

To: Members of the Communities
Scrutiny Committee

Date: 9 March 2015

Direct Dial: 01824 712554

e-mail: dcc_admin@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **COMMUNITIES SCRUTINY COMMITTEE** to be held at **9.30 am** on **THURSDAY, 12 MARCH 2015** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

1 APOLOGIES

2 DECLARATION OF INTERESTS (Pages 5 - 6)

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

3 URGENT MATTERS AS AGREED BY THE CHAIR

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

4 MINUTES (Pages 7 - 14)

To receive the minutes of the Communities Scrutiny Committee held on 29 January 2015 (copy enclosed).

5 LANGUAGE CATEGORISATION OF ALL DENBIGHSHIRE SCHOOLS

To consider a report by the Head of Education (copy enclosed) with seeks the Committee to consider the findings of Welsh in Education Strategic Group's review of the language categorisation of the County's schools.

9.35 a.m. to 10.10 a.m.

6 RHYL COASTAL DEFENCE ASSESSMENT (Pages 15 - 48)

To consider a joint report by the Head of Highways and Environmental Services & the Senior Engineer (copy enclosed) which presents Members with the draft Rhyl Coastal Defence Assessment report, commissioned by the Council after the December 2013 coastal floods.

10.10 a.m. to 10.45 a.m.

Comfort Break

**7 THE REMOVAL OF UNAUTHORISED SIGNS FROM HIGHWAY LAND
(Pages 49 - 70)**

To consider a report by the Head of Highways and Environmental Services (copy enclosed) on the Council's policy position in relation to the removal of unauthorised signs from highway land, and how the policy was being implemented.

10.55 a.m. to 11.30 a.m.

**8 RESTRUCTURE OF THE ECONOMIC AND BUSINESS DEVELOPMENT
SERVICE (Pages 71 - 80)**

To consider a report by the Corporate Director: Economic and Community Ambition (copy enclosed) which sets out the context and aims of the review of Economic & Business Development function of the Council.

11.30 a.m. to 12.05 p.m.

9 SCRUTINY WORK PROGRAMME

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

12.05 p.m. – 12.20 p.m.

10 FEEDBACK FROM COMMITTEE REPRESENTATIVES

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

12.20 p.m. – 12.30 p.m.

MEMBERSHIP

Councillors

Councillor Huw Hilditch-Roberts
(Chair)

Councillor Win Mullen-James (Vice-Chair)

James Davies
Peter Evans
Carys Guy
Rhys Hughes

Bob Murray
Joe Welch
Cefyn Williams
Cheryl Williams

Voting Co-opted Members for Education (Agenda Item No. 5 only)

Gill Greenland
Debra Houghton

Dr. D. Marjoram
Gareth Williams

COPIES TO:

All Councillors for information
Press and Libraries
Town and Community Councils

This page is intentionally left blank



DEDDF LLYWODRAETH LEOL 2000

Cod Ymddygiad Aelodau

DATGELU A CHOFRESTRU BUDDIANNAU

Rwyf i,
(enw)

*Aelod /Aelod cyfetholedig o
(*dileuer un)

Cyngor Sir Ddinbych

YN CADARNHAU fy mod wedi datgan buddiant ***personol / personol a sy'n rhagfarnu** nas datgelwyd eisoes yn ôl darpariaeth Rhan III cod ymddygiad y Cyngor Sir i Aelodau am y canlynol:-
(*dileuer un)

Dyddiad Datgelu:

Pwyllgor (nodwch):

Agenda eitem

Pwnc:

Natur y Buddiant:

Llofnod

Dyddiad

Code of Conduct for Members

DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

a *member/co-opted member of

*(*please delete as appropriate)*

Denbighshire County Council

CONFIRM that I have declared a ***personal / personal and prejudicial** interest not previously declared in accordance with the provisions of Part III of the Council's Code of Conduct for Members, in respect of the following:-

*(*please delete as appropriate)*

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

Signed

Date

COMMUNITIES SCRUTINY COMMITTEE

Minutes of a meeting of the Communities Scrutiny Committee held in Conference Room 1A, County Hall, Ruthin on Thursday, 29 January 2015 at 9.30 am.

PRESENT

Councillors Huw Hilditch-Roberts (Chair), Rhys Hughes, Win Mullen-James (Vice-Chair), Joe Welch and Cefyn Williams

Observers – Councillors Ray Bartley, Stuart Davies and Gwyneth Kensler

ALSO PRESENT

Corporate Director Economic and Community Ambition (RM), Head of Highways and Environmental Services (SP), Traffic, Parking and Road Safety Manager (MJ), Waste and Transport Manager (JE), Scrutiny Coordinator (RE) and Committee Administrator (KEJ)

POINT OF NOTICE

The meeting was opened and adjourned until 10.05 a.m. when a quorum was reached.

1 APOLOGIES

Councillors James Davies, Carys Guy and Bob Murray together with Councillor David Smith, Lead Member for Public Realm

2 DECLARATION OF INTEREST

Councillor Huw Hilditch-Roberts declared a personal interest in Agenda Item 5 – Findings of the Traffic and Parking Review, because he had a shop in Ruthin.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent matters had been raised.

4 MINUTES

The minutes of the committee's meeting held on 4 December 2014 were submitted.

Matters Arising – Page 7, Item 3 Urgent Matters: Councillor Rhys Hughes confirmed he had been contacted by the Development Manager (Planning and Public Protection) following concerns he had raised at the last meeting regarding the lack of consultation over a planning matter relating to the 'Blue Lake' at a quarry on the Horseshoe Pass. As the planning certificate had already been issued there was no recourse. To prevent a similar situation arising in future members sought assurances that local members and neighbouring members (as well as neighbouring town/city/community councils) would be fully consulted on such future proposals/applications which would have wide ranging and far reaching implications

for their own and neighbouring communities. It was agreed that the Scrutiny Coordinator take the matter up directly with Planning Officers and report back to the committee thereon.

RESOLVED that the minutes of the meeting held on 4 December 2014 be received and approved as a correct record.

5 FINDINGS OF THE TRAFFIC AND PARKING REVIEW

The Head of Highways and Environmental Services introduced a report (previously circulated) detailing the findings of the Traffic and Parking review and recommended actions being proposed as a result. The review had been restricted to the ten main retail town centres in the county and explored what traffic and parking related interventions the Council could implement to benefit town centre retail in terms of increased footfall and trade.

The report contained two separate elements recommending members support –

- (1) the development of the recommended actions for submission to the relevant Member Area Groups (MAGs) for local consideration, and
- (2) further work being undertaken as part of the freedoms and flexibilities budget process to examine the potential of varying parking charges between towns.

The Traffic, Parking and Road Safety Manager provided some context to the report and elaborated upon the review methodology and proposed measures to address key findings. Members discussed the review report with officers and the following points were raised –

- responses to the residents and business community questionnaires issued as part of the review had been encouraging, with a higher than average return rate. The majority of concerns highlighted in the responses related to vehicles occupying on-street parking spaces for longer than the allocated time. This had a detrimental effect as it deterred others from stopping/visiting local towns and therefore the local economy suffered
- there was a need for sufficient short stay parking spaces across the county in order to increase town centre footfall
- sufficient on-street parking was also required to encourage passing trade and improve the health of the local economy and MAGs would be best placed to determine an appropriate time limit for their particular areas
- to reap economic benefits an element of incentivising residents/visitors to visit local shops, cafes etc. was needed to entice them into town centres; this in turn should pay dividends
- enforcement work required to be better managed, avoiding regular patrol patterns in towns. Enforcement staff also patrol different towns around the county to avoid over familiarity with public/business people which could potentially lead to less rigorous enforcement
- an appropriate balance should be drawn between rigorous enforcement action, applying a common-sense approach on a case by case basis whilst at all times being courteous and showing respect towards all concerned; the introduction of body worn cameras would positively influence future behaviours

- there was a need for clear and correct signage in all of the county's public car parks and also on approaching roads into the towns to ensure traffic was guided into appropriate car parks – particularly in tourist areas such as Llangollen, where tourists could be directed to use outlying car parks to free-up town centre car parks for shoppers
- a number of members were keen that once the MAGs had discussed and agreed the appropriate actions for their areas, that the respective town/city/community councils be informed of the decisions
- discussion needed to take place on the advantages and disadvantages of a county-wide standard parking charges scheme or a variable scheme which would suit individual towns' own needs. Discussion on future car parking charges would form part of a forthcoming budget workshop session in preparation for the 2016/17 budget
- any future parking strategy and/or charging policy would need to be sustainable and whilst members were keen for a focus on regeneration rather than income generation officers advised it would have to balance the needs of the local economy against the need for the Council to raise income as part of its general drive to reduce budgetary demand
- members raised a number of points relating to parking problems within their local areas and there was also some disagreement over a number of the review recommendations and accuracy of the data used, particularly in the Llangollen area. Officers advised that the majority of those issues had been raised within the study and the detail of how to resolve individual problems would be discussed at length in the respective MAGs in due course
- whilst there were common issues across all towns a tailored approach to addressing them taking into account local circumstances would be required and it was accepted that MAGs were best placed to debate and determine appropriate traffic management actions for their individual areas – it was resolved to amend recommendation 3.2 of the report to include the need for MAGs to agree the necessary actions
- various types of car parking incentives and schemes were outlined, including indicative costs of installing and maintaining different types of parking meters, number plate recognition systems, etc.; whilst a number of measures had been explored some were costly and unpopular with the public and in the short term the use of enforcement officers was recommended
- the potential additional parking pressures in Llangollen as a consequence of the proposed new health centre and supermarket were raised and officers advised that a separate report on managing that traffic pressure had been commissioned, as had a report on traffic and parking management pressures in the town when special events were held at the Pavilion. Officers agreed to share that report with the Dee Valley MAG when available;
- members were advised that traffic officers would be contacted for advice once planning applications for Local Development Plan (LDP) developments were received with a view to recommending traffic management plans for the sites due for development;
- the issue of displacement due to new/revised parking restrictions was discussed and how that could be managed in future as was the availability of coach parks across the county, and

- members requested information on the annual income generated by each of the county's car parks.

Officers clarified that some of the review elements required local decisions for individual areas but others, such as the varying car parking charges, would need to go through the decision making process for members. The committee agreed to receive a report back on conclusions of the parking charges review prior to its submission to Cabinet.

RESOLVED that the Committee –

- (a) *receive the report and note the contents of the Review;*
- (b) *support in principle the development of the series of recommended actions in the Review as summarised in Appendix C to the report, including the calculation of indicative costs to each of the actions, and the discussion and agreement of those actions with each of the respective Member Area Groups;*
- (c) *support the undertaking of a further piece of work to examine in greater detail the potential of varying parking charges between towns according to supply and demand as identified by the Traffic and Parking Review, and*
- (d) *receive a further report on the conclusions of the varying parking charges review when available and prior to its submission to Cabinet.*

[Councillor Rhys Hughes voted against resolution (c) above.]

At this juncture (11.20 a.m.) the meeting adjourned for a refreshment break.

6 INTRODUCTION OF CHARGES FOR GREEN WASTE COLLECTIONS

The Waste and Transport Manager submitted a report (previously circulated) detailing progress on the level of customer take up of the new chargeable green waste scheme together with associated service and budget implications. He was pleased to report upon the latest customer take up figures and explained in more detail the mechanics of the scheme as follows –

- the take up target was between 10,000 – 15,000 properties and as of 29 January (two months ahead of the scheme's commencement) 8,308 properties had signed up for the service, this exceeded the estimated figure at this point in time; this positive trend was expected to continue with a tranche of customers towards the end of March
- the deadline for the 'early bird' discount for those who registered for the scheme had been extended from 31 January to 14 February 2015
- the on-line registration process had proved extremely effective and easy to use with two thirds having registered on-line
- the scheme had been introduced as an efficiency saving measure and its take up directly affected the amount of staff required to undertake the work – as it was expected that some individuals would not register for the scheme until the

growing season had started it was difficult to confirm at this point how many staff would be made redundant as a consequence of the scheme's introduction

- a number of expressions of interest in taking voluntary redundancy had been made across Highways and Environmental Services and it was anticipated that those expressions of interest, coupled with 'natural wastage', should be sufficient to cover any redundancies required following the introduction of the new chargeable green waste scheme
- whilst Denbighshire was the first council in North Wales to introduce charges for collecting and disposal of green waste, six councils in South Wales were already charging for the service.

In response to members' questions officers –

- confirmed that the charging policy for the service was fully in-line with the Welsh Government's Collections Blueprint guidance; it was also similar to what a number of councils in England did with respect to green waste
- advised that they did not foresee the number of flytipping incidents of green waste increasing greatly following the introduction of the charge. Responding to reports which indicated that Denbighshire was the worst performing authority in Wales with respect to flytipping statistics, officers advised that this was due to the robust recording practices in the county and the national 'Flycapture' data system's capacity to reflect this and the county's performance in removing flytipping waste. This issue had been debated by scrutiny in the last twelve months
- whilst around 38,000 properties currently had been issued with green bins not all of them used the service and a number composted the waste themselves. Those who composted were not counted in the county's recycling figures
- currently around 4k tonnes of green waste was collected annually in the county and whilst it was assumed that those registered for the scheme would put out more green waste, savings had been calculated based on the number of routes and manpower required to operate the scheme as opposed to the amount of green waste collected
- it was envisaged that the withdrawal of the free service would result in the Council losing its place at the top of the Welsh recycling league, probably registering a reduction of around 4%. However, it should still be among one of the highest recyclers and not incur penalties as a result of the reduction in its recycling rate
- once the new scheme was operational, during the last week in March 2015, it would then be a 12 month recycling service. Green waste would be collected on a fortnightly basis – 24 collections a year (missing one collection at Christmas)
- the service would run for 12 months from the first collection which for the majority of people would be March to February next year but for those joining later, e.g. June, they would receive the service until the following May
- those properties registered with the service would receive barcodes to attach to their green bins, and as an additional verification measure each green collection refuse vehicle would be fitted with GPS equipment to validate bins and property addresses
- £9k had been set aside to advertise and set up the new service, £4k of which had been earmarked to employ agency staff to deal with the registration

process. To date no agency staff had been employed as the registration process had been undertaken in-house through the use of Service staff who were currently on 'light duties' following injury or sickness

- assurances were given that refuse lorries did not go out to pick up missed collections which were the fault of the householder and not the authority
- refuse lorries were on a rolling replacement programme, therefore any vehicles which became surplus to requirements once the take-up of the chargeable service had been established would be disposed of under this programme
- residents who would not be using the new service and who did not want to keep their green bins would be advised that it was recyclable and that they could take the bin to their local civil amenities site if they wished
- further publicity around the scheme would be undertaken during the forthcoming months, including advertising on refuse vehicles etc. Members suggested that it may be useful, as part of this latest publicity campaign, to highlight to residents the value for money aspect of the service in comparison to loading the dirty waste into their cars, cost of fuel and wear and tear of taking it to the local civil amenities site

Members asked officers to monitor the areas of risk associated with this new service during its introduction, particularly the tonnage of residual waste collected in comparison to the current rate, number and nature of flytipping incidents and the take-up of the service by residents. This information would prove useful to the Scrutiny Task and Finish Group that would be evaluating the impact of the Cutting Our Cloth budget cuts in due course.

RESOLVED that subject to the above observations –

- (a) *the report be received, and*
- (b) *the Scrutiny Task and Finish Group (established to evaluate the impact of the budget cuts) examine and monitor the impact of the introduction of the charges for green waste collections as part of its work on the Cutting Our Cloth proposals.*

7 SCRUTINY WORK PROGRAMME

The Scrutiny Coordinator submitted a report (previously circulated) seeking members' review of the committee's work programme and providing an update on relevant issues.

During consideration of the work programme members –

- discussed which representatives would be best placed to fill the vacancies on the Service Challenge Groups and be appointed to the Scrutiny Task and Finish Group currently being set up to evaluate the impact of the budget cuts. The Scrutiny Chairs and Vice Chairs Group would confirm the membership of the Group in due course
- reaffirmed that a report on the review of varying parking charges be added to the work programme as agreed earlier in the meeting

- agreed that the April meeting be restricted to two main business items to ensure sufficient time was dedicated to scrutinise the report on Language Categorisation of the County's Schools
- agreed not to invite the Lead Member for Public Realm to attend the committee's next meeting given the technical nature of the business items, and
- noted the information report on Community Endowment Fund which had been included within the committee's information brief.

The Scrutiny Coordinator referred to an action arising from the last committee meeting (under the Draft Caravan Sites Strategy item) to arrange a meeting between the Development Manager and the owner of one of the county's largest caravan sites. Members asked that this meeting take place ahead of their next committee meeting in March in order to inform debate when progress with the Caravan Site Strategy was being discussed.

RESOLVED that –

- (a) *subject to the above, the forward work programme as detailed in Appendix 1 to the report be approved;*
- (b) *Councillors Huw Hilditch-Roberts and Rhys Hughes expressed an interest in being appointed the committee's representatives on the Scrutiny Task and Finish Group to evaluate the impact of the budget cuts with Councillors Win Mullen-James and Joe Welch expressing an interest in being appointed substitute representatives, and*
- (c) *the following committee representatives and substitute representatives be appointed to the Service Challenge Groups –*
 - Highways – Councillors Rhys Hughes and Cefyn Williams (substitute)*
 - Planning – Councillor Win Mullen-James and Cefyn Williams (substitute)*
 - Finance & Assets – Councillor Peter Evans (to replace Councillor Rhys Hughes, to take effect from the next round of Service Challenges).*

8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

Committee representatives reported upon their attendance at meetings as follows –

Councillor Win Mullen-James was a member of the Corporate Parenting Forum and reported upon a useful meeting held the previous week with foster parents during which a number of points were raised which would lead to service improvements for both foster parents and looked after children.

Councillor Joe Welch referred to his attendance at the recent School Standards Monitoring Group and reported upon the new format which focused on discussion. There had been positive outcomes for each of the three schools discussed – Rhyl High School, Ysgol Plas Cefndy, Rhyl and Ysgol Penmorfa, Prestatyn.

Councillor Cefyn Williams reported upon a meeting of the Affordable Housing Working Group and the comprehensive review being undertaken which would likely lead to significant changes. One more meeting of the Working Group would be held before a report was brought before members for consideration.

The Chair reported upon the following –

- Cadwyn Clwyd (Rural Development Agency) had not met for some time and appeared to be winding down with European funding unlikely to become available until September 2015
- Coleg Cambria was also facing budget cuts which were becoming more of a struggle to manage
- the next meeting of the Taith Board would discuss its future with all six North Wales local authorities putting forward a plan to the Transport Minister
- during a meeting of the Economic and Community Ambitions Board he had challenged the targets and how they would be achieved and more work was being undertaken in that regard
- he was a member of the Strategic Investment Group and the outcome of their work was reported through Cabinet and Council.

RESOLVED that the verbal reports from members attending meetings be noted.

The meeting concluded at 12.35 p.m.

Report to:	Communities Scrutiny Committee
Date of Meeting:	12th March 2015
Lead Member/Officer:	Lead Member for Education/ Head of Education
Report Author:	Head of Education
Title:	Language Categorisation of all Denbighshire Schools

1. What is the report about?

The language categorisation of schools in Denbighshire.

2. What is the reason for making this report?

It was resolved by Cabinet on 30 September 2014 to request that the Welsh in Education Strategic Group review the language categorisation of all schools during the autumn term and present a report to Scrutiny in early spring 2015

3. What are the Recommendations?

That the Committee:

- 3.1. considers the information provided regarding the review of language categories; and
- 3.2. determines whether further monitoring of the review's implementation is required.

4. The context of categorisation

Defining schools according to Welsh medium provision, October 2007 (doc. No. 023/2007) sets out descriptions and categories of schools according to the amount of Welsh used in teaching and learning; and in the day to day conduct of the school.

The categories are used to collect information on provision nationally and are used locally by education authorities and schools to inform parents of the types of school available in localities. The document states that the information should help local and national government to assess whether provision meets local demand.

In accordance with the requirement set out in this document, categories and descriptions have been incorporated into the Denbighshire Schools Information for parents, guardians and carers information booklet which is published annually.

It is important to note that the document states the definitions 'have no basis in legislation they have been devised to provide better information for parents

and for local and national government on the extent to which pupils are learning through the medium of Welsh.’ Defining schools according to Welsh medium provision, October 2007, page 2.

The categories (for the compulsory phase of schooling) define primary and secondary schools according to the following:

- the medium of teaching in each key stage: i.e. the percentage of the curriculum (primary) and percentages of subjects (secondary) taught through the medium of Welsh and English;
- the language/languages used to communicate with pupils outside the curriculum, the ethos of the school, the language used in the day to day business, and the language/languages used to communicate with parents;
- and the expected normal outcome for pupils attending each type of provision in terms of educational progression.

The definitions do not attempt to specify exactly what an individual pupil may receive in school.

4.1 Criteria for categorisation

In the primary sector there are the following categories:

1. Welsh-Medium Primary School
2. Dual Stream Primary School
3. Transitional Primary School (Welsh medium with significant use of English)
4. Predominately English Medium Primary School with significant use of Welsh
5. English Medium primary School

In the secondary sector there are the following categories:

1. Welsh-Medium Secondary School
2. Bilingual Secondary School (within this category there are four sub-categories)
3. Predominately English Medium secondary school with significant use of Welsh
4. English Medium secondary school

Please note there is no language category framework for special schools. Welsh is mainly taught as a second language in Denbighshire special schools.

Please refer to Appendix 1 for detailed explanation of each category.

4.2 Categorisation Questionnaire

The Welsh in Education Strategic Plan has a clear aspiration for bilingual skills and has adopted a long term aspiration that all children and young people in the County will leave full-time education being competent and confident in using both Welsh and English languages. The Council recognises that this is a long term aspirational aim that will not be achieved for a number of years. In

order to meet this aspiration the Council will continue to expand Welsh medium provision throughout the County to reflect and capitalise on the increased demand for Welsh medium education. The Council will work with our Welsh Medium and Bilingual schools to increase the number of pupils receiving their education through the medium of Welsh and to ensure that those pupils who receive Welsh medium primary education continue to do so in the secondary sector. (Welsh in Education Strategic Plan 2014-17 pg.2)

In 2014 the Welsh in Education Strategic Group (WESG) which is the group which monitors the delivery of Denbighshire’s Welsh in Education Plan agreed in accordance with the objectives of the Plan that an evaluation of current delivery against the criteria for categorisation across all schools in Denbighshire was required. This was further supported by the request made by Cabinet on 30 September 2014 to request that the Welsh in Education Strategic Group review the language categorisation of all schools during the autumn term and present a report to Scrutiny in early spring 2015.

A questionnaire was circulated to all primary schools and the two bilingual secondary schools, Ysgol Dinas Bran and Ysgol Brynhyfryd.

Please refer to Appendix 2.

4.3 Results of the questionnaire

Primary

On the basis of the evidence presented through the questionnaire all the primary schools have been compared to their current category which are as follows:

1 Welsh Medium: Betws GG, Carreg Emlyn, Bro Dyfrdwy, Twm o’r Nant, Bro Elwern, Henllan, Gwernant, Bro Cinmeirch, Pentrecelyn, Y Lllys, Pant Pastynog, Dewi Sant, Pen Barras, Tremeirchion
2 Dual Stream: Llanfair, Rhewl
3 Transitional: No Schools
4 Predominately English Medium Primary School with significant use of Welsh: Carrog, Caer Drewyn, Bryn Clwyd, Dyffryn Ial, Llywelyn
5 English Medium Primary School: Y Faenol, Bodfari, Cefn Meiriadog, St Brigid’s, Frongoch, Pendref, Y Parc, Hiraddug, Gellifor, Bro Famau, Llanbedr, Bryn Collen, Melyd, Bodnant, Clawdd Offa, Penmorfa, Y Castell, Bryn Hedydd, Emmanuel, Mair, Christchurch, Borthyn, Rhos Street, St Asaph VP, Esgob Morgan, Trefnant,.

Please refer to Appendix 3 for the detailed breakdown of the responses.

The responses have been checked against current educational outcomes. For example:

Ysgol Dewi Sant Category 1) – all pupils are assessed through the medium of Welsh at the end of Key Stages.

Ysgol Llanfair (Category 2) – In 2014, 73% of pupils were assessed through the medium of Welsh at the end of Key stage 2.

Ysgol Carrog (Category 4) – all pupils are assessed through the medium of English.

Ysgol Emmanuel (Category 5) – all pupils are assessed through the medium of English.

Secondary Schools

Ysgol Brynhyfryd offers the required number of courses through the medium of Welsh in accordance with the requirement of category 2B. This has been confirmed by the school.

On the basis of the information provided by the school, Ysgol Dinas Bran does not offer the required number of courses through the medium of Welsh, to meet the requirement of the Welsh Government definition for category 2B. The information suggests that the school is meeting the requirement of category 2C.

Please refer to Appendix 4 for the detailed response.

4.4 Summary

In accordance with the categories recorded in the book to parents for there are 47 primary schools in Denbighshire. 14 are classed as Welsh–Medium, 2 are classed as Dual Stream, 5 are classed as English Medium with significant use of Welsh and 26 are classed as English medium.

On the basis of results collated from the questionnaires and the attainment data there are currently schools which do not wholly meet the criteria of their current category.

Ysgol Rhewl - the school recorded that there is some Welsh medium delivery and although no pupils in the last few years have been assessed through the medium of Welsh it is anticipated that in 2015 two pupils will be assessed through the medium of Welsh.

Ysgol Llywelyn – the school acknowledged that it does not provide a sufficient percentage of Welsh medium delivery to remain in category 4. It has indicated that the provision there is category 5.

Ysgol Dyffryn Iâl – the school indicated that it offers more than one language stream. 4 pupils have been assessed through the medium of Welsh in the last 3 years.

In the secondary sector, on the basis of the results collated Ysgol Brynhyfryd is meeting the requirements of a Category 2B school. Ysgol Dinas Bran meets the criteria of Category 2C School.

5 How does the decision contribute to the Corporate Priorities?

This report contributes to the Corporate Priority of improving performance in education and the quality of our school buildings.

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

N/A

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?

The requirement to undertake an Equality Impact Assessment would be reassessed at the point when a schools language category changes as part of a statutory process. See Appendix 5.

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

N/A

9. Chief Finance Officer Statement

N/A

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

N/A

11. Power to make the Decision

Article 6.3.2(d) stipulates that “scrutiny committees may consider any matters referred to it by the Council or the Cabinet”.

Contact Officer:
Head of Education
Tel: 01824 708009

This page is intentionally left blank

**Defining schools according to Welsh medium provision Information document
No: 023/2007 Date of issue: October 2007**

Definitions of Schools: Primary school categories

1. Welsh-Medium Primary School

Curriculum - all Pupils in the Foundation Phase experience the areas of learning through the medium of Welsh. Welsh is the main teaching medium at KS2 with at least 70% of the teaching through the medium of Welsh. English is introduced formally as a subject at Key Stage 2 and is taught through the medium of English, and English may occasionally be used for some aspects of some subjects.

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

Outcomes - The normal expectation is that pupils, regardless of home language, will be able to transfer easily to Welsh medium secondary provision and by the end of Key Stage 2 will have reached a standard in English equivalent to that reached by pupils in predominantly English medium schools.

2. Dual Stream Primary School

Curriculum - Two types of provision exist side-by-side in these schools. Parents/pupils opt either for the mainly Welsh-medium or mainly English-medium provision which is usually delivered as in categories 1 and 5 respectively.

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

Outcomes - for pupils in the Welsh stream, normal expectations areas for category 1. For pupils in the English medium stream, normal expectations are as for category 5.

3. Transitional primary school: Welsh medium with significant use of English

Curriculum - Pupils in the Foundation Phase experience the areas of learning mainly through the medium of Welsh. Both languages are used in teaching at Key Stage 2 but with greater emphasis on Welsh, so that Welsh is used as the medium of instruction for over half and up to 70% of the curriculum. (Schools would usually only be in this category on a temporary basis)

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

Outcomes - The normal expectation is that some pupils, particularly from Welsh speaking homes may be able to transfer to Welsh medium secondary provision and by the end of Key Stage 2 all pupils will have reached a standard in English equivalent to that reached by pupils in predominantly English medium schools.

4. Predominantly English Medium primary school but with significant use of Welsh

Curriculum - Pupils in the Foundation Phase experience the areas of learning in both languages but with greater emphasis on English. In Key Stage 2, both Welsh and English is used in teaching but there is greater emphasis on English. Welsh is used as the medium of teaching or learning for between 20% and 50% of the primary curriculum overall.

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

Outcomes - The normal expectation is that pupils will transfer to English medium secondary provision, but will have attained enhanced Welsh second language skills. Some pupils may be able to pursue a limited number of subjects through the medium of Welsh at secondary level where these are offered.

5. Predominantly English medium primary school

Curriculum - All pupils in the Foundation Phase experience the areas of learning mainly through the medium of English. English is the main teaching medium at KS2. Welsh is taught as a second language in KS2, and some aspects of some subjects may be taught in Welsh. Less than 20% of the teaching is through the medium of Welsh.

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

Outcomes - The normal expectation is that pupils will transfer to English medium secondary provision and continue to learn predominantly through the medium of English, learning Welsh as a second language.

Defining schools according to Welsh medium provision: Secondary School Categories

1. Welsh-Medium Secondary School

Curriculum - All subjects (including RE and PSE) apart from English are taught through the medium of Welsh to all pupils, although some schools may introduce English terminology in one or two subjects.

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

Outcomes - For all pupils the normal expectation is that assessment at KS3 and KS4 will be through the medium of Welsh in all subjects apart from English or other languages, and that pupils will be able to progress easily to Welsh medium Post 6 provision.

2. Bilingual Secondary School

Curriculum - This category has 4 sub-divisions according to the percentage of subjects taught through the medium of Welsh and whether there is parallel provision in English. The categories and definitions do not reflect the number or proportion of pupils taking advantage of provision in Welsh in a school. Governing bodies will be expected to provide information in the school prospectus on the extent to which choice of provision is available and whether access to Welsh medium provision is conditional on the level of competence the pupil has in Welsh. The prospectus should also indicate the number of pupils taking up choices of provision.

Category 2A - At least 80% of subjects apart from English and Welsh are taught only through the medium of Welsh to all pupils. One or two subjects are taught to some pupils in English or in both languages.

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

Category 2C - 50 - 79% of subjects (excluding Welsh and English) are taught through the medium of Welsh but are also taught through the medium of English.

Category 2CH - All subjects, except Welsh and English taught to all pupils using both languages.

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

Outcomes - For pupils in 2A, 2B and 2C following the maximum number of courses through the medium of Welsh, the normal expectation is that assessment at KS3 and KS4 would be through the medium of Welsh in those subjects and that they would be able to progress easily to post 6 provision through the medium of Welsh in chosen

subjects. For pupils in Category 2Ch the normal expectation is that assessment at KS3 and KS4 would be through the medium of Welsh in all subjects except English and that they would normally be able to progress easily to study at post 16 through the medium of Welsh in chosen subjects.

3. Predominantly English medium secondary school with significant use of Welsh

Curriculum - Both languages are used in teaching with 20 - 49% of subjects taught through the medium of Welsh. All subjects would normally also be taught through the medium of English.

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

Outcomes - The normal expectation is that pupils choosing Welsh medium options could be assessed through the medium of Welsh in those subjects at all levels and may be capable of progressing to study at post 6 through the medium of Welsh for those subjects.

4. Predominantly English Medium secondary school

Curriculum - Pupils are mainly taught through the medium of English. Welsh is taught as a second language up to KS4. One or two subjects (which would include Welsh first language) may be taught as an option through the medium of Welsh or using both languages.

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

Outcomes - The normal expectation is that any pupils choosing Welsh medium options could be assessed through the medium of Welsh in those subjects at all levels and may be capable of progression to study at post 6 through the medium of Welsh for those subjects. Most pupils would be assessed in English in most subjects and would progress to English medium post 16 study.

HOLIADUR			
Darllenwch y sylwadau'n ofalus a nodwch os ydynt yn berthnasol i'ch ysgol chi. Gofynnir i chi egluro eich atebion pan fo'n berthnasol.			
	✓	X	Rhowch fanylion i gefnogi'ch ateb os yn berthnasol.
Y Cwricwlwm			
Mae holl ddisgyblion y Cyfnod Sylfaen yn derbyn pob maes dysgu trwy gyfrwng y Gymraeg.			
Cymraeg yw'r prif gyfrwng dysgu yng nghyfnod allweddol 2 gydag o leiaf 70% o'r dysgu yn digwydd trwy gyfrwng y Gymraeg.			(Rhowch fanylion o'r canran)
Cyflwynir Saesneg yn ffurfiol fel pwnc yng nghyfnod allweddol 2 ac fe'i dysgir trwy gyfrwng y Saesneg, ac efallai y bydd Saesneg yn cael ei defnyddio weithiau ar gyfer rhai agweddau o rai pynciau.			
Mae dau fath o ddarpariaeth yn bodoli ochr yn ochr yn yr ysgol. Mae rhieni/disgyblion yn dewis naill ai ddarpariaeth sy'n bennaf Gymraeg neu sy'n bennaf Saesneg.			(Os oes, rhowch fanylion e.e. sut mae'r ysgol yn hyrwyddo'r ddarpariaeth, sut mae rhieni'n dewis y ffrwd a beth yw'r cyfartaledd o ddisgyblion sydd yn dewis y mail ffrwd a'r llall ar gyfartaledd)
Mae disgyblion yn y Cyfnod Sylfaen yn derbyn meysydd dysgu yn y ddwy iaith ond gyda mwy o bwyslais ar y Saesneg.			(Pa ganran o'r dysgu sydd trwy gyfrwng y Gymraeg?)
Yng nghyfnod allweddol 2 defnyddir y Gymraeg a'r Saesneg wrth ddysgu ond mae mwy o bwyslais ar Saesneg.			
Defnyddir Cymraeg fel cyfrwng dysgu neu addysgu ar gyfer rhwng 20% a 50% o'r cwricwlwm cynradd yn gyfangwbl.			(Nodwch y canran)
Mae'r holl ddisgyblion yn y Cyfnod Sylfaen yn derbyn meysydd dysgu yn bennaf trwy gyfrwng y Saesneg.			

Saesneg yw'r prif gyfrwng dysgu yng nghyfnod allweddol 2.			
Dysgir y Gymraeg fel ail iaith yn g nghyfnod allweddol 2 a gellir dysgu rhai agweddau o rai pynciau yn y Gymraeg.			
Mae llai nag 20% o'r dysgu yn digwydd trwy gyfrwng y Gymraeg.			
iaith yr Ysgol			
Cymraeg yw iaith feunyddiol yr ysgol.			
Defnyddir Cymraeg fel iaith i gyfathrebu gyda disgyblion ac ar gyfer gweinyddu'r ysgol.			
Mae'r ysgol yn cyfathrebu â rhieni yn y ddwy iaith.			
Defnyddir y Gymraeg a'r Saesneg ym musnes beunyddiol yr ysgol.			
Pennir iaith cyfathrebu gyda'r disgyblion gan natur y ddarpariaeth gwricwlaidd.			
Rhoddir blaenoriaeth uchel i greu ethos iaith Gymraeg trwy'r ysgol.			
Pennir iaith neu ieithoedd beunyddiol yr ysgol gan gyd-destun ieithyddol yr ysgol.			
Mae'r ysgol yn cyfathrebu â rhieni yn y ddwy iaith.			
Rhoddir blaenoriaeth uchel i greu ethos Cymreig .			
Saesneg yw iaith busnes beunyddiol yr ysgol.			
Defnyddir peth Cymraeg hefyd fel iaith i gyfathrebu gyda disgyblion gyda'r nod o wella eu gallu i ddefnyddio Cymraeg bob dydd.			

Mae'r ysgol yn cyfathrebu â rhieni naill ai yn Saesneg neu'r ddwy iaith.			
<u>Deilliannau</u>			
Y disgwyliad arferol yw bod disgyblion, beth bynnag yw iaith y cartref, yn medru trosglwyddo'n hawdd iddarpariaeth uwchradd Gymraeg ei chyfrwng ac erbyn diwedd cyfnod allweddol 2 byddant wedi cyrraedd safon i'r lefel gyfatebol Saesneg a gyrhaeddir gan ddisgyblion mewn ysgolion sy'n bennaf yn rhai cyfrwng Saesneg.			
Ysgol dwy ffrwd yw hon ac I ddisgyblion yn y ffrwd Gymraeg, ar disgwyliadau arferol yw y bydd disgyblion yn y frwd Gymraeg yn medru trosglwyddo'n hawdd iddarpariaeth uwchradd Gymraeg ei chyfrwng ac erbyn diwedd cyfnod allweddol 2 byddant wedi cyrraedd safon i'r lefel gyfatebol Saesneg a gyrhaeddir gan ddisgyblion mewn ysgolion sy'n bennaf yn rhai cyfrwng Saesneg.			
Ysgol dwy ffrwd yw hon ac i ddisgyblion yn y ffrwd Saesneg, y disgwyliad cyffredin yw bod disgyblion yn trosglwyddo i ddarpariaeth Saesneg ei chyfrwng ac yn parhau i ddysgu'n bennaf trwy gyfrwng Saesneg, gan ddysgu Cymraeg fel ail iaith.			(Os oes unrhyw eithriadau i'r disgrifiad yma, rhowch resymau)
Y disgwyliad cyffredin yw y bydd disgyblion yn trosglwyddo i ddarpariaeth uwchradd Saesneg ei chyfrwng ond bydd ganddynt sgiliau uwch Cymraeg fel ail iaith.			
Bydd rhai disgyblion yn medru dilyn nifer cyfyngedig o bynciau trwy gyfrwng y Gymraeg ar lefel uwchradd lle cynigir hyn.			
Y disgwyliad cyffredin yw bod disgyblion yn trosglwyddo i ddarpariaeth Saesneg ei chyfrwng ac yn parhau i ddysgu'n bennaf trwy gyfrwng Saesneg, gan ddysgu Cymraeg fel ail iaith.			

SURVEY			
Please take time to read through the statements and indicate whether they apply to your school. You are also required to explain your answers where possible.			
	✓	X	Please provide details to support your answer where possible
<u>The Curriculum</u>			
All pupils in the foundation Phase experience the areas of learning through the medium of Welsh.			
Welsh is the main teaching medium at key stage 2 with at least 70% of the teaching through the medium of Welsh.			(Please detail the percentage)
English is introduced formally as a subject in key stage 2, and English may occasionally be used for some aspects of some subjects.			
Two types of provision exist side-by-side in the school. Parents/pupils opt either for the mainly Welsh-medium or mainly English medium provision.			(If yes, please give details e.g. how the school promotes this provision, on what basis is the choice of language made, how many pupils opt for either provision on average)
Pupils in the Foundation Phase experience the areas of learning in both languages but with greater emphasis on English.			(What percentage of their learning do the pupils experience in Welsh?)
In key stage 2, both Welsh and English is used in teaching but there is greater emphasis on English.			
Welsh is used as the medium of teaching or learning for between 20% and 50% of the primary curriculum overall.			(Please indicate the percentage)
All pupils in the Foundation Phase experience the areas of learning mainly through the medium of English.			
English is the main teaching medium at key stage 2.			
Welsh is taught as a second language in key stage 2, and some aspects of some subjects may be taught in Welsh.			

Less than 20% of the teaching is through the medium of Welsh.			
Language of the school			
Welsh is the language of the day to day business of the school.			
Welsh is used as the language of communication with the pupils and for the school's administration.			
The school communicates with parents in both languages.			
Both Welsh and English are used in the day to day business of the school.			
The language of communication with the pupils is determined by the nature of the curricular provision.			
High priority is given to creating a Welsh-language ethos throughout the school.			
The day to day language or languages of the school are determined by the school's linguistic context.			
Both languages are used as languages of communication with the pupils and for the school's administration.			
A high priority is given to creating a Welsh ethos.			
English is the language of the day to day business of the school.			
Some Welsh is also used as a language of communication with the pupils with the aim of improving their capacity to use every day Welsh.			
The school communicates with parents either in English or in both languages.			(Please specify)
Outcomes			

<p>The normal expectation is that pupils, regardless of home language, will be able to transfer easily to Welsh medium secondary provision and by the end of key stage 2 will have reached a standard in English equivalent to that reached by pupils in predominantly English medium schools.</p>			
<p>This is a dual stream school and for pupils in the Welsh stream, normal expectations are that pupils, regardless of home language, will be able to transfer easily to Welsh medium secondary provision and by the end of key stage 2 will have reached a standard in English equivalent to that reached by pupils in predominantly English medium schools.</p>			
<p>This is a dual stream school and for pupils in the English medium stream, normal expectations are that pupils will transfer to English medium secondary provision and continue to learn predominantly through the medium of English, learning Welsh as a second language.</p>			(If there are any exceptions to this statement, please explain)
<p>The normal expectation is that pupils will transfer to English medium secondary provision, but will have attained enhanced Welsh second language skills.</p>			
<p>Some pupils may be able to pursue a limited number of subjects through the medium of Welsh at secondary level where these are offered.</p>			
<p>The normal expectation is that pupils will transfer to English medium secondary provision and continue to learn predominantly through the medium of English, learning Welsh as a second language.</p>			

Table with 40 columns for school names and rows for various curriculum questions. Columns include Gwernant, Pentrecelyn, Pant Pastynog, Ysgol Henllan, Bro Cimmeirch, Bro Dyfrdwy, Twm o'r Nant, Dewi Sant, Pen Barras, Betws GG, Bro Elwern, Carrag Emlyn, Treimeirchion, Y Llys, Llantfair, Rhewl, Dyffryn Ial, Bryn Clwyd, Caer Drewyn, Carrog, Llywelyn, Gellifor, Bodfari, Clawdd Offa, Penmorfa, Bro Famau, Borthyn, Llanbedr, Rhos Street, Bryn Collen, Melyd, Frongoch, Cwm Meirion, Castell, Y Parc, Esgob Morgannwg, St Asaph VP, Ysgol Mair, Bryn Hedydd, Christchurch, Emmanuel, Bodnant, St Brigids, Trefnant, Ysgol Y Faenol, Ysgol Hirraddug, Ysgol Pendref.

This page is intentionally left blank

Secondary School Language provision: Courses provided through the medium of Welsh excluding Welsh and English.

Ysgol Brynhyfryd

Key Stage 3

Pwnc / Subject	Pwnc yn cael ei ddarparu drwy gyfrwng y Gymraeg / Subject is provided through the medium of Welsh.	Gall y pwnc gael ei gynnig drwy gyfrwng y Gymraeg ond nid ydi ar hyn o bryd / Subject can be offered through the medium of Welsh but currently it is not.
Gwyddoniaeth / Science	Ydy / Yes	
Mathemateg / Mathematics	Ydy / Yes	
Dylunio a Thechnoleg / Design and Technology	Ydy / Yes *	
Celf a Dylunio / Art and Design	Ydy / Yes *	
Addysg Gorfforol / Physical Education	Ydy / Yes *	
Astudiaethau Crefyddol / Religious Studies	Ydy / Yes	
Hanes / History	Ydy / Yes	
Daeryddiaeth / Geography	Ydy / Yes	
Ffrangeg / French	Ydy / Yes	
Eidaleg / Italian	Ydy / Yes	
Cerdd / Music	Ydy / Yes	

*ond rhai modiwlau yn ystod y cyfnod allweddol trwy gyfrwng y Saesneg.

*but some modules are delivered through the medium of English during the key stage.

Key Stage 4

Cwrs yn cael ei ddarparu drwy gyfrwng y Gymraeg Course is provided through the medium of Welsh	Gall y pwnc gael ei gynnig drwy gyfrwng y Gymraeg ond nid ydi ar hyn o bryd Subject can be offered through the medium of Welsh but currently it is not.	Ni all y cwrs gael ei gynnig drwy gyfrwng y Gymraeg Course cannot be offered through the medium of Welsh
GCSE: Additional Science, Art and Design, Catering, Design and Technology (Product Design and Resistant Materials),	GCSE: Business Studies, Physical Education	GCSE: Italian, Computer Science, Information and Communication Technology, Media Studies

<p>French, Geography, History, Home Economics: Child Development, Leisure and Tourism, Mathematics, Music, Religious Studies, Science</p> <p>Level 1 : Health and Social Care</p> <p>Level 2: Key Skills (Improving Own Learning and Performance, Problem Solving, Working With Others, Application of Number, Communication), Welsh Baccalaureate Intermediate Diploma, Workskills, Light Vehicle Maintenance, Agriculture, Applied Science, Construction, Health and Social Care, Performing Arts</p>		<p>Level 1: Performing Engineering Services, Hairdressing Services Level 2: Essential Skills in Information and Communication Technology, Scalp Massage</p>
---	--	--

Ysgol Dinas Bran

Key Stage 3

Pwnc / Subject	Pwnc yn cael ei ddarparu drwy gyfrwng y Gymraeg / Subject is provided through the medium of Welsh.	Gall y pwnc gael ei gynig drwy gyfrwng y Gymraeg ond nid ydi ar hyn o bryd / Subject can be offered through the medium of Welsh but currently it is not.
Gwyddoniaeth / Science	Ydy / Yes	
Mathemateg /Mathematics	Ydy / Yes	
Dylunio a Thechnoleg / Design and Technology	Ydy / Yes	
Celf a Dylunio / Art and Design	Ydy / Yes	
Addysg Gorfforol / Physical Education	Na / No	Na / No
Astudiaethau Crefyddol / Religious Studies	Ydy / Yes	
Hanes / History	Ydy / Yes	
Daeryddiaeth / Geography	Ydy / Yes	

Ffrangeg / French	Ydy / Yes	
Cerdd / Music	Na / No	Na / No

Key Stage 4

Cwrs yn cael ei ddarparu drwy gyfrwng y Gymraeg Course is provided through the medium of Welsh	Gall y pwnc gael ei gynnig drwy gyfrwng y Gymraeg ond nid ydi ar hyn o bryd Subject can be offered through the medium of Welsh but currently it is not.	Ni all y cwrs gael ei gynnig drwy gyfrwng y Gymraeg Course cannot be offered through the medium of Welsh
<p>GCSE: Science, Additional Science, Additional Applied Science, Geography, History, Mathematics, Religious Studies,</p> <p>Level 2: Key Skills (Improving Own Learning and Performance, Problem Solving, Working with others, Application of Number, Communication) Welsh Baccalaureate Intermediate Diploma,</p>	<p>N/A</p>	<p>GCSE: Engineering, Computing, Art and Design, Biology, Catering, French, Drama, Home Economics: Child Development, Information and Communication Technology, Media Studies, Music, Physical Education, Psychology, Spanish</p> <p>Level 2: ASDAN Level 2 Certificate of Personal Effectiveness, BTEC - Extended Certificate in Animal Care (QCF), Extended Certificate in Art and Design (QCF), Extended Certificate in Business (QCF), Extended Certificate in IT (QCF), Extended Certificate in Public Services (QCF), Extended Certificate in Sport (QCF)</p>

This page is intentionally left blank

Appendix 5

Language categorisation of all Denbighshire Schools 24 February 2015

Equality Impact Assessment

Language categorisation of all Denbighshire Schools

Contact: Carwyn Edwards, Customers and Education Support
Updated: 24.02.15

1. What type of proposal / decision is being assessed?

A service review or re-organisation proposal
--

2. What is the purpose of this proposal / decision, and what change (to staff or the community) will occur as a result of its implementation?

On the 30 th of September 2014, Denbighshire County Council's Cabinet requested that the Welsh in Education Strategic Group review the language categorisation of all schools during the autumn term and present a report to Scrutiny in early spring 2015of

3. Does this proposal / decision require an equality impact assessment? If no, please explain why.

*Please note: if the proposal will have an impact on people (staff or the community) then an equality impact assessment **must** be undertaken*

No	<p>The review of language categorisation of all schools does not affect any of the protective characteristics. The purpose of the review is to determine if each school is categorised correctly according to Welsh Government definitions compared to current provision.</p> <p>Should a proposal emerge from the review that requires a change in language category a statutory process would be implemented that would result in a reassessment of the requirement for an equality impact assessment for each individual proposal.</p>
-----------	---

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)

A questionnaire was circulated to all primary schools and the two bilingual secondary schools, Ysgol Dinas Bran and Ysgol Brynhyfryd. The response to the questionnaire was compare to current attainment.

- 5. Will this proposal / decision have a positive impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**
(Please refer to section 1 in the toolkit for a description of the protected characteristics)

There is no evidence to indicate a differential impact for Gender and Gender Reassignment, Religion and Belief and Non-Belief, Sexual Orientation, Pregnancy and Maternity or Civil Partnerships.

- 6. Will this proposal / decision have a disproportionate negative impact on any of the protected characteristics (age; disability; gender-reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation)?**

There is no evidence to indicate a differential impact for Gender and Gender Reassignment, Religion and Belief and Non-Belief, Sexual Orientation, Pregnancy and Maternity or Civil Partnerships.

- 7. Has the proposal / decision been amended to eliminate or reduce any potential disproportionate negative impact? If no, please explain why.**

No	<If yes, please provide detail>
----	---------------------------------

- 8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

Yes	<If yes please complete the table below. If no, please explain here>
-----	--

Action(s)	Owner	By when?
Determine if proposals arising from the review are required to follow a statutory process.	Carwyn Edwards	01.05.15
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Unrestrict editing to insert additional rows>	<Enter Name>	<DD.MM.YY>

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 / decision will be reviewed at the appropriate stage.

Review Date:	01.05.15
--------------	----------

Name of Lead Officer for Equality Impact Assessment	Date
Carwyn Edwards	27.02.15

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

Report To:	Communities Scrutiny Committee
Date of Meeting:	12 March 2015
Lead Member / Officer:	Lead Member for Public Realm/ Head of Highways and Environmental Services
Report Authors:	Head of Highways and Environmental Services and Senior Engineer: Highways and Environmental Services
Title:	Rhyl Coastal Defence Assessment

1. What is the report about?

The draft Rhyl Coastal Defence Assessment report, which was commissioned by Denbighshire County Council after the December 2013 coastal floods.

2. What is the reason for making this report?

The Council's Communities Scrutiny Committee considered Denbighshire's Local Flood Risk Management Strategy at its 4 December 2014 meeting. The Committee also expressed a wish to view the Rhyl Coastal Defence Assessment; to understand the Welsh Government (WG) and National Resource Wales (NRW) responses to it, and to consider the implications in terms of any works that might be required, and the availability of potential funding streams.

3. What are the Recommendations?

That the Committee;

- a) notes the contents of the report;
- b) notes (for the sake of clarity) that the overtopping frequencies quoted in the report are not synonymous with the "property flooding frequency" figures, typically used in WG assessments of risk; and
- c) endorses the development of the flood risk mitigation schemes that are now being progressed by the County Council.

4. Report details.

a) Nature of the Rhyl Coastal Defence Assessment

The draft report is included as appendix A. JBA Consulting were instructed to carry out a hydraulic analysis of the east Rhyl coastal defences to establish the standards of protection that they provide. They were asked to consider the likely inundation caused by a 1 in 200 year event, and also to determine the return period (severity) of the December 2013 storm.

The consultants employed current industry standard wave modelling techniques, recognised by both Defra and NRW, and incorporated historical wave data for the Irish Sea, together with available information about the profile of the sea bed (bathymetry).

b) Main conclusions

The consultants concluded that the standard of protection provided by the coastal defences between Splash Point and the east end of Rhyl Golf Course varies between 1 in 5 year and 1 in 50 year, based on an overtopping rate of 10 litres per second per metre. In addition, the rate of overtopping during a 1 in 200 year storm event is predicted to be in the order of 65 litres per second per linear metre of defence at Splash Point. If climate change projections prove to be correct, this could increase to 100 litres per second per metre by 2115.

c) Subsequent discussions with NRW

NRW were provided with a copy of the report and were interested in the predicted rate of overtopping for the 1 in 200 year event, i.e. because the figure was higher than NRW were predicting using its own Flood Forecasting Model NRW have subsequently acknowledged that the JBL model is highly detailed and therefore likely to be accurate

A meeting took place on 30 January 2015 between the Council, NRW and JBA Consulting to discuss the findings and to agree whether or not further work was required. JBA described some recent research and development work they had been involved with, using advanced statistical methods. This included probability analysis of multiple/joint events in severe conditions (e.g. high astronomical tides combined with a storm surge and strong onshore winds). In addition, the historical wave data recently made available by the British Oceanographic Data Centre (33 years of data now available, as opposed to 8 years of data).

The availability of reliable data, and the improved modelling confidence levels that they provide are crucial factors in the development of flood risk mitigation scheme All parties therefore agreed that it would be beneficial for JBA Consulting to carry out further work using the extra data and the more advanced statistical methods.

d) Relevant to property flooding rates

There is a risk that some of the contents of the assessment could be misinterpreted, and might therefore increase anxiety levels in flood risk areas. It is therefore important to emphasise that the analysis work is being done in order to justify expenditure on flood mitigation measures. In order to justify the expenditure, we have to demonstrate the risk.

The overtopping rate of 10 litres per second per metre is based on the hazards to people walking on the promenade. Obviously, the rate of overtopping that would cause flooding to properties will be considerably higher. For example; in the Garford Road area of Rhyl, there is a secondary sea defence, designed to cope with moderate rates of overtopping. JBA have therefore been asked to reassess the rate of overtopping at which property flooding is likely. It is anticipated that the further analysis will be completed by the end of April 2015.

e) Schemes to mitigate risk

- a) The Council has already let a contract to improve the exit from the secondary lagoon onto the golf course (i.e. to disperse any overtopping from behind the Garford road area. Work is underway at the moment
- b) A related scheme will also be undertaken later this year, designed to contain water within the golf course, and release it back to sea at the next high tide. The scheme is currently being designed, in consultation with the Golf Club.

- c) Local residents have been fully informed about the nature of these schemes and how they will reduce flood risk to their properties. The schemes have been well-received.
- d) The main “beach side” coastal defence system (necessary to reduce wave height) has not yet been designed. The scope and nature of the main defence system will be determined by use of the mathematical model that JBA have been working
- e) Funding
 - WG's Head of Flood and Coastal Erosion Risk Management has visited the east Rhyl area on several occasions and is supportive of the Council's efforts to reduce coastal flood risk. The current Minister for Natural Resources, Carl Sargeant AM, visited east Rhyl on 5 January 2015 and has also expressed his support.
 - Regarding the proposals for the golf course, the Council has written to WG seeking confirmation that the proposed works are eligible for grant funding.
 - WG are currently consulting on their Flood & Coastal Investment Programme (closing date 6 March 2015). The consultation makes it clear that WG is committed to continuing funding for flood and coastal defence schemes.
 - The 2013 Rhyl coastal floods were the worst in Wales during the last 25 years. For that reason; we would expect the area to feature in any objective assessment of flood risk. In addition, the Shoreline Management Plan (approved by Welsh Ministers in January 2015) policy for east Rhyl is "hold the line".
 - WG is developing a funding programme for coastal flood risk management work, which will release £150 million between 2018 and 2021. WG has already provided substantial funding (more than £1.3 million) to the Council to carry out urgent coastal defence repair works at a grant rate of 100% (the rate is normally 75% maximum).

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

One of the Council's stated priority is to protect vulnerable people. That priority was written in 2012, and was not written with flooding in mind. Nevertheless, it reflects the importance that the Council attaches to the welfare of its residents, and for the people who live in flood risk areas; being safe from flooding is probably their top welfare priority

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

The flood mitigation measures are still being designed, so there are no cost estimates at present. However, the main coastal defence scheme is likely to be a multi-million pound scheme that will need WG support. When major floods occur, the Council incurs significant costs in relation to emergency response functions, and the subsequent welfare-related activities. These costs can be avoided if the flooding can be prevented.

7. What are the main conclusions of the Equality Impact Assessment (EIA) undertaken on the decision?

This is a technical report about flood risk. There are no differential effects on specific groups.

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

This is a technical report about flood risk. It is likely to be cited in the preparation of options (for flood risk mitigation), but those options have not yet been prepared.

9. Chief Finance Officer Statement

Not obtained (there is no proposal to spend yet).

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

The risks associated with coastal flooding are explained in the report

11. Power to make the Decision

Section 111 Local Government Act 1972 and Section 2 Local Government Act 2000 as general powers, enable the Council to make decisions such as this, and articles 6.3.2(c) and 6.3.3(a) of the Council's Constitution sets out scrutiny's role with respect to policy development.

Contact Officers:

Head of Highways and Environmental Services

Senior Engineer: Highways and Environmental Services

Rhyl Coastal Defence Assessment

Draft Report

November 2014

Denbighshire County Council

Smithfield Road
DENBIGH
LL16 3RJ

JBA Project Manager

Howard Keeble
 Bank Quay House
 Sankey Street
 WARRINGTON
 Cheshire
 WA1 1NN

Revision History

Revision Ref / Date Issued	Amendments	Issued to
1.0 (Preliminary draft) / 7 Nov 2014		Wayne Hope
2.0 / 17 Nov 2014		Wayne Hope

Contract

This report describes work commissioned by Denbighshire County Council, by an email dated 10 September 2014. Denbighshire County Council's representative for the contract was Wayne Hope. Alain Le Vieux and Daniel Rodger of JBA Consulting carried out this work.

Prepared by Alain Le Vieux BSc MSc
 Analyst

Reviewed by Daniel Rodger BEnvSci, MEng, GradDipGIS, GCert
 CoastalEng, CMarEng CEng MIMarEST

Purpose

This document has been prepared as a Draft Report for Denbighshire County Council. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Client for the purposes for which it was originally commissioned and prepared.

JBA Consulting has no liability regarding the use of this report except to Denbighshire County Council.

Acknowledgements

JBA would like to thank Alex Bebbington, Wayne Hope and the staff at Denbighshire County Council for their assistance during this project.

Copyright

© Jeremy Benn Associates Limited 2014

Carbon Footprint

A printed copy of the main text in this document will result in a carbon footprint of 140g if 100% post-consumer recycled paper is used and 178g if primary-source paper is used. These figures assume the report is printed in black and white on A4 paper and in duplex.

JBA is aiming to reduce its per capita carbon emissions.

Executive summary

This investigation was undertaken by JBA Consulting on behalf of Denbighshire County Council to consider the Standard of Defence (SoP) of the Rhyl coastal defences, located on the North Wales coastline. The study had three aims; to establish the current SoP of the coastal defences, to consider the likely inundation of a design 200-year coastal event, and to consider the magnitude of the December 2013 storm.

There is a wide range of information relating to coastal processes and extreme conditions at the Rhyl coastline which includes previous assessments, strategies and reports. This information shows that there is the potential for extreme water level and wave conditions at the coastline, which may overtop the existing defence. Previous assessments of the frontage indicate a trend of long-term beach lowering, which may allow larger waves to reach the shoreline, leading to increased wave overtopping and undermining of the defences.

In order to calculate the current SoP a number of wave, overtopping and inundation models have been used. Wave overtopping rates were estimated for return periods ranging from 1-year to 200-years, in addition to the December 2013 event. The SoP was estimated for several defence cross-sections, where a rate of 10 l/s/m has been considered the limit of tolerable overtopping. Under this limit, the SoP varies between under 1 in 1-year to a 50-year return period across the defence. The estimated worst-case overtopping rate during the December 2013 event considered to be 1 in 40-years. The worst-case overtopping was located at Splash Point, with the least overtopping considered to the eastern end of the defence.

Inundation modelling was undertaken to compare the December 2013 event to the worst-case 200-year coastal event under present day and climate change conditions. The estimated 2013 event resulted in a relatively smaller flood extent with a coverage of 0.44km² with flooding mainly confined to the seaward side of Rhyl Coast Road. The modelled flood outline approximated the observations made by Denbighshire County Council, allowing an informal validation of the model. In contrast, the estimated 200-year present day event covered a far greater area calculated to be approximately over 2km², with the inundation spreading south of the railway. The 200-year plus climate change event increased the inundation further, with an extent of approximately 2.80km².

A key recommendation of this study is that further assessment should be undertaken to address limitations encountered in the numerical modelling. For coastal engineering and flood risk assessments it is essential that there is a source of high quality coastal extreme data and an accurate methodology for undertaking joint probability assessments. Previous assessments of the December 2013 event show a growing concern as to whether available offshore wave estimates accurately represent extreme conditions, and if the Defra joint probability methodology correctly predicts the coincidence of extreme waves and sea levels. While this study used extreme wind speeds to drive wave models, there remains the uncertainty due to joint probability of wind and sea levels used to develop design scenarios. It is important that a revised joint probability assessment is undertaken to increase the reliability of nearshore wave and overtopping estimates, adopting a methodology such as that proposed by Heffernan and Tawn. It is recommended that this is conducted prior to any future upgrade to the Rhyl defences, which will ensure it is designed to an appropriate SoP. Any upgrades should be designed to include the impact of climate change, which can produce far greater rates of overtopping and inundation consequences.

Contents

Executive summary	iii
1 Introduction	1
1.1 Study site	1
2 Coastal processes	2
2.1 Background to coastal flooding	2
2.2 Previous coastal processes assessments	3
2.3 Coastal extremes	3
3 Current standard of protection	5
3.1 Introduction	5
3.2 Wave transformation modelling	5
3.3 Wave overtopping	8
3.4 Standard of defence	11
4 Flood inundation modelling	13
4.1 Introduction	13
4.2 Model overview	13
4.3 Model results	16
5 Consideration of December 2013	18
5.1 Introduction	18
5.2 Estimated overtopping rate	18
5.3 Summary of previous assessments of the 2013 event	18
6 Summary and conclusions	20
A Appendix A	I
B TUFLOW inundation and depth maps	II

List of Figures

Figure 1-1: Location of the proposed Rhyl (Contains Ordnance Survey data © Crown copyright and database right 2014).....	1
Figure 2-1: Components of sea-level variation that lead to typical coastal flooding.	2
Figure 2-2: Modelling components of the wave overtopping assessment.	2
Figure 3-1: SWAN model computational grid, showing: Top left: Extent. Top right: Computational mesh. Bottom left: model bathymetry. Bottom right: example of wave reporting point (Contains Ordnance Survey data © Crown copyright and database right 2014).	6
Figure 3-2: Dependence of surge vs wind conditions (Defra 2005)	7
Figure 3-3: SWAN model Met Office hindcast event data points and wave buoys used for calibration.....	8
Figure 3-4: Schematisations of a typical beach profile for analysis using the Neural Network overtopping tool.	9
Figure 3-5: Defence profile schematised using Neural Network.	10
Figure 3-6: Survey cross-profiles used in the Neural Network overtopping and estimated overtopping SoP (Contains Ordnance Survey data © Crown copyright and database right 2014)	12
Figure 4-1: Rhyl TUFLOW model domain (Contains Ordnance Survey data © Crown copyright and database right 2014).....	13
Figure 4-2: Overtopping profiles used in Rhyl TUFLOW model (Contains Ordnance Survey data © Crown copyright and database right 2014).	15

List of Tables

Table 2-1: Astronomic tide levels at Rhyl calculated through distance weighting.	4
Table 2-2: Extreme water levels at Rhyl for different return periods.	4
Table 2-3: Extreme offshore swell waves at Rhyl for different return periods.....	4
Table 3-1: Limits for overtopping for pedestrians (source: EurOtop).	9
Table 3-2: Limits for overtopping for vehicles (source: EurOtop).	9
Table 3-3: Limits for overtopping for property and damage to the defence (source: EurOtop).	10
Table 3-4: Calculated overtopping rates at Rhyl.	11
Table 4-1: Land use descriptions and applied Manning's <i>n</i> Values.	14
Table 4-2: Extreme sea-level data use in the derivation of design tidal-graphs.....	15
Table 4-3: TUFLOW model peak overtopping discharge at each of the defence sections.	15
Table 5-1 Estimated overtopping rate and return period for the December 2013 event. ...	18
Table A-6-1: Rhyl model control files.....	I
Table A-6-2: Rhyl general model settings.	I

Abbreviations

2D	Two dimensional
CC	Climate Change to year 2115
CEFAS	Centre for Environment, Fisheries and Aquaculture Science
CFB	Coastal Flood Boundary
CSV	Comma Separate Value
DTM	Digital Terrain Model
EA	Environment Agency
ESL	Extreme Sea-Level
EurOtop	European Overtopping Manual
GIS	Geographical information systems
HAT	Highest Astronomical Tide
JBA	Jeremy Benn Associates
LAT	Lowest Astronomical Tide
LIDAR	Light Detection and Ranging
POT	Peak Over Threshold
mAOD	metres Above Ordnance Datum (UK)
MHWN	Mean High Water Neaps
MHWS	Mean High Water Springs
MLWN	Mean Low Water Neaps
MLWS	Mean High Water Springs
MSL	Mean Sea-Level
NRW	Natural Resources Wales
RAM	Random Access Memory
SoP	Standard of Protection
ST	Source Time
SWAN	Simulating WAVes Nearshore
TUFLOW	2D hydrodynamic flood inundation model
UK	United Kingdom
UKCP09	UK Climate Change Impact Programme 09

1 Introduction

1.1 Study site

This investigation was undertaken by JBA Consulting on behalf of Denbighshire County Council to consider the standard of protection (SoP) of the Rhyl coastal defences, located on the North Wales coastline, as shown in Figure 1-1. The study has three aims:

1. To establish the current Standard of Protection (SoP).
2. To estimate the inundation due to a design 200-year present day coastal event, a 200-year plus climate change (to 2115) event and the December 2013 event.
3. To consider the magnitude of the December 2013 event at Rhyl.

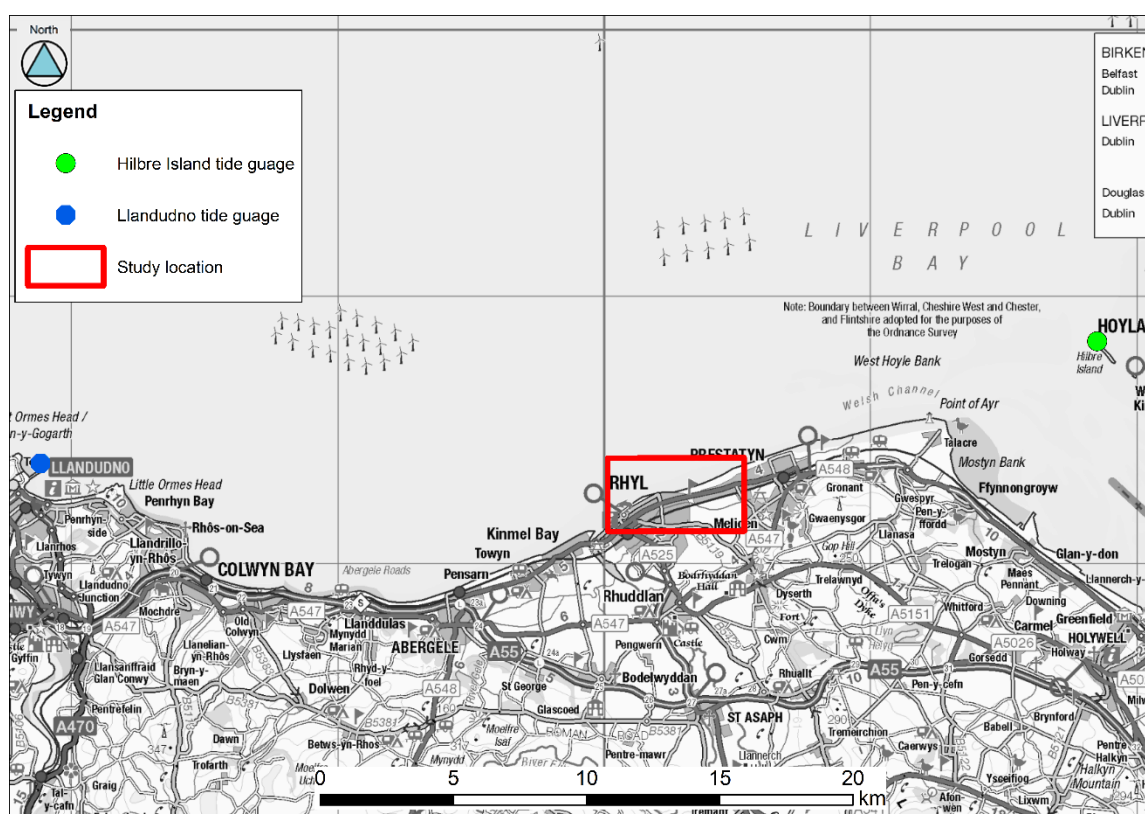


Figure 1-1: Location of the proposed Rhyl (Contains Ordnance Survey data © Crown copyright and database right 2014).

A number of coastal numerical models and investigations were undertaken to support the project aims. These have summarised in the following chapters:

- **Chapter 2 (Coastal processes)** describes the coastal processes at work in Rhyl, such as longshore drift, erosion and sediment supply.
- **Chapter 3 (Current standard of protection)** outlines the approach to calculate the overtopping resulting from the nearshore wave conditions and evaluate the current standard of coastal protection at Rhyl.
- **Chapter 4 (Flood inundation modelling)** outlines the approach and the results of the TUFLOW inundation modelling.
- **Chapter 5 (Consideration of the December 2013 event)** outlines the approach to calculate the inundation due to wave overtopping at the study site.
- **Chapter 6 (Summary and conclusions)** discusses the results, conclusions and presents recommendations.

2 Coastal processes

2.1 Background to coastal flooding

Before conducting wave overtopping investigations, it is important to first consider the drivers of coastal risk for the frontage. Coastal flooding is a complicated process, affected by a number of dependant and independent variables. Figure 2-1 illustrates the main components of sea-level variation that contribute to coastal flooding during a storm event. The base sea-level, often referred to as either the still water sea-level or total sea-level, is comprised of the underlying astronomical tide and the passage of a large scale storm surge. These two components determine the average sea-level for a specific location at a particular time. Whilst this variable is very important in terms of coastal flooding, still water-induced flooding is normally limited to sheltered locations such as tidal rivers and harbours. Not surprisingly, the sea is not still during a storm event and for more exposed locations such as Rhyl most flooding occurs through wave action, rather than still water flooding.

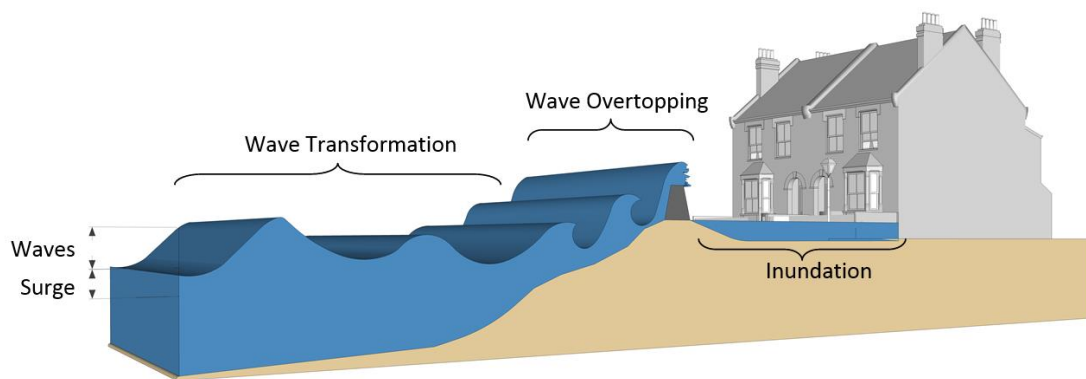


Figure 2-1: Components of sea-level variation that lead to typical coastal flooding.

Wave action is a complex process controlled by a number of factors. The manner in which these factors combine determines the magnitude of any wave induced flood impacts. Waves generate in deep water and then propagate towards land. As they do so, they enter shallower bathymetry where wave transformation processes occur, including shoaling, diffraction, refraction, depth limitation and breaking. These waves are also subject to additional influence from wind. The consequence of these processes is that the properties of the waves, when they reach the base of flood defences, are quite different to the waves in deep water. It is these nearshore waves that are of most importance because they interact with beaches and defences and lead to wave overtopping.

Wave overtopping itself is also a complicated process controlled by the state of the sea (depth, wave properties), the geometry of the beach and local flood defences. The impact of all of the above flood risk drivers during a particular storm is also heavily dependent upon the location and orientation of the defences with respect to the sea. This means that while one location may be flooded during a storm event another, just a short distance away, may be impacted to a lesser extent due to its orientation with respect to the dominant wind/wave direction.

At present there is no one numerical model or calculation approach able to replicate all of these processes. Instead, they are represented through a suite of numerical models as shown in Figure 2-2.



Figure 2-2: Modelling components of the wave overtopping assessment.

2.2 Previous coastal processes assessments

The coastal processes along the Denbighshire coastline were the focus of previous coastal assessments, which are detailed in the Rhyl to Prestatyn Coastal Defences Strategy Study Report (WMA 2012)¹. This is summarised below in terms of the defence condition and the likely sediment transport trends that have an influence on wave overtopping. This information can be used to provide further information to the condition of the defences, and the coastal processes that need to be addressed in the future.

2.2.1 Coastal defences

The Rhyl coastal defence is a composite of a number of sections, varying in form, material and age. This ranges from historic vertical concrete sea walls (circa 110 years old), to the latest defences incorporating re-curved seawalls constructed in 2012 for the West Rhyl Coastal Defence Scheme. A number of timber groynes were constructed to control the longshore sediment transport, which have deteriorated and are now in various states of disrepair. Other beach control structures are located towards the east of the defence scheme and include a rock groyne field and vegetated sand dunes.

2.2.2 Coastal management

The regional coastline is managed under the Liverpool Bay Shoreline Management Plan (1999)², with the Rhyl defences falling under Subcell 11a Management Unit (MU) 4/1 adjacent to the golf course, and MU 4/2 to the west towards Splash Point. The current, short-term and long-term management approach consists of 'hold the line', which will ensure the defences will be maintained against future sea-level rise and deterioration.

2.2.3 Effect of coastal processes on wave overtopping

The Coastal Defence Strategy references previous wave overtopping assessments undertaken by HR Wallingford³ (refer to Section 3.4), which considers the main coastal processes effecting the defences to be beach lowering. The lowering of beach levels can impact overtopping rates by allowing larger waves to reach the shoreline and have the added risk of undermining defences. The main process responsible for beach lowering is contributed to by a change in the longshore drift patterns, which is estimated at 330,000m³/year eastwards towards Splash Point (see Figure 3-6) and 485,000m³/year eastwards to East Prestatyn. The transition in coastline angle causes the change in magnitudes, and results in a deficiency in the sediment budget at the Rhyl defences. In simple terms there is more sediment leaving the site than is being replaced by natural processes.

In order to retain this sediment a series of timber groynes were constructed that act to reduce littoral drift. The Coastal Defence Strategy considers the groynes to have had a positive impact, with the beach levels rising along the frontage and a sandy beach being formed at the toe of the defence structure. However, based on field inspections there remains a degree of toe erosion that can be observed in front of the defences, which may be attributed to the structural deterioration of the timber groynes.

2.3 Coastal extremes

In order to assess the magnitude of the event a range of metocean data were collected. This includes astronomical tides, extreme sea-level and wave height estimates.

2.3.1 Tide levels

Admiralty Total Tide software was used to extract the underlying astronomical tide for Denbighshire coastline. The astronomic tide levels at Rhyl were based on the two closest secondary harmonic ports, being Llandudno 20km to the west and Hilbre Island 17km the east (Figure 1-1). Using a distance weighted approach the tide levels were calculated for Rhyl. These are shown in Table 2-1. The region experiences a macro-tidal climate, with an astronomic (mean spring) tidal range of 7.47m, and the highest astronomical tide is 5.03m AOD.

¹ MWA (2012) Rhyl - Prestatyn Coastal Defences Strategy Study Report, Denbighshire County Council, 2012 August, Martin Wright Associated.

² LBCG (1999) Liverpool Bay Shoreline Management Plan, Sub Cell 11a: Great Ormes Head to Formby Point, Liverpool Bay Coastal Group.

³ Referenced in MWA (2012) as: HR Wallingford, July, 2008

Table 2-1: Astronomic tide levels at Rhyl calculated through distance weighting.

Location	Level (mAOD)
Highest Astronomical Tide (HAT)	5.03
Mean High Water Springs (MHWS)	3.97
Mean High Water Neaps (MHWN)	2.17
Mean Sea-level (MSL)	0.22
Mean Low Water Neaps (MLWN)	-1.70
Mean Low Water Springs (MLWS)	-3.50
Lowest Astronomical Tide (LAT)	-4.56

2.3.2 Extreme sea-level estimates

Extreme coastal conditions were obtained from the Environment Agency (EA) *Coastal flood boundary conditions for UK mainland and islands* project, which produced the Coastal Flood Boundary Dataset (CFBD). The CFBD contains the estimated extreme sea-levels throughout the UK based on research involving more than 40 Class A water level gauges⁴. The predicted extreme still water levels (SWL) at Rhyl for a range of return periods are presented in Table 2-2.

The table also includes the likely changes to extreme sea-levels based on the latest UK Climate Projections (UKCP09)⁵. A medium emissions scenario with a 95th percentile confidence interval is considered to result in a 0.71m rise in sea-level by 2115, which was added to the present day extremes.

Table 2-2: Extreme water levels at Rhyl for different return periods.

Return Period (year)	Present day (2014) water levels (mAOD)	2115 water levels (mAOD) (2014 level +0.705m)
1	5.06	5.76
5	5.28	5.98
10	5.37	6.07
20	5.46	6.16
50	5.58	6.28
100	5.67	6.37
200	5.77	6.47

2.3.3 Extreme wave height estimates

Extreme wave conditions were obtained from the CFBD based on the EA *Coastal flood boundary conditions for UK mainland and islands* project for design swell waves⁶. Predicted extreme offshore swell waves for a range of return periods are presented in Table 2-3.

Table 2-3: Extreme offshore swell waves at Rhyl for different return periods.

Return Period (years)	1	5	10	20	50	100	200	1,000
Offshore swell wave height (m)	2.19	2.49	2.60	2.70	2.82	2.90	2.97	3.11

⁴ Coastal flood boundary conditions for UK mainland and islands, Project: SC060064/TR2: Design sea-levels. Environment Agency, Feb 2011.

⁵ DEFRA, Crown Copyright, (2009), UK Climate Projections

⁶ Coastal flood boundary conditions for UK mainland and islands, Project: SC060064/TR3: Design swell-waves. Environment Agency / SEPA, Feb 2011.

3 Current standard of protection

3.1 Introduction

In order to calculate the current SoP for the Rhyl coastal frontage a number of wave, overtopping and inundation models were used. First a wave transformation model was used to calculate extreme wave conditions at the toe of the Rhyl defences. These conditions were then used to calculate the rate of overtopping occurring along the frontage, with the resulting inundation mapped using a hydrodynamic model. Each of these elements are described in the following sections, and are used to develop an understanding of the current standard of protection of the Rhyl coastal defence.

3.2 Wave transformation modelling

3.2.1 Wave model development

A wave transformation model was developed to calculate the extreme wave conditions at the toe of the Rhyl defences. This model simulates how waves develop and change (or 'transform') as they propagate from a deep water location to the shoreline. The industry-standard SWAN (Simulating WAVes Nearshore) model was used, which is a third generation wave model capable of simulating the following nearshore wave transformation processes:

- Wind-wave interactions, which is the transfer of wind energy into wave energy, leading to the growth of waves
- Shoaling, which is the build-up of energy as a wave enters shallow water, causing an increase in wave height
- Refraction, which is the change in wave speed as waves propagate through areas of changing depth, causing a change in wave direction
- Wave breaking, which is the destabilisation of a wave as it enters shallow water, causing broken waves with the characteristic whitewash or foam on the crest
- Wave dissipation, which limits the size of waves through white-capping, bottom friction and depth-induced breaking

SWAN calculates steady state wave conditions for specific inputs of wave height, period and direction at an offshore boundary, and wind speed and direction applied across the model domain surface. Water levels can also be configured to account for tidal/surge variations.

Development of the model involved several stages, including: construction of a wave model grid, interpolation of a bathymetric dataset, calibration, joint probability analysis and extreme event modelling. To ensure accurate wave growth the model domain encompasses the majority of the Irish Sea, with land boundaries along North Wales, Western England, Southern Scotland and Eastern Ireland.

3.2.2 Wave model setup

Various data were required for the construction and calibration of the wave transformation model. Bathymetry and topography data were used to generate a grid of depth information (Figure 3-1). Modelled meteorological and wave data were used as boundary conditions to force the model. The model was calibrated against the following waverider buoys located in the Irish Sea (Figure 3-3):

- Liverpool Bay CEFAS WaveNet wave buoy (53°32'.01N, 003°21'.36W), for the period 13/11/2002 to 2012. This buoy is located in water of approximately 23m depth;
- Barrow Fugro GEOS wave buoy (53°59'.53N 003°19'.21W), for the period 21/01/2006 to 17/06/2006. This buoy was located in water of approximately 21m depth;
- Blackpool Sefton Council wave buoy (53.8188N, 3.1225W), for the period 30/09/2010 to 27/06/2011. This buoy was located in water of approximately 10m depth;
- Blackpool EA wave buoy (53°52'.50N, 003°02'.100W), for the period 23/01/2008 to 26/01/2008. This buoy was located in water of approximately 6m depth (i.e. shallow water).

3.2.3 Computational mesh

The model grid, with which SWAN performs its calculations of wave parameters, was designed using an unstructured mesh employing triangular elements. This type of grid allows for very high resolution detail around the North Wales coastline, whilst allowing for low resolution across the wider Irish Sea where high resolution detail was not required. The mesh resolution varies from 4km in deep areas of the Irish Sea to 10m in the shallow areas along the North Wales coastline where outputs were required. This high resolution allows the wave transformation processes to be computed with a high degree of accuracy, as sudden changes in depth will induce shoaling, diffraction and breaking processes. The wave model comprised 200,115 computational nodes.

3.2.4 Bathymetry data

The bathymetry for the computational mesh was constructed based on two sources of data. The wider bathymetric information was sourced from X, Y, Z survey points derived from surveys undertaken by the Civil Hydrographic Programme, Royal Navy surveys, Centre for Environment, Fisheries and Aquaculture Science (CEFAS) surveys as well as surveys from local port and harbour authorities. The data were supplied by FindMAPS⁷ as a gridded dataset, processed and output into a 0.5 arc second grid covering the wider Irish Sea region. The data were also inspected, once merged, to ensure that the locations where datasets intersected did not experience a discontinuity in bathymetry, which would distort the wave transformation processes. Figure 3-1 shows the wave model computational mesh and bathymetry.

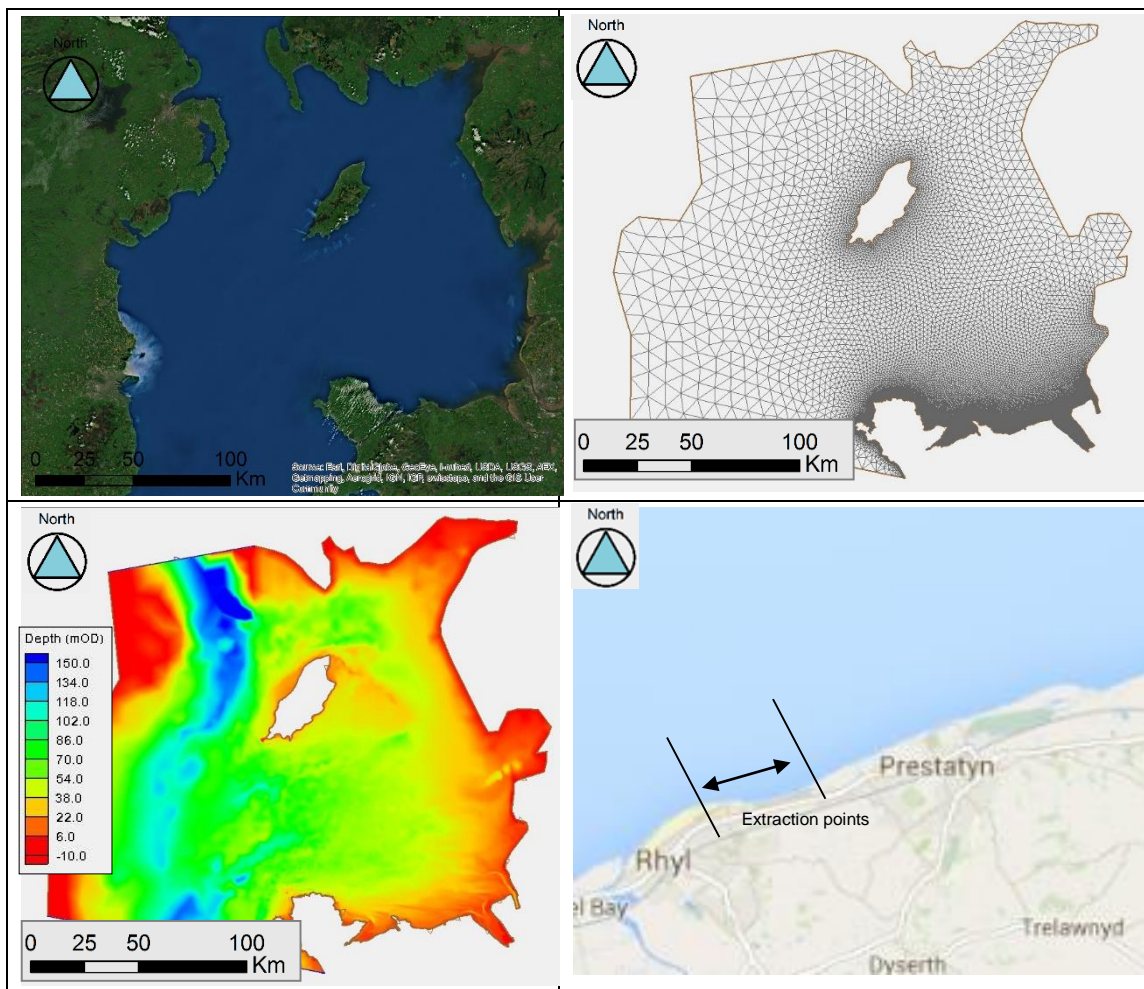


Figure 3-1: SWAN model computational grid, showing: Top left: Extent. Top right: Computational mesh. Bottom left: model bathymetry. Bottom right: example of wave reporting point (Contains Ordnance Survey data © Crown copyright and database right 2014).

3.2.5 Calibration

The wave model was calibrated against three wave buoys located in the Irish Sea; Liverpool wave buoy, Blackpool wave buoy and Barrow wave buoy (Figure 3-3). Observed waves parameters were compared to simulated information to verify the model performance. For specific calibration events the wave model reported an average error of 0.35m, 0.17m and 0.20m at Liverpool, Blackpool and Barrow respectively. This represents an average standard error across the gauges of 0.24m. This is considered appropriate for further use in this study.

3.2.6 Model simulations

The model was used to estimate the nearshore wave conditions for a number of design coastal events between 1 in 1-year to 1 in 200-years, in addition to the December 2013 event.

3.2.6.1 Design events

Extreme design wind conditions were calculated using the British Standard BS6399⁸ which provides estimates of hourly wind speeds with a standard 50-year return period. Several factors were applied to the 50-year hourly wind speed to account for altitude, direction and seasonality, and a number of return period factors applied to calculate the extreme design wind conditions for each location. The extreme design wind speed formula is:

$$U_D = U_b S_a S_d S_p S_f S_w$$

Where U_D is the design wind speed (m/s), U_b is the 50-year basic hourly wind speed (m/s), S_a is an altitude factor, S_d is a factor to account for the wind direction (e.g. south-westerly winds tend to be stronger than north-easterlies over the England and Wales), S_p is a factor to adjust for different return periods, S_f is a factor to convert hourly wind speed to a more appropriate duration for the water body under study and S_w is an over-water speed-up factor to account for the effect of reduced friction as wind travels over water.

3.2.6.2 Joint probability

A joint probability analysis was undertaken to consider the likelihood of significant winds and water levels coinciding during an extreme event. The level of dependence between wind and water levels was calculated using the industry standard Department of the Environment, Food and Rural Affairs (Defra) desk-based method⁹. A dependence value, χ (chi), of 0.3 was applied based on the surge vs wind speed dependence estimates presented in Defra technical report on dependence mapping¹⁰, as shown in Figure 3-2.

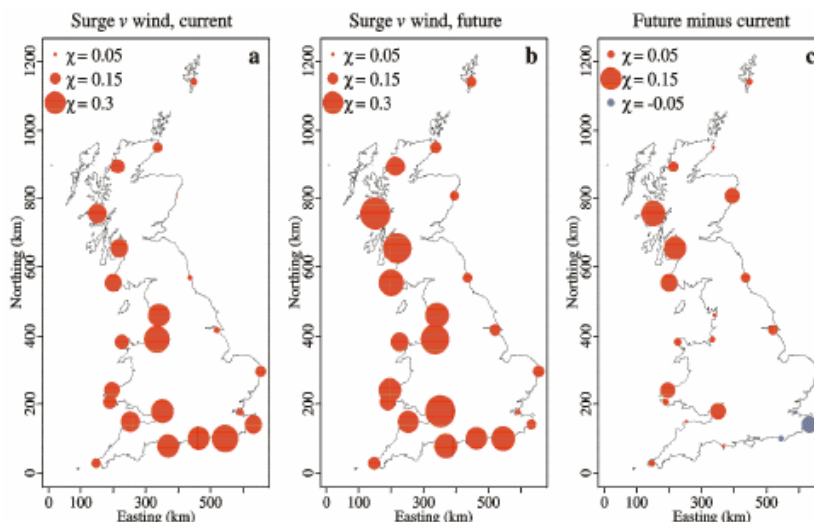


Figure 3-2: Dependence of surge vs wind conditions (Defra 2005)

⁸ British Standard, 1997, BS 6399-2 Loading for buildings – Part 2: Code of practice for wind loads

⁹ Defra (2005) Use of Joint Probability Methods in Flood Management: A Guide to Best Practice, Defra and the Environment Agency, March 2005, including associated spreadsheet.

¹⁰ Defra (2005) Joint Probability: Dependence Mapping and Best Practice: Technical report on dependence mapping R&D Technical Report FD2308/TR1 March 2005

3.2.6.3 Wave model set up for the December 2013 event

The calibrated wave model was used to simulate the December 2013 event. To simulate the event as closely as possible the SWAN model was forced with the following (refer to Figure 3-3):

- Met Office hindcast event data for the north boundary. The data location used was Ref: 1,999. Waves used on the northern boundary were had a significant wave height of 4.44m, peak period of 8.33s and a direction of 309°.
- Met Office hindcast event data for the southern boundary. The data location used was Ref: 1,352. Waves used on the southern boundary had a significant wave height of 2.60m, peak period of 6.58s and a direction of 243°.
- Hindcast Met Office wind data for the event was 18.98m/s from 258°
- Recorded water level for the event of 5.65 mAOD in Rhyl harbour.

The wave model was driven with these variables to simulate the 2013 event, with the nearshore wave conditions used to estimate the resulting overtopping along the Rhyl coastal defence.

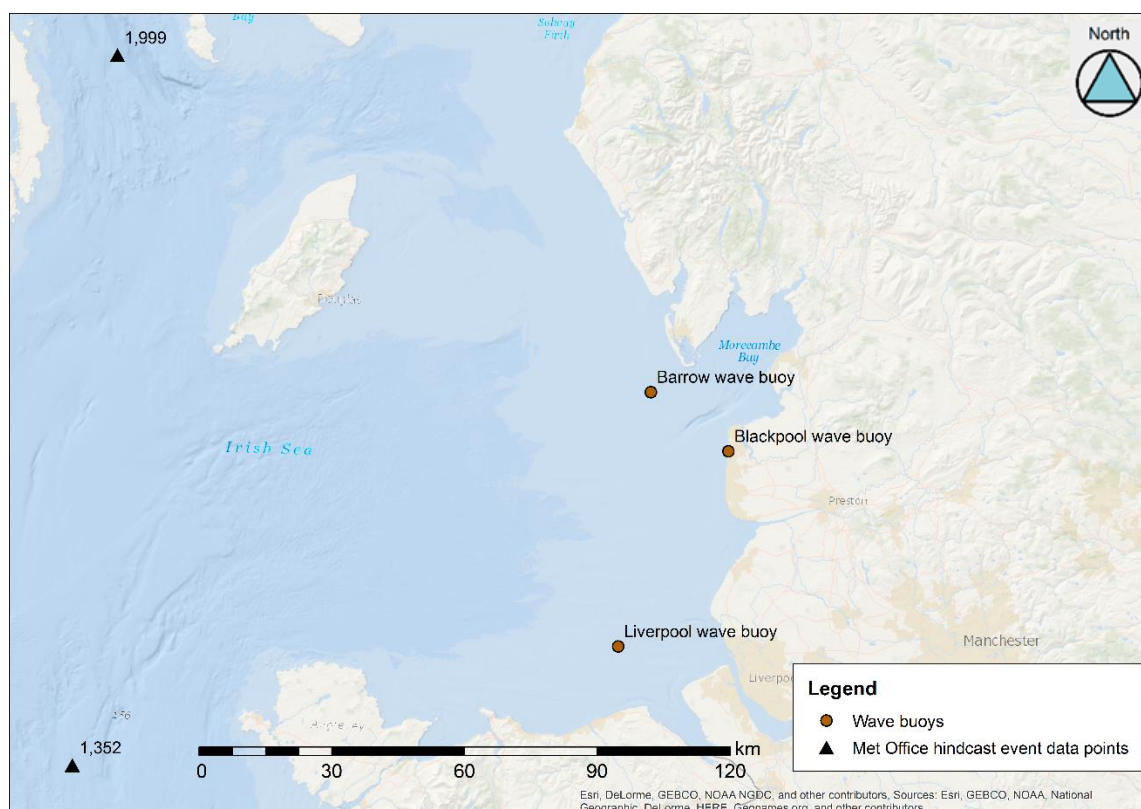


Figure 3-3: SWAN model Met Office hindcast event data points and wave buoys used for calibration.

3.3 Wave overtopping

3.3.1 Approach and tolerable thresholds

The complexity of the physical processes leading to wave overtopping introduces a high degree of uncertainty into its quantification. As a result, the overtopping caused by individual waves is not typically calculated; instead the average overtopping rate for a particular sea-state is estimated using empirical or physical models. An example is the Neural Network tool, which was used for this study. This empirical-based model is described in the industry standard EurOtop¹¹ manual as the most suitable methodology for evaluating wave overtopping for composite defences such as seawall structures and armour. Even so, as with all calculation approaches, the Neural Network tool has limitations. Estimates are given based on a dataset of small-scale physical model tests which are affected by model and scale effects, the accuracy of measurement equipment and wave generation techniques. There is also the potential for limited data for particular schematisations,

¹¹ EurOtop (2010) "Wave Overtopping of Sea Defence and Related Structures: Assessment Manual", Overtopping Course Edition, November 2010. HR Wallingford.

for example overtopping across wide (say 30m wide) beaches, as few model tests are available within the database. As a result, it is important that the results of the Neural Network are used with a degree of engineering judgement and caution.

The Neural Network tool can be applied to different beach profiles, the geometric properties of which are characterised using 15 parameters including: crest height (Rc); armour height (Ac); armour width (Gc); berm elevation (hb); berm width (B); upper slope (α_u); lower slope (α_d); and roughness (γ_f) (see Figure 3-4).

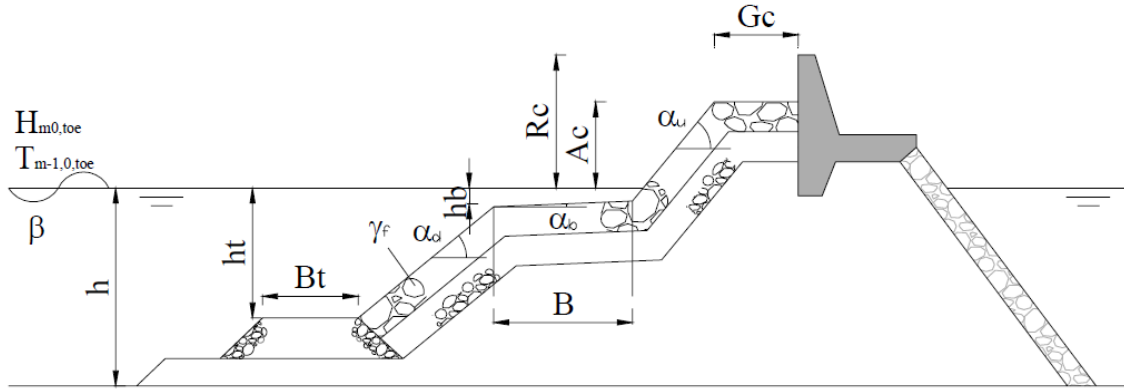


Figure 3-4: Schematisations of a typical beach profile for analysis using the Neural Network overtopping tool.

Using the Neural Network model, the average rate of overtopping can be calculated for a beach or defence cross-section. These can then be related to guidance given in the EurOtop manual which relates hazardous situations to overtopping rates and volumes. The tolerable limits for pedestrians and vehicles are given in Table 3-1 and Table 3-2 respectively. The limits for damage to the defences by overtopping discharge is presented in Table 3-3. As discussed within this report, these tolerable limits provide a basis for the design of mitigation strategies.

Table 3-1: Limits for overtopping for pedestrians (source: EurOtop).

Hazard type and reason	Mean discharge	Max volume
	Q (l/s/m)	Vmax (l/m)
Trained staff, well shod and protected, expecting to get wet, overtopping flows at lower level only, no falling jet, low danger of fall from walkway.	1-10	500 at low level
Aware pedestrian, clear view of sea, not easily upset or frightened, able to tolerate getting wet, wider walkway.	0.1	20-50 at high level or velocity

Table 3-2: Limits for overtopping for vehicles (source: EurOtop).

Hazard type and reason	Mean discharge	Max volume
	Q (l/s/m)	Vmax (L/m)
Driving at low speed, overtopping by pulsating flows at low flow depths, no falling jets, vehicle not immersed.	10 - 50 ¹²	100 – 1,000
Driving at moderate or high speed, impulsive overtopping giving falling or high velocity jets.	0.01 – 0.05 ¹³	5 – 50 at high level or velocity

¹² Note: These limits relate to overtopping defined at highways.

¹³ Note: These limits relate to overtopping defined at the defence, assumes the highway is immediately behind

Table 3-3: Limits for overtopping for property and damage to the defence (source: EurOtop).

Hazard type and reason	Mean discharge
	Q (l/s/m)
Damage to building structural elements	1 ¹⁴
Damage to equipment set back 5-10m	0.4 ¹⁵
No damage to embankment/seawalls if crest and rear slope are well protected	50-200
No damage to embankment / seawall crest and rear face of grass covered embankment of clay	1-10
Damage to paved or armoured promenade behind a seawall	200
Damage to grassed or lightly protected promenade	50

3.3.2 Overtopping model setup

The Rhyl coastal defence is a composite of a number of sections, varying in form and material. The defence was divided into seven sections and schematised using the 15 Neural Network parameters. The profiles schematisations were based on field survey supplied by the Denbighshire County Council, based on surveyed coastal profiles referenced as DCC02, DCC04, DCC05, DCC06, DCC08, DCC10 and DCC12. The locations of the surveys profiles are displayed in Figure 3-6, which were surveyed in 2010. An example of a schematised defence section is shown in Figure 3-5.

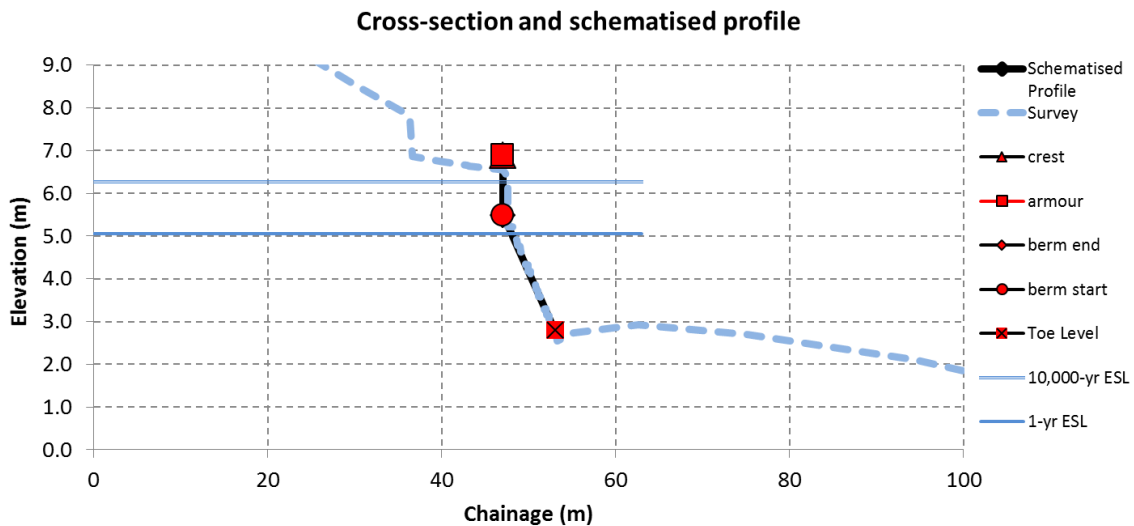


Figure 3-5: Defence profile schematised using Neural Network.

3.3.3 Overtopping model results

The overtopping modelling was performed for the seven defence sections for a number of joint probability scenarios, ranging from 1 to 200-year return periods. Under present day conditions the rate of overtopping for each worst-case return period simulation is shown in Table 3-4. These range from 0 to 92 l/s/m for a 1-year event, and 25 to 531 l/s/m for the 200-year event.

¹⁴ Note: This limit relates to the effective overtopping defined at the building

¹⁵ Note: This limit relate to overtopping defined at the defence

Table 3-4: Calculated overtopping rates at Rhyl.

Return period (year)	Overtopping rates at l/s/m						
	DCC02	DCC04	DCC05	DCC06	DCC08	DCC10	DCC12
1	16	3	92	2	0	0	22
5	41	15	210	8	1	2	103
10	59	25	278	15	4	3	166
20	76	38	328	24	7	6	229
50	100	63	409	41	16	12	259
100	118	88*	455	48	20	16	>260*
200	140	>90*	531	65	34	25	>260*
Dec 2013	73	56	340	20	7	7	177

* For these conditions the Neural Network is predicting high overtopping, which is capped as the parameters exceeding the calculation limits. While an estimate is given, it is assumed that the rate of overtopping will increase beyond 280 l/s/m as the magnitude of storm increases.

3.4 Standard of defence

The modelling shows that the SoP varies along the frontage due to the changing wave conditions and defence profile. Generally profile DCC05 (located to the west of Splash Point) experiences the worst overtopping, ranging from 92 l/s/m in a 1-year event to 531 l/s/m in a 200-year event. In contrast profile DCC08 (fronting the golf course) is free of overtopping during a 1-year event and is estimated to have 34 l/s/m in the 200-year.

In comparison to the EurOtop guidelines on permissible discharge, and considering the uncertainties within the modelling, a 1 l/s/m discharge is considered to be the onset of wave overtopping, while a 10 l/s/m is considered to result in unsafe conditions and is the limit of protection from overtopping inundation. Using the latter, the lowest SoP is at DCC05 which is considered to be less than 1-year, and the highest is at DCC08 considered to be between 20 to 50-years return period. The modelling suggests four distinct zones of protection, is shown in Table 3-4:

- > 1-year to 5-year at DCC02, DCC04, DCC05 and DCC12
- Between 5 to 20-year at DCC06
- Between 20 to 50-year at DCC08 and DCC10.

These estimates were compared to previous investigations to ensure the calculations reflect observations made at the defences. The Rhyl to Prestatyn Coastal Defences Strategy Study Report (WMA 2012)¹⁶ includes anecdotal information that the area around profile DCC02 (Butterton Road and John Street) experiences overtopping every two to three years. The flooding is accompanied by debris being washed over the sea defences, which indicates a rate greater than just spray. The overtopping rate calculated at this location would be above 20 l/s/m for such an event, and would be support of the anecdotal information.

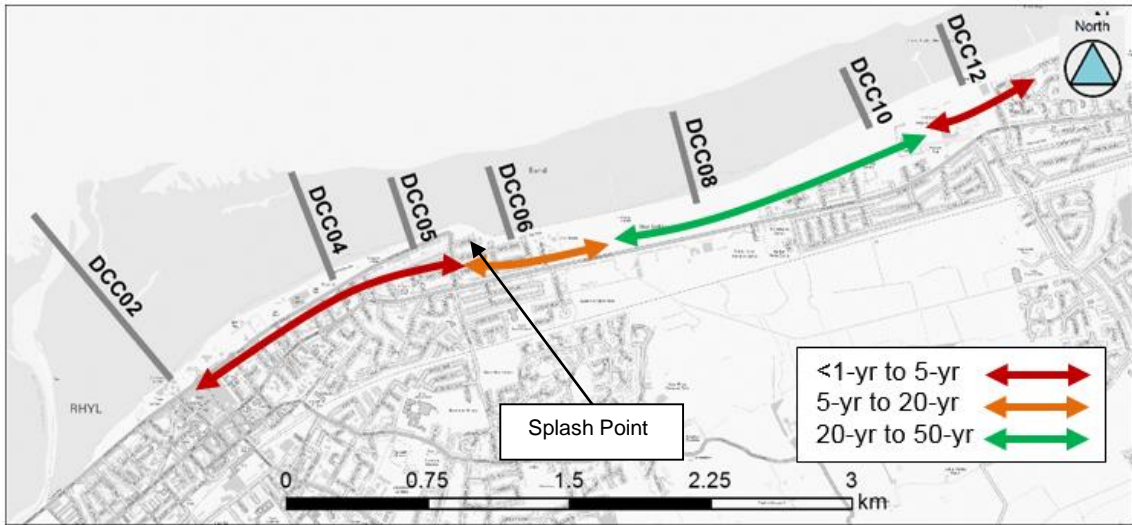


Figure 3-6: Survey cross-profiles used in the Neural Network overtopping and estimated overtopping SoP (Contains Ordnance Survey data © Crown copyright and database right 2014)

4 Flood inundation modelling

4.1 Introduction

This section describes the modelling used to estimate the inundation due to extreme coastal events. Waves overtopping the defences will inundate the surrounding coastal floodplain, and have the potential to cause widespread flooding. This has been estimated using a hydrodynamic model coupled to the overtopping estimates summarised in Section 3.3. This Section describes the model development and presents the estimated inundation outlines.

4.2 Model overview

4.2.1 Summary of model setup

Modelling for this study was undertaken using a 2D hydrodynamic model constructed using TUFLOW¹⁷. The model was used to estimate the coastal inundation extent for a design 200-year coastal event, including and excluding the impacts of climate change to 2115. It was then used to estimate the December 2013 flood extends based on new wave overtopping calculations.

The model extends from Splash Point in the west to Ffrith Beach near Prestatyn in the east, covering an area of 10.92 km² as shown in Figure 4-1. The model used a 2.00m resolution with a timestep of two seconds.

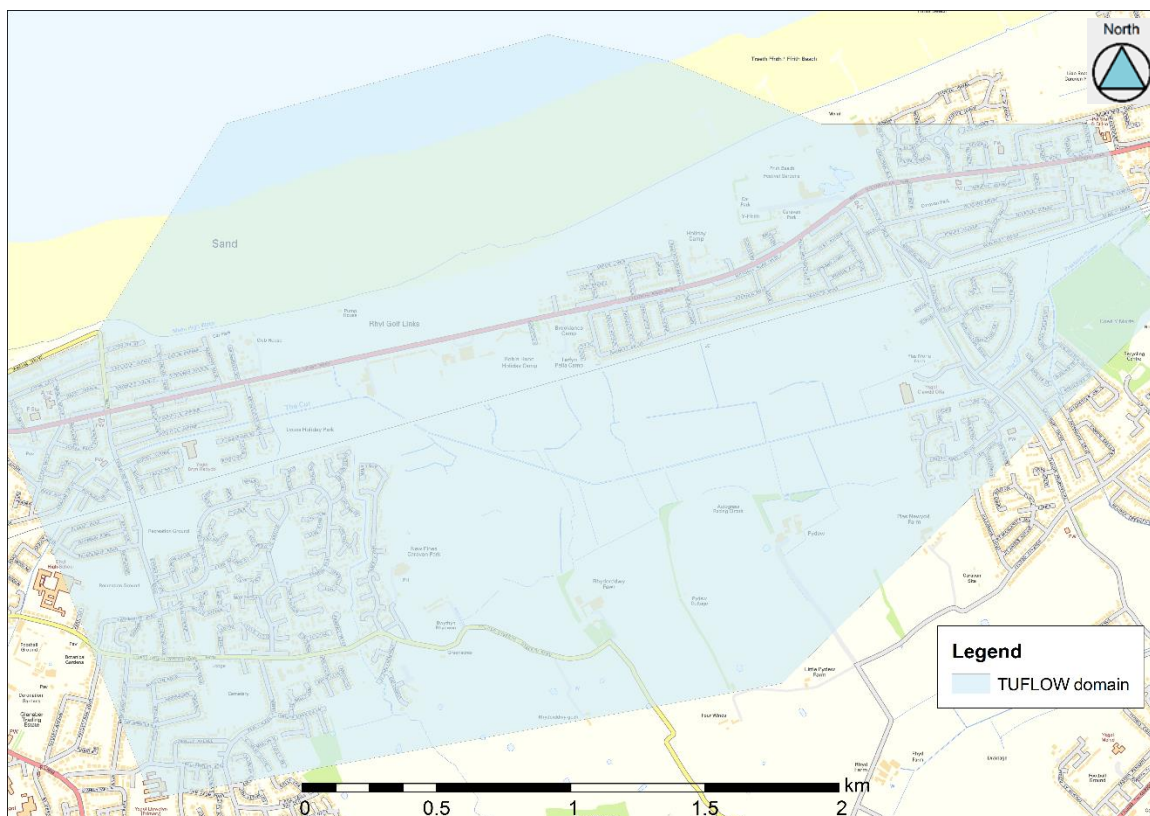


Figure 4-1: Rhyl TUFLOW model domain (Contains Ordnance Survey data © Crown copyright and database right 2014).

4.2.2 Topography and roughness

Hydraulic roughness across the 2D model domain was established using material classifications derived from Ordnance Survey (OS) MasterMap data. An appropriate Manning's n value was applied to each of these classifications derived from Hicks and Mason (1998)¹⁸ and cross-checked with Chow (2009)¹⁹. The values used within the model are shown in Table 4-1.

¹⁷ TUFLOW version 2013-12-AB-w64, 64bit. <http://www.tufLOW.com/>.

¹⁸ Hicks, D.M. & Mason, P.D., Roughness Characteristics of New Zealand Rivers, NIWA, Christchurch, (1998), 329pp.

¹⁹ Chow, V.T. (1959). Open Channel Hydraulics. New York, NY: McGraw-Hill Book Co.

Table 4-1: Land use descriptions and applied Manning's *n* Values.

Land use description	Manning's <i>n</i>
Buildings	0.300
Inland and coastal water	0.030
Natural surface and gardens	0.070
Manmade surface roads and paths	0.025
Trees, rough land and scrub	0.100
Marsh, reeds or saltmarsh	0.046
Structures	0.100

4.2.3 Modifications to the Digital Terrain Model

TUFLOW requires a topographic grid, or Digital Terrain Model (DTM), to represent the surface of the earth. Ground level information was derived from Light Detection and Ranging (LIDAR) data and nearshore bathymetry. The two datasets were smoothed together in ArcGIS to minimise transitions which could cause model instabilities. Several changes were made to the DTM prior such as the following.

- Identification of blocked flow paths and channels. The DTM was reviewed to identify blocked flow paths. The LIDAR data were provided in “filtered” format and therefore excluded buildings and vegetation that could block flow paths. Additionally it did not include large drainage systems which would provide a conduit for water, such as through the railway embankment. The DTM was edited to reflect realistic flow paths supported by OS mapping, the LIDAR DTM, site visits and through an iterative process of inspecting draft model results.
- Drainage lines. The network of drains located to the south of the railway were included into the model DTM. These drains are typically only a few metres wide and therefore on the limit of the 2m grid resolution. These have been checked for continuity with any small obstructions removed to ensure water flow.
- Flood defences. Flood defences were added into the model as 3D breaklines to ensure accurate description of the defence crest.
- Representation of buildings. A relatively high Manning's *n* value was applied to represent individual buildings and a lower value to represent the surrounding roads and gardens. For this model setup water flow may pass across the building accounting for flood storage, however will be limited by the increased resistance.
- Initial water level. Initial water levels were set in the model domain to represent a low tide (e.g. the land was dry at the start of the model simulation).
- Hydraulic structures. In-channel structures such as bridges were not included in the modelling. It is beyond the scope of this study to accurately survey and model these structures. Therefore, the flow that occurs within the model is largely assumed to be open channel.

4.2.4 Model boundaries and simulation

Two model boundaries have been used for this study. A tidal boundary which runs parallel to the coastline and ties into high ground at Splash Point to the west and Ffrith Beaches near Prestatyn in the east. The second boundary is the wave overtopping boundary which is applied landward of the coastal defences.

4.2.4.1 Tidal boundary

The tidal boundary applies a time-varying sea level which includes the underlying astronomical tide and a component of surge to make the overall extreme sea level. The underlying tide is based on an interpolation of available tidal signatures from Llandudno and Hilbre Island. The surge and final extreme sea level was based on the latest coastal extreme guidance for the UK²⁰. The peak extreme sea level used in each simulation is shown in Table 4-2.

Table 4-2: Extreme sea-level data use in the derivation of design tidal-graphs.

Scenario	Extreme sea level (Ref point 1,134)
200-year present day	5.77mAOD
200-year including climate change to 2115	6.52 mAOD
December 2013 event	5.65mAOD*

*Water level based on recorded data from Rhyl harbour.

4.2.4.2 Wave overtopping boundary

Three water inflow lines were used to represent overtopping into the model, as shown in Figure 4-2. The wave overtopping was calculated using the Neural Network and injected into the model landward of the coastal defence to simulate overtopping water. Wave overtopping was calculated at the following locations:

- Splash Point defence (DCC06)
- Defence fronting the golf course (DCC08)
- Defence fronting the dunes to the east of the model (DCC10).

The peak overtopping rates used in the TUFLOW model are shown in Table 4-3

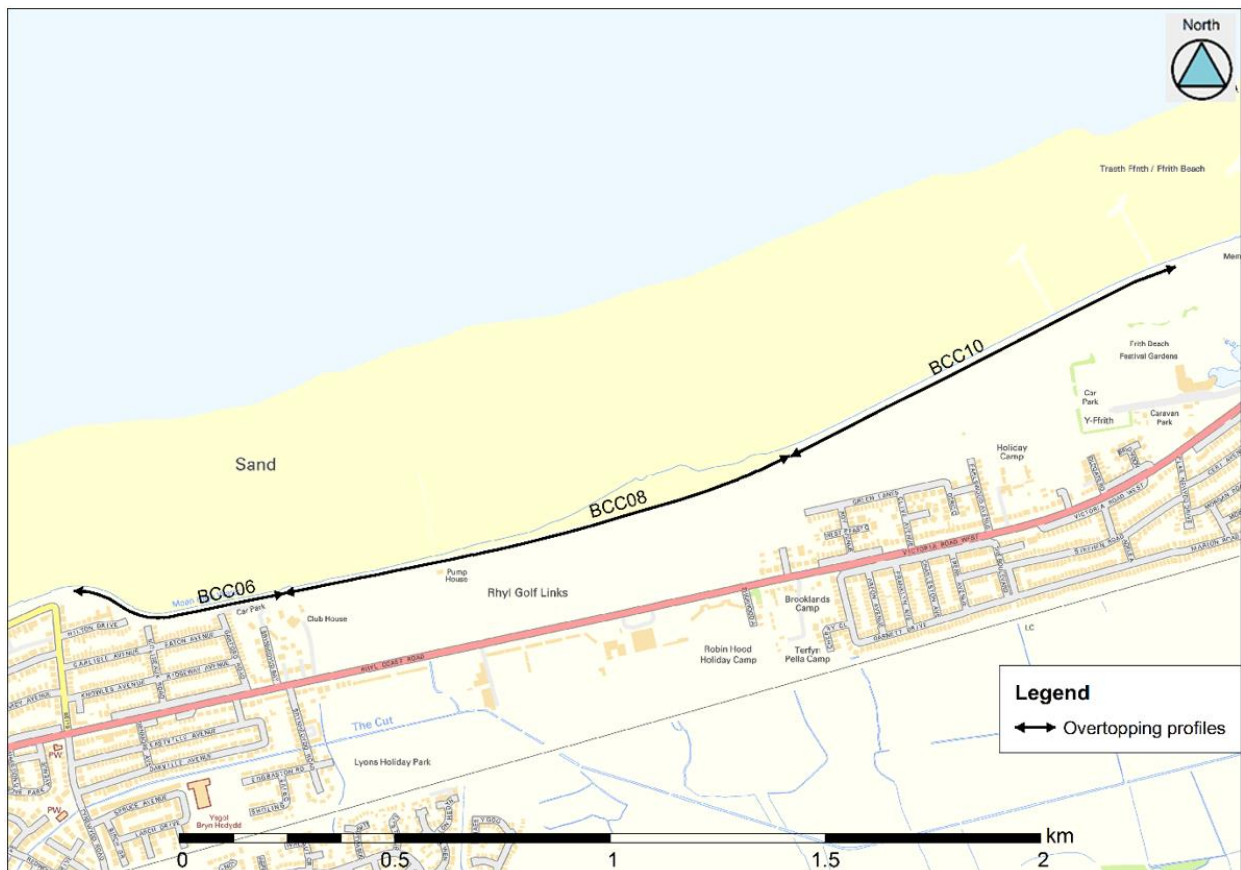


Figure 4-2: Overtopping profiles used in Rhyl TUFLOW model (Contains Ordnance Survey data © Crown copyright and database right 2014).

Table 4-3: TUFLOW model peak overtopping discharge at each of the defence sections.

Return period (year)	Overtopping rates at l/s/m		
	DCC06	DCC08	DCC10
200-year present day	65	34	25

200-year including climate change (to 2115)	100	65	43
December 2013	20	7	7

4.2.4.3 Climate change

In addition to present day extreme still water level events, a 200-year climate change scenario for the year 2115 was modelled. The water level rise for climate change was based on the latest UKCP09 sea-level change guidance²¹ using the medium emission 95th percentile scenario. The water level increase for climate change (from 2014 to 2115) was 0.78m for the study area.

4.2.4.4 Model simulation

The model was run for four consecutive tides, i.e. approximately two days, with wave overtopping simulated during the initial two high tides. The additional time then allowed the maximum water extent to be mapped, allowing the water to spread through the coastal floodplain.

4.3 Model results

The result of the flood inundation modelling are provided in Appendix B.1. The modelling indicates a 200-year present day coastal event would result in widespread inundation, covering an area of approximately 2.24km². The inundation includes the Rhyl links golf course and farm land on the landward side of the railway, including the surrounding properties. The deepest inundation on the coastal frontage occurs at the end of Hilton Drive near Splash Point, where the 200-year output obtains a maximum depth of 1.50m.

Modelling of the 200-year plus climate change event shows a larger area due to the increased rate of wave overtopping, covering an area of approximately 2.76km². The estimated depth at the end of Hilton Drive near Splash Point is 1.56m.

In comparison, the modelling of the estimated December 2013 shows inundation was primarily contained to the north of Rhyl Coast Road, with an estimated extent of 0.44km². The estimated depth at the end of Hilton Drive near Splash Point is 0.36m. The modelled flood extent approximately matched observed data provided by Denbighshire County Council indicating the validity of the model (shown in Appendix B.2).

4.3.1 Model assumptions and limitations

There remains uncertainty in the estimated inundation extents due to several factors. These include the following:

- Unfortunately, there is no single model capable of simulating all the processes occurring as waves propagate towards and overtop a coastal defence. Therefore a suite of numerical models were used for this assessment. As a result of these limitations, and as appropriate in all complex modelling studies, the model results have been used in conjunction with a wider range of supporting information (e.g. anecdotal reports, photographs, surveys, etc.) to estimate inundation extents.
- The models have been used to simulate a sequence of events; first transforming offshore wave conditions to nearshore, before calculating overtopping and inundation. As such, any uncertainty in the offshore conditions and joint probability assessments will be present throughout the entire process.
- The inundation model only accounts for flooding from coastal and tidal sources. Surface water flooding and sewer surcharge is not accounted for.
- Channel openings were modelled using a gully line approach that lowers the DTM to that of the channel bed.
- Topography roughness values used in the model were derived approximately from Hicks and Mason (1998)²², and cross-checked with Chow (2009)²³. However, there is no

²¹ <http://ukclimateprojections.defra.gov.uk/>

²² Hicks, D.M. & Mason, P.D., Roughness Characteristics of New Zealand Rivers, NIWA, Christchurch, (1998), 329pp.

²³ Chow, V.T. (1959). Open Channel Hydraulics. New York, NY: McGraw-Hill Book Co. 2014s1677 Rhyl Coastal Defence Assessment_Draft Report 2.0

definitive guidance on defining roughness values for 2D hydraulic models. It is assumed that the values used are representative.

- The wave overtopping input boundary is applied landward of the coastal defences. Difficulties arise where a defence is at an angle to the model grid, which introduces a degree of 'staircasing' into the model. This has been identified and minimised where possible.

5 Consideration of December 2013

5.1 Introduction

The December 2013 coastal event resulted in significant overtopping and inundation behind the Rhyl defence, and was the catalyst for this study. This section investigates the magnitude of the event in order to support further coastal engineering advice. This was undertaken using the new wave overtopping estimates undertaken in this report, which have been compared against previous investigations undertaken by JBA Consulting for Natural Resources Wales (NRW).

5.2 Estimated overtopping rate

The estimated rate of wave overtopping during the December 2013 event was compared against standard 'design' events developed using the Defra method for assessing joint probability to gauge the magnitude of the storm. Due to storm specific conditions, such as wave angle and sea-level, the event resulted in varying rates of wave overtopping along the frontage. The worst rate of overtopping is considered to have a return period of up approximately 40 years, and was estimated near Splash Point. The modelled overtopping rates along the frontage and estimated return periods are shown in Table 5-1.

Table 5-1 Estimated overtopping rate and return period for the December 2013 event.

2013-event	DCC02	DCC04	DCC05	DCC06	DCC08	DCC10	DCC12
Calculated overtopping rates at (l/s/m)	73	56	340	20	7	7	177
Return period (years)	18	42	24	16	20	25	12

5.3 Summary of previous assessments of the 2013 event

Previous assessments of the 2013 event have been undertaken by JBA Consulting for Natural Resources Wales (NRW) based on water levels and wave heights observed during the event in isolation, and considered the joint probability of the two conditions using the 'desk study' approach outlined in Defra's "Use of joint probability Methods in Flood Management: A guide to best practice"²⁴.

Observed water levels were recorded at Rhyl Harbour which were checked against the extreme values calculated within the CFBD (refer to Table 2-2). The water level of 5.65mAOD is calculated to have a return period of approximately 1 in 100-years. This is in contrast to the observed water levels at the Liverpool gauge, where the recorded 6.22mAOD has a 40-year return period. The discrepancy between two locations in such close proximity suggests there is a level of uncertainty in the data; potentially due to errors in the gauge records.

Wave conditions were considered in two ways. First, the offshore wave records were obtained from the Liverpool wave buoy, and compared against the extreme swell wave conditions published within the CFBD (refer to Table 2-3), which suggests a return period of over 1,000 years (far above the published maximum). A second assessment was undertaken using a Peak Over Threshold (POT) analysis, where the return period was calculated based on the entire Liverpool wave buoy record, and the respective rank of the 2013 event. The wave height of 4.60m was considered to be the 8th largest during the 10.90 year record (further showing the limited confidence in the CFBD extreme wave dataset), with an estimated return period of 1 in 1.37 years. Importantly, larger events have been recorded such as that in February 2004 which a peak significant wave height of 5.37m.

Whilst many extreme conditions are created from the same underlying coastal processes, extreme waves do not always coincide with extreme sea-levels. In reality, the likelihood of these conditions coinciding is a function of the level of interdependence of the dominant processes, the degree of which varies around the UK. Using the Defra best practice guidance, a joint probability assessment was undertaken using the extreme water levels from the CFBD and the extreme waves calculated using the POT analysis. When considered to occur coincidentally, the storm event is estimated to have had a joint probability of 4,800-years at Liverpool and 9,300-years at Rhyl.

²⁴ 'Defra (2003) 'Joint probability: Dependence Mapping and Best Practice', Report: FD2308/TR1, Defra/Environment Agency, July 2003.

Such figures seem too extreme to be credible, with the assessment questioning the ability of the Defra joint probability approach to correctly predict the coincidence of extreme waves and sea levels.

6 Summary and conclusions

This investigation was undertaken by JBA Consulting on behalf of Denbighshire County Council to consider the standard of protection (SoP) of the Rhyl coastal defences. The study has three aims:

1. To establish the current Standard of Protection (SoP).
2. To estimate the inundation due to a design 200-year present day coastal event, a 200-year plus climate change (to 2115) event and the December 2013 event.
3. To consider the magnitude of the December 2013 event at Rhyl.

At present there is no one numerical model or calculation approach able to replicate all of the processes occurring in the coastal zone. Instead, this study utilised a suite of numerical models to calculate the nearshore wave conditions, the overtopping rate and the resulting inundation due to extreme coastal events.

The overtopping modelling shows a varying SoP along the Rhyl defences, ranging from under 1 in 1-year to 50-years. The wave overtopping along Rhyl frontage was estimated for the December 2013 event, and is considered to have a return period of 1 in 40-years.

Using a hydrodynamic TUFLOW model the inundation resulting from an extreme coastal event was estimated. The modelling indicates a 200-year present day coastal event would result in widespread inundation, spreading landward of the Railway and covering an area of approximately 2.24km². This is expected to increase due to the effect of climate change, with larger overtopping and sea levels increasing the inundation to approximately 2.76km². In contrast the modelling of the estimated December 2013 overtopping shows inundation was primarily contained to the north of Rhyl Coast Road, with an estimated extent of 0.44km².

A key recommendation of this study is that further assessment should be undertaken to address limitations encountered in the numerical modelling. For coastal engineering and flood risk assessments it is essential that there is a source of high quality coastal extreme data and an accurate methodology for undertaking joint probability assessments. Previous assessments of the December 2013 event show a growing concern as to whether available offshore wave estimates accurately represent extreme conditions, and if the Defra joint probability methodology correctly predicts the coincidence of extreme waves and sea levels. While this study used extreme wind speeds to drive wave models, there remains the uncertainty due to joint probability of wind and sea levels used to develop design scenarios. It is important that a revised joint probability assessment is undertaken to increase the reliability of nearshore wave and overtopping estimates, adopting a methodology such as that proposed by Heffernan and Tawn²⁵. It is recommended that this is conducted prior to any future upgrade to the Rhyl defences, which will ensure it is designed to an appropriate SoP. Any upgrades should be designed to include the impact of climate change, which can produce far greater rates of overtopping and inundation consequences.

²⁵ Heffernan, J.E., Tawn, J.A., 2004. A conditional approach for multivariate extreme values (with discussion). *J. R. Stat. Soc. Ser. B Stat Methodol.* 66 (3), 497–546.

A Appendix A

A.1 Model control files and general model settings

Table A-6-1: Rhyl model control files.

Scenario	Events	Control Files	BC Database File	Geometry Control File
Defended	200, 200 including climate change to 2115, 2013	Rhyl_~e1~_~s1~.tcf	PR_bc_dbase_Rhyl.csv	Rhyl_Def_001.tgc

Boundary Control File	Materials Control File	Approx. Run Time (hrs)	Computer OS Req.
Rhyl_Def_001.tbc	Rhyl_001.tmf	127	64bit

Table A-6-2: Rhyl general model settings.

General Settings	
Start Time (hrs)	42
End Time (hrs)	91.25
Grid Cell Size (m)	2
Timestep (s)	1
Map Output Settings	
Map Output Format	X MDF
Map Output Data Types	d h v ZUK0
Start Map Output Time (hrs)	42
Map Output Interval (s)	1,800.0
Time Series Output Interval (s)	60.0

B TUFLOW inundation and depth maps

- B.1 Rhyl TUFLOW inundation extents**
- B.2 2013-year inundation extent with event validation**
- B.3 200-year depth grid**
- B.4 200-year including climate change 2115 depth grid**
- B.5 2013-year depth grid**

Offices at

Coleshill

Doncaster

Edinburgh

Haywards Heath

Limerick

Newcastle upon Tyne

Newport

Saltaire

Skipton

Tadcaster

Thirsk

Wallingford

Warrington

Registered Office

South Barn

Broughton Hall

SKIPTON

North Yorkshire

BD23 3AE

t:+44(0)1756 799919

e:info@jbaconsulting.com

Jeremy Benn Associates Ltd

Registered in England

3246693



Report To:	Communities Scrutiny Committee
Date of Meeting:	12 March 2015
Lead Member / Officer:	Lead Member for Public Realm/ Head of Highways and Environmental Services
Report Author:	Head of Highways and Environmental Services
Title:	The removal of unauthorised signs from highway land

1. What is the report about?

The Council's policy position in relation to the removal of unauthorised signs from highway land, and how the policy is being implemented.

2. What is the reason for making this report?

The issue of unauthorised signs was debated by the Communities Scrutiny Committee on 9 September 2014. The minutes of the meeting recorded the following:

In response to members' concerns the Head of Service agreed to apply a consistent approach to highway advertising – permitting short term advertising of community or charity events as long as they were not obstructing the highway or deemed to be a cause of danger. Any other type of advertising on the highway would be removed. Members highlighted the proliferation of signs in the Lon Parcwr area of Ruthin as an example of a location where action needed to be taken.

This report examines the extent to which the Committee's wishes have subsequently been met, and highlights some of the consequences in terms of complaints, i.e. from the businesses that used to advertise freely on highway land.

The report also commits the Council to exploring options that might be available in relation to tourism signs (so called brown signs) and the erection of neighbourhood signs in areas where several businesses coexist (e.g. trading estates).

3. What are the Recommendations?

That the Committee:

- 3.1 support the principles outlined in the guidance, and it's continued application;
- 3.2 express support for the Denbighshire officers who have to implement the policy, sometimes in difficult circumstances;
- 3.3 support the principle of claiming back costs from any serial offenders who choose to ignore written warnings, and continue to place signs illegally; and

- 3.4 note the separate initiatives that are being developed in relation to properly authorised signs and advertisements, especially tourism signs and neighbourhood signs (in areas where several businesses coexist),

4 Report details.

4.1 The policy that is being implemented

The latest guidance for officers is included as **Appendix One**. The council makes a distinction between commercial, and non-commercial/community event signs.

Appendix Two provides a list of examples, in order to illustrate how that distinction has been interpreted in practice. Because the policy specifically refers to types of unauthorised sign that *will* be tolerated, it is incorrect for people to refer to this as a “zero tolerance” policy. It isn’t.

Appendix three shows some photographs of examples, to assist the discussion.

4.2 Dealing with people whose signs need to be removed

Removal is undertaken in accordance with the policy. Dangerously sited signs are removed immediately, but in all other cases the owner is approached first and given the opportunity to remove the sign themselves and/or to relocate them to a more suitable location. Generally these discussions are civilised, but there have been occasions when officers have been threatened, subjected to verbal abuse, and even physical intimidation.

Unfortunately some businesses are ignoring the law and continuing to place their signs on the highway, despite being warned not to. Appendix three shows a sign that was removed unilaterally on 25 February, because it was deemed to be a safety hazard. Council officers had previously met with the sign owner several times, and established what was acceptable, and what was not. The owner had chosen to ignore the advice that had been given, and continued to place the sign in a hazardous location. This particular sign was in Lôn Parcwr, i.e. the location that committee members had highlighted as a problem area back in September. In cases such as this, the Council can seek to recover the costs associated with removal. Officers now wish to exercise this option, and would welcome member support for doing so. The option would only be exercised where advice has repeatedly been ignored, and a written warning had been issued (see recommendation 3.3)

4.3 Complaints about the attitude of staff

Some of the people who have had their signs removed have complained about the attitude of Denbighshire employees. Claims such as this are always treated seriously, and followed up. However, none of the claims made to date have proved to be well-founded. In one example; an officer was quoted as saying “*if you don’t shift it – I’ll take it and put it in the skip*”. The subsequent investigation concluded that this was more likely to have been a case of wilful misrepresentation by the complainant, and that there had (probably) been a much longer discussion with the council officer, and that it had been conducted in a civilised and proportionate manner.

4.4 Satisfying the business need to advertise.

The purpose of this report is to examine how unauthorised signs are dealt with. However, the Council *does* recognise the desire/need that exists for businesses to advertise legitimately. The Council would like to facilitate any such requests. To that end, some supplementary planning guidance has recently been drafted by the Council, and is currently being consulted upon. The guidance explains the rules and processes via which business can obtain permission for the erection of advertisements. It is included with this report as a separate attachment (Appendix 4).

In addition to this the Council has recently established a working group of Planning, Economic Development, and Highway officers, to explore options for businesses to apply for tourism signs (so called brown signs) and to facilitate the erection of neighbourhood signs in areas where several businesses coexist, such as trading estates, However, this can only be done on the basis that any costs associated with providing the signs would be met by the businesses themselves.

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

The removal of unauthorised signs assists in the delivery of the Council's public realm strategy and the corporate clean and tidy streets priority.

Providing advice and support to business that wish to advertise is consistent with the Council's economic ambition priority.

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

Costs are constrained by service budgets. No extra resources have been taken on to implement the policy.

7. What are the main conclusions of the Equality Impact Assessment (EIA) undertaken on the decision?

The EIA has not been revisited for this update report.

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

The Clean Streets Strategy was consulted upon with all Denbighshire County Council members and Communities Scrutiny endorsed the plan in September 2013. The Council had already consulted with City, Town & Community Councils, the voluntary sector, and Natural Resources Wales. This particular delivery aspect was debated at the Communities Scrutiny meeting of 9 September 2014.

9. Chief Finance Officer Statement

Not obtained (no cost implications – update report only).

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

Unauthorised signs can constitute a road safety hazard. That is why proper control is essential. There is a risk of reputational damage when businesses complain about sign removal. This risk is mitigated by implementing the policy, in a fair and equitable manner, and by explaining the rationale behind the policy (see appendix A).

11. Power to make the Decision

Section 111 Local Government Act 1972 and Section 2 Local Government Act 2000 as general powers, enable the Council to make decisions such as this, and article 6.3.3(a) of the Council's Constitution sets out scrutiny's role with respect to policy development.

Contact Officer

Head of Highways and Environmental Services

Tel: 01824 706801

Summary of the Council's policy position in relation to:

The erection of temporary signs on/about the Highway – February 2015

1. Scope / background :

This document refers to non-permanent signs that are erected on or about the highway (**e.g. adverts, A-boards, signs for events etc.**)

2. Basic policy position in relation to signs:

The council's Communities Scrutiny Committee considered this topic in great detail on 9 September 2014. After debating the issues, including the interests of our local businesses, the committee wanted the Highways department to continue working to the following general guidelines :

- i) ALL signs/banners that have an adverse effect on road safety are to be removed from the highway immediately (i.e. regardless of the content).
- ii) Formal permission is required for the erection of temporary direction signs for one-off events / construction sites / new housing estates etc. These signs are approved/authorised via the council's Streetworks department.
- iii) A-boards are to be dealt with in accordance with Section 3 below.
- iv) Any other unauthorised signs are to be dealt with according to section 4 below.
- v) The erection of political campaign signs is not permitted on highway land or council property, including street furniture.

3. Policy position in relation to A-boards:

The council's scrutiny committee also discussed 'A boards', and they wanted the Highway department to continue working to the following rules:

- i) 'A-boards' will only be allowed immediately outside the particular business that they are advertising. The council will not permit A-boards to be placed at locations away from the business, e.g. on nearby street corners, or nearby junctions etc..
- ii) a minimum passing space of 1.2 metres must always be maintained. That's sufficient for a wheelchair or double buggy to get past. At some locations more than 1.2 may be required (e.g. busy town centres).
- iii) A-boards cannot be excessively large. They should be less than one metre in height.

4. Policy position in relation to Unauthorised signs

In the case of unauthorised signs, the scrutiny committee wanted the highway department to continue working to the following principles:

- i) All unauthorised COMMERCIAL advertising will be removed from the highway. Where feasible, the council will allow 24hrs notice before removal (thereby allowing companies the option of removing their own signs).
- ii) safely located signs for NON-COMMERCIAL events may be allowed to remain on the highway. However; this is entirely at the discretion of the appropriate highway/streetscene officer. NB This exemption is designed to cover date-specific community events / charity events and the like ONLY.
- iii) If companies / organisations / or individuals continue to erect unauthorised signs, after being warned in writing not to do so, the council will either a) initiate enforcement action for fly-posting, and/or b) recover the costs of the removal of the authorised signs. The non-payment of the removal costs will be pursued through the courts.

5. Rationale behind the Council's Policy Position:

There are good reasons why the council's policy position (outlined above) has developed over time. The main reasons include:

- i) Signs attached to DCC street furniture are technically classed as fly-posting, and are therefore illegal. The council has a general duty to remove fly-posted materials in the public realm.
- ii) The majority of businesses and event organisers pay for proper signing schemes to guide people to their events (black on yellow type signs). It is therefore unfair to allow some businesses to get away with flouting the law and/or ignoring the rules.
- iii) One of the council's stated priorities is to maintain a clean and tidy streetscene within Denbighshire. Before the council adopted its current policy position, business were effectively being allowed to advertise on the highway without restriction, providing safety wasn't compromised. The consequence was; a proliferation of unauthorised signs, with clusters developing around many junctions and street corners. The situation had become impossible to manage, and very messy. The lack of enforcement inevitably led to copy-cat sign erection by rival companies.
- iv) The council's scrutiny committee recognised that the situation had got out of control, and asked officers to rectify it. They acknowledged that officers could not be left in a position where the council said "yes" to one business, and "no" to another. Officers were therefore given a clear set of ground rules, that could be applied fairly and consistently across the whole of Denbighshire, without fear or favour.

S.Parker

Head of Highways & Environmental Services

February 2015

Examples of Denbighshire Events & their categorisation

These have been classed as Charity Events

- Various coffee mornings / fundraising events
- Charity open days
- Rotary club events (Denbigh Beer festival etc.)
- Ruthin Town Square “special markets”.

These have been Classed as Community Events

- Flint & Denbigh show
- Community fireworks displays
- Community markets (supported/promoted by DCC)
- Rhyl Air show
- Prestatyn Rocks
- Denbigh “Roll out the Barrel”

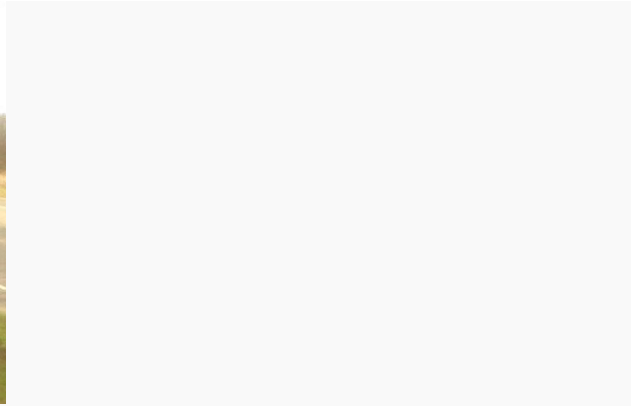
These have **NOT** been Classed as Community Events

- Circus / fairgrounds
- Caravan exhibitions / events and the like
- Slimming club / Karate club meetings
- Openings of new business ventures

The organisers of events such as these can direct people to their sites, but only by using the proper “black on yellow” type signs (with prior permission).

APPENDIX THREE





DENBIGHSHIRE COUNTY COUNCIL

SUPPLEMENTARY PLANNING GUIDANCE: ADVERTISEMENTS

~~November 2014~~ March 2015

1. INTRODUCTION

- 1.1 This note is one of a series of Supplementary Planning Guidance notes (SPGs), amplifying the development plan policies and other issues in a clear and concise format with the aim of improving the design and quality of new development. The notes are intended to offer broad guidance which will assist members of the public and officers in discussions prior to the submission of planning applications and assist officers in handling and members in determining planning applications.

2. STATUS AND STAGES IN PREPARATION

- 2.1 The Council's SPGs are not part of the adopted development plan. The Welsh Government has confirmed that following public consultation and subsequent Local Planning Authority (LPA) approval, SPG can be treated as a material planning consideration when LPAs, Planning Inspectors and the Welsh Government determine planning applications and appeals. This SPG document was formally ~~approved for consultation~~ adopted by Denbighshire County Council's Planning Committee on ~~12th November 2014~~ 18th March 2015.
- 2.2 These notes have been prepared in accordance with guidance contained in Planning Policy Wales (March 2014); Local Development Plans Wales (December 2005); and Welsh Government Technical Advice Notes.

3. BACKGROUND

- 3.1 The role of advertisements (or adverts) is to direct and / or inform the public (as potential customers) of a building, product or service. This document focuses on the location and design of advertisements, offering advice and guidance on location and type of advertisement. The regulations regarding the control of advertisements are complex, and advice should be sought prior to erecting or installing any advert or when considering making an application for advertisement consent from the Council's Planning Services.

4. PLANNING POLICY and REGULATIONS

- 4.1 National guidance can be found in **Planning Policy Wales** (2014) Para 3.5 and **Technical Advice Note 7 - Outdoor Advertisement Control (1996)** **LDP Policy RD1** outlines general development management considerations and section (i) will be relevant to advertisement consent applications. There is also useful advice published by the Department of Communities and Local Government titled '**Outdoor advertisements and signs- A guide for advertisers**', which is available via the following link <https://www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers> . It should be noted that this document only

relates to England and some of the rules and regulations will differ in Wales but it does contain some useful design advice and illustrations which are helpful when considering options for advertisements.

- 4.2 Adverts are subject to control via the **Town and Country Planning (Control of Advertisements) Regulations 1992**. Adverts subject to control by the 1992 Regulations fall into two principal categories:
- Advertisements for which *deemed* consent is granted by the regulations; and
 - Advertisements which require *express consent* from the Council.
- 4.3 **Deemed consent** covers the types of advertisement listed in Schedule 3 of the regulations; to be found in Appendix A; subject to any specified conditions and limitations and also to the standard conditions listed in Appendix B. Although permission is not required for adverts that benefit from deemed consent, the Council has powers to require the removal of adverts that benefit from deemed consent but are considered to be having a detrimental impact.
- 4.4 **Express consent** is required from the Council for most types of advertising including fascia signs; posters and notices; advance signs; directions signs etc and the content of this guidance note will be a material consideration in the determination of applications for Express Consent. All applications for advertisement consent are judged against the following two criteria:

AMENITY - This relates to the effect the advertisement has on appearance of the surrounding area and host building, by way of size, siting, design, materials, colour, illumination etc. It also considers the cumulative effect of advertisements on the surrounding area. Particular care and consideration to the design and use of materials needs to be made in sensitive areas including the Clwydian Range and Dee Valley AONB and the Pontcysyllte Aquaduct and Canal World Heritage Site. Specific guidance in relation to Listed Buildings and Conservation Areas can be found in separate SPGs ~~xxx and xxx~~ which should be used in conjunction with this note.

PUBLIC SAFETY - This considers all highway users; cars, cyclists, pedestrians, and disabled people. The main considerations are the distraction of drivers and the safety of pedestrians.

- 4.5 ~~4.5~~ — The use of **bilingual signage** will be encouraged and supported in all advertisements to reflect the linguistic and cultural character of Denbighshire. Businesses are encouraged to use Welsh names and terms as best practice in naming their premises and to make them locally relevant whenever possible.

4.6 Unauthorised Signage

- 4.7 Anyone who displays an advertisement in contravention of the Regulations commits an offence. For example, by displaying an advert without the necessary consent or without complying with the conditions attached to that consent. The Council can bring prosecution proceedings and have the power

to remove any advertisement (and any structure used for its display) which in their view is displayed in contravention of the Regulations.

4.54.8 Section 132 of the Highways Act 1980 enables the highway authority to remove unlawful advertisements such as pictures or signs attached to any trees, highway signs, structures or works in the highway. Denbighshire's Highways department have developed additional guidance to clarify the position in relation to unauthorised signage and the highway. This is attached as Appendix C.

5. TYPES OF ADVERTISEMENTS

5.1 **Fascia Signs** – advertisements usually located on the principal elevation of the premises, between ground and first floor level. Materials should be appropriate to the property and surrounding area. The depth and size of the sign and lettering should reflect the characteristics of the premises. Painted, externally illuminated (if required) fascia signs will be encouraged across the County and required in sensitive areas.



5.2 **Projecting/hanging signs** – usually located at fascia level, projecting at right angles, normally supported by a bracket. This form of advertising can, when designed and displayed appropriately, form a positive addition to the street scene, adding interest and variety. Proliferation of such signs may however result in a cluttered and unattractive appearance and to avoid this only one such sign will be allowed per premises except on corner properties. Signs should not project more than 1 metre from the supporting wall and should be higher than 2.5 metres from ground level to ensure public safety. The use of materials, colour and illumination (if required) should be in keeping with the character of the premises and the surrounding area.



5.3 **Illumination** - Illuminated signs should be of a type and style not to cause visual nor hazard nuisance. Illuminated adverts should:

- cause no intrusion into any residential properties
- cause no glare, dazzle nor conflict with street or traffic lighting
- not be similar to traffic lights or the lights of emergency vehicles

5.4 In addition, the means of illumination should:

- be by a constant, non-intermittent light source (non flashing and non moving parts)
- if illuminated from the front, should not project more than 500mm from the advertisement
- cause minimal upward light spill
- be energy-efficient

5.6 **Forecourt signs** – Fixed forecourt signs are located on land in the same ownership as the commercial business being advertised. The safety of pedestrians and motorists will be a primary consideration as poorly sited signs, or a proliferation of such signs can obscure viewpoints. Rotating signs will not be encouraged as they can be distracting for motorists.

5.7 **A Boards** – these are temporary or moveable, and as above should be located on land in the same ownership as the business being advertised. If a sign is to be located on the pavement it should be remembered that this is part of the adopted highway and separate consent will be required from the Highway Authority (DCC). Pavement signs can pose particular problems for pedestrians and must not obstruct movement or present a potential hazard.



Oversized adverts and collections of A boards that obstruct the pavement will not be approved.

- 5.8 **Temporary Banners** – these are generally used to advertise forthcoming events. They should be sited so that they do not obstruct visibility to road users or pedestrians. They should not be displayed more than 28 days before the event and must be removed no later than 14 days following in line with the 1992 Regulations.



- 5.9 **Advance Directional Signs** – these are used where the site or event being advertised is not easily seen, or is some distance from the main highway. These signs are not usually displayed on the premises to which they relate. If they are to be located in the Highway then separate consent from the Highway Authority (DCC) will be required. Preference is for AA or white on brown tourism signs and advertisement consent is not required for these signs.



5.10 **Poster Hoardings** – these are often used to screen building sites whilst work is being carried out, attached to the flank walls of buildings or free standing along roadsides. These are usually large and are controlled strictly through the planning system. They should not have an adverse impact on the character and appearance of the building or wider area. Any illumination should not cause a distraction to drivers or increase light pollution for nearby residents.



Contacts:

[Denbighshire County Council](#)
[Development Control & Compliance Team](#)
[Caledfryn](#)
[Smithfield Road](#)
[Denbigh](#)
[LL16 3RJ](#)

[Tel.: 01824 706727](#)
[Email: planning@denbighshire.gov.uk](mailto:planning@denbighshire.gov.uk)

[Denbighshire County Council](#)
[Strategic Planning & Housing](#)
[Caledfryn](#)
[Smithfield Road](#)
[Denbigh](#)
[LL16 3RJ](#)

[Tel.: 01824 706916](#)
[Email: ldp@denbighshire.gov.uk](mailto:ldp@denbighshire.gov.uk)

[Denbighshire County Council](#)
[Highways and Environmental Services](#)
[Caledfryn](#)
[Smithfield Road](#)
[Denbigh](#)
[LL16 3RJ](#)

[Tel.: 01824 706800](#)
[Email: highways@denbighshire.gov.uk](mailto:highways@denbighshire.gov.uk)

Deemed consent

By regulation 6 of the 1992 Regulations¹, deemed consent is granted for the following displays of an advertisement falling within classes 1 to 14 listed in Schedule 3 (subject to any specified conditions and limitations and also to the standard conditions).

- Class 1: functional advertisements of local authorities, statutory undertakers and public transport undertakers, and advertisements displayed by LPAs on land in their areas.
- Class 2: miscellaneous advertisements relating to the premises on which they are displayed (e.g. professions, businesses, trades, religious institutions and hotels). There is some doubt as to whether signs for 'bed and breakfast' establishments are currently covered by Class 2.
- Class 3: miscellaneous temporary advertisements relating to sale or letting of property, the sale of goods or livestock, the carrying out of building or similar work, local events, demonstrations of agricultural processes, and visits of a travelling circus or fair.
- Class 4: illuminated advertisements on business premises.
Class 5: advertisements other than illuminated advertisements on business premises.
- Class 6: advertisements on forecourts of business premises.
- Class 7: flag advertisement attached to single flagstaff projecting vertically from the roof of a building, or on a site where planning permission is granted for residential development, and at least one house remains unsold.
- Class 8: advertisements on hoardings.
- Class 9: advertisements on highway structures.
- Class 10: advertisements for neighbourhood watch and similar schemes.
- Class 11: advertisements directing potential buyers to a residential development.
- Class 12: advertisements inside buildings.
- Class 13: sites used for the display of advertisements without express consent on 1 April 1974 and that have been used continuously since that date.
- Class 14: advertisements displayed after expiry of express consent (unless a condition to the contrary was imposed on the consent or a renewal of consent was applied for and refused).

Specified conditions and limitations are set out in detail under each of the above classes of advertisement subject to deemed consent.

¹ *The Town and Country Planning (Control of Advertisements) Regulations 1992 SI 1992/666, as amended*

Appendix B – Standard Conditions

The standard conditions are prescribed by Schedule 1 to the 1992 Regulations:

- [1] Any advertisements displayed, and any site used for the display of advertisements, shall be maintained in a clean and tidy condition to the reasonable satisfaction of the LPA.
- [2] Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a safe condition.
- [3] Where an advertisement is required under these Regulations to be removed, the removal shall be carried out to the reasonable satisfaction of the local planning authority.
- [4] No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission.
- [5] No advertisement shall be sited or displayed so as to obscure, or hinder the ready interpretation of, any road traffic sign, railway signal or aid to navigation by water or air, or so as otherwise to render hazardous the use of any highway, railway, waterway or aerodrome (civil or military).

Denbighshire County Council - Highways & Environmental Services

Summary of the Council's policy position in relation to:

The erection of temporary signs on/about the Highway – February 2015

1. Scope / background :

This document refers to non-permanent signs that are erected on or about the highway (**e.g. adverts, A-boards, signs for events etc.**)

2. Basic policy position in relation to signs:

The council's Communities Scrutiny Committee considered this topic in great detail on 9 September 2014. After debating the issues, including the interests of our local businesses, the committee wanted the Highways department to continue working to the following general guidelines :

- i) ALL signs/banners that have an adverse effect on road safety are to be removed from the highway immediately (i.e. regardless of the content).
- ii) Formal permission is required for the erection of temporary direction signs for one-off events / construction sites / new housing estates etc. These signs are approved/authorised via the council's Streetworks department.
- iii) A-boards are to be dealt with in accordance with Section 3 below.
- iv) Any other unauthorised signs are to be dealt with according to section 4 below.
- v) The erection of political campaign signs is not permitted on highway land or council property, including street furniture.

3. Policy position in relation to A-boards:

The council's scrutiny committee also discussed 'A boards', and they wanted the Highway department to continue working to the following rules:

- i) 'A-boards' will only be allowed immediately outside the particular business that they are advertising. The council will not permit A-boards to be placed at locations away from the business, e.g. on nearby street corners, or nearby junctions etc..
- ii) a minimum passing space of 1.2 metres must always be maintained. That's sufficient for a wheelchair or double buggy to get past. At some locations more than 1.2 may be required (e.g. busy town centres).
- iii) A-boards cannot be excessively large. They should be less than one metre in height.

4. Policy position in relation to Unauthorised signs

In the case of unauthorised signs, the scrutiny committee wanted the highway department to continue working to the following principles:

- i) All unauthorised COMMERCIAL advertising will be removed from the highway. Where feasible, the council will allow 24hrs notice before removal (thereby allowing companies the option of removing their own signs).
- ii) safely located signs for NON-COMMERCIAL events may be allowed to remain on the highway. However; this is entirely at the discretion of the appropriate highway/streetscene officer. NB This exemption is designed to cover date-specific community events / charity events and the like ONLY.
- iii) If companies / organisations / or individuals continue to erect unauthorised signs, after being warned in writing not to do so, the council will either a) initiate enforcement action for fly-posting, and/or b) recover the costs of the removal of the authorised signs. The non-payment of the removal costs will be pursued through the courts.

5. Rationale behind the Council's Policy Position:

There are good reasons why the council's policy position (outlined above) has developed over time. The main reasons include:

- i) Signs attached to DCC street furniture are technically classed as fly-posting, and are therefore illegal. The council has a general duty to remove fly-posted materials in the public realm.
- ii) The majority of businesses and event organisers pay for proper signing schemes to guide people to their events (black on yellow type signs). It is therefore unfair to allow some businesses to get away with flouting the law and/or ignoring the rules.
- iii) One of the council's stated priorities is to maintain a clean and tidy streetscene within Denbighshire. Before the council adopted its current policy position, business were effectively being allowed to advertise on the highway without restriction, providing safety wasn't compromised. The consequence was; a proliferation of unauthorised signs, with clusters developing around many junctions and street corners. The situation had become impossible to manage, and very messy. The lack of enforcement inevitably led to copy-cat sign erection by rival companies.
- iv) The council's scrutiny committee recognised that the situation had got out of control, and asked officers to rectify it. They acknowledged that officers could not be left in a position where the council said "yes" to one business, and "no" to another. Officers were therefore given a clear set of ground rules, that could be applied fairly and consistently across the whole of Denbighshire, without fear or favour.

S.Parker

Head of Highways & Environmental Services

February 2015

Report to:	Communities Scrutiny Committee
Date of Meeting:	12 March 2015
Lead Member/Officer:	Leader & Lead Member for Economic Development/ Corporate Director, Economic & Community Ambition
Report Author:	Corporate Director, Economic & Community Ambition
Title:	Review of Economic & Business Development Service

1. What is the report about?

This report sets out the context and aims of the review of Economic & Business Development function of the Council.

2. What is the reason for making this report?

This report explains how the review will support the Council's Corporate Plan priority for developing the local economy and the vision set out in the Economic & Community Ambition Strategy.

3. What are the Recommendations?

The Committee is invited to note, comment and support the rationale for and expected outcomes arising from the review of the Council's Economic & Business Development function.

4. Report details

- 4.1 The Council is faced with a budget reduction target of £17M over the next 2 years. So far, savings totalling £11M have been identified, leaving a balance of £6M still to find. There is little prospect of improved financial settlements in the foreseeable future.
- 4.2 The current budget reductions are on top of over £20M cuts that have been made since 2009, and the scale of challenge means that Council services face significant changes. Inevitably, the Council will need to do 'less with less' and be more selective about what is really important.
- 4.3 The review of the Council's Economic & Business Development function has been undertaken within this context. The following principles have been applied:
 - a) The Council's ambition to develop the local economy is a corporate priority for all Services and not the sole responsibility of the Economic & Business Development Team
 - b) The main focus for the Economic & Business Development Team should be on the core task of economic growth and support for businesses

- c) Sufficient capacity needs to be available to deliver the priorities within the Economic & Community Ambition Strategy and the Council's corporate priority for developing our local economy
 - d) Duplication – within teams, among council services and externally with other providers/at regional level – should be removed/reduced
 - e) The review should contribute to meeting the financial challenges facing the Council
 - f) The review should be undertaken within the concept of 'good enough' and delivering with reduced resources (Cutting our cloth and managing expectations accordingly)
- 4.4 The Council's ambition and vision for developing the local economy is set out in the Economic & Community Ambition Strategy adopted by Council in November 2013. The Strategy is an ambitious 10 year strategy and was accompanied by a comprehensive Delivery Plan comprising over 65 individual actions.
- 4.5 In line with the Council's 'Sharpening our Act' approach, the Delivery Plan was reviewed by the Council's Economic & Community Ambition Programme Board. This produced 3 headline targets for the Strategy to address (more people in work, higher household incomes & more, healthier local businesses) and identified a suite of 16 priority actions for action between now and 2017.
- 4.6 The projects chosen were those assessed as having the potential for greatest impact on the headline indicators. Predominantly they are initiatives that support businesses to set up and grow, make information about new market opportunities more easily available, and address the weaknesses in the availability of business land and premises and modern communications technology; that support our residents, particularly our young people, acquire the skills that will make them attractive to employers and will support new businesses in new growth sectors; and that promote Denbighshire as a good location for businesses to set up, stay, invest and grow.
- 4.7 The priority actions are shown in Appendix 1, together with the Council service tasked with leading delivery of them. Of the 16 priority projects, half have been assigned to the Economic & Business Development Team to lead. By allocating responsibility for delivery to the services best placed to lead the separate areas of work, the Council is able to make best use of its available resources, and at the same time ensure delivery against its Corporate Priority.
- 4.8 Collectively the projects are being managed as a Programme, governed by a Board of senior officers and elected Members. The new arrangements for Economic & Business Development bring together into a single post, the management of the Economic & Business Development Team and that of the Economic & Community Ambition Programme.
- 4.9 The capacity of the revised Economic & Business Development Team has been based on the priorities it is expected to take forward. The review has also enabled a review of functions within the team to be completed and a mixture of generic and more focused posts to be established. The revised

team is shown in Appendix 2. The focused roles add an element of specialisation previously missing within the Council's Economic Development function, in particular the Lead Officer role promoting Inward Investment and High Growth sectors/businesses. To ensure a balance is maintained for existing indigenous and smaller scale businesses, a second Lead Officer role focused on Local Growth has also been created.

- 4.10 An external change that has contributed to the reduction in size of the Economic & Business Development Team is the proposal to create a regional (North Wales) European Funding Team. Wales European Funding Office (WEFO) has given clear advice that with the overall reduction in the next round of European Funding, a more regional approach is required. The North Wales Economic Ambition Board has taken responsibility for developing programmes within which local projects can be delivered and these are currently being discussed with WEFO. A report on European and other Funding opportunities is being prepared for Partnerships Scrutiny Committee later this month.
- 4.11 At the same time, WEFO have advised that European Funding support arrangements should also be managed regionally, and plans are underway to set up a regional team. Until such time as the regional team is in place, a local provision will be maintained. Once the team is established the only local requirement will be financial monitoring through the External Funding Team.
- 4.12 A second change impacting on Economic & Business Development Team capacity requirements has been around how Town & Area Plans will be managed in future.
- 4.13 A review of Town & Area Plans conducted in 2014 found that processes were unclear, overly cumbersome and time consuming, and that for a number of individual projects, it was difficult to identify clear benefit or alignment (strategic or local) with acknowledged needs or priorities. Further, and probably as a result, spend against allocated budget was slow.
- 4.14 As a result, changes have been made to how projects are approved for funding, with a clearer focus on needs, benefits and deliverability being part of that decision. Deliverability assessments now explicitly include Services (this was not always the case in the past) and consequently, once approved, a project will become a mainstream responsibility for individual services, reflected in their work programmes for the year.
- 4.15 A dedicated Community Projects Officer role has been created as part of the review of Economic & Business Development. This post will be located in the Strategic Planning Team of Business Improvement & Modernisation, from where Partnerships and Community Engagement functions are currently supported. The post will provide additional capacity to the team to support the ongoing maintenance of Town & Area Plans and to support development of community based projects, including sourcing alternative funding.
- 4.16 Implementation of arrangements for the revised Team is currently under way. It is intended to have the new Team operational from May 2015. The review of the Team will contribute in the region of £200,000 to the Council's budget cuts target in 2016/17.

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

The review of the Council's Economic & Business Development function has been undertaken in the context of the financial challenges facing the Council. It is intended to contribute towards the Council's budget cuts target in 2016/17. It has also been undertaken within the context of the priorities set by the Council for economic development, local growth and regeneration. By focusing the Team on the identified priorities from the adopted Economic & Community Ambition Strategy and by ensuring other Council Services are also appropriately engaged in delivering those priorities, the review will enable the Council to make good progress against its Corporate Plan priorities whilst also contributing to reduced expenditure.

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

The review is estimated to release in the region of £200k towards the Council's budget cuts target for 2016/17.

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision?

An EqIA was completed when the Council's Economic & Community Ambition Strategy was adopted in November 2013. An EqIA specifically focusing on the implementation of the Economic & Business Development Team review itself was completed and has been shared with staff in the Team and their Trades Union representatives. Implementation of the changes has been designed to address the issues identified.

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

Members were made aware of the intention to reduce staffing costs in Economic & Business Development at a budget workshop in 2014. Group Leaders were provided with a copy of the consultation paper shared with staff. Discussions have taken place at both the Economic & Community Ambition Programme Board and the Town Champions Group on the implications of the revised arrangements.

9. Chief Finance Officer Statement

The savings identified will contribute to the ongoing budget process.

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

With any reduction in resources and staffing there is a risk that output will reduce. The revised arrangements for the Economic & Business Development Team have been designed to take into account the priorities from the Council's Economic & Community Ambition Strategy and the business-as-usual functions of an effective economic development team. The priorities being led by other services have been developed in partnership with those services and are built into their work

programmes. By focusing on priorities, the risk of important outcomes not being addressed is minimised.

11. Power to make the Decision

11.1 Head of Paid Service and Chief Officers have authority to implement changes in staffing within their services as referred to in the Scheme of Delegation for Officers in the Council's Constitution

11.2 Articles 6.1 and 6.3.4(c) of the Council's Constitution outline Scrutiny's powers to examine this matter.

Contact Officer:

Corporate Director: Economic and Community Ambition

Tel: 01824 706061

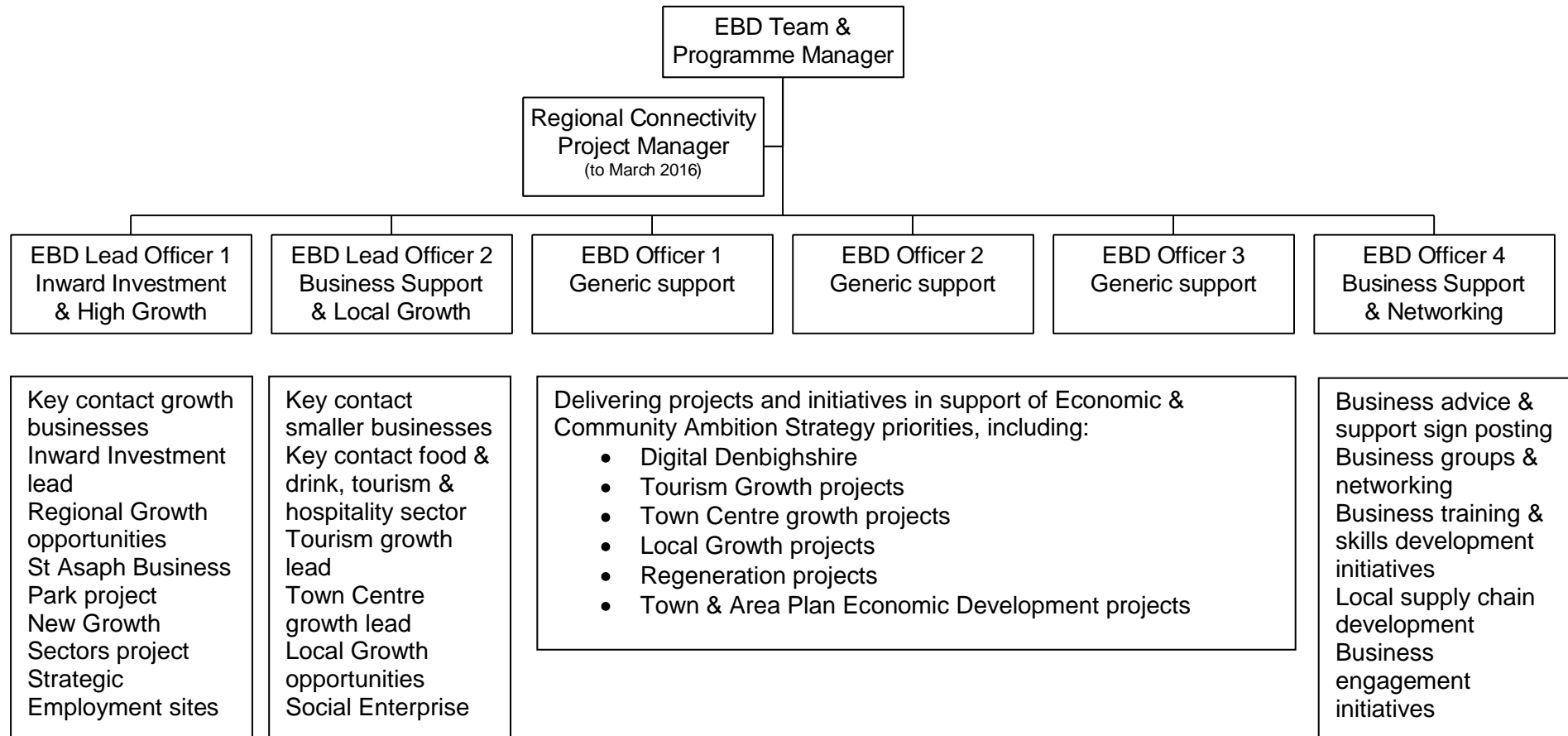
This page is intentionally left blank

Priority Projects – Economic & Community Ambition Strategy

1. **Digital Denbighshire** – supporting roll out of superfast broadband / mobile phone coverage and encouraging businesses to develop e-commerce opportunities (*Economic & Business Development lead*)
2. **Strategic Employment Sites** – working to activate key employment sites across the county. (*Property Services lead*)
3. **Business Advice and Support** – better signposting to support and advice services, improved networking among local businesses (*Economic & Business Development lead*)
4. **Better Business for All** – a programme to embed a ‘business friendly’ culture across Council services, starting with Regulatory Services. (*Planning & Public Protection lead*)
5. **Supportive Procurement** – revising our procurement processes with a focus on developing local suppliers and delivering community benefits (*Procurement lead*)
6. **Tourism Growth Planning** – developing a Plan to exploit key tourism markets to increase overnight visitors and high spend activities (*Economic & Business Development lead*)
7. **St Asaph Business Park** - developing a Plan to encourage inward investment and attract high value jobs to St Asaph Business Park (*Economic & Business Development lead*)
8. **Coastal Facilities Redevelopment** – delivering renewed tourism and leisure facilities in Rhyl & Prestatyn (*Communications, Marketing & Leisure lead*)
9. **New Sectors Growth Potential** – evaluating national growth sectors and exploiting them locally (*Economic & Business Development lead*)
10. **Regional Growth Opportunities** – securing local benefit from North Wales regional growth opportunities (*Economic & Business Development lead*)
11. **Careers Advice, Support & Pathways** - ensuring our young people have excellent employability skills and are better connected to the world of work (*Education lead*)

12. **Advanced Skills for Growth Sectors** - focussed on developing advanced skills needed by growth sector businesses, particularly STEM subjects (*Education lead*)
13. **Enterprise & Entrepreneurship Skills Development** – helping to create new and support existing local businesses by developing local talent (*Education lead*)
14. **Town Centre Growth & Diversification** – initiatives to create and maintain viable town centres across the county (*Economic & Business Development lead*)
15. **Locate in Denbighshire' Business Marketing Campaign** – campaign to promote Denbighshire as a location for businesses (*Communications, Marketing & Leisure lead*)
16. **Inward Investment/Business Relocation Enquiry Management** – improving our response to inward investment and relocation enquiries (*Economic & Business Development lead*)

Revised Economic & Business Development Team



Plus: Community Projects Officer post in Strategic Planning & Performance Team focused on supporting Community Projects, Community Engagement and Town & Area Plans

This page is intentionally left blank

Report to: Communities Scrutiny Committee

Date of Meeting: 12 March 2015

Report Author: Scrutiny Coordinator

Title: Scrutiny Work Programme

1. What is the report about?

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

2. What is the reason for making this report?

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

3. What are the recommendations?

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

4. Report details.

- 4.1 Article 6 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, whilst the rules of procedure for scrutiny committees are laid out in Part 4 of the Constitution.
- 4.2 The Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 In recent years the Welsh Government (WG) and the Wales Audit Office (WAO) have highlighted the need to strengthen scrutiny's role across local government and public services in Wales, including utilising scrutiny as a means of engaging with residents and service-users. Going forward scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. In future the

WAO will measure scrutiny's effectiveness in fulfilling these expectations.

4.5 Having regard to the national vision for scrutiny whilst at the same time focussing on local priorities, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) has recommended that the Council's scrutiny committees should, when deciding on their work programmes, focus on the following key areas:

- budget savings;
- achievement of the Corporate Plan objectives (with particular emphasis on their deliverability during a period of financial austerity);
- any other items agreed by the Scrutiny Committee (or the SCVCG) as high priority (based on the PAPER test criteria – see reverse side of the 'Member Proposal Form' at Appendix 2) and;
- Urgent, unforeseen or high priority issues

4.6 Scrutiny Proposal Forms

As mentioned in paragraph 4.2 above the Council's Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on the Committee's business agenda they have to formally request the Committee to consider receiving a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of suggested subjects. No officer proposal forms have been received for consideration at the current meeting.

4.7 With a view to making better use of scrutiny's time by focussing committees' resources on detailed examination of subjects, adding value through the decision-making process and securing better outcomes for residents, the SCVCG recently decided that members, as well as officers, should complete 'scrutiny proposal forms' outlining the reasons why they think a particular subject would benefit from scrutiny's input. A copy of the 'member's proposal form' can be seen at Appendix 2. The reverse side of this form contains a flowchart listing questions which members should consider when proposing an item for scrutiny, and which committees should ask when determining a topic's suitability for inclusion on a scrutiny forward work programme. If, having followed this process, a topic is not deemed suitable for formal examination by a scrutiny committee, alternative channels for sharing the information or examining the matter can be considered e.g. the provision of an 'information report', or if the matter is of a very local nature examination by the relevant Member Area Group (MAG). In future no items will be included on a forward work programme without a 'scrutiny proposal form' being completed and accepted for inclusion by the Committee or the SCVCG. Assistance with their completion will be available from the Scrutiny Co-ordinator.

- 4.8 To accommodate bringing forward the report on the 'Language Categorisation of all Denbighshire Schools' and the inclusion of a report on 'The Removal of Unauthorised Signs from Highway Land' the Chair permitted the deferral of the progress report on the 'Caravan Sites Strategy' until the Committee's April 2015 meeting.

Cabinet Forward Work Programme

- 4.9 When determining their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of work. For this purpose a copy of the Cabinet's forward work programme is attached at Appendix 3.

Progress on Committee Resolutions

- 4.10 A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 4 to this report.

5. Scrutiny Chairs and Vice-Chairs Group

- 5.1 Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group met on 19 February and appointed representatives to serve on the cross-scrutiny task and finish group established to evaluate the impact of the budget cuts. This Committee's representatives will be Councillors Huw Hilditch-Roberts and Rhys Hughes, with Councillors Win Mullen-James and Joe Welch being the substitute members. Substitute members will be called upon to participate in the Group's work as it progresses.
- 5.2 The SCVCG also discussed the arrangements for reporting on the scrutiny committees' work during 2014/15 to Annual Council in May, and as part of that process it has decided to undertake an evaluation exercise of the scrutiny function's work. All county councillors and senior managers will shortly be issued with a short questionnaire seeking them to evaluate scrutiny's effectiveness from their perspective. A summary of the findings will be reported as part of the item on the Annual Report at the Annual Council meeting in May.
- 5.3 Another item discussed at length at the meeting on 19 February was the Welsh Government's (WG) recent White Paper, *Devolution, Democracy and Delivery – Reforming Local Government: Power to Local People*. The link below should take members to the WG's website where the White Paper can be found:
<http://wales.gov.uk/consultations/localgovernment/power-to-local-people/?lang=en>
Chapter 8 of the White Paper, 'Strengthening the Role of Review', sets out the Welsh Government's proposals for scrutiny. The SCVCG's views on the consultation questions relating to chapter 8 will be fed into the Council's overall consultation response to the WG.

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

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council to deliver its corporate priorities, improve outcomes for residents whilst also managing austere budget cuts.

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

No Equality Impact Assessment has been undertaken for the purpose of this report as consideration of the Committee's forward work programme is not deemed to have an adverse or unfair impact on people who share protected characteristics.

8. What will it cost and how will it affect other services?

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

9. What consultations have been carried out?

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

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

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

11. Power to make the decision

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

Contact Officer: Scrutiny Coordinator Tel no: (01824) 712554
Email: dcc_admin@denbighshire.gov.uk

Communities Scrutiny Committee Forward Work Plan

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

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
23 April	Cllr. David Smith [not required]	1. Caravan Sites Strategy Progress	To report: (i) the progress attained with the development of the Strategy; (ii) the securing of a post to drive the initiative forward; and (iii) the progress made following the issue of Planning Contravention Notices (PCNs) and negotiations with caravan site owners/operators	Effective management of caravan sites will support the delivery of the Council's corporate priorities of developing the local economy, ensuring people have access to good quality housing and protecting vulnerable people and assisting them to live independently	Graham Boase/Paul Mead	December 2014 (rescheduled February 2015)
	Cllr. David Smith	2. Gritting Route Reductions	To consider proposals to reduce precautionary	(i) An assessment of the potential benefits, risks and impact of the proposed cuts to enable the development of effective management and communications	Steve Parker/Tim Towers	December 2014

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)		Purpose of report	Expected Outcomes	Author	Date Entered
				gritting on the highway by 10% in 2015/16	(ii) strategies for the associated changes; and identification of actions to mitigate detrimental effect on the delivery of the Corporate Plan		
28 May	Cllrs. David Smith and Julian Thompson-Hill	1.	Food Safety, Standards and Procurement	To detail the progress made with food hygiene and food standards compliance across the County, and with procurement and contract management of County food contracts	To mitigate the risk to the health of the County's resident from dangerous/contaminated food and to ensure that the products they buy are as labelled. In addition to safeguard that the Council's procurement and contract management procedures ensure that food served in Council establishments is safe and of high quality.	Graham Boase/Emlyn Jones/Stuart Andrews	June 2014
9 July							
10 September	Cllr. Bobby Feeley	1.	Supported Independent Living Service	To monitor the effectiveness of the new Supporting Independent Living Service	(i) an evaluation of the effectiveness of the new service in assisting and supporting vulnerable people to live independently in the community; and (ii) Examination of the proposed procurement model for purchasing future SIL services	Phil Gilroy/Katie Newe/John Sweeney	May 2014 (rescheduled January 2015)
	Cllr. David Smith	2.	Car Parking Charges Policy	To consider the findings of the study into varying car parking	The formulation of recommendations for submission to Cabinet with respect to the future car parking charges across the County with a view to developing the economy and	Steve Parker/Mike Jones	January 2015

Communities Scrutiny Committee Forward Work Plan

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
			charges across the County	ensuring the long-term sustainability of the County's town centres		
5 November						
17 December						
4 February 2016						
24 March						
12 May						
30 June						
8 September						
27 Oct 2016	Cllr. Eryl Williams	1	Review of the Home to School Transport Policy [Education]	To consider the findings of a review of the impact of the implementation of the school transport policy	An assessment of the impact of the policy's implementation will assist the Authority to determine if learners' needs are being appropriately met and identify any anomalies or areas of concern which require addressing	Jackie Walley Cabinet September 2014
15 December						

Communities Scrutiny Committee Forward Work Plan

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
Community Infrastructure Levy (CIL)	To outline the proposals for implementing the CIL in Denbighshire	The development of an appropriate and effective CIL scheme for the County	Graham Boase/Angela Loftus	February 2013

For future years

Information/Consultation Reports

Information / Consultation	Item (description / title)	Purpose of report	Author	Date Entered
Quarterly Information (Sept/Dec/Mar/June)	Rhyl Going Forward	To brief the Committee on the progress in delivering the Programme and its associated workstreams and projects, and to highlight to members areas of concern or slippages	Mark Dixon	May 2014
Information Report (June 2015)	Reablement Service	To detail to the Committee the: (i) effectiveness of the Reablement Service in delivering the Council's corporate priority of protecting vulnerable people and helping them to live as independently as possible; (ii) efficiencies realised following the introduction of the Service. The report to include all (positive and negative) feedback from service users	Phil Gilroy/Anne Hughes-Jones	June 2014

Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline

Communities Scrutiny Committee Forward Work Plan

23 April	9 April	28 May	14 May	9 July	25 June
----------	----------------	--------	---------------	--------	----------------

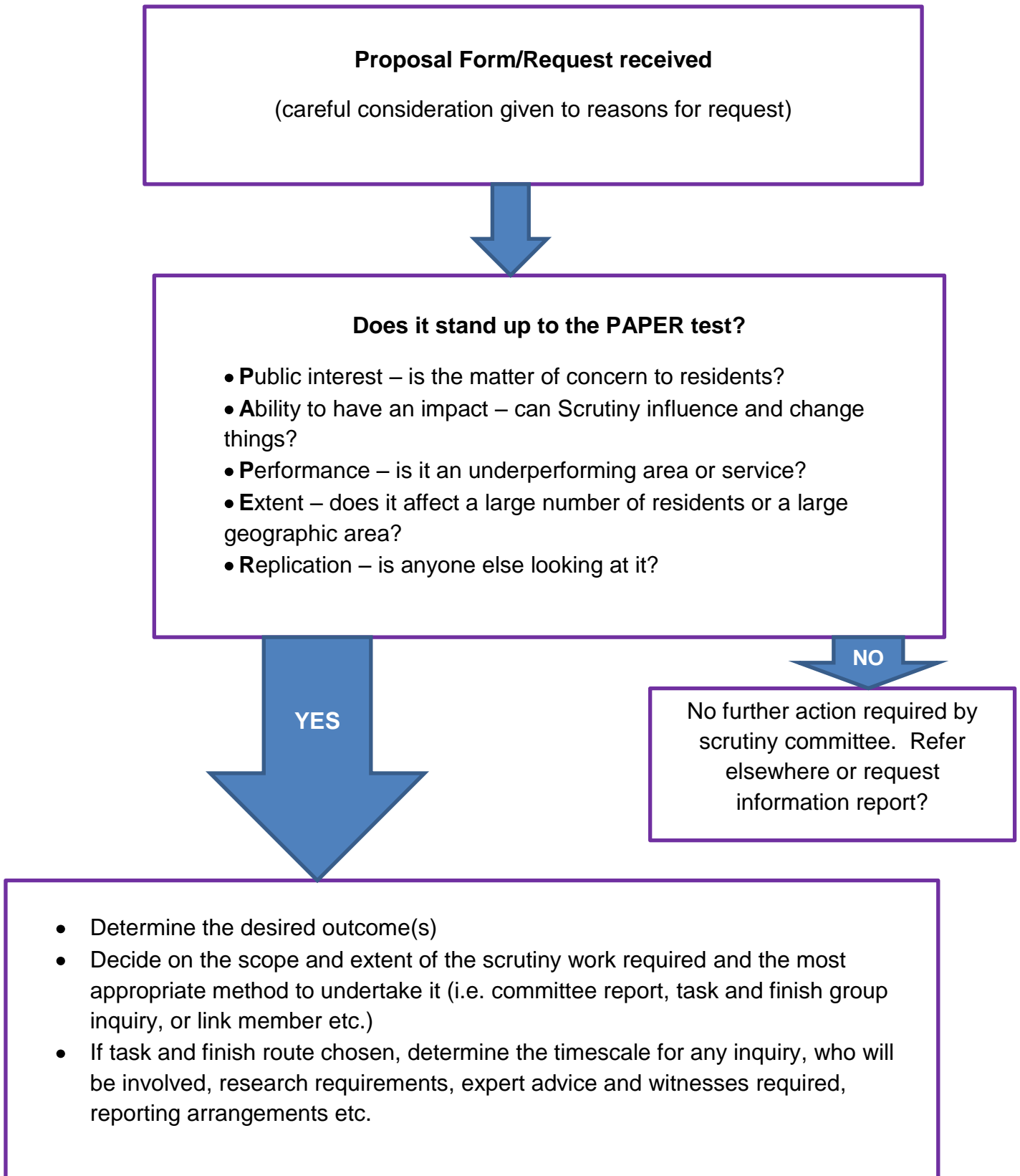
Communities Scrutiny Work Programme.doc

02/03/15 RhE

This page is intentionally left blank

Member Proposal Form for Scrutiny Forward Work Programme	
NAME OF SCRUTINY COMMITTEE	
TIMESCALE FOR CONSIDERATION	
TOPIC	
What needs to be scrutinised (and why)?	
Is the matter one of concern to residents/local businesses?	YES/NO
Can Scrutiny influence and change things? (if 'yes' please state how you think scrutiny can influence or change things)	YES/NO
Does the matter relate to an underperforming service or area?	YES/NO
Does the matter affect a large number of residents or a large geographical area of the County (if 'yes' please give an indication of the size of the affected group or area)	YES/NO
Is the matter linked to the Council's Corporate priorities (if 'yes' please state which priority/priorities)	YES/NO
To your knowledge is anyone else looking at this matter? (If 'yes', please say who is looking at it)	YES/NO
If the topic is accepted for scrutiny who would you want to invite to attend e.g. Lead Member, officers, external experts, service-users?	
Name of Councillor/Co-opted Member	
Date	

Consideration of a topic's suitability for scrutiny



Cabinet Forward Work Plan

Appendix 3

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
24 March	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Paul McGrady
	2	Affordable Housing Task and Finish Group	To consider the findings of the Affordable Housing Task and Finish Group	Tbc	Cllr David Smith / Graham Boase
	3	Business Rates Write Offs	To seek approval for uncollectible Business Rates Debts to be written off	Yes	Cllr Julian Thompson-Hill / Rod Urquhart
	4	HB/CTRS Telephone Recording Policy	Tbc	Tbc	Cllr Julian Thompson_hill / Rod Urquhart
	5	Council Tax/Business Rates Telephone Recording Policy	Tbc	Tbc	Cllr Julian Thompson_hill / Rod Urquhart
	6	Discretionary Housing Payments (DHP) Policy 2015/16 onwards	Tbc	Tbc	Cllr Julian Thompson_hill / Rod Urquhart
	7	Ysgol Esgob Morgan - School Organisation Proposal	To consider any objections received following the publication of the statutory notice and to consider	Yes	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
			whether to approve the implementation of the proposal.		
	8	Ysgol Glan Clwyd - 21st Century Schools Project	To support the Final Business Case for the Ysgol Glan Clwyd extension and refurbishment project as part of the 21st Century Schools and to consider recommending its approval to Council	Yes	Councillor Eryl Williams / Jackie Walley
	9	GwE Governance Arrangements	To consider a report recommending changes to the membership of the GwE Joint Committee in response to the adoption of the National Model for Regional Joint Working	Yes	Cllr Eryl Williams / Karen Evans
	10	Long Term Strategy for the Agricultural Estate	To seek Cabinet's approval to adopting a new long term strategy for the Agricultural Estate	Yes	Cllr Julian Thompson-Hill / David Lorey / Gerald Thomas / Mair Jones
	11	Ty Nant, 6-8 Nant Hall Road, Former Library, WC Block and car park at Nant Hall Road,	To consider declaring land and buildings as surplus to requirements and for	Yes	Cllr Julian Thompson-Hill / David Mathews

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
		Prestatyn	disposal		
	12	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
28 April	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Paul McGrady
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
26 May	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Paul McGrady
	2	Ruthin Primary Proposals	To consider the formal consultation reports following the publication of proposals for the amalgamation of Ysgol Llanfair DC and Ysgol Pentrecelyn and the closure of Ysgol Rhewl and to consider whether to publish the relevant statutory notices.	Yes	Councillor Eryl Williams / Jackie Walley
	3	Items from Scrutiny Committees	To consider any issues	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
			raised by Scrutiny for Cabinet's attention		
June	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Paul McGrady
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
July	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Paul McGrady
	2	The Future of In-house Care Services	To consider the results of the consultation with existing users of in-house care services	Yes	Councillor Bobby Feeley / Phil Gilroy
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator

Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
----------------	------------------------	----------------	------------------------	----------------	------------------------

Cabinet Forward Work Plan

<i>March</i>	10 March	<i>April</i>	14 April	<i>May</i>	11 May

Updated 27/02/15 - KEJ

Cabinet Forward Work Programme.doc

This page is intentionally left blank

Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
29 th January 2015	5. Findings of the Traffic and Parking Review	<p>RESOLVED that the Committee –</p> <p>(a) receive the report and note the contents of the Review;</p> <p>(b) support in principle the development of the series of recommended actions in the Review as summarised in Appendix C to the report, including the calculation of indicative costs to each of the actions, and the discussion and agreement of those actions with each of the respective Member Area Groups;</p> <p>(c) support the undertaking of a further piece of work to examine in greater detail the potential of varying parking charges between towns according to supply and demand as identified by the Traffic and Parking Review, and</p> <p>(d) receive a further report on the conclusions of the varying parking charges review when available and prior to its submission to Cabinet.</p>	Officers advised of the Committee's recommendations and the report in (d) has been scheduled into the Committee's forward work programme for its meeting on 10 September 2015
	6. Introduction of	RESOLVED that subject to the above observations –	

	<p>Charges for Green Waste Collections</p>	<p>(a) <i>the report be received, and</i></p> <p>(b) <i>the Scrutiny Task and Finish Group (established to evaluate the impact of the budget cuts) examine and monitor the impact of the introduction of the charges for green waste collections as part of its work on the Cutting Our Cloth proposals.</i></p>	<p>The terms of reference for the 'Cutting Our Cloth' task and finish group included work relating to the impact of the green waste collection charges (see paragraph 5.1 of the attached report)</p>
	<p>7. Scrutiny Work Programme</p>	<p>RESOLVED that –</p> <p>(a) <i>subject to the above, the forward work programme as detailed in Appendix 1 to the report be approved;</i></p> <p>(b) <i>Councillors Huw Hilditch-Roberts and Rhys Hughes expressed an interest in being appointed the committee's representatives on the Scrutiny Task and Finish Group to evaluate the impact of the budget cuts with Councillors Win Mullen-James and Joe Welch expressing an interest in being appointed substitute representatives, and</i></p> <p>(c) <i>the following committee representatives and substitute representatives be appointed to the Service Challenge Groups –</i></p> <p><i>Highways – Councillors Rhys Hughes and Cefyn Williams (substitute)</i></p>	<p>Relevant officers and members notified of the appointments</p>

		<p><i>Planning – Councillor Win Mullen-James and Cefyn Williams (substitute)</i></p> <p><i>Finance & Assets – Councillor Peter Evans (to replace Councillor Rhys Hughes, to take effect from the next round of Service Challenges).</i></p>	
--	--	---	--

This page is intentionally left blank