

At: Aelodau'r Cabinet

Dyddiad: 18 Mawrth 2015

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Annwyl Gyngorydd

Fe'ch gwahoddir i fynychu cyfarfod y **CABINET, DYDD MAWRTH, 24 MAWRTH 2015** am **10.00 am** yn **YSTAFELL BWYLLGORA 1A, NEUADD Y SIR, RHUTHUN.**

Yn gywir iawn

G Williams  
Pennaeth Gwasanaethau Cyfreithiol a Democraidaidd

## **AGENDA**

### **RHAN 1 – GWAHODDIR Y WASG A'R CYHOEDD I FOD YN BRESENNOL AR GYFER Y RHAN HON O'R CYFARFOD**

#### **1 YMDDIHEURIADAU**

#### **2 DATGAN CYSYLLTIAD** (Tudalennau 5 - 6)

Dylai'r Aelodau ddatgan unrhyw gysylltiad personol neu gysylltiad sy'n rhagfarnu mewn unrhyw fater a nodwyd i'w ystyried yn y cyfarfod hwn.

#### **3 MATERION BRYD**

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

#### **4 COFNODION** (Tudalennau 7 - 14)

Derbyn cofnodion cyfarfod y Cabinet a gynhaliwyd 17 Chwefror 2015 (copi ynghlwm).

#### **5 CYMERADWYO ACHOS BUSNES TERFYNOL AILDDATBLYGU YSGOL GLAN CLWYD** (Tudalennau 15 - 48)

Ystyried adroddiad gan y Cynghorydd Eryl Williams, Aelod Arweiniol Addysg (copi ynghlwm) yn argymhell cymeradwyo Achos Busnes Terfynol ar gyfer Ysgol Glan Clwyd i'r Cyngor.

**6 TREFNIADAU LLYWODRAETHU GWE** (Tudalennau 49 - 60)

Ystyried adroddiad gan y Cynghorydd Eryl Williams, Aelod Arweiniol Addysg (copi ynghlwm) yn ceisio cymeradwyaeth ar gyfer trefniadau llywodraethu diwygiedig ar gyfer GwE (Gwasanaeth Gwella Ysgolion Rhanbarthol).

**7 POLISI RECORDIO GALWADAU FFÔN NEWIDIADAU TRETH Y CYNGOR A CHYFRADDAU ANNOMESTIG CENEDLAETHOL, DISGOWNTIAU, EITHRIADAU A GOSTYNGIADAU** (Tudalennau 61 - 74)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn ceisio cymeradwyaeth ar gyfer polisi newydd yn ymdrin â newidiadau cyfeiriad, newid sefyllfa a hawlio disgownt a gostyngiad y Gwasanaethau Refeniw.

**8 POLISI RECORDIO GALWADAU FFÔN CYNLLUN GOSTYNGIAD TRETH Y CYNGOR A BUDD-DAL TAI** (Tudalennau 75 - 88)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn ceisio cymeradwyaeth ar gyfer polisi newydd yn ymdrin â hawliadau newydd a newid amgylchiadau Gostyngiad Treth y Cyngor a Budd-dal Tai.

**9 POLISI TALIADAU TAI DEWISOL** (Tudalennau 89 - 104)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn ceisio cymeradwyaeth fframwaith polisi wedi'i ddiwygio yn ymdrin â Thaliadau Tai Dewisol.

**10 STRATEGAETH TYMOR HIR AR GYFER YR YSTÂD AMAETHYDDOL** (Tudalennau 105 - 120)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn ceisio cymeradwyaeth strategaeth ar gyfer yr Ystâd Amaethyddol ar gyfer y dyfodol.

**11 GWAREDU TIR AC ADEILADAU YN Ffordd LLYS NANT, PRESTATYN** (Tudalennau 121 - 130)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn argymhell gwaredu tir ac adeiladau'r cyngor yn Ffordd Llys Nant, Prestatyn.

**12 ADRODDIAD CYLLID** (Tudalennau 131 - 148)

Ystyried adroddiad gan y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid ac Asedau (copi ynghlwm) yn manylu ar y sefyllfa ariannol ddiweddaraf a'r cynnydd ar strategaeth y gyllideb a gytunwyd arni.

**13 RHAGLEN GWAITH I'R DYFODOL Y CABINET** (Tudalennau 149 - 154)

Derbyn Rhaglen Gwaith i'r Dyfodol y Cabinet sydd wedi'i hamgáu, a nodi'r cynnwys.

**RHAN 2 - MATERION CYFRINACHOL**

Dim.

**MEMBERSHIP**

**Y Cynghorwyr**

Hugh Evans  
Julian Thompson-Hill  
Eryl Williams  
Bobby Feeley

Hugh Irving  
Huw Jones  
Barbara Smith  
David Smith

**COPIAU I'R:**

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

Mae tudalen hwn yn fwriadol wag

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:

(Gweler y nodyn isod)\*

Llofnod

Dyddiad

Noder: Rhowch ddigon o fanylion os gwelwch yn dda, e.e. 'Fi yw perchennog y tir sy'n gyfagos i'r cais ar gyfer caniatâd cynllunio a wnaed gan Mr Jones', neu 'Mae fy ngŵr / ngwraig yn un o weithwyr y cwmni sydd wedi gwneud cais am gymorth ariannol'.

Mae tudalen hwn yn fwriadol wag

## CABINET

Cofnodion cyfarfod o'r Cabinet a gynhaliwyd yn Ystafell Bwyllgora 1a, Neuadd y Sir, Rhuthun, Dydd Mawrth, 17 Chwefror 2015 am 10.00 am.

## YN BRESENNOL

Y Cyngorwyr Hugh Evans, Arweinydd ac Aelod Arweiniol dros Ddatblygu Economaidd; Hugh Irving, Aelod Arweiniol dros Gwsmeriaid a Chymunedau; Huw Jones, Aelod Arweiniol dros Dwrstiaeth, Hamdden ac Ieuenctid a Datblygu Gwledig; Barbara Smith, Aelod Arweiniol dros Foderneiddio a Pherfformiad; Julian Thompson Hill, Aelod Arweiniol dros Gyllid ac Asedau ac Eryl Williams, Dirprwy Arweinydd ac Aelod Arweiniol dros Addysg.

**Arsylwyr:** Cyngorwyr Bill Cowie, Meirick Davies, Martyn Holland, Gwyneth Kensler, Dewi Owens, Merfyn Parry, Joe Welch a Huw Williams

## HEFYD YN BRESENNOL

Y Prif Weithredwr (MM); Cyfarwyddwr Corfforaethol Uchelgais Economaidd a Chymunedol (RM); Cyfarwyddwr y Gwasanaethau Cymdeithasol (NS); Penaethiaid Gwasanaeth: Gwasanaethau Cyfreithiol, AD a Democrataidd (GW), Cwsmeriaid a Chymorth Addysg (JW); Gwasanaethau Oedolion a Busnes (PG); Prif Gyfrifydd (RW); Rheolwr Gofal a Chefnogaeth Tai (JS); Swyddog Taliadau Gwasanaeth (DO); Rheolwr y Rhaglen Moderneiddio Addysg (JC), a Gweinyddwr y Pwyllgor (KEJ)

### 1 YMDDIHEURIADAU

Y Cyngorwyr Bobby Feeley (Aelod Arweiniol Gofal Cymdeithasol a Gwasanaethau Oedolion a Phlant) a David Smith (Aelod Arweiniol y Parth Cyhoeddus)

### 2 DATGAN CYSYLLTIAD

Y Cyngorwyr Meirick Davies - Personol - Eitem 7 – yn rhentu garej gan y Cyngor  
Y Cyngorwyr Martyn Holland - Personol - Eitem 5 - Llywodraethwr Ysgol Bro Famau

Y Cyngorwyr Huw Williams – Personol - Eitem 5 – Â phlentyn yn mynychu Ysgol Pen Barras

### 3 MATERION BRYD

Ni chafwyd unrhyw faterion bryd.

### 4 COFNODION

Cyflwynwyd cofnodion cyfarfod y Cabinet a gynhaliwyd ar 13 Ionawr 2015

**PENDERFYNWYD** y dylid cymeradwyo cofnodion y cyfarfod a gynhaliwyd ar 13 Ionawr 2015 fel cofnod cywir ac y dylai'r Arweinydd eu llofnodi.

## 5 RHAGLEN MODERNEIDDIO ADDYSG - YSGOLION CYNRADD ARDAL RHUTHUN - YSGOL LLANBEDR

Cyflwynodd y Cynghorydd Eryl Williams adroddiad briffio'r Cabinet ar benderfyniad diweddar y Gweinidog Addysg a Sgiliau ynglŷn â dyfodol Ysgol Llanbedr ac yn ceisio cymeradwyaeth i ddechrau ymgynghori â'r Eglwys yng Nghymru ar y cynnig i gau Ysgol Llanbedr ac yn adrodd yn ôl i'r aelodau ar hynny.

Roedd y Gweinidog wedi gwrthod y cynnig i gau'r ysgol oherwydd iddo ddod i'r casgliad, er bod yna ddadleuon addysgol cadarn o blaid y cynnig, roedd yr ymgynghoriad yn ddiffygiol. Yn dilyn adolygiad o'r llythyr penderfyniad, roedd swyddogion wedi argymhell ymgynghori'n ffurfiol gyda'r Esgobaeth ar ddyfodol yr ysgol. Dywedodd y swyddogion fod gan yr Esgobaeth opsiynau amgen ar gyfer yr ysgol ac y byddai gwybodaeth bellach yn cael ei cheisio yn ystod y broses ymgynghori i ganfod a fyddai unrhyw gynnig amgen yn mynd i'r afael â'r holl faterion a nodwyd. Trafododd y Cabinet y ffordd ymlaen yng ngoleuni'r wybodaeth a gyflwynwyd a chadarnhawyd mai diben yr adroddiad heddiw oedd peidio â thrafod cau'r ysgol, ond i geisio cymeradwyaeth i ddechrau ymgynghori â'r Eglwys yng Nghymru. Byddai canlyniad y trafodaethau hynny yn cael ei gyflwyno i'r Cabinet ym mis Ebrill/Mai. Eglurwyd hefyd na fyddai'r canlyniad yn effeithio ar weddill cynigion adolygiad ardal Rhuthun.

Roedd y Cynghorydd Huw Williams yn gwrthwynebu cau yr ysgol ac yn siomedig bod y mater wedi'i ddwyn gerbron y Cabinet mor fuan ar ôl i'r Gweinidog wrthod y cynnig. Amlygodd fod diffygion ymgynghori wedi eu nodi er gwaethaf sicrwydd blaenorol yn hynny o beth gan swyddogion ac yn dilyn cael ei alw i mewn gan y Pwyllgor Archwilio Cymunedau. Cyfeiriwyd hefyd at y straen a achoswyd i staff, rhieni a disgyblion yr ysgol o ganlyniad. Wrth ystyried y camau nesaf dywedodd y Cynghorydd Williams fod nifer y disgyblion yn cynyddu a gofynnwyd bod yr ysgol yn cael cyfnod o sefydlogrwydd i ffynnu - anogodd y Cabinet i beidio â chychwyn ymgynghoriad ffurfiol ar gau'r ysgol ond bod y mater yn cael ei ohirio hyd nes y ceir trafodaeth anffurfiol gyda'r Esgobaeth yn y lle cyntaf. Siaradodd y Cynghorydd Joe Welch hefyd i gefnogi'r ysgol, gan dynnu sylw at fod cyllid yn ei le i fwrw ymlaen â chynigion adolygiad ardal Rhuthun ac nad oedd yn ddibynnol ar gau yr ysgol. Roedd yn anhapus bod y swyddogion yn bwriadu aildechrau ymgynghori ar gau'r ysgol a chododd gwestiynau ynglŷn â chost y broses ymgynghori. Anogodd y Cynghorydd Dewi Owens hefyd y Cabinet i gymryd amser i fyfyrion, yn enwedig yng ngoleuni'r rhagamcanion disgyblion, ac argymhellodd ymgynghori ehangach.

Darparwyd yr ymatebion canlynol i'r materion a godwyd -

- Roedd y Gweinidog yn fodlon bod gan y Cyngor achos addysgol cydlynol ar gyfer cau Ysgol Llanbedr a throsglwyddo disgyblion i Ysgol Borthyn
- Yn feirniadol roedd y Gweinidog yn fodlon y byddai'r cynnig yn sicrhau dosbarthiad tecach a mwy cyfartal o gyllid rhwng ysgolion prif ffrwd yn y sir
- Sir Ddinbych oedd yr awdurdod lleol cyntaf i weithio at y Cod Trefniadaeth Ysgolion newydd ac nid oedd y diffygion ymgynghori a nodwyd gan y Gweinidog wedi cael eu codi o'r blaen mewn unrhyw fforwm arall
- Nid oedd swyddogion ac aelodau o reidrwydd yn cytuno â chanfyddiadau'r Gweinidog ac er fod adolygiad barnwrol wedi cael ei ystyried, nid oedd yn



gyfystyr â'r defnydd gorau o amser ac adnoddau a chafodd yr opsiwn i ail-gychwyn ymgynghori ei argymell yn lle hynny – roedd costau ymgynghori wedi cael eu bodloni o fewn cyllideb y gwasanaeth

- Byddai trafodaethau anffurfiol yn cael eu cynnal gyda'r Esgobaeth yn atodol i'r cyfnod ymgynghori ffurfiol o 28 diwrnod. Byddai ystyriaeth yn cael ei rhoi i gynigion amgen a fyddai'n ymdrin â'r materion allweddol a byddai'r Esgobaeth yn cael eu gwahodd i gyflwyno'r cynigion hynny i'r aelodau
- roedd yn ofynnol i'r Cyngor i fynd i'r afael â'r lleoedd dros ben ar draws Sir Ddinbych gyfan ac adrodd yn ôl ar hynny i Lywodraeth Cymru bob blwyddyn
- Rhoddwyd sicrwydd na fyddai cefnogaeth i'r ysgol yn cael ei lleihau yn y cyfamser, beth bynnag fo'r canlyniad.

Ar ôl ystyried y llythyr y Gweinidog a'r materion a godwyd yn ystod y drafodaeth, roedd y Cabinet yn awyddus i daclo dyfodol yr ysgol cyn gynted ag y bo modd a rhoi diwedd ar y cyfnod o ansefydlogrwydd. Cytunodd y Cabinet fod angen ar gyfer ymgynghoriad ffurfiol gyda'r Eglwys yng Nghymru yn y lle cyntaf ac y dylid adrodd canlyniadau'r trafodaethau hynny yn ôl i'r Cabinet i'w hystyried.

**PENDERFYNWYD** - bod y Cabinet yn:-

- (a) *nodi cynnwys llythyr y Gweinidog, gweler Atodiad 1 yr adroddiad*
- (b) *cytuno bod y swyddogion yn dechrau ymgynghori â'r Eglwys yng Nghymru ar y cynnig i gau Ysgol Llanbedr ac yn adrodd yn ôl i'r aelodau.*

## **6 GWEITHREDU DEDDF TAI CYMRU 2014**

Cyflwynodd y Cyngorydd Hugh Irving yr adroddiad yn ymwneud â gofyniad a osodir ar awdurdodau lleol Cymru i benderfynu pa grwpiau o bobl ddigartref y bydd yn cymhwyso'r prawf o "ddigartref yn fwriadol", yn dilyn gweithredu Deddf Tai (Cymru) 2014 yn Ebrill 2015.

Darparwyd diffiniad o ddigartrefedd yn fwriadol o dan y Ddeddf newydd ynghyd â manylion am y grwpiau hynny y gallai'r prawf gael ei ddefnyddio arnynt. Er mai bwriad Llywodraeth Cymru yn y dyfodol oedd cael gwared ar y prawf bwriadoldeb ar gyfer yr holl deuluoedd o tua mis Ebrill 2019, roedd y swyddogion o'r farn, am resymau ymarferol, na fyddai'n amserol nac yn briodol i'w dynnu o unrhyw grŵp unigol ar hyn o bryd. O ganlyniad, argymhellwyd nad oedd y Cyngor yn eithrio unrhyw un o'r grwpiau cymwys hynny a'i fod yn parhau i ddefnyddio'r prawf ar gyfer pob un ohonynt.

Eglurodd y swyddogion na fyddai cymeradwyo'r argymhelliad yn arwain at unrhyw newid i bolisi presennol y Cyngor ond byddai'n cynnal y sefyllfa bresennol nes byddai Llywodraeth Cymru yn cael gwared ar y prawf. Byddai'r prawf yn parhau fel cymorth i bobl yn hytrach na mesur cosbol. Trafododd y Cabinet gyda swyddogion y rhesymau dros beidio gwared ar y prawf bwriadoldeb ar hyn o bryd a darparodd y swyddogion enghreifftiau o'r mathau o aelwydydd digartref a gyflwynir i'r awdurdod, y defnydd o'r prawf bwriadoldeb yn ymarferol, a sut gallai ymgysylltu cadarnhaol fod o fudd i unigolion a theuluoedd a darparu tenantiaethau cynaliadwy gan helpu lliniaru'r risg busnes i landlordiaid. Nodwyd bod penderfyniadau bwriadoldeb yn

brin ac yn cynrychioli tua 5% o'r holl benderfyniadau a wnaed yn 2014. Roedd y Cabinet yn cydnabod y manteision o gymryd safbwynt dros dro hyd nes y ceir gwared ar y prawf yn y dyfodol lle byddai'r prawf yn cael ei ddefnyddio mewn modd cadarnhaol i annog cydweithredu ac ymgysylltu gydag aelwydydd i fynd i'r afael â'r materion ac anghenion creiddiol, a datblygu cydweithio agosach gydag asiantaethau partner er mwyn darparu fframwaith amlasiantaeth gydgysylltiedig ar gyfer aelwydydd digartref ag anghenion cymorth heb eu bodloni. Cydnabuwyd hefyd y byddai'r dull hwn yn debygol o leddfu'r pwysau ar wasanaethau eraill y Cyngor, yn enwedig y Gwasanaethau Oedolion a Phlant. Amlygwyd hefyd yr angen i gymryd amser i sefydlu fframwaith priodol ar gyfer pryd fydd y prawf yn cael ei dynnu yn ôl, a darparwyd sicrwydd bod ymagwedd gyson yn cael ei chymryd gan awdurdodau cyfagos nad oedd yn cefnogi cael gwared ar y prawf ar hyn o bryd.

Cwestiynodd yr Arweinydd y goblygiadau ariannol oedd yn codi o'r argymhellion a dwedodd y swyddogion fod arian cyfrifoldebau newydd yn cael ei ddarparu gan Lywodraeth Cymru fel rhan o'r gweithgareddau ychwanegol ehangach a roddir ar awdurdodau lleol yn deillio o weithredu'r Ddeddf Tai. Cadarnhawyd y byddai adroddiadau i'r Cabinet yn y dyfodol yn cynnwys gwybodaeth am y cyd-destun ariannol ehangach.

**PENDERFYNWYD** bod y Cabinet yn cytuno nad yw Cyngor Sir Ddinbych yn eithrio unrhyw un o'r grwpiau a enwir dan adran 2 yr adroddiad ond, yn hytrach, yn parhau i gynnal "prawf bwriad" ar bob un ohonynt ac yn cyhoeddi ei fwriad i wneud hynny yn unol â chyfarwyddyd Llywodraeth Cymru fel y manylwyd yn Atodiad 1 yr adroddiad.

## **7 GOSOD RHENT TAI A CHYLLIDEBAU REFENIW TAI A CHYFALAF 2015/16**

Cyflwynodd y Cyngorydd Julian Thompson-Hill yr adroddiad yn gofyn am gymeradwyaeth i'r cynnydd arfaethedig mewn rhent a chyflwyno taliadau gwasanaeth, a chymeradwyo'r Cyllidebau Cyfalaf a Refeniw Cyfrif Refeniw Tai ar gyfer 2015/16. Roedd yr adroddiad hefyd yn cynnwys cyfeiriad at ymadawiad y Cyngor o'r system HRAS ym mis Ebrill 2015 ac roedd y Cyngorydd Hugh Irving yn falch o adrodd ar ymgysylltiad cadarnhaol y pedwar cynrychiolydd tenantiaid ar y Gweithgor HRAS a'u cyfraniad gwerthfawr i'r broses honno.

Arweiniodd y Cyngorydd Thompson-Hill yr aelodau drwy ffigurau'r gyllideb a oedd wedi eu cyfrifo gan ystyried y polisi rhent newydd, dad-gronni taliadau gwasanaeth, mecanwaith ar gyfer codi rhenti a chyflwyno tâl gwasanaeth sefydlog lle bo hynny'n berthnasol. Adroddodd y Swyddog Taliadau Gwasanaeth bod tâl gwasanaeth amrywiol wedi cael ei argymhell yn y lle cyntaf, ond oherwydd bod 90% o denantiaid ar gontractau blynyddol tymor penodol, byddai'n fwy priodol i gyflwyno tâl gwasanaeth tymor penodol a phasio'r arbedion dilynol ymlaen i'r tenantiaid.

Wrth ystyried yr adroddiad, trafodwyd y materion canlynol -

- Roedd y Cyngorydd Huw Jones yn awyddus i sicrhau bod yr adolygiad arfaethedig o garejys y cyngor yn cael ei wneud - cytunwyd i gynnwys yr adolygiad yn y penderfyniad

- amlygwyd nad oedd rhai garejys y cyngor yn cael eu defnyddio'n briodol a darparodd swyddogion sicrwydd y byddai camau yn cael eu cymryd yn erbyn y rhai a oedd yn defnyddio garejys y cyngor yn groes i'w telerau tenantiaeth
- Darparwyd esboniad ynglŷn â defnyddio'r meini prawf ar gyfer rhenti targed gyda chamau'n cael eu cymryd i gynyddu rhenti yn raddol er mwyn cwrdd â ffigurau rhent targed Llywodraeth Cymru ar gyfer pob eiddo unigol erbyn 2015/16
- roedd rhywfaint o anfodlonrwydd ynghylch cyfrifiad Llywodraeth Cymru o renti cyfartalog nad oedd yn cymryd i ystyriaeth ffyniant o fewn gwahanol ardaloedd, ond derbyniwyd bod yr elfen hon tu allan i reolaeth y Cyngor
- roedd yr aelodau'n falch o nodi bod elfen o adeiladau newydd wedi cael eu cynnwys yng Nghynllun Busnes y Stoc Tai a fyddai'n darparu llety o ansawdd da ar gyfer trigolion Sir Ddinbych – pwysleisiwyd yr angen i roi cyhoeddusrwydd i'r mater hwn fel stori newyddion da
- cadarnhaodd y swyddogion nad oedd unrhyw ddibyniaeth ar werthiannau Hawl i Brynu fel ffynhonnell arian ar gyfer Cynllun Busnes y Stoc Tai gyda'r elfen hon wedi gostwng yn sylweddol dros y blynyddoedd i ragolwg o ddim ond un gwerthiant y flwyddyn.

**PENDERFYNWYD:-**

- Mabwysiadu Cyllideb y Cyfrif Refeniw Tai ar gyfer 2015/16 (Atodiad 1) a Chynllun Busnes y Stoc Tai (Atodiad 2);*
- Codi rhenti anheddau'r Cyngor yn unol â Deddf Tai (Cymru) 2014 i rent wythnosol cyfartalog o £74.93 o ddydd Llun 6 Ebrill 2015 ymlaen;*
- Codi rhenti garejis y Cyngor yn unol â'r cynnydd mewn rhent ar gyfer anheddau'r Cyngor;*
- Cyflwyno costau gwasanaeth cyfartalog o £1.99 yr wythnos lle bo'n berthnasol yn unol â Deddf Tai (Cymru) 2014;*
- Cynnal adolygiad o safleoedd garej yn 2015/16 fel rhan o'r Strategaeth Rheoli Asedau, a derbyn adroddiad ar ganlyniadau'r adolygiad erbyn 31 Rhagfyr 2015 fan bellaf.*

Ar y pwynt hwn (11.40 am) cafwyd egwyl ar gyfer paned.

**8 ARGYMHELLION Y GRŴP BUDDSODDI STRATEGOL**

Cyflwynodd y Cynghorydd Julian Thompson-Hill yr adroddiad yn gofyn am gefnogaeth y Cabinet ar gyfer prosiectau a nodwyd i'w cynnwys yng Nghynllun Cyfalaf 2015/16 fel yr argymhellwyd gan y Grŵp Buddsoddi Strategol (GBS) ac y manylwyd yn Atodiad 1 i'r adroddiad.

Aeth y Cynghorydd Thompson-Hill â'r aelodau drwy'r adroddiad ac ymhelaethodd ar y cyllid sydd ar gael ar gyfer buddsoddi cyfalaf i brosiectau un tro a dyraniadau bloc ar gyfer rhaglenni parhaus o waith. Cyfeiriwyd at waith y GBS wrth adolygu ceisiadau ar gyfer dyraniadau ynghyd â materion a gododd yn ystod y broses

honno a chrynodeb o'r argymhellion. Gan nad oes cyllid cyfalaf digonol ar gael i dalu am yr holl brosiectau mae nifer o gyn-ddyraniadau o dderbyniadau cyfalaf yn y dyfodol wedi cael eu hargymell.

Mynegwyd cwestiynau ynghylch y rhaglen adnewyddu goleuadau stryd o £2m ac eglurwyd er mwyn bodloni'r gofyniad i gyflwyno ceisiadau am gyllid Salix y Llywodraeth yn flynyddol, cynigiwyd y dylid cymryd benthyciad blynyddol o tua £335k bob blwyddyn dros chwe blynedd ar sail dreigl, yn ad-daladwy o'r arbedion a wneir o'r flwyddyn flaenorol. Roedd y rhaglen yn cynnwys ailosod y llusernau presennol gyda llusernau LEA newydd a ddylai ddarparu arbedion sylweddol ar gostau ynni a chynnal a chadw. Soniodd y Cynghorydd Bill Cowie am y goleuo gwael yn y Groesfan Pelican yn Llanelwy (A525) ers i oleuadau stryd LEA gael eu gosod a gofynnodd am i'r mater gael ei ymchwilio cyn i'r cynnig gael ei ystyried yn y Cyngor llawn. Cytunodd y Cynghorydd Thompson-Hill i gysylltu â'r Cynghorydd David Smith, Aelod Arweiniol dros y Parth Cyhoeddus yn uniongyrchol mewn perthynas â hynny. Ymatebodd hefyd i gwestiynau pellach ynghylch allyriadau carbon, gan gadarnhau bod adeiladau'r cyngor yn cael eu monitro mewn perthynas â hyn a bod cynlluniau ynni effeithlon wedi cael eu cyflwyno mewn rhai ardaloedd.

Roedd yr Arweinydd yn teimlo bod y broses o adolygu ceisiadau a dyrannu cyfalaf yn gadarn ond gofynnodd am ystyried sut i fesur gwerth am arian ac effaith buddsoddi cyfalaf mewn blynyddoedd i ddod. Cytunodd y Cynghorydd Thompson-Hill â'r awgrym hwnnw - cytunodd hefyd i ddarparu manylion pellach ynghylch aelodaeth y GBS yn adroddiadau'r dyfodol a chadarnhaodd bod presenoldeb da mewn cyfarfodydd ar y cyfan.

**PENDERFYNWYD** y dylid cefnogi'r prosiectau yn atodiad 1 sydd i'w cynnwys yng Nghynllun Cyfalaf 2015/16 a'u hargymell i'r Cyngor llawn.

## 9 ADRODDIAD CYLLID

Cyflwynodd y Cynghorydd Julian Thompson-Hill, adroddiad yn rhoi manylion ynglŷn â'r sefyllfa ariannol ddiweddaraf a'r cynnydd a wnaed yn erbyn y strategaeth gyllidol y cytunwyd arni. Rhoddodd y crynodeb canlynol o sefyllfa ariannol y Cyngor-

- rhagwelwyd tanwariant net o £639k ar y gyllideb refeniw ar draws cyllidebau gwasanaeth a chorfforaethol
- cytunwyd ar arbedion o £7.1 miliwn fel rhan o'r gyllideb ac ar hyn o bryd ystyrir bod 90% o'r rhain wedi eu cyflawni, gyda 10% ar waith
- amlygwyd y prif amrywiadau oddi wrth gyllidebau neu dargedau arbedion meysydd gwasanaeth unigol
- cafwyd diweddariad cyffredinol ynglŷn â'r Cyfrif Refeniw Tai; Cynllun Cyfalaf Tai a'r Cynllun Cyfalaf (gan gynnwys yr elfen Cynllun Corfforaethol).

Gofynnwyd i'r Cabinet hefyd gymeradwyo trosglwyddo £100k i gronfa wrth gefn i ariannu gwelliannau i fand eang ysgolion yn 2015/16.

Canolbwyntiodd y drafodaeth ar y canlynol -

- Ymatebodd y Cyfarwyddwr Corfforaethol Uchelgais Economaidd a Chymunedol i gwestiynau ynghylch Datblygu Harbwr y Rhyl gan gadarnhau ei fod wedi cael nifer da yn ei ddefnyddio yn ystod ei flwyddyn gyntaf - byddai adolygiad manylach yn cael ei gynnal ar ôl ei flwyddyn lawn gyntaf o weithredu
- mynegwyd pryderon ynghylch penderfyniadau cyllidebol Llywodraeth Cymru lle roedd grantiau amrywiol yn cael eu dyfarnu (ac mewn un achos yn cael ei dynnu yn ôl) ar gam mor hwyr yn y flwyddyn ariannol fel ei fod yn achosi anawsterau i Gynghorau yn cynllunio eu strategaethau ariannol a chynlluniau cyllido - cyfeiriwyd yn arbennig at benderfyniad hwyr Llywodraeth Cymru i ddyfarnu £1.5m i Gynghorau i'w wario ar offer chwarae erbyn diwedd mis Mawrth 2015 tra ar yr un pryd yn dod â thoriadau sylweddol y gyllideb - ystyriwyd bod pe bai cyllid ar gael dylid ei ddyrannu ymlaen llaw i helpu amddiffyn cynghorau yn erbyn y toriadau gwaethaf
- Hefyd, codwyd pryderon ynglŷn â dyfodol TAITH gan fod cymaint o gyfrifoldeb y bwrdd rhanbarthol hwnnw wedi cael ei diddymu gan Lywodraeth Cymru - tra gellid gwneud cynlluniau ar sail ranbarthol, byddai angen i awdurdodau lleol wneud cais am gyllid yn unigol ac nid ar sail gydlynol. Dywedodd y Cynghorydd Eryl Williams fod y model rhanbarthol wedi gweithio'n effeithiol a bod rhoi'r gorau i'r gwaith hwnnw yn gam yn ôl ac yn groes i weledigaeth Llywodraeth Cymru ar gyfer cydweithio rhanbarthol - gofynnodd am godi'r mater yn uniongyrchol gyda Llywodraeth Cymru
- Ailadroddodd yr aelodau hefyd bryderon blaenorol a godwyd am golli incwm o Asiantaeth Cefnffyrdd Gogledd a Chanolbarth Cymru a'r effaith ar y gyllideb refeniw
- nodwyd na fyddai newidiadau a gymeradwywyd mewn perthynas â'r Gwasanaeth Cludiant Ysgol yn cael effaith ar unwaith, ond byddai'n cael ei ddatrys i raddau helaeth yn y tymor hir
- Darparwyd diweddariadau ar y prosiectau cyfalaf mawr a rhoddwyd ymatebion i gwestiynau a godwyd ar brosiectau unigol. Teimlai'r Cynghorydd Eryl Williams y byddai budd mewn darparu lluniau o'r prosiectau mawr yn y Cyngor llawn.

**PENDERFYNWYD** - bod y Cabinet yn:-

- nodi'r cyllidebau a bennwyd ar gyfer 2014/15 a'r cynnydd yn erbyn y strategaeth y cytunwyd arni ar gyfer y gyllideb;*
- cymeradwyo trosglwyddo £100 mil i gronfa wrth gefn i ariannu gwelliannau i fand eang ysgolion yn 2015/16;*
- anfon llythyr at Lywodraeth Cymru ynglŷn â phryderon y Cabinet o ran cynigion y Gweinidog mewn perthynas â TAITH.*

## 10 RHAGLEN GWAITH I'R DYFODOL Y CABINET

Cyflwynodd y Cynghorydd Hugh Evans Rhaglen Gwaith i'r Dyfodol y Cabinet i'w hystyried. Nododd yr Aelodau y byddai adroddiad ar y Strategaeth Hirdymor ar gyfer yr Ystâd Amaethyddol yn cael ei ychwanegu at y rhaglen waith ar gyfer mis Mawrth.

**PENDERFYNWYD** nodi Rhaglen Gwaith i'r Dyfodol y Cabinet.

Daeth y cyfarfod i ben am 12.45pm.

<b>Adroddiad i'r:</b>	<b>Cabinet</b>
<b>Dyddiad y Cyfarfod:</b>	<b>24 Mawrth 2015</b>
<b>Aelod / Swyddog Arweiniol: dros Addysg</b>	<b>Y Cyngorydd Eryl Williams, Aelod Arweiniol</b>
<b>Awdur yr Adroddiad:</b>	<b>Pennaeth Cwsmeriaid a Chefnogaeth Addysg</b>
<b>Teitl:</b>	<b>Cymeradwyo'r Achos Busnes Terfynol ar gyfer Ailddatblygu Ysgol Glan Clwyd</b>

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## 1. Am beth mae'r adroddiad yn sôn?

Bwriad yr adroddiad yw hysbysu'r Cabinet am y sefyllfa bresennol o ran cyflwyno Achos Busnes Terfynol y Cyngor ar gyfer Ysgol Glan Clwyd, Llanelwy i Lywodraeth Cymru.

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

Mae Llywodraeth Cymru eisoes wedi cymeradwyo'r Achos Amlinellol Strategol (Mai 2013) a'r Achos Busnes Amlinellol (Hydref 2013) ar gyfer y prosiect hwn. Mae angen cymeradwyaeth rwan er mwyn i'r Achos Busnes Terfynol gael ei ystyried ar gyfer ei gymeradwyo gan Lywodraeth Cymru.

## 3. Beth yw'r Argymhellion?

Argymell y dylai'r Cyngor gymeradwyo'r Achos Busnes Terfynol ar gyfer Ysgol Glan Clwyd.

## 4. Manylion yr Adroddiad

- 4.1 Mae Cynllun Corfforaethol y Cyngor yn rhoi manylion am uchelgais y Cyngor i sicrhau buddsoddiad sylweddol ym mhorthfolio Adeiladau Ysgolion y Cyngor rhwng 2012-17. Elfen sylweddol o'r gwaith hwn fydd cyflawni'r prosiectau Band A ar gyfer Rhaglen Ysgolion yr 21ain Ganrif.

### Rhaglen Ysgolion yr 21ain Ganrif

Rhoddodd Llywodraeth Cymru gymeradwyaeth mewn egwyddor i roi £36.7 miliwn fel eu cyfraniad o 50% tuag at Raglen Ysgolion yr 21ain Ganrif, sy'n cynnwys 5 prosiect ym mis Rhagfyr 2011. Yn dilyn hyn mae Llywodraeth Cymru wedi gweithio gyda phob awdurdod lleol i ganfod sut y gellir dyrannu'r buddsoddiad llawn o £1.2 biliwn ledled Cymru i ffrydiau gwaith y gellir eu cyflawni gan awdurdodau lleol unigol.

Bydd yn ofynnol i bob prosiect yn Rhaglen Ysgolion yr 21ain Ganrif ddilyn yr arweiniad ar gyfer cymeradwyo Achosion Busnes fel y'i diffinnir ym Model Trysorlys EM. Ar gyfer prosiectau o dan £5m, bydd angen cymeradwyo

Achos Cyfiawnhad Busnes, ond ar gyfer prosiectau dros £5 miliwn bydd angen cymeradwyo'r Achos Amlinellol Strategol, Achos Busnes Amlinellol a'r Achos Busnes Llawn.

- 4.2 Bydd y prosiect yn Ysgol Glan Clwyd yn darparu adeilad ysgol wedi'i ymestyn a'i adnewyddu i ateb y galw cynyddol am addysg cyfrwng Cymraeg yng ngogledd y Sir.

Rhoddodd y Cabinet gymeradwyaeth ym mis Gorffennaf 2013 i neilltuo tua £1.0 miliwn i ariannu gwaith ar Gamau 1 a 2 (Cysyniad a Dyluniad Manwl) a fyddai'n galluogi'r prosiect i gael ei symud ymlaen i sefyllfa lle gellid gofyn am gymeradwyaeth ar gyfer yr achos busnes llawn a'r cynigion a dderbyniwyd gan y contractwyr.

Ym mis Awst 2014 penodwyd Willmott Dixon yn gontractwr arweiniol yn dilyn cystadleuaeth fechan ymysg y chwe chontractwr a benodwyd i'r band gwerth perthnasol ar gyfer Fframwaith Adeiladu Gogledd Cymru. Maent wedi cael eu cyflogi i gynhyrchu camau dylunio'r ysgol gyda chymalau torri priodol cyn y cam adeiladu.

Cyflwynwyd Adroddiad Dylunio Cam C gan Willmott Dixon i Sir Ddinbych ddiwedd mis Ionawr 2015 ac mae'r ddogfen yn garreg filltir allweddol sy'n crynhoi'r gwaith dichonoldeb a wnaed dros y 4 mis diwethaf.

Yr amcanion allweddol yw:

- Rhoi trosolwg cynhwysfawr o'r gwaith dichonoldeb a wnaed;
- Dangos hyfedredd technegol priodol ar gyfer dylunio'r adeilad a'r safle;
- Cyflwyno gwybodaeth ynglŷn â chostau sy'n dangos y gellir cyflawni'r ysgol o fewn cyllideb y cytunwyd arni;
- Dangos prif raglen y gellir ei chyflawni ar gyfer y prosiect sy'n adlewyrchu canlyniadau posibl y broses gynllunio;
- Tynnu sylw at unrhyw risgiau sy'n parhau gyda'r prosiect a dangos y gellir lliniaru a rheoli'r rhain drwy gamau nesaf y prosiect;
- Cyflwyno lefel o wybodaeth am ddichonolrwydd i lwyddo i dderbyn cymeradwyaeth am arian gan Sir Ddinbych / Llywodraeth Cymru a galluogi'r awdurdod i symud ymlaen i gamau manwl y prosiect.

- 4.3 Cost gyffredinol y prosiect yn ôl yr adroddiad Cam C oedd £14,175,521. Roedd hyn yn uwch na'r swm a amcangyfrifwyd yn flaenorol o £13,900,000 ar gyfer elfen Willmott Dixon y prosiect. Mae un elfen o hyn yn ganlyniad i arolygon ychwanegol sydd eu hangen a phenderfyniad i gadw bloc gwyddoniaeth presennol yr ysgol, y cynigiwyd ei ddymchwel, at ddiben addysgol ychwanegol. Wrth gymeradwyo'r adroddiad Cam C, mae Sir Ddinbych wedi mynegi barn glir y bydd gostyngiad o oddeutu £80,000 yn ei gostau cyn cymeradwyo cam nesaf y prosiect. Mae cyfanswm cost y prosiect yn parhau i fod yn £15,900,000 sy'n cynnwys costau Sir Ddinbych (ffioedd cleientiaid a dylunio) a symiau wrth gefn Cleientiaid.



- 4.4 Bwriad yr Achos Busnes Terfynol sydd ynghlwm yw gofyn am oddeutu 47% o'r cyllid gan Lywodraeth Cymru i ariannu'r prosiect. Bydd hyn yn golygu bod angen i Sir Ddinbych ddarparu swm o £8,410,060. Bydd y balans rhwng cyllid LIC a CSDd yn galluogi cyllid ar gyfer y 4 prosiect Ysgol Gymunedol o fewn Ysgolion yr 21ain Ganrif (Ysgol Newydd y Rhyl, Ysgol Bro Dyfrdwy ac Ysgol Gymunedol Bodnant, ynghyd ag Ysgol Glan Clwyd) i fod yn gyfartal ar 50/50. Mae'r swm hwn wedi ei gynnwys yn y Cynllun Corfforaethol cyffredinol a'r Cynllun Cyfalaf fel rhan o gyllid cyffredinol Rhaglen Ysgolion yr 21ain Ganrif.
- 4.5 Bydd yr Achos Busnes Terfynol yn cael ei gyflwyno gan Lywodraeth Cymru erbyn canol mis Mawrth 2015 ar yr amod y ceisir cymeradwyaeth ffurfiol gan y Cabinet a'r Cyngor ar 24 Mawrth ac 14 Ebrill, 2015, cyn y penderfyniad terfynol gan Banel Cyfalaf Llywodraeth Cymru ar 28 Ebrill 2015. Disgwylir y bydd penderfyniad terfynol yn cael ei wneud gan y Gweinidog dros Addysg ym mis Mai 2015.
- 4.6 Disgwylir am yr amserlenni drafft canlynol er mwyn bwrw ymlaen â'r prosiect: -

Gweithgaredd Carreg Filtir	Dyddiad
Cyflwyno Achos Busnes i Lywodraeth Cymru (LIC)	Mawrth 2015
Aseiad o'r Achos Busnes gan LIC	Ebrill 2015
Cwblhau Cam 2 - Dylunio Manwl	Gorffennaf 2015
Dyfarnu'r Contract	Hydref 2015
Cam 3 - Adeiladu	Tachwedd 2015 - Awst 2017
Trosglwyddiad Terfynol	Awst 2017

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

Bydd y gwaith o ddatblygu Rhaglen Ysgolion yr 21ain Ganrif a'r Rhaglen Foderneiddio Addysg ehangach yn ffactor wrth sicrhau bod y Cyngor yn cyflawni ei ddyhead i wella perfformiad mewn addysg ac ansawdd adeiladau ein hysgolion fel y nodir yng Nghynllun Corfforaethol y Cyngor 2012 – 2017. Bydd y Rhaglen hefyd yn cynorthwyo'r Flaenoriaeth o Ddatblygu'r Economi Leol drwy fuddsoddi gwariant cyfalaf tuag at wella ansawdd adeiladau ysgolion.

## 6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?

Bydd y costau sy'n deillio o brosiect Ysgol Glan Clwyd yn tua £15.9m. Bydd cymeradwyo'r Achos Busnes Terfynol yn galluogi i'r contract gael ei gytuno gyda Llywodraeth Cymru er mwyn galluogi'r awdurdod i sicrhau tua 47% o'r gost darged fel arian cyfatebol. Y Cabinet fydd yn gwneud y penderfyniad terfynol i ddefnyddio Willmott Dixon yn y cam adeiladu.

**7. Beth yw prif gasgliadau'r Aseiad o Effaith ar Gydraddoldeb (AEC) a gynhaliwyd ar y penderfyniad? Dylid atodi'r templed AEC wedi'i lenwi fel atodiad i'r adroddiad.**

Barn yr aseiad o effaith ar gydraddoldeb yw y bydd y cynnig yn cael effaith gadarnhaol ar blant a phobl ifanc sy'n rhannu nodweddion a warchodir. Bydd yr effaith yn cael ei fonitro yn ystod oes y prosiect. Un o brif fendithion y prosiect fydd datrys y problemau sylweddol sy'n bodoli ar y safle ar hyn o bryd gyda nifer o wahanol lefelau yn gwneud ardaloedd mawr o'r adeiladau yn anhygyrch ar hyn o bryd.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

Bu ymgynghori helaeth gyda chymuned yr ysgol yn Ysgol Glan Clwyd wrth ddatblygu'r prosiect hyd yma.. Mae hyn wedi cynnwys nifer o gyfarfodydd ymgynghori yn y gymdogaeth i drafod y cynlluniau sy'n amlygu eu hunain ar gyfer adeiladau newydd yr ysgol. Mae Grŵp Aelodau Ardal Elwy a Chyngor Dinas Llanellwedd wedi cyfrannu at gynnydd y prosiect.

**9. Datganiad y Prif Swyddog Cyllid**

Mae hwn yn brosiect strategol allweddol o ran Ysgolion yr 21ain Ganrif a chynllun corfforaethol y Cyngor. Mae'r cyngor eisoes wedi ymrwymo oddeutu £1.0 miliwn tuag at y gwaith cychwynnol sydd wedi arwain at y cynnig hwn. Mae digon o gyllid cyfalaf ar gael i gyflawni'r prosiect ar y gost a ragwelir.

Dyma'r ail brosiect cyfalaf fwyaf i gael ei chynnal erioed gan y Cyngor ac felly mae iddi risg ariannol. Mae gwaith rheoli prosiect da felly'n allweddol i hyn ac mae'n rhaid monitro'r prosiect yn ofalus.

Ar bob cam, rhaid i'r Cyngor fod yn sicr bod pob prosiect yn cynnig gwerth am arian a bod y rhaglen gyffredinol yn fforddiadwy ac y gellir ei chyflawni. Ar y cam hwn yn y rhaglen, mae modd ei gyflawni ac mae'n fforddiadwy.

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

Os na fydd y prosiect yn derbyn cymeradwyaeth mae perygl na fydd y gwaith a wnaed hyd yma yn cael ei ddatblygu ymhellach. Gellid ystyried fod cymeradwyo'r Achos Amlinellol Strategol ar gyfer y prosiect ym mis Mai 2013 a'r Achos Busnes Amlinellol ym mis Hydref 2013 yn lleihau'r risg y bydd y prosiect yn methu â derbyn cymeradwyaeth derfynol gan Lywodraeth Cymru. Er mwyn lliniaru hyn cafwyd trafodaethau rheolaidd gyda Llywodraeth Cymru ar gynnydd prosiect Ysgol Glan Clwyd.

Mae'r prosiect cyfan yn cael ei rheoli gan Reolwr Prosiect profiadol, ac mae trefniadau clir ar gyfer rheoli risg yn ystod y prosiect.

**11. Pŵer i wneud y Penderfyniad**

Adran 2 Deddf Llywodraeth Leol 2000 / Adran 111 Deddf Llywodraeth Leol 1972

# Ysgol Glan Clwyd

## Extending Secondary Welsh Medium Education Provision

### Full Business Case (FBC)



**Version No:** 1.0  
**Date:** March 2015  
**Version History:**

Version	Date Issued	Brief Summary of Change	Owner's Name
0.1	12.02.2015	First Draft	Peter Clayton
0.2	27.02.2015	Updated following DCC SIG Comments	Peter Clayton
1.0	10.03.2015	Issued to DCC Cabinet Issued to Welsh Government	Peter Clayton

## **EXECUTIVE SUMMARY**

(500 words maximum)

This Full Business Case (FBC) presents a proposal to extend, remodel and refurbish the County's existing Welsh medium secondary school, Ysgol Glan Clwyd, St Asaph to create a school with a capacity of 1250 via delivery of the identified 'preferred option'.

The school as of March 2014 had 968 pupils and is close to its current capacity of 1,000 pupils. The Council in partnership with the Welsh Government has increased the capacity in the Welsh Medium Primary schools which serve Ysgol Glan Clwyd. Current pupil forecasts suggest that the pupil numbers at the school will increase to 1,140 by March 2020. Without this project the Council will be unable to meet the growing demand for Welsh Medium education in the secondary sector.

This will address the following:

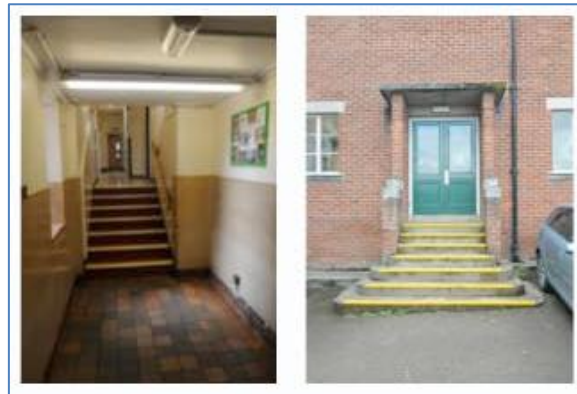
- Contribution to raising educational attainment;
- Improving condition – *raise retained School buildings to Condition Category B and any new build to Condition Category A plus elimination of maintenance backlog;*
- Improving suitability – *appropriateness of accommodation to enable delivery of 21<sup>st</sup> Century accommodation for forecast numbers of pupils on roll up to 1250 places;*
- Better matching of demand for and supply of pupil places – *provision of 1250 places to meet forecast increase in Welsh Medium demand in region, removal of all temporary accommodation;*
- Support delivery of other services – *improve facilities and access to leisure offer and wider community;*
- Quality of Design – *provide an aspirational environment suitable and flexible for delivery of 21<sup>st</sup> Century education.*

The 'preferred' option, following a re-assessment of the short list is a variation on the Option 3 presented at OBC stage. This new Option 3 still being a refurbishment, partial replacement & extension but focused on a slightly larger

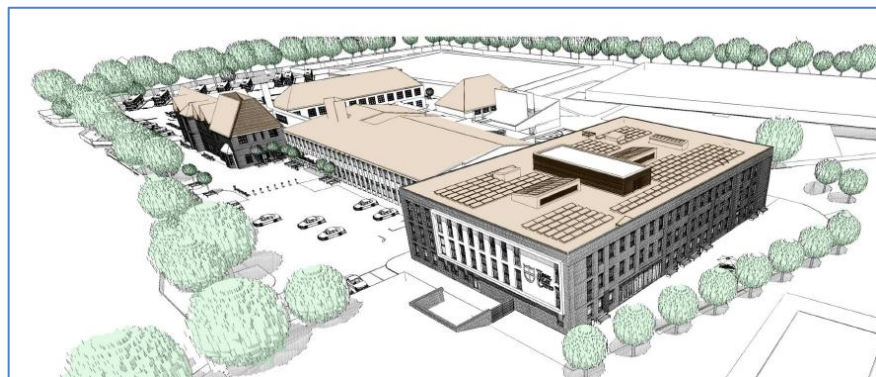
proportion of demolition and greater new build to the southern part of the school site.

The total cost of this preferred option is £15.9 million and this investment is being sought to deliver the 'preferred' option over the period 2014-2018.

**Current School:**



**Proposed Design:**



## STRATEGIC CASE

(1000 Words Maximum)

The overall Strategic Case as described in detail within the Outline Business Case (OBC) remains valid.

To reconfirm in line with the detail in the OBC, satisfying the potential scope for this investment will deliver the following high-level programme wide strategic benefits:

1. **Investment Objective 1:** Learning environments for children and young people aged from 3 to 19 that will enable successful implementation of strategies for school improvement and better educational outcomes;
2. **Investment Objective 2:** Greater economy through better use of resources to improve efficiency and cost-effectiveness of the education estate and public provision;
3. **Investment Objective 3:** A sustainable education system with all schools meeting a 21st Century Schools Standard, and reducing recurrent costs and carbon footprint.

Guided by these overarching strategic objectives, a number of benefits criteria have been developed for the project against which to assess the options developed to address the business need. Based on an appraisal of the options available against these criteria, a 'preferred' option is proposed that will best contribute to delivering against these criteria, with the appraisal also including a value for money assessment to moderate the appraisal from an affordability perspective plus and initial assessment of risk attached to each option.

In summary the benefits criteria areas include:

- Raising attainment
- Support service delivery
- Building condition
- Suitability
- Matching demand / supply of places
- Design



The criteria have been used to identify specific measurable benefits against which the preferred solution can be assessed.

### **Business strategies**

The Council has a 5 year Corporate Plan, approved by elected members in October 2012, which identifies 7 priority areas for Council activity and action and contextualises national and regional policy developments for Denbighshire.

Specifically within this plan there is a priority work stream for:-

- Improving performance in education and the quality of our school buildings

This priority includes the following intended outcomes:-

- We will invest significantly to improve school buildings and facilities and provide improved learning environments for pupils
- We will continue to review school provision across the county to ensure that we provide the right number of school places, of the right type, in the right location. Specifically we aim to deliver:
  - A brand new high school for Rhyl
  - Extension and remodelling of Ysgol Glan Clwyd
  - Bodnant Community School extension as a single site school
  - A new area school in Cynwyd
  - A new faith-based school in the north of the county

The Corporate Plan states that the programme will be funded through the use of reserves, balances and by selling assets with the rest being generated through prudential borrowing. Further detail is contained within the Financial Case of this FBC. The affordability of this plan has been reconfirmed by Councillors recently as part of the overall budget setting process and Council on the 3<sup>rd</sup> February 2015 confirmed its commitment "that the delivery of the Corporate Plan takes priority in future budget setting rounds."



## **Other organisational strategies**

These corporate priorities are further supported by service delivery plans and the establishment of a number of Corporate Programmes. These include:

- Economic Ambition
- Modernisation

which are supplemented by:

- Modernising Education (Inc. 21<sup>st</sup> Century Schools Programme)

Of particular relevance to this proposed project is the 21<sup>st</sup> Century Schools Programme. The Council believes that the Programme, through effectively addressing issues around surplus and deficit places, will lead to the reduction in the number of schools maintained whilst focusing resources on remaining schools to provide an estate that is modern, efficient and effective for delivery of a modern curriculum. In addition, delivery of projects within the 21<sup>st</sup> Century Schools Programme will also contribute to the development of the Economic Ambition programme via the investment in the economy and the development of appropriate community benefits.

## **Welsh in Education Strategic Plan**

The Council recognises the importance of bilingualism in 21<sup>st</sup> Century Wales 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.

Since the submission of the Council's Outline Business Case the investment projects as part of the Tranche 3 21<sup>st</sup> Century Schools transitional funding at two of the main Primary feeder schools to Ysgol Glan Clwyd have been completed. This has allowed the increased demand in Welsh Medium education in the primary sector to be met and this now needs to be reflected in the Secondary Sector.

The Council's Welsh in Education Strategic Plan which covers the period 2014 – 17 reaffirms the Council's commitment to increasing the number of pupils

receiving their education through the medium of Welsh. In particular it includes actions to “increase the percentage of learners aged 14-16 studying for qualifications through the medium of Welsh” to which this project will assist those pupils who currently receive Welsh medium primary education and will continue to do so in the secondary sector.

## ECONOMIC CASE

(500 Words Maximum)

The critical success factors, as identified and detailed in the OBC remain valid.

The short list of options as detailed in the OBC are summarised below:

Option Reference	Summary Description	Option Type
1	Do minimum – increase space provision via modular units	Comparator
2	Refurbishment, partial replacement & extension of Ysgol Glan Clwyd – Courtyard	Preferred
3	Refurbishment, partial replacement & extension of Ysgol Glan Clwyd – Rear block	Less Ambitious
4	New build Ysgol Glan Clwyd	More Ambitious

Following appointment of a contractor in August 2014 based on an Early Contractor Involvement (ECI) as described in the Commercial Case of this FBC, key stakeholders were re-engaged and an exercise undertaken to challenge the assessment of the short listed options originally developed as part of the initial feasibility work in 2010 and detailed in the OBC.

This re-assessment was undertaken to challenge the assumptions made when developing the original OBC short list; these assumptions and areas of challenge included:

- Practicality
- Buildability
- Value for money – in light of new construction approaches
- Latest construction market – costs
- Costs of options – figures used for OBC were based on Cost Plans originally developed in 2010 (albeit they included price uplift forecast)
- Areas of inefficiency in original short listed options

The proposed preferred solution was reviewed and it was considered that this project was unaffordable within the initial allocation for the project without compromising many of the elements which would deliver key benefits for the project.

This re-assessment exercise led to the development of an alternative approach to the original Option 3 as presented in the OBC. This approach has allowed for a revised approach to be taken to the delivery of the project which ensures that the key benefits can be delivered within the existing funding envelope for the project.

This new Option 3 still being a refurbishment, partial replacement & extension but focused on a slightly larger proportion of demolition and greater new build to the southern part of the school site – 47% new build against 40% new build with the OBC preferred option.

A workshop was held at the school on October 08<sup>th</sup> 2014 with key stakeholders to re-appraise the original OBC short list and the new Option 3 against the critical success factors.

Option 3, the new preferred option, delivers better value for money based on the revised options appraisal. It also offers potential for a reduced overall delivery timescale of approximately 6-8 weeks on the construction phase and a reduction in the number of those construction phases required compared to the original OBC preferred option. The initial plan included works being undertaken across 5 phases, the revised plan should be completed in 2 distinct phases. Overall this revised approach will reduce the level of disruption to an operational school and subsequently reduce the potential negative impact on learning.

Given the introduction of this new Option 3, now the 'preferred' option, the Economic Appraisals detailed in the OBC were revisited and updated to reflect the re-assessment exercise findings. This exercise confirmed that the new Option 3 was indeed the 'preferred' option when appraisal included other issues on cost, NPC, benefit, cost per benefit point and risk.

The short list of options as finalised, including identification of the FBC preferred option, are summarised below:

<b>Option Reference</b>	<b>Summary Description</b>	<b>Option Type</b>
1	Do minimum – increase space provision via modular units	Comparator
2	Refurbishment, partial replacement & extension of Ysgol Glan Clwyd – Courtyard	Preferred at OBC
<b>3</b>	<b>Refurbishment, partial replacement &amp; extension of Ysgol Glan Clwyd – Southern block</b>	<b>Preferred at FBC</b>
4	New build Ysgol Glan Clwyd	More Ambitious

## **COMMERCIAL CASE**

(1500 Words Maximum)

### **Method of procurement**

Procurement for the project was via the North Wales Schools and Public Buildings Contractor Framework (NWSPBCF). This Framework was officially launched in April 2014 and sets out clear call off procedures via mini-tender exercises for Authorities to follow in procuring teams for specific projects. The Framework was developed and set up following an OJEU compliant procurement exercise that included PQQ and ITT stages to procure a limited number of main contractors to a set number of Lots under the Framework.

Given the anticipated project construction value of £13.9M, the project falls within Lot 2 of the Framework for projects valued between £7.5M and £15M.

Under the guidelines set out within the Framework for call off via mini-tender exercises for individual projects a number of procurement approaches are possible ranging from Early Contractor Involvement (ECI), through degrees of Design & Build to Full Design or Novation.

An appraisal of these options was undertaken based on an assessment of a number of priorities that included: complexity, quality, risk, management and price certainty. These priorities were discussed at a workshop held with key stakeholders, including the school in July 2013. The conclusion reached given the specific nature, scale and ambition for the project was to adopt an ECI approach with a Target Cost. A report was presented to the Modernising Education Board in October 2013 recommending an ECI approach for this project; this recommendation was adopted.

Based on the decision to proceed on an ECI / Target Cost approach, a mini-tender was prepared, using the guidelines set out in the Framework and issued on May 30<sup>th</sup> 2014 to all 6 contractors in Lot 2 of the Framework. This mini-tender was structured based on a 70% Quality / 30% Price ratio. Within this ratio a number of Quality Questions were posed and a Cost question in reference to a defined Scope of Services. Individual Quality Questions were also weighted based on their relative importance. In addition, an explicit and clear Evaluation

Criteria document was issued to the Contractors on Lot 2 to accompany the mini-tender to ensure the evaluation process was clear and transparent.

The mini-tender submissions, returned on July 25<sup>th</sup> 2014, were scored by an evaluation panel according to the guidance in the Evaluation Criteria issued. In addition, all bidders were invited to interview to present their written responses and answer any questions or clarifications that arose out of their written responses.

The project, as expressed within the mini-tender has been structured in phases; Phase 1 – Feasibility, Phase 2 – Detailed Design & Target Cost preparation and Phase 3 – Construction. The forms of contract proposed for the project are from the NEC 3 suite of contracts. An NEC 3 Professional Services Contract (PSC) is being used for Phases 1 & 2 and an NEC 3 Option C proposed for Stage 3. A break point option is retained at the end of Stage 2 – Detailed Design & Target Cost Preparation before contractual commitment to proceed to Stage 3 – Construction. It is also worth noting that there is still an option, before the end of Stage 2, in discussion with the appointed contractor, to switch NEC 3 options from C to another NEC 3 option for Stage 3 if this is deemed of mutual benefit based on the balance or risks remaining at that stage.

The above mini-tender process and evaluation exercise was facilitated via the Proactis portal and guided by the County's Procurement Service.

As a result of the evaluation of the written tender responses with moderation at interview, a successful contractor, in this case Willmott Dixon Construction Ltd. was notified of their success via formal correspondence on August 27<sup>th</sup> 2014.

### **Required services**

The required products and services in relation to the preferred way forward were defined briefly as follows:

- Appointment of a lead contractor (& design team) with:
  - A successful recent track record of designing and constructing innovative secondary schools
  - Experience of using 'partnering-ethos' arrangements

- Ability to provide and lead a team of appropriate technical specialists (Education consultants, ICT and Energy specialists, et al.)
- Understanding of the emerging education and economic trends in Wales and locally in Denbighshire
- A sound reputation for maximising use of local suppliers within the construction supply chain
- A history of delivering significant community benefits through their construction ventures
- Technical ability to lead a complex design and build project to replace the existing school buildings including design, construction, demolition and reinstatement/re-landscaping works

In addition to the above, a specific Scope of Services was included in the draft contract documents that were issued with the mini-tender specifying the services required for Phases 1 & 2 of the project.

### **Negotiated deal and contractual arrangements**

As set out in the section above, the project will use the NEC suite of contracts. To undertake Phase 1 & 2 of the project an NEC Professional Services Contract is being let. At the end of Phase 2, subject to final approval of the Full Business Case, the intention will be to let an NEC Option C Engineering and Construction Contract for delivery of Phase 3 – Construction however as noted above there remains the option, via agreement with the Contractor, to switch to another NEC Option e.g. Option A.

The final decision to enter into a formal contract for Phase 3 is scheduled to be taken by Denbighshire's Cabinet in September 2015 in accordance with the Council's Financial Regulations. The decision will be made following an assessment of the submitted works information by the Contractor.

### **Financial implications of deal**

Under the proposed contractual arrangements and procurement approach the Contractor has been engaged based on a Target Cost. The main contractor will be responsible for undertaking both the design and construction work on the



project, for a negotiated target cost. The target cost is developed in conjunction with the clients cost advisors using an open book and transparent approach. The target cost should represent the actual cost of the construction work to the main contractor which will include the associated add-ons for overheads, profit etc.

There is also a pain / gain incentive proposed within the Phase 3 contract arrangements. At present within the draft Phase 3 contract there is an incentive based on the following share range:

- Less than 100% (under Target Cost) - Contractor share 50% / Client share 50%
- 100% (on Target Cost) – Contractor share 0% / Client share 0%
- Greater than 100% - (over Target Cost) - Contractor share 100% / Client share 0%

### **Risk transfer arrangements**

The general principle is that risks should be passed to 'the party best able to manage them', subject to value for money. The general approach will be guided by these main principles:

- a 'pain/gain' model to offset risk to the Council
- development of target cost for the project; firming of prices
- an insight into their experience and perceptions of 'partnering'

The final allocation of risk within the project is being determined as part of the negotiation with the successful contractor as the project is developing. This involves discussions via dedicated Risk Workshops between Denbighshire and Willmott Dixon whereby project risks are allocated to the party best able to manage them and allocation of risk sums to deal with any residual risks remaining. Initial Risk Workshops have been undertaken in the lead up to Stage C of the design process. As the project continues to develop, risks will be under constant review with the ownership, likelihood, impact and potential cost associated reviewed; it is anticipated that the level of risk will reduce as the design process progresses.

## **Community Benefits**

As part of the mini-competition exercise the commitment of the Contractor to Community Benefits was rigorously examined. In particular the Contractors were required to outline how they would maximise potential community benefits as part of this project. The Contractors proposals included targeting spending of £7million within a 30 mile radius of the school and a project target of 1,052 weeks of activities as opposed to the minimum requirement via the framework of 1,014 weeks of activities.

The progression of these community benefits will be measured during the project in accordance with the toolkit and reported on annually to the Welsh Government. In addition, as the design phase of the project develops Denbighshire County Council will enter into discussions on the principle of adopting a Project Bank Account approach with a view to assisting and supporting the supply chain where possible.

## FINANCIAL CASE

(1000 Words Maximum)

### Funding Sources

In July 2013, a report was submitted to Denbighshire’s Cabinet recommending approval of £1.0M from the county’s own resources to demonstrate the commitment to taking the project forward through detailed design. This recommendation was approved at Cabinet with the £1.0M being included in the Corporate Plan matrix. This has enabled Phases 1 and 2 to progress in parallel with the Welsh Government Business Case process so as to inform the business case development in a timely manner and place the project in a good position to proceed without delay within the County’s overall 21<sup>st</sup> Century Schools Band A Programme given formal approval from Welsh Government.

The payment stream for the capital to fund the preferred option (Option 3) will see 47.1% of the funding coming from the WG, the remaining 52.9% coming from DCC. This will enable a balance to be made across the 21<sup>st</sup> Century Schools Programme for approved projects to date at 50/50. Any revenue implications will be dealt with once the new project is in place via the standard school budget formula setting process.

Summary spend profile and funding sources:

	13/14	14/15	15/16	16/17	17/18	18/19	TOTALS
<b>Total</b>	£5,000	£246,447	£3,595,469	£9,407,184	£2,404,917	£240,983	<b>£15,900,000</b>
<b>WG</b>			£2,521,998	£4,195,377	£531,582	£240,983	<b>£7,489,940</b>
<b>DCC</b>	£5,000	£246,447	£1,073,471	£5,211,807	£1,873,335		<b>£8,410,060</b>

**NOTE:** the above is based on the current best understanding of the preconstruction and construction programme at Stage C in the design process and may be reviewed as the design process moves forward.

The capital cost of the project is £15,900,000 over the expected lifetime of the project. A submission to access 47.1% of the project value is being made to WG with the remaining funding coming as contribution from Denbighshire. This approach was outlined in the SOP and has been agreed at Council.

The detail on the proposed method of delivery for the contribution from Denbighshire was included within the latest Capital Plan that formed part of the latest Corporate Plan that was agreed at Council on 03<sup>th</sup> February 2015. The funding provided by the authority will be found from reserves, balances and by selling assets with the rest being generated through prudential borrowing.

This Full Business Case was presented to Denbighshire's Strategic Investment Group on the 17<sup>th</sup> February 2015. The Group reviewed the business case, financial affordability and to ensure it aligned with the approved Council Capital Plan. The Group recommended its approval to the Council's Cabinet and Council. Both Cabinet and Council are scheduled to consider and approve the Business Case in March / April 2015 prior to final determination of this Business Case by the Welsh Government in April 2015.

### **Preferred Option Costs**

The detailed costs associated with the construction element of the preferred option have been developed as part of progressing Phase 1 – Outline Design of the project, equivalent to the RIBA Stage C Report for the project.

The proposed capital expenditure will increase the overall value of the Council's asset estate by replacing aged buildings with new structures. Consequently, the balance sheet will show an increase in total asset value.

## **MANAGEMENT CASE**

(1000 Words Maximum)

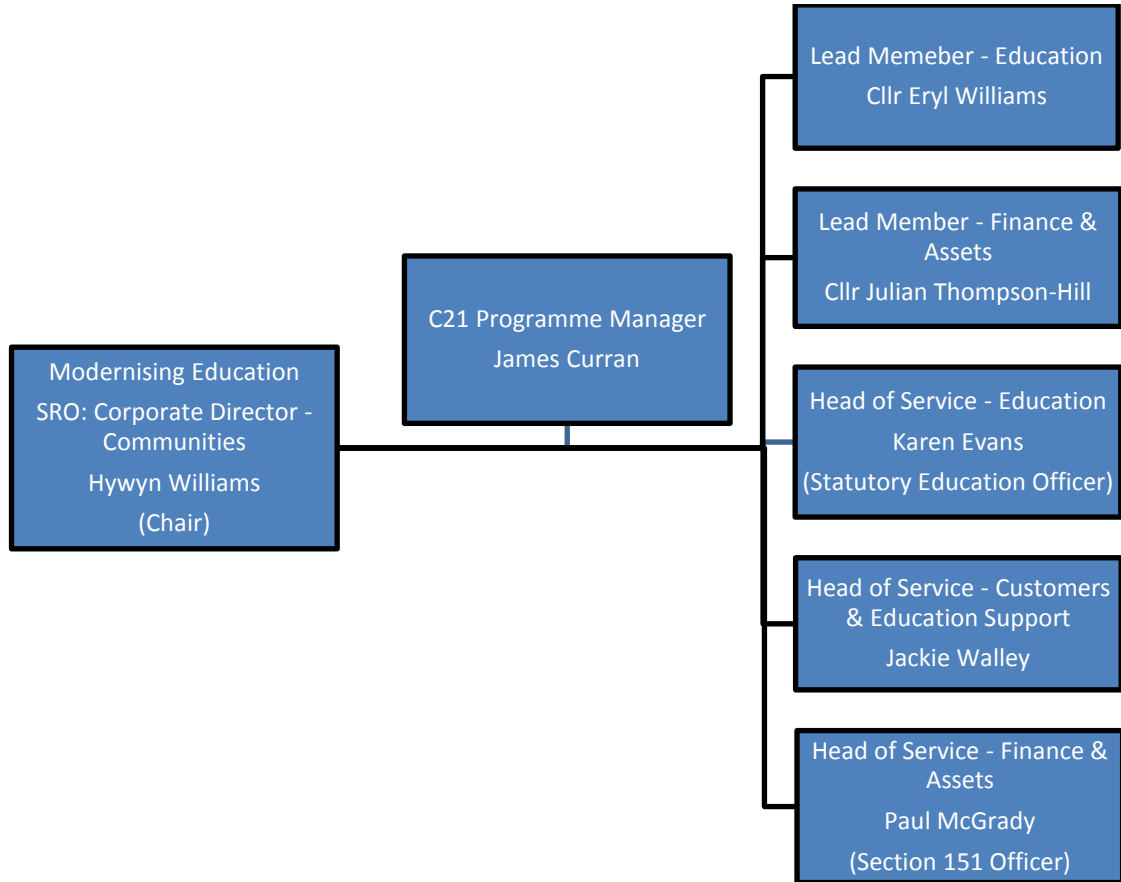
### **Programme Management**

The scheme is an integral part of the Denbighshire's 21<sup>st</sup> Century Schools Programme which comprises a portfolio of projects through which Denbighshire will deliver the necessary change to ensure that the strategic aims of the Welsh Government's 21st Century Schools Programme are fully met. Denbighshire's Strategic Outline Programme (SOP) was agreed by the Welsh Government (WG) in December 2011.

The Project Management arrangements sit within the context of Corporate Programme Management. DCC's Programme Management strategy ensures that all project development and delivery is undertaken in concert with the Council's strategic vision and politically supported aspirations and priorities. The key principles of DCC's approach to Programme Management include:

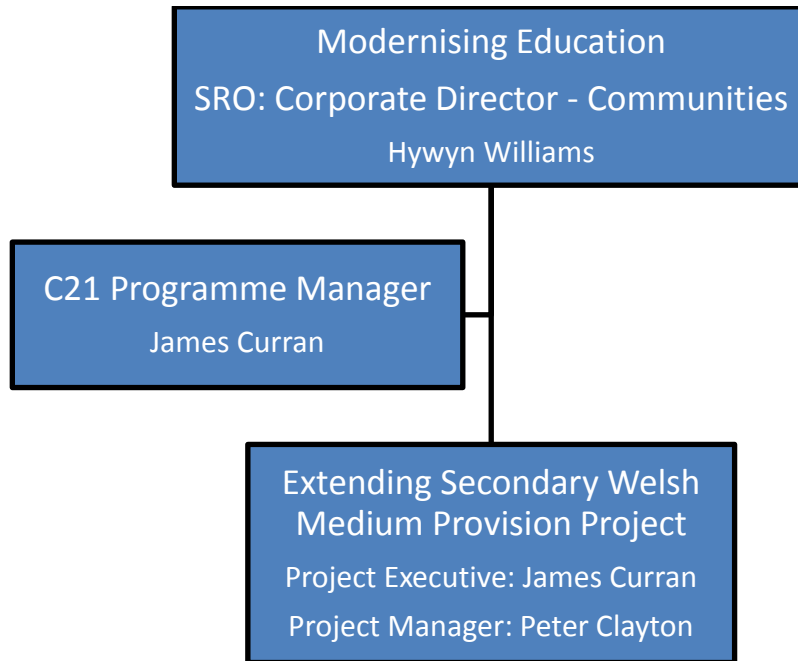
- Programme ownership at Corporate Executive level by a nominated Senior Responsible Owner
- A Programme Board with clearly defined Terms of Reference defining its:
  - Purpose
  - Scope
  - Remit
  - Membership
  - Tenure
- Programme Board membership comprising relevant Cabinet Members, Executive Officers and Service Heads
- A clear focus at strategic, corporate level on (and ultimate responsibility for) the realisation of identified Programme Outcomes and the Council's visions and priorities

The Councils' Modernising Education strategy is governed via the Modernising Education Programme Board. This Board has responsibility to oversee the 21<sup>st</sup> Century Schools Programme and the key projects therein. The Programme reporting responsibilities at Modernising Education Board level are shown below:



*Modernising Education Programme Board*

The operational link between Programmes and Projects is made by Executive Officers / Heads of Service / Programme Manager from the Programme Board being nominated Project Sponsors. The actual operational (Service) Programme reporting responsibilities for projects and strand activity are:



*Programme – Project Link*

## **Project Management**

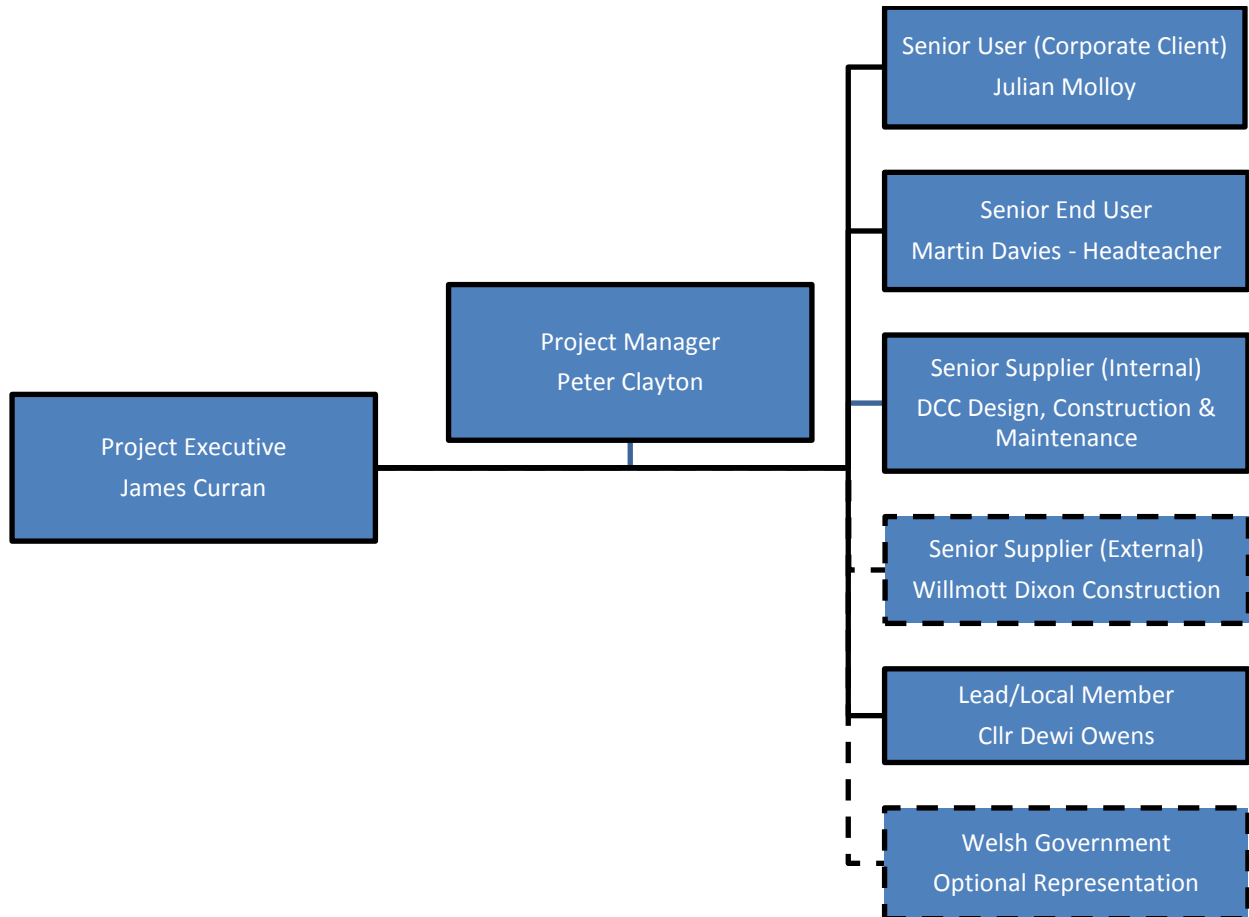
Denbighshire County Council has developed and implemented a corporate project management methodology, based on PRINCE 2, which ensures that projects are properly led, planned, resourced, monitored and controlled. The methodology has a prescribed structure of governance, structure and reporting for projects tailored according to magnitude, scope and complexity to enable successful and efficient project delivery.

A Project Board has been established to oversee the development and progress of the project. The Project Team reports to, and advises the Project Board and is responsible for the development, planning and delivery of the project. The membership of the team is dynamic and evolves over time with some roles increasing or diminishing in profile as the project progresses through its sequential stages. The team is led and coordinated by the Project Manager.

Similarly to the Programme Board, the Project Board is supported as appropriate by advisers in key areas. Where external advisers are to work on projects

consideration will be given to the role of local authority managers to supervise such work and provide line management as appropriate.

The outline reporting arrangements for the project are as indicated below:



*Ysgol Glan Clwyd Project Board*

It is the intention for the Project Board to meet at key milestones during the project development and delivery where key stage sign off is required before progress to the next stage; this will include at design Stage C and Stage D sign off and Pre-contract. Additional Boards may be called as and when required.

The role of Project Executive will be filled by James Curran as C21 Programme Manager.

The role of Project Manager will be filled by Peter Clayton.

The School will be represented by the Head Teacher, Martin Davies.



Further specialist roles & advice will be provided by DCC internal Design, Construction & Maintenance Department covering areas including design advice, CDMC, QS and Contract Administration.

Local political representation will be via the local elected Member for the area where the school is located, in this case currently Cllr Dewi Owens.

The External Senior Supplier, as described in the Commercial Section, will be Willmott Dixon Construction Ltd (and their design team) and they will be represented and play a role in the Project Board arrangements as required.

There is also included the option for Welsh Government representation at the Project Board as deemed required.

### Key milestones

The list below details the key milestones within the design process and key approval and review stages anticipated:

Milestones					Actions   Help	
Title	Start Date	End Date	Percentage Complete	Active		
▼ PR000247 Extending Secondary Welsh Medium Provision - Ysgol Glan Clwyd Extension & Refurbishment						
00001 Submit OBC to WG	11/09/2013	11/09/2013	100%	No	Actions	
00002 WG OBC Assessment Panel	17/10/2013	17/10/2013	100%	No	Actions	
00003 Contractors Framework Finalised	04/11/2013	30/04/2014	100%	No	Actions	
00004 Project Team Established - this includes appointment of consultants	01/05/2014	17/10/2014	100%	No	Actions	
00005 Phase 1 - Feasibility	19/09/2014	16/01/2015	100%	No	Actions	
00011 Phase 1 - Output Approval - via Project Board	16/01/2015	23/01/2015	100%	No	Actions	
00014 Prepare Full Business Case	19/09/2014	13/02/2015	100%	Yes	Actions	
00015 Submit FBC to SIG - targeting a SIG Feb 17 2015	13/02/2015	17/02/2015	100%	Yes	Actions	
00016 Submit FBC to WG (pending approval at Cabinet & Full Council)	06/03/2015	06/03/2015	0%	Yes	Actions	
00017 Submit Report & FBC to Cabinet for Cabinet Meeting on 24 Mar 2015	10/03/2015	10/03/2015	0%	Yes	Actions	
00018 Submit Report & FBC to Full Council on 14 April 2015	31/03/2015	31/03/2015	0%	Yes	Actions	
00010 Stage D Output Report	02/04/2015	02/04/2015	0%	Yes	Actions	
00019 Anticipated WG Panel Assessment Date to approve FBC	28/04/2015	28/04/2015	0%	Yes	Actions	
00012 Stage D Output - Approval - via Project Board	07/04/2015	01/05/2015	0%	Yes	Actions	
00009 Phase 2 - Detailed Design & Target Cost Preparation	07/04/2015	28/07/2015	0%	Yes	Actions	
00022 Submit Works Information		28/07/2015	0%	Yes	Actions	
00013 Phase 2 - Output Approval - via Project Board	11/09/2015	11/09/2015	0%	Yes	Actions	
00020 Submit Report to Cabinet for meeting on 29 Sept 2015 approval to proceed to Phase 3 - Construction	15/09/2015	15/09/2015	0%	Yes	Actions	
00021 Award Contract for Phase 3 - Construction following Cabinet Approval & 5 day standstill period	08/10/2015	08/10/2015	0%	Yes	Actions	
00023 Construction Phase - Start		05/11/2015	0%	Yes	Actions	
00007 Construction Phase - End	05/11/2015	25/08/2017	0%	Yes	Actions	

## **Risk Management**

The strategy, framework and plans for dealing with the management of risk are described in the Risk Management Plan. In addition there is a DCC Risk Register for the 'preferred' option.

The DCC Risk Register is a County specific Risk Register that rolls up key general risks, in addition, as referred to in the Commercial Case is the risk profile developed with the main contractor that allocates specific risks to the party best able to deal plus an accompanying risk value.

These risk registers and management plan detail which party is responsible for the management of each risk and the required counter measures as required.

All these documents will be reviewed and updated as the design develops and specific risks are retired or mitigated.

## **Benefits Realisation**

The strategy, framework and plan for dealing with the management and delivery of benefits are described in the Benefits Realisation Plan.

In addition there is a Benefits Register for the 'preferred' option and a Benefits Realisation Plan. In addition, there is also a document summarising the Outcomes / Benefits anticipated from the project based on an approved Welsh Government template.

These documents set out who is responsible for the delivery of specific benefits, how and when they will be delivered and the required counter measures, as required.

## **Gateway reviews**

For individual projects within Denbighshire a Stage Review process has been established for all projects. This process allows relevant professional views to emerge on individual projects prior to moving forward to the next formal stage.

A Stage Review, via the Strategic Investment Group (SIG) for this project was undertaken prior to the submission of this document. This review process

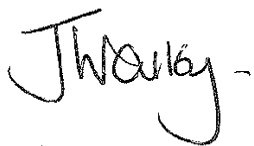
highlighted a number of minor changes and amendments that were required which have been reflected in the latest document update.

Further key Gateway Reviews, linked to Project Board approval, are planned for key stages in the development of the design and at pre-contract stage.

The Council will discuss further proposed engagement with the Welsh Government Programme and Project Management Team regarding securing external gateway reviews of the project at appropriate milestones.

### **Contingency Plans**

In the event that this project fails, the County will have to maintain the service within the existing facilities however they will not meet the aspirations of both the County and WG to provide facilities fit and suitable in which to deliver a 21<sup>st</sup> Century curriculum.



**Signed:**

**Printed:** Jackie Walley

**Position in organisation:** Head of Customers & Education Support

**Date:** 10.03.2015

Mae tudalen hwn yn fwriadol wag

Ysgol Glan Clwyd  
10 March 2015

Equality Impact Assessment

# Ysgol Glan Clwyd

**Contact:** James Curran, Education and Support Services

**Updated:** 10.03.2015

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

A project 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?

The proposal is for funding for a project to deliver an extension, remodel and refurbishment of Ysgol Glan Clwyd, St Asaph to deliver a modern school with a capacity of 1250 fit for delivery of a 21<sup>st</sup> century curriculum.

## 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*

Yes

## 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)*

Consideration of equality issues has occurred at all stages of the development of the project to date via the Council as clients and by Wilmott Dixon and Bond Bryan, the contractors and architects for the project.

The intentions have been to provide buildings which meet the current requirements of the legislation in the provision of services, education and employment, within the scope of the brief recognising Denbighshire's policy for 'access for all' and the site conditions. The overall approach to the design being new build will aim to meet the standards set by the ADM and the BS8300:2009 as a minimum and will reflect good practice guidance (it should be noted that BS8300:2009 supersedes ADM). In relation to particular spaces the level of accessibility will be agreed within the constraints of the brief that enables the needs of new users and the existing school population and staff; which may

require accessibility above the standards of the ADM.

- 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)*

Yes, the project will deliver improved learning accommodation for all of the pupils and wider building users at Ysgol Glan Clwyd.

- 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)?**

No

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

Yes	<p>The approach to inclusion and disabled access and use of the building has been to incorporate access for all into every aspect of the design. This will include (but not limited to):</p> <ul style="list-style-type: none"><li>• Ample disabled parking bays close to the main entrance.</li><li>• Step free external environment.</li><li>• Level access thresholds to all external and internal doors. The floor level will be designed at the same level as the external ground level.</li><li>• Lifts solely for the use of disabled pupils, staff or visitors as well as deliveries.</li><li>• Sufficient disabled sanitary provision as well as ambulant sanitary provision within the main toilet blocks.</li><li>• Changing Places hygiene suite.</li><li>• Furniture design to allow for disabled use.</li><li>• Main circulation doors held open during the school day.</li><li>• Colour schemes to provide the correct colour contrast between surfaces etc. .</li></ul>
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**8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?**

Yes	
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Action(s)	Owner	By when?
Review Proposals at end of Stage D	Peter Clayton	07.04.2015
Review Proposals prior to site construction works	Peter Clayton	October 2015
Monitor during progression of works	Peter Clayton	November 2015
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**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:	10.03.2015
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Name of Lead Officer for Equality Impact Assessment	Date
James Curran	10.03.2015

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

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<b>Adroddiad i'r:</b>	<b>Cabinet</b>
<b>Dyddiad y Cyfarfod:</b>	<b>24 Mawrth 2015</b>
<b>Aelod / Swyddog Arweiniol:</b>	<b>Y Cyngorydd Eryl Williams / Karen Evans</b>
<b>Awdur yr Adroddiad:</b>	<b>Karen Evans</b>
<b>Teitl:</b>	<b>Trefniadau Llywodraethu GwE</b>

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## **1. Am beth mae'r adroddiad yn sôn?**

Trefniadau Llywodraethu Arfaethedig GwE (Y Gwasanaeth Gwella Ysgolion Rhanbarthol).

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

Argymhell newidiadau i aelodaeth Cyd-Bwyllgor GwE mewn ymateb i fabwysiadu Model Cenedlaethol ar gyfer Gweithio'n Rhanbarthol.

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

Bod yr aelodau'n cymeradwyo'r trefniadau llywodraethu diwygiedig ar gyfer GwE.

## **4. Manylion yr Adroddiad**

### **Cyflwyniad**

Cyhoeddwyd y ddogfen ganllawiau – Y Model Cenedlaethol ar gyfer Gweithio'n Rhanbarthol gan Lywodraeth Cymru ym mis Chwefror 2014. Penderfynodd y 6 chyngor sy'n bartneriaid yn ystod Gwanwyn 2014 i:

- Gymeradwyo'r Model Cenedlaethol ar gyfer Gweithio Rhanbarthol yng Nghymru mewn perthynas â Gwella Ysgolion, a
- Mabwysiadu'r Model Cenedlaethol ar gyfer Gweithio'n Rhanbarthol i Wella Ysgolion a datblygu cynllun busnes gyda'r bwriad o ymgorffori'r gwasanaethau ychwanegol a restrir yn y Model yn rhan o fodel rhanbarthol GwE, a hynny fesul cam, ar yr amod bod achos busnes boddhaol i bob un a bod cynllun pontio ategol i sicrhau parhad gwasanaeth a pherfformiad.

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

Yng nghyfarfod 6 Tachwedd 2014 rhoddodd y Cyd-Bwyllgor ystyriaeth fanwl i'r strwythur llywodraethu diwygiedig mewn ymateb i'r Model Cenedlaethol. Roedd y strwythur diwygiedig yn adlewyrchu'r trefniadau sydd wedi eu hamlinellu yn Atodiad 1 yr adroddiad hwn. Ystyrir bod swyddogaethau dirprwyedig presennol y Cyd-Bwyllgor yn ddigonol i ymdrin â gofynion y Model Cenedlaethol.

Mae Atodiad 2 yn amlinellu sut y dylid diwygio aelodaeth y Cyd-Bwyllgor a sefydlu Bwrdd Ymgynghorol a Bwrdd Rheoli i gefnogi'r Rheolwr Gyfarwyddwr a'r Uwch Dîm Rheoli wrth iddynt reoli GwE. Mae aelodaeth a swyddogaethau'r Bwrdd Ymgynghorol yn adlewyrchu cysyniad y "Bwrdd Gweithredol" yn y Model Cenedlaethol ond bod ganddo hefyd bwerau i argymhell. Bydd gan y Bwrdd Rheoli bwerau i wneud penderfyniadau. Amlinellir sut y caiff swyddogaethau eu dosrannu a'u dirprwyo yn y Tabl yn Atodiad 3. Mabwysiadwyd y dull gweithredu hwn oherwydd derbyn cyngor cyfreithiol a ddywedai nad oedd digon o ansicrwydd ynghylch dirprwyo penderfyniadau i'r Bwrdd Ymgynghorol i gyfiawnhau ffafrio model amgen. Mae'r model hefyd yn ffurfioli'r rôl gefnogol y mae'r Cyfarwyddwyr Addysg wedi bod yn ei darparu wrth gefnogi tîm rheoli GwE ac yn darparu fforwm ar gyfer darparu mewnbyn gan y chwe awdurdod ar faterion mwy gweithredol eu natur sydd wedi hwyluso'r broses o wneud penderfyniadau. Gall hefyd weithredu fel corff i awdurdodi penderfyniadau ariannol ar lefel ganolradd sydd islaw'r Cyd-Bwyllgor. O ganlyniad, argymhellir eu bod yn mynychu'r Cyd-Bwyllgor fel swyddogion yn y dyfodol yn hytrach nag fel aelodau o'r Pwyllgor.

Fel rhan o adolygiad y Cyd-Bwyllgor awgrymir mabwysiadu Rheolau Sefydlog Gwynedd mewn perthynas â'r cworwm a fyddai'n golygu, yn achos y Cyd-Bwyllgor, y byddai angen bod tri aelod a chanddynt bleidlais yn bresennol i gyrraedd cworwm. Ystyrir bod y cworwm presennol o bum aelod etholedig yn rhy uchel ac yn anodd ei reoli'n ymarferol.

## **Dogfennau Cefndirol**

Y Model Cenedlaethol ar gyfer Gweithio'n Rhanbarthol – Llywodraeth Cymru  
2014.

Adroddiad i Gydbwyllgor GwE 29.9.2014 - "Trefniadau Llywodraethu GwE"

Adroddiad i Gydbwyllgor GwE 6 Tachwedd 2014 - "Trefniadau Llywodraethu GwE"

### **6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Amh.

### **7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Gydraddoldeb a gynhaliwyd ar y penderfyniad? Dylid atