshire (***)	104,460	93,030	(11,430)
Flintshire (***)	125,160	142,150	16,990
Gwynedd	138,200	112,510	(25,690)
Wrexham	134,970	127,640	(7,330)
Ynys Mon	85,330	65,540	(19,790)
<b>Total</b>	<b>721,880</b>	<b>646,880</b>	<b>(75,000)</b>

(\*) excluding recharges

(\*\*) following immediate savings of £75,000

(\*\*\*) Denbighshire's contribution assumed to meet the Flintshire support recharge 50:50

- 2.17 It is possible that a small number of employees may opt for early retirement or redundancy on a voluntary basis as a consequence of the re-organisation of this service. There will be some Human Resource impact in managing transfers and ensuring that advantageous terms and conditions of transferring staff are protected in the TUPE process.
- 2.18 Any costs will be met from future savings.

### 3 BACKGROUND INFORMATION ON THE EMERGENCY PLANNING FUNCTION

- 3.1 Local Authorities are category 1 responders as defined by the Civil Contingencies Act 2004. The act sets out the duties of local authorities and emergency services in preventing, preparing for and responding to emergencies. Duties include:-

- Assessments of risks in the local authority area
- Maintaining emergency plans
- Business continuity arrangements
- Liaising with other public services who are category one responders e.g. Police, Fire and Health Services
- Advising businesses on business continuity arrangements.

- 3.2 The Emergency Planning Support function for local authorities in North Wales is currently provided by five stand alone Emergency Planning Units typically staffed by between 1.5 and 3 people with two authorities' (Denbighshire and Flintshire) support function being provided under a joint arrangement.
- 3.3 The typical Emergency Planning support function involves an Emergency Planning manager with one or two assistants who endeavour to ensure that an authority has adequately planned ahead to prepare for the occurrence of an event, which would be classed as an emergency, along with the other statutory functions.
- 3.4 This entails detailed work on specific areas of activity (such as preparing plans, preparing exercises, mapping out resources etc) and will invariably involve ensuring that council services are themselves ready to respond in the event of an emergency, and facilitating individual service ability to do so.
- 3.5 It is not only local authorities which have duties under the Civil Contingencies Act – the emergency services; health organisations and environment agency are all category 1 responders and must co-operate to enhance the ability to respond to deal in an optimum way with an emergency.
- 3.6 To ensure coordination of emergency planning efforts by the category 1 responders, the North Wales Resilience Forum has been established on which local authorities have one representative (currently the Chief Executive at Conwy County Borough Council). The Forum aims to ensure a coordinated and integrated approach to collective emergency planning work.
- 3.7 The North Wales Resilience Forum is supported by a lower tier North Wales Co-ordinating Group which has a number of sub-groups looking at various issues (for example dealing with fatalities; training; recovery plans etc) and officers from local authority emergency planning units play a leading role in the activities of these sub-groups.
- 3.8 In the event of a major emergency, there is a process whereby co-ordination would be facilitated by a Strategic Co-ordinating Group (SCG) which would meet at the SCG Centre in Colwyn Bay. Each authority would be represented at this group at a senior level (usually a Chief Executive or Senior Director) supported by emergency planning unit staff from their own individual authorities.



3.9 The current staffing establishment of the emergency planning support function for local authorities across North Wales is shown in table 1.

**Table 1**  
**Emergency Planning establishments 2011/12**

	Manager	Assistants	Total
Conwy	1	2	3
Denbighshire	1	5	6
Flintshire			
Gwynedd	1	2	3
Wrexham	1	2	3
Ynys Mon	0.5	1	2
<b>Total</b>	<b>4.5</b>	<b>12</b>	<b>16.5</b>

3.10 The costs of the Emergency Planning Function are shown in table 2 below.

**Table 2**  
**Emergency Planning budgets 2011/12**

	Employees	Other	Recharges	Income	Total	Pop (*)	Per head **
Conwy	114,920	18,840	1,590		135,350	112,347	£1.20/£1.19
Denbighshire		137,390			137,390	98,589	£1.19/£0.92
Flintshire	200,430	32,300	65,850	(140,500)	158,080	150,637	
Gwynedd	121,270	16,930	29,060	-	167,260	119,227	£1.40/£1.16
Wrexham	103,420	31,550	28,800	-	163,770	135,263	£1.21/£1.00
Ynys Mon	78,670	6,660	38,130	-	123,460	69,460	£1.78/£1.23
<b>Total</b>	<b>618,710</b>	<b>243,670</b>	<b>163,430</b>	<b>(140,500)</b>	<b>885,310</b>	<b>685,523</b>	<b>£1.29/£1.05</b>

(\*) population figures used are the are used in the 2011/12 SSA for RSG distributional purposes

(\*\*) Lower figure excluding recharges

3.11 Across North Wales therefore, 16.5 FTEs are involved in the provision of Emergency Planning support at an overall cost of £885,000, representing a figure of £1.29 per head of population.

## 4 THE CASE FOR CHANGE

4.1 A view has been expressed by some senior officers that effort is being expended by staff employed in these units in developing plans and protocols which are effectively the same from authority to authority and whilst individual detail and implementation methods may vary between authorities, there seems to be an argument that greater collaboration could lead to reduced duplication.

- 4.2 Experience at Strategic Coordination Group level has highlighted instances when having six individual authorities, each with their own plans with varying responses to particular issues and each requiring their own support tasks to be undertaken 6 times, has not been effective nor efficient.
- 4.3 For example, at a Pandemic Flu exercise back in 2009 (Exercise Taliesin) a key question was asked during the exercise over local authority plans for educating children in the event that their schools were temporarily closed. Each of the senior officers present had to reference six different plans.
- 4.4 Experience at that exercise also highlighted that each authority having its own support function was inefficient and indeed during the exercise, authorities re-modelled the support function available on an ad-hoc basis in order to make better use of the support which individual authorities had brought with them.
- 4.5 More recently this has led to the development of a new process for local authority liaison arrangements which centres around greater a single liaison function if a Strategic Coordination Group were called and liaison support required. We are already following a collaborative approach in this defined area of activity.
- 4.6 To test the hypothesis that a more collaborative approach would be more effective and efficient, the Emergency Planning managers from the six authorities conducted a self-appraisal of the current arrangements and they were asked to identify in what way they considered a more collaborative approach would change the situation. The result of that appraisal is shown in Appendix 1.
- 4.7 The key issues identified in this appraisal are:-
- Duplication and repetition of tasks;
  - Lack of harmonisation and resilience;
  - Inconsistency of response (suggesting a lack of systematic dissemination of best practice); and
  - Lack of integration and inter operability.
- 4.8 It should be recognised that local authorities can be faced with many difficulties when it comes to emergency planning which are not necessarily constraints for other organisations.

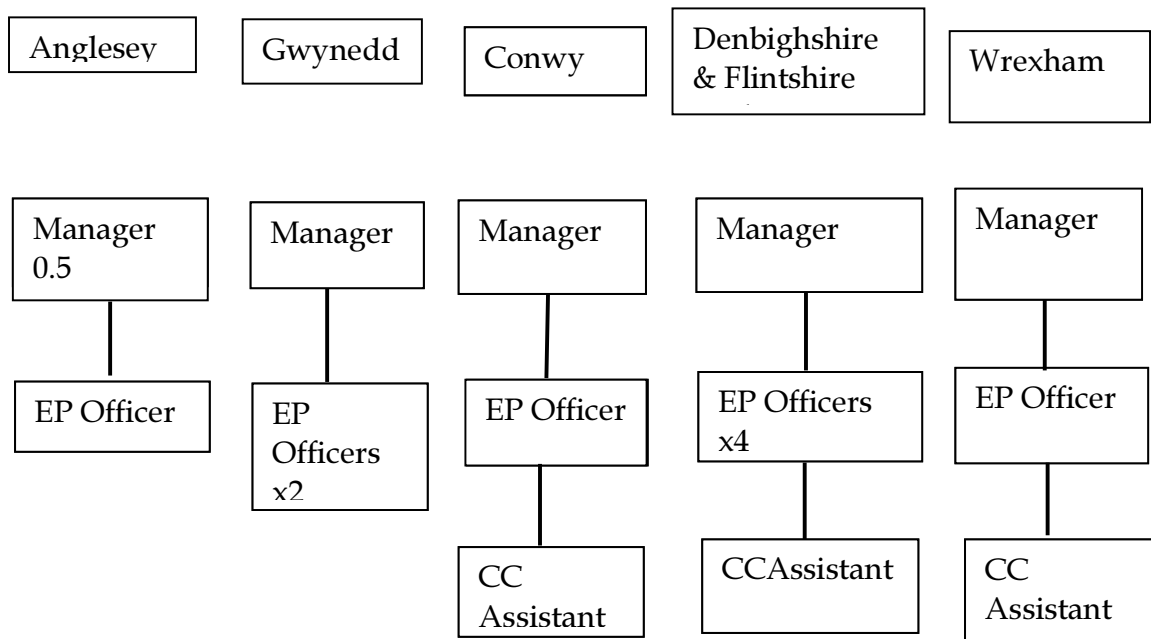
- 4.9 In particular, discussion with Emergency Planning managers highlighted the problem they face of the historical perception of the role of Emergency Planning function. Every one of the Emergency Planning managers identified to greater or lesser degrees the challenge of services owning emergency planning as part of business continuity.
- 4.10 There is also the challenge of immediacy. In times of increasing pressure on resources it is difficult to give priority to an issue which rarely, if ever, happens.
- 4.11 Authorities are embedding an empowering culture into their command and control culture which in itself can prove problematic.
- 4.12 The Emergency Planning Officer review suggests therefore that there would be a number of advantages from a collaborative model of delivery. These can be seen in Appendix 1. The main benefits are:-
- Improved resilience for partner councils due to the team's size. (effectiveness);
  - Improved focus of available resource by sharing specialist support and common tasks (efficiency);
  - Ensuring greater consistency of response and dissemination of best practice amongst authorities (effectiveness);
  - Improved communication channels between the LRF and individual authorities (effectiveness).

## 5 OPTIONS

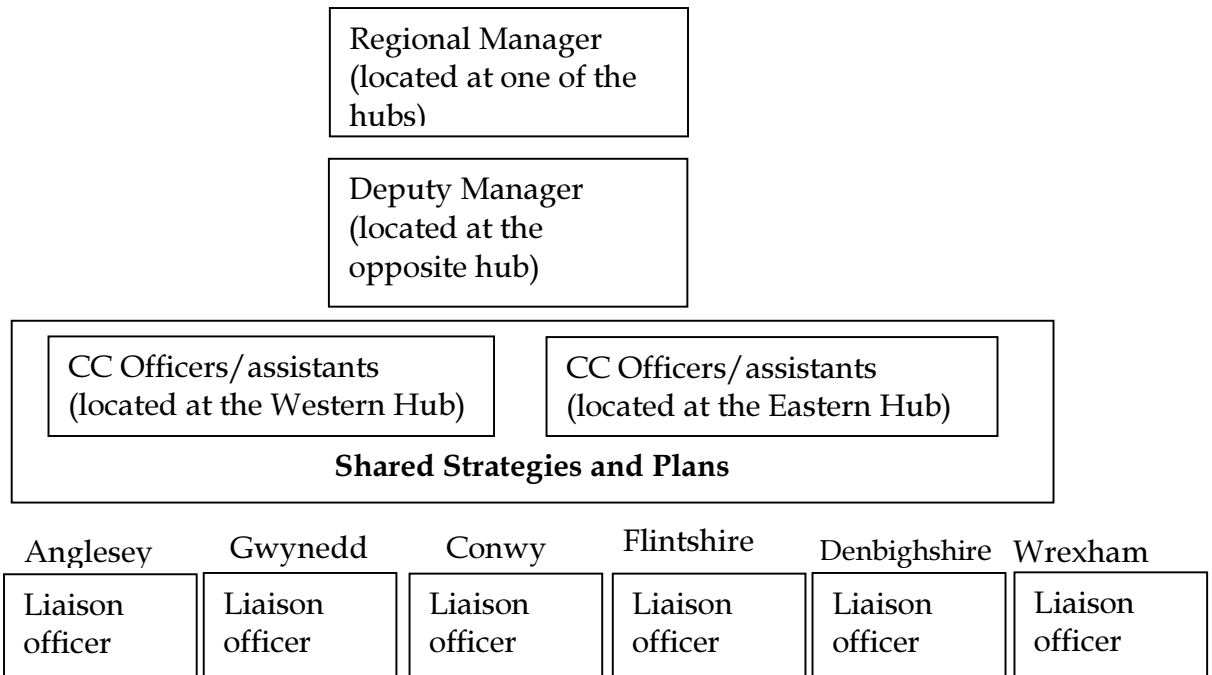
- 5.1 The key driver from the original commission was to make better use of the resource currently utilised for emergency planning.
- 5.2 This entails getting better results for the expenditure incurred or getting the same results for less resource (or a combination of both).
- 5.3 The Chief Executives considered 4 options:-
- Retain the existing provision;
  - Develop three emergency planning units pairing two neighbouring authorities;
  - Develop two emergency planning units each covering three local authorities; and
  - Develop a single regional group with outposted officers.

- 5.4 The paper considered by the Chief Executives contained an analysis of the strengths and weaknesses of the options.
- 5.5 Having considered the paper, the Chief Executives commissioned this business case to examine the viability of establishing a single regional service centred around two hubs – one for the East and one for the West with the manager of the service located in one area and the deputy in another.
- 5.6 This is effectively a hybrid of the last two options noted in 5.3 above and this business case centres completely on the commissioned option.
- 5.7 A summary of the proposed operating model and staffing structure for the new model is set out below.

**Current organisational chart**



### New Organisational Chart



5.8 The proposed model would locate a Civil Contingency Officer at each authority who would be responsible for:-

- General liaison for emergency planning and recovery planning;
- Supporting local authorities in risk identification;
- Ensuring that strategies, plans, and exercises developed by the hubs are converted into local action at local authority level; and
- Ensuring that local authorities developed their business continuity plans.

5.9 These individuals would be supported by officers/assistants located at the two hubs which would be charged with developing plans in particular areas and ensuring that we identify, and promote best practice.

5.10 All officers would be overseen by a regional manager located at one hub area and they would have a deputy who, in order to ease administration and facilitate the distribution of workload, would be located at the other hub area.

5.11 The general model would need to ensure that the linguistic characteristics of the service provided for Gwynedd and Ynys Mon Councils could be fully conducted in Welsh and a bilingual service would have to be available for all areas should they require such a service.

## **6 BENEFITS**

- 6.1 The Emergency Planning Managers consider that the proposed model would have the potential to realise all of the benefits noted in 4.13 above.
- 6.2 It is clear to see the way in which the proposed model could lead to improved effectiveness in terms of resilience (due to a larger operating unit) and dissemination of best practice (as all authorities would be following the same practice).
- 6.3 In the longer term there may also be some benefit in effectiveness and efficiency from merging with the secretariat of the North Wales Resilience Forum.
- 6.4 It is clear to see how the new model could lead to efficiency savings by avoiding duplication.
- 6.5 The model would reduce the staffing complement from 16.5 to 14.
- 6.6 There is no doubt that reducing duplication should lead to a release of the staffing resource needed to fulfil current activities.
- 6.7 The staffing model is based on developing shared strategies and training through 4 FTEs. Taking into account that this activity is currently undertaken 5 times (assuming that Denbighshire and Flintshire's planning operations are already integrated) then one could raise an argument that this could potentially be reduced to 20% of the FTEs currently undertaking the work.
- 6.8 However, there will still be some degree of tailoring for individual authorities and coordination. Thus, on a superficial analysis a reduction of 2.5 FTEs is a realisable target.
- 6.9 Whilst we currently have a response capability across all authorities, there remains some question as to whether all authorities are implementing the actions and planning activities they should be doing in order to fully comply with best practice.
- 6.10 Initially therefore there could be some work in ensuring consistency of ability to respond across all authorities.

- 6.11 In the short term, therefore, the Emergency Planning Managers believe that the proposed reduction in resource implied by the new model should not be reduced further until such time as the new unit had managed to get all authorities up to speed and that only then should the new manager be charged with the aim of achieving further financial savings (as a longer term objective).
- 6.12 In essence this revolves around what the partner authorities want to achieve from this proposal – is it to ensure that the service is made more resilient and improved, or is it to get the current level of service at a reduced cost. This is a matter for each authority to determine but the EP Managers themselves recognise that there is some way to go before we can all be fully satisfied that our emergency readiness is as it could be.
- 6.13 There is some comparative data for a unit of this size. For example we are aware that in East Riding, they provide the EP support for 4 unitary authorities with an establishment of 14. However in Cleveland, they provide a service for 4 unitary authorities with an establishment of 10.

## **7 COSTS AND FINANCIAL BENEFITS**

- 7.1 Any change will involve ongoing financial costs and benefits along with one off costs of change.
- 7.2 In terms of hosting the new model, staff would need to be transferred to a host authority and the relevant pay grade for the posts would be dependent upon that authority's pay evaluation mechanism.
- 7.3 In order to inform the decision making process, the proposed model has been fed through a council job evaluation mechanism. Based on outline job descriptions it is estimated that as a result of the staffing and the consequent gradings the ongoing saving from the model could be around £75,000 with a further £12,500 accruing after disturbance and protection arrangements had expired (say after three years).
- 7.4 This assumes that no central recharges or other operating costs could be saved. It also assumes that there would be no additional unforeseen costs e.g. ICT or at least that these could be subsumed in other compensating savings which have not been taken into account.
- 7.5 As the loss of one or two staff rarely result in authorities being able to realise reductions in central support services any adjustments in these costs have been assumed to be effected at marginal cost (i.e. an authority

- hosting the function would only be recompensed for the marginal cost of any movements in posts).
- 7.6 The cost of change would depend greatly on the appointments made and any resultant redundancies.
- 7.7 An evaluation of the nature of the revised jobs suggests that whilst the post of manager and deputy manager would be appointed from the current pool of emergency planning managers, those who were unsuccessful could be offered posts in the hub, which would not be classed as suitable alternative employment and as such they could claim constructive dismissal.
- 7.8 Various permutations have been calculated and on the information available the upper range of this cost could be of the order of £175,000.
- 7.9 Distributing the reduced service cost on the basis of population (which is the basis for the distribution of this element of the RSG) would result in the following budgetary effects. An alternative is shown which ensures that no authority pays more than they currently do (the protection being distributed to other authorities based on population).

**Table 3**  
**Assumed immediate and longer term budgetary savings**

	Current Budget *	Distribution of costs (**)	(Saving) / Cost	Alternative
Conwy	133,760	106,010	(27,750)	(24,180)
Denbighshire (***)	104,460	93,030	(11,430)	(8,300)
Flintshire (***)	125,160	142,150	16,990	-
Gwynedd	138,200	112,510	(25,690)	(21,900)
Wrexham	134,970	127,640	(7,330)	(3,030)
Ynys Mon	85,330	65,540	(19,790)	(17,590)
<b>Total</b>	<b>721,880</b>	<b>646,880</b>	<b>(75,000)</b>	<b>(75,000)</b>

(\*) excluding recharges

(\*\*) following immediate savings of £75,000

(\*\*\*) Denbighshire's contribution assumed to meet the Flint support recharge 50:50

- 7.10 It is likely however that the first two years savings would be required to meet the one off costs of change, and the savings would only accrue from year 3 onwards.



## 8 GOVERNANCE

- 8.1 As the new Unit would be delivering a service to six authorities there would need to be a provision whereby those authorities were able to feed into the commissioning process and hold the unit to account for performance. Clear commissioning arrangements at the outset will be essential.
- 8.2 Under the current arrangements, the governance arrangements are of course direct and straightforward.
- 8.3 More often than not, the Emergency Planning Manager is answerable to a senior officer in an authority and will be subject to the usual commissioning and performance management arrangements for that authority.
- 8.4 The governance arrangements for the revised model would need to be somewhat more sophisticated, and yet would need to be commensurate to the size of the service.
- 8.5 Commissioning services would need to remain with individual authorities (as they would still be responsible individually for meeting their statutory duties) and the purpose of the Unit would be to ensure that each authority was in the optimum state of readiness to cope with an emergency and thus each authority would need to be able to discuss their requirements at an appropriately senior level.
- 8.6 The Manager of the Unit would need to be answerable to a senior officer in the host authority.
- 8.7 Accordingly, one possible model is one whereby the host authority agreed to provide the service to all other authorities (backed up by a formal service level agreement) with the senior officer in the host authority along with the regional manager meeting the other senior officers from the other authorities on a periodic basis to discuss requirements and performance could be an appropriate model. In particular, they would need to agree far enough beforehand the demands to be placed on the service and the consequent resource implications.
- 8.8 Some consideration would also need to be given in the service level agreement to the day to day lines of communication between various officers in the new unit and commissioning officers at local authority level

along with the arrangements for cost sharing and scope for additional work to be carried out for an authority at an additional cost.

- 8.9 For example the governance process outlined above might need to be supplemented by less formal meetings between the manager or his deputy at local level as required.

## 9 IMPLEMENTATION TIMELINE

- 9.1 Following agreement of the proposal there will need to be a more detailed costing undertaken once a host authority is known; detailed job descriptions formulated and the appropriate manager and deputy appointed.

- 9.2 Thus there needs to be a decision based on the factors highlighted in this outline case before we can proceed further (or any further work defined in order to come to a decision).

- 9.3 The following timeline is proposed -

Commencement of briefing and consultation of staff on the business case and proposals.	February 2013
Each Council to nominate to an Implementation Team.	February 2013
Councils agree to join a regional service.	End of March 2013
Appoint a project manager to deliver the project.	End of March 2013
Appoint Regional Manager and Deputy.	June/July 2013
Notice of Transfer.	End of July 2013
Creation of operational structure, operating processes, development of the detailed budget and identification of accommodation.	September 2013
Development of Service Level Agreement and Partnership agreement.	September 2013
New service operational.	October 2013

## 10 CRITICAL ASSUMPTIONS AND RISK ASSESSMENT

10.1 There are a number of critical assumptions and risks which need to be taken into account. These are highlighted below along with possible mitigating actions.

	<b>Risk</b>	<b>Probability</b>	<b>Mitigating actions</b>
1	Focus on the change process results in less focus on the delivery of the service.	Medium	The relatively short period of implementation and the number of staff involved in major change should in itself be a mitigating factor. However it must be recognised that any upheaval can result in a lower level of service – the new regional manager’s change management abilities must be paramount in mitigating this risk.
2	The anticipated service benefits are not realised.	Low	The size of the new service must result in greater resilience and reduced duplication. If it does not the relative small size of the service could be undone without too much difficulty.
3	Moving to a central service makes it even more difficult to get services to plan accordingly	High	This will depend upon the new unit’s ability to inspire and facilitate. One commentator from another authority already operating such arrangements has warned against “confused chains of command” and another has commented that central teams unfamiliar with individual authority working practices can lead to difficulties. The location of liaison officers at each individual authority is a key mitigating factor along with the governance arrangements which will involve a senior commissioning officer from each authority and the regional manager / deputy.
4	A deterioration in communication between the	Medium	The location of liaison officers at each individual authority is a key mitigating factor along with the need

	emergency planning community and services arises as a result of the centralisation		to establish strong governance arrangements with clear lines of communication which will involve a senior commissioning officer from each authority and the regional manager / deputy.
5	Liaison Officers become isolated and follow a "local" agenda as opposed to the agreed programme	Medium	<p>There is some evidence from other collaborative ventures that liaison officers became isolated and started to go "native".</p> <p>This would be mitigated by the fact that the line management for these individuals would be the Regional Manager or his/her deputy and they would have to have appropriate performance management arrangements in place to ensure that this did not happen.</p> <p>Strong commissioning and governance arrangements would also have to be in place to ensure that Liaison Officers were not deviated from the agreed programme.</p>
6	The loss of senior staff members leads to a reduction in the capability of the facilitation resource.	Unknown as yet	
7	The reduction in resource is too great.	Low	Data from areas such as East Riding and Cumberland suggest that the proposed solution is reasonable.
8	Authorities unable to deal with a commissioning approach and the service deteriorates due to loss of direct control.	Medium	<p>If an authority considers that it is insufficiently mature to manage such an arrangement then it should not subscribe.</p> <p>However differing priorities and political drivers could lead to friction and reduced buy in to the EP function in general.</p> <p>Simple and clear governance procedures should mitigate this risk.</p>

9	Costs are greater than anticipated	Low	A prudent approach has been taken to the costs but nevertheless there may be some hidden costs and some key information is unavailable until such time as more detailed job descriptions are available, and those applied through the host authority's job evaluation procedure. The gateway review by Chief Executives once this process has been undertaken should mitigate this risk.
10	Liaison Officers could find their pay grades changed as a result of the host authority's pay evaluation process putting them out of step in comparison with those with whom they work at an individual authority.	Low	This could work both ways.  In practice, it is inconceivable that pay rates would be significantly different but it would be an unavoidable consequence of working for a different organisation.  The only other mitigating action would be to choose a different operating model.
11	Greater concentration of expertise creates greater risk of loss should an individual officer retire / move on.	Low	This risk is already faced by individual authorities.  A larger unit should facilitate the ability to have better workforce planning thus reducing the risk.

- 10.2 There is also a risk of course of not undertaking the project. It would directly undermine one element of the compact for change and one would have to ask whether the current 6 authority flavours of response is sustainable in the long term.

NORTH WALES EMERGENCY PLANNING REVIEW

SERVICE TASK STATUTORY	CURRENT PROVISION	JOINT PROVISION
Control of Major Accident Hazards (COMAH) Regs, Pipeline Safety Regs; Radiation Emergency Preparedness and Public Information Regulations (REPPIR)	Each authority has well developed plans updated according to an agreed common approach. The individual Emergency Planning Units ensure that their plan matches the common template and the local authority has officers who are able to discharge their emergency response duties through the respective plans.	One emergency planning officer would act as lead officer for the six local authorities on each specific planning topic. This provides consistency and harmonisation with Category 1 organisations across North Wales and the Regulator resulting in a more resilient approach.
Mass Fatalities; Risk Assessment	A single plan covers North Wales but this entails the involvement of officers from each of the emergency planning units to develop the work, resulting in repetitive and duplicated actions.	One emergency planning officer would act as lead officer for the six local authorities. This removes duplication and provides a more resilient approach. Local planning liaison will be needed to address county logistical issues.
Warning & Informing; Business Continuity Promotion	Each authority has developed an individualistic approach to deal with their needs. This results in a considerable amount of duplication across North Wales. There has been collaboration on the production of information leaflets.	A common model would be developed and applied across all the communities in North Wales. This removes duplication and provides a more harmonised and resilient approach.
Nuclear Site Liaison (Wylfa & Trawsfynydd EPCC)	Gwynedd & Ynys Môn have collaborated and liaised in developing plans, but site specific arrangements necessitate some duplicated actions.	Specialization would be developed providing more resilience. These skills could also be provided to support colleagues across Wales if necessary as part of regional collaboration.

Business Continuity, Fuel Plan, Severe Weather plans & Health	Each authority has developed plans updated according to local circumstances. The individual Emergency Planning Units ensure that each local authority has officers who are able to discharge their emergency response duties through the respective plans. This inconsistent approach results in each local authority possibly responding in a different manner to very similar circumstances.	A common approach would be developed with the Primary Liaison Emergency Planning Officer for each of the authorities to take into account local needs. This removes duplication and provides improved resilience. There will remain a need to embed business continuity within each authority's culture.
Flood Partnerships Reservoir Inundation, Resilient Communications	Existing flood partnerships have arisen due to local experience of flooding, currently only formalised in two authorities. The dissemination of this learning has not been extended to those areas where actual flooding has not yet regularly occurred, but the risk exists. Local flood plans are tailored to the specifics of the locality.	One emergency planning officer would act as lead working closely with the Primary Liaison Emergency Planning Officer for each of the authorities, to ensure that flood partnerships are developed across all risk areas, and flood plans, although specific to their area, follow a common template.
Community Resilience & Voluntary Sector	Each authority has developed an individualistic approach to deal with their needs in relation to community resilience. There has been collaboration in engagement with the voluntary sector.	One emergency planning officer would act as lead officer for the six local authorities. A common approach would be developed with the Primary Liaison Emergency Planning Officer for each of the authorities to take into account local risks. This enhances consistency and resilience.
Learning & Development, Training Needs Identification	Each authority has developed an individualistic approach to deal with their needs. The individual Emergency Planning Units provide the focus for ensuring that each local authority has officers who are able to discharge their emergency response duties by providing local training and exercising . Whilst there is a North Wales provision through the Resilience Forum	A common approach would be developed with the Primary Liaison Emergency Planning Officer for each of the authorities to take into account local needs. This would feed the local needs into the North Wales Resilience Forum Learning and Development Group. This removes duplication and provides resilience, whilst reflecting client needs in the training programme. The provision of training could also be

	<p>this provides only a limited capacity for generic training and does not meet all the local needs. This results in a considerable amount of duplication at the local level.</p>	<p>undertaken in partnership with other Cat 1 responders as part of the developing NWRP Strategy</p>
<p>Pollution of Controlled Waters, Marine Pollution, Events &amp; Safety Advisory Group, Port Authority &amp; Airports, Animal Health, Eisteddfod &amp; Agricultural shows</p>	<p>Each authority has well developed plans updated according to national guidelines and local circumstances. The individual Emergency Planning Units ensure that each local authority has officers who are able to discharge their emergency response duties through the respective plans</p>	<p>A regional approach would be developed with the Primary Liaison Emergency Planning Officer for each of the authorities, taking into account local needs and risks, with the lead officer liaising with the Category 1 responders and event organisers to ensure a harmonised and compatible approach.</p>
<p><b>SERVICE TASK NORTH WALES RESILIENCE FORUM</b></p>	<p><b>CURRENT PROVISION</b></p>	<p><b>JOINT PROVISION</b></p>
<p>Learning &amp; Development; Warning &amp; Informing; Industrial Hazards; Pollution; Mass Fatalities; Risk Assessment; Logistical Preparedness; Telecomms; Voluntary Sector; Infectious Diseases; Flooding; Humanitarian Assistance; Recovery</p>	<p>Each local authority can provide a representative to one or more of the task groups that meet on a regular basis. This may lead to a considerable duplication of effort. However a sensible approach is taken with rationalization of representation at meetings, and subsequent cascade arrangements need to be effectively managed to disseminate information and tasking.</p>	<p>One emergency planning officer would act as lead officer for the six local authorities on a specific task/risk group. This removes duplication and provides a resilient approach and will allow for greater development of 'in-depth' knowledge on a particular topic.</p>



**Advantages of two hub service delivery in supporting partnership councils:**

- Improved resilience activity to partnership councils due to team size (recognising the limitations of this statement in the event of a widespread incident).
- Improved focus of available resources through hub unit providing shared specialist support to partnership councils
- Based on the underpinning principles of a joint unit that has operated effectively and successfully for 5 years between Denbighshire and Flintshire
- Reflects current out-of-hours duty arrangements
- Potential for eventual cost savings due to reduction in managers and support resources
- officers will provide local focus and gateway into specialist emergency planning support from a larger team for individual authorities
- Refines and simplifies support of NWRP Task Groups and other partners
- More consistent arrangements with respect to CCA duties with Category 1 & 2 Responders across North Wales
- Provides a single point of contact for strategic issues at LRF/SCG level
- Harmonisation of best practices across all Authorities
- Improved resilience for emergency response

Original report considered by Chief executives of North Wales authorities  
which gave rise to the commission.

## **REVIEW OF NORTH WALES LOCAL AUTHORITY EMERGENCY PLANNING SERVICE**

### **1.0 SCOPE**

The Chief Executives have made a commitment to review the best use of existing emergency planning resources across the region to improve readiness for emergencies. The Chief Executives group were not fixated with efficiencies and are open minded about the scope for a regional unit or sub-regional units supported by local specialist placements in local authorities.

A parallel review of the North Wales Resilience Forum (NWRF) structures and resources is to take place, noting the keenness the new Chief Constable to review partnerships and their productivity, and recognising the overall resourcing of the North Wales Resilience Forum and emergency planning across the region.

The NWRF review is a part of a broader North Wales Partnerships Review that is currently being undertaken by North Wales Police in conjunction with partners. NWRF members agreed to wait for the WAO Report in CCA Implementation (likely to be in October 2010) and the CCA Enhancement Programme to be completed (possibly by the end of 2010) before any significant changes are made to NWRF structure or mechanics of operation. Therefore the emergency planning review is not in a position to include the outcome of the NWRF review.

### **2.0 TERMS OF REFERENCE**

2.1 To review the current arrangements for delivering the Local Authority Emergency Planning function in North Wales, and identify options for future arrangements in order to provide the service in the most effective and efficient way possible

2.2 The reviewed service options must fully meet all statutory requirements and provide an appropriate level of support to the communities and responding partners in North Wales

2.3 The service options should be provided within current resources

### **3.0 BACKGROUND**

3.1 Local Authorities in North Wales have a good track record of collaborating on civil contingencies work since 1996. This includes collaborative working between

Local Authorities on specific issues, sharing of out-of-hours duty arrangements. Solid cooperation is ensured through the 'North Wales Local Authorities Emergency Planning Collaborative Group'.

3.2 All local authorities are also heavily involved in supporting all NWRF work streams and this includes chairing many of the working groups.

3.3 It also must be noted that the North Wales Resilience Forum (NWRF), and associated components including the Partnership Team, is **not** a statutory body and has no powers to direct its members, but is a forum that facilitates the CCA requirement for member organisations to cooperate and share information in relation to Civil Contingency planning.

3.4 It is important to note when reviewing Local Authority Civil Contingencies arrangement that the pursuance of duties as outlined in the Civil Contingency Act 2004 is the responsibility of the individual organisation, this includes the assurance 'that Category 1 responders are able to perform their functions so far as necessary or desirable to respond to an emergency'. The planning for response and recovery is to be undertaken as an extension of local responders' day-to-day activities.

3.5 It is also important for Chief Executives to be aware that Central Government is now robustly pursuing a Community Resilience agenda that no doubt will require major input from Local Members and the Local Authorities in general.

#### **4.0 SUGGESTED OPTIONS FOR SERVICE DELIVERY**

**See Annex 1 for strengths and weaknesses resilience analysis**

**See Annex 3 for current investment in local authority emergency planning service**

**See Annex 4 for structures of proposed options**

**See Annex 5 for outline risk assessment**

##### **4.1 OPTION 1**      **Retain existing provision.**

Retain existing provision but develop joint/shared working in key areas such as training & exercising, pipeline & COMAH planning, Out of Hours cover.

Support North Wales Resilience Forum Task Groups by agreeing lead authority for specific Task Group attachment.

##### **4.2 OPTION 2**      **Pairing neighbouring authorities**

Develop three emergency planning units covering two local authorities each, East, Central and West.

Support North Wales Resilience Forum Task Groups by agreeing lead unit for specific Task Group attachment, and then Unit manager determines appropriate officer allocation.

Utilise a similar SLA as the existing Denbighshire & Flintshire arrangement covering Flintshire and Wrexham, Denbighshire and Conwy, Anglesey and Gwynedd.

Collaborative working between the three Units would be agreed by the managers, for example: each Unit could lead on one or two of the following activities, developing a specialism and establishing common good practice across NW.

- Control of Major Accident Hazards (COMAH) & Major Accident Hazardous Pipelines (MAHP) and other industrial planning
- Emergency Exercising
- Gold, Silver and Bronze response to incidents
- Control Room operation and support staff
- Welfare, Rest Centre operation, Volunteer support and community resilience
- flooding and severe weather
- Mutual Aid and Cross Border arrangements
- Nuclear and pollution issues

The respective unit managers would agree specialist divisions to lead on generic work elements i.e. COMAH, MAHP, and Reservoirs etc, and also for representation on the appropriate LRF Task Groups. They would report to each of their executive management teams and attend management meetings and Member Scrutiny panels as required.

### **4.3 OPTION 3      Two groups of three neighbouring counties**

Develop two emergency planning units covering three local authorities each, East and West.

Support North Wales Resilience Forum Task Groups by agreeing lead unit for specific Task Group attachment, and then Unit manager determines appropriate officer allocation.

Utilise a similar SLA as the existing Denbighshire & Flintshire arrangement covering Denbighshire, Flintshire and Wrexham to the East, and Anglesey, Conwy and Gwynedd to the West.

Collaborative working between the two Units would be agreed by the managers, for example: each Unit could lead on one or two of the following activities, developing a specialism and establishing common good practice across NW.

Control of Major Accident Hazards (COMAH) & Major Accident Hazardous Pipelines (MAHP) and other industrial planning  
Emergency Exercising  
Gold, Silver and Bronze response to incidents  
Control Room operation and support staff  
Welfare, Rest Centre operation, Volunteer support and community resilience flooding and severe weather  
Mutual Aid and Cross Border arrangements  
Nuclear and pollution issues

The respective unit managers would agree specialist divisions to lead on generic work elements i.e. COMAH, MAHP, and Reservoirs etc, and also for representation on the appropriate LRF Task Groups. They would report to each of their executive management teams and attend management meetings and Member Scrutiny panels as required.

#### **4.4 OPTION 4**      **Single Regional Group with outposted officers in satellite Counties**

Develop a single North Wales Local Authority Regional unit with outpost officers covering either 1 or 2 local authority areas each, and incorporate the Partnership Team within the unit.

Support North Wales Resilience Forum Task Groups by agreeing lead officer, from within unit, for each Task Group.

The Regional Unit may have a manager and deputy covering all 6 local authorities providing reporting links to their executive management teams and attending management meetings and Member Scrutiny panels as required.

### **5.0 CONCLUSIONS**

Whilst four options are proposed as viable ways of delivering the service other methods i.e. external commissioning, were discounted as they were not realistic. Option 1 does not significantly develop the service, and option 4 may provide a service that is too remote for effective local control and Member reassurance. Options 2 and 3 provide an opportunity to modernise and improve the efficiency of the service whilst retaining a degree of local control and closer member engagement.

### **6.0 RECOMMENDATIONS**

6.1 That the Chief Executives receive the report and consider the options presented

6.2 That the Chief Executives determine the most appropriate option for the delivery of the service

6.3 That the Chief Executives determine the time frame for the implementation of the preferred option and determine the lead officer(s) to manage the implementation process

## ANNEX 1

### STRENGTHS AND WEAKNESSES

<b>Option 1                      Maintain present arrangements</b>	
Strengths	<ul style="list-style-type: none"><li><input type="checkbox"/> Familiarity, existing knowledge retained locally</li><li><input type="checkbox"/> Easier day to day management within authorities</li><li><input type="checkbox"/> More local accountability and community engagement than options 2 to 4</li><li><input type="checkbox"/> CCA and other statutory duties aligned with delivering authority</li></ul>
Weaknesses	<ul style="list-style-type: none"><li><input type="checkbox"/> Disparity in capabilities between authorities</li><li><input type="checkbox"/> Minimal improvement in NW RF support</li><li><input type="checkbox"/> Considerable duplication of effort across all statutory duties</li><li><input type="checkbox"/> Smaller team is less resilient (i.e. sickness, holidays, out of hours etc.)</li><li><input type="checkbox"/> Less consistent arrangements with other responders with respect to the CCA duties</li></ul>

<b>Option 2                      Pairing of neighbouring authorities</b>	
Strengths	<ul style="list-style-type: none"><li><input type="checkbox"/> Based on an existing SLA model (Denbighshire &amp; Flintshire)</li><li><input type="checkbox"/> Some LA services already working to this structure i.e. Conwy/Denbighshire Highways</li><li><input type="checkbox"/> Matches up with current NWP Business Units, West, Central &amp; East</li><li><input type="checkbox"/> Improved resilience due to team size</li><li><input type="checkbox"/> More locally accountable than Options 3 &amp; 4</li><li><input type="checkbox"/> Improved resilience due to increased team size</li><li><input type="checkbox"/> Cost saving</li></ul>
Weaknesses	<ul style="list-style-type: none"><li><input type="checkbox"/> Logistical issues i.e. ICT etc</li><li><input type="checkbox"/> More remote from the democratic process and accountability current service</li><li><input type="checkbox"/> Potential conflict of interests in wide area emergencies</li><li><input type="checkbox"/> Some duplication of effort remains</li><li><input type="checkbox"/> Cost of relocation of staff &amp; accommodation</li></ul>

<b>Option 3                      Two groups of three neighbouring authorities</b>	
Strengths	<ul style="list-style-type: none"><li><input type="checkbox"/> More accountable than Option 4 providing local focus</li><li><input type="checkbox"/> Reduction in duplication of managers and support staff</li><li><input type="checkbox"/> Improved resilience due to team size</li><li><input type="checkbox"/> Improved focus of available resources</li><li><input type="checkbox"/> Denbighshire &amp; Flintshire Joint Unit already in place</li><li><input type="checkbox"/> Reflects out-of-hours duty arrangements</li><li><input type="checkbox"/> Further Improved resilience due to increased team size</li><li><input type="checkbox"/> Cost savings</li></ul>

<b>Weaknesses</b>	<input type="checkbox"/> Logistical issues i.e. ICT etc <input type="checkbox"/> Cost of relocation of staff & accommodation <input type="checkbox"/> Some duplication of effort remains <input type="checkbox"/> More remote from the democratic process and corporate accountability than current service <input type="checkbox"/> Accountability to local Members <input type="checkbox"/> Potential conflict of interests in wide area emergencies <input type="checkbox"/> Current emergency management structures are different between authorities
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<b>Option 4                      Single North Wales Unit with outposted staff</b>	
<b>Strengths</b>	<input type="checkbox"/> Opportunities to minimise duplication of managers and support staff <input type="checkbox"/> Focus of resources through central core team <input type="checkbox"/> Out posted staff will provide local focus <input type="checkbox"/> Cost savings <input type="checkbox"/> Further Improved resilience due to increased team size <input type="checkbox"/> More consistent arrangements with other responders with respect to CCA duties
<b>Weaknesses</b>	<input type="checkbox"/> Too remote from: <ul style="list-style-type: none"> <li>• The democratic process</li> <li>• Accountability to local Members</li> <li>• The Communities</li> </ul> <input type="checkbox"/> Too remote from the Local Authorities that have the statutory responsibilities <input type="checkbox"/> Accountability to local Members <input type="checkbox"/> Logistical issues i.e. ICT etc <input type="checkbox"/> Cost of relocation of large number of staff & accommodation <input type="checkbox"/> Out posted staff may become remote and insular <input type="checkbox"/> Differing reporting protocols to managers and Members <input type="checkbox"/> Biased service delivery <input type="checkbox"/> Loss of staff networking <input type="checkbox"/> Loss of corporate knowledge and expertise following loss of managers <input type="checkbox"/> Difficulties in managing staff appraisals/sickness etc



## **OPERATING MODEL FOR NORTH WALES REGIONAL LOCAL AUTHORITY EMERGENCY PLANNING SERVICE**

### **1.0 Operational Model**

There will be one Civil Contingencies Team which will cover two separate groupings of local authorities in the East and West of the region and will be centred around two hubs – one in the East and one in the West. The Team will deliver the service as required by statute, regulations and direction.

#### **1.1 Co-operation**

The Team will deliver its services and Civil Protection duties collaboratively as far as is appropriate to ensure that the Local Authorities are effectively represented on the North Wales Resilience Forum to facilitate the effective delivery of those duties that need to be delivered in a multi-agency environment.

The Civil Contingencies Team will ensure the exchange of good practice amongst client authorities and provide the expertise to ensure that authorities are available to fulfill their functions in an effective and efficient manner.

#### **1.2 Information Sharing**

The Team will facilitate information sharing between the Local Authorities and enable information to be shared with the appropriate local partners within the area to ensure the effective performance of the civil protection duties placed on the Authorities.

#### **1.3 Resilience Risk Assessment**

The Team will take lead responsibility for assessing risks on resilience issues and will ensure that risk assessments for the Local Authorities have been completed. The risk assessments will identify the sources of risk, assess their likelihood and impacts, and rank them in terms of their overall risk, and supply this information for inclusion in the Community Risk Register. This will support the corporate risk register of the Local Authorities.

#### **1.4 Emergency Planning**

The Team will develop, validate and maintain arrangements that provide an effective framework to enable the Councils to manage risks, and mobilise staff and resources in relation to a wide range of possible scenarios.

## **1.5 Response Training**

All plans and procedures will include provisions for carrying out training and exercising of staff, North Wales Resilience Forum partners and other responding agencies to effectively embed the arrangements within the culture of the Authorities.

## **1.6 Business Continuity Management**

The Team will promote and support business continuity within individual services and corporately, to ensure that business continuity management is embedded and tested within each Authority.

## **1.7 Business Continuity Advice and Assistance to Businesses and the Voluntary Sector**

The Team will provide the Local Authorities with a business continuity advice and assistance strategy for small and medium sized enterprises and the voluntary sector. They will engage with key external partners (e.g. business representative groups, business support organisations and other Category 1 responders) in the delivery process.

## **1.8 Communicating with the Public**

The Team will develop relevant information and advice in support of community resilience. They will engage with local agencies and lead responders for warning, informing and advising the communities.

## **1.9 Emergency Response**

The Team will provide 24/7 emergency arrangements to support the Local Authorities response to major emergencies impacting on the communities within North Wales.

## **1.10 Voluntary Sector**

The Team will make appropriate arrangements for the engagement of all relevant Voluntary Agencies in support of the emergency response preparedness, and will ensure response training and exercising of those organisations occurs on a regular basis.

## **1.11 North Wales Resilience Forum**

The Team will engage with the North Wales Resilience Forum and support the work streams as appropriate.

## **2.0 Support for the Operational Model**

### **2.1 Delivery of the Emergency Planning Service**

The proposed structure is contained in the attached structure diagram. The grading of posts will be subject to the job evaluation process at the host authority.

It will consist of a central team centred around two hubs who will be responsible for those functions which can be developed in common and need not be done at individual authority level.

The extension of the relevant plans and strategies will then be for the Manager and his or her deputy to ensure with the assistance of the liaison officers and the central team.

The key interface will be via the liaison officers which will be located at each authority.

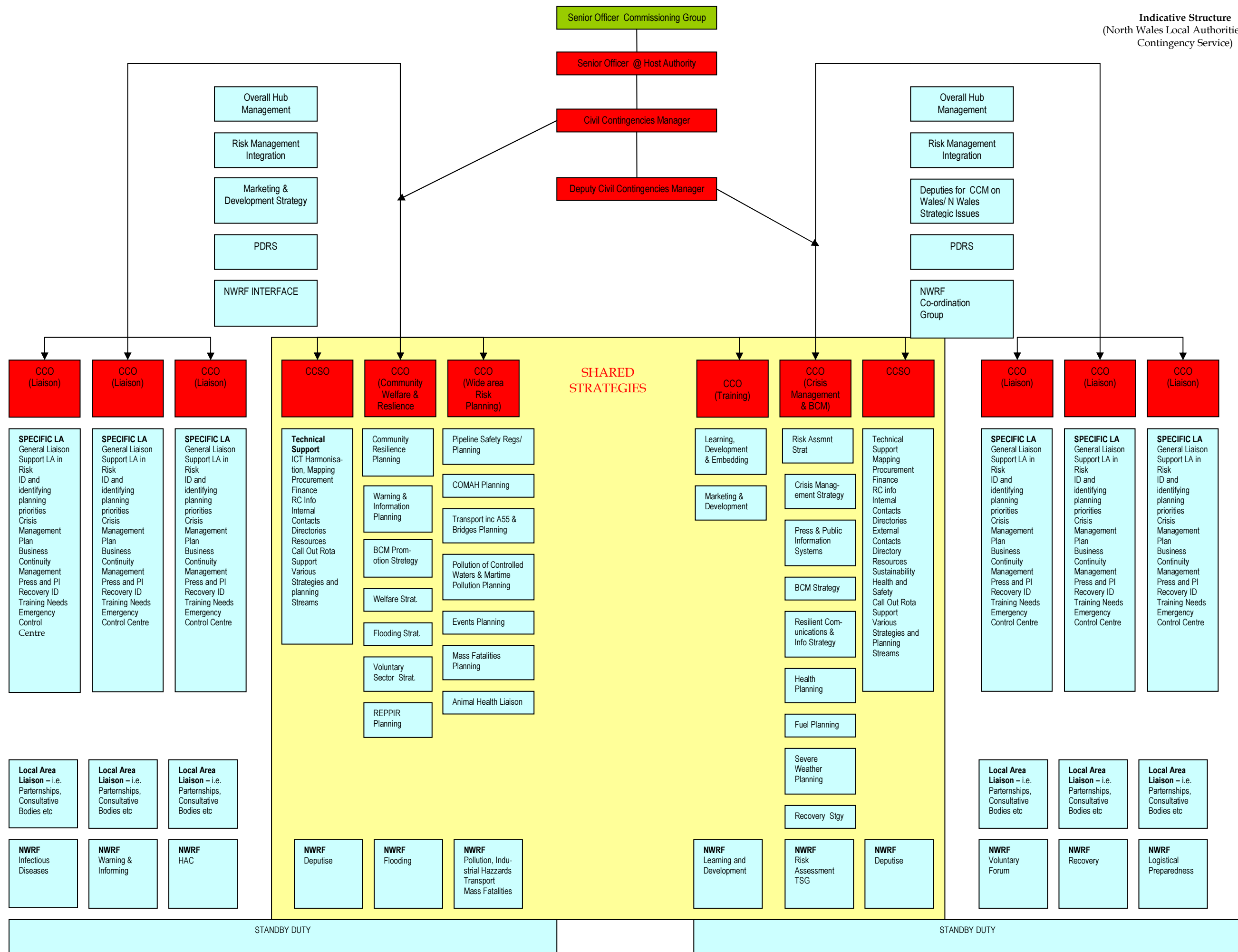
To enable the operational model to deliver the service the Local Authorities will need to provide corporate support in managerial, financial and resourcing terms. There will be a requirement for one Local Authority to host the Team, providing management, accommodation, and the other usual support services and one local authority in the opposite sub region will need to provide accommodation and some support service for the other hub. Individual authorities will need to provide accommodation for liaison officers.

The remaining Local Authorities will be required to engage with the Team to meet their civil contingency needs. They will be required to accommodate an emergency planning presence by providing desk and ICT facilities.

### **2.1 Governance**

Governance of the Team will be achieved through the executive arrangements agreed between the providing and commissioning Authorities.

Terms and conditions for the service together with any financial recharges for the North East and North West Teams will be laid out in a formal Service Level Agreement between the six Local Authorities.



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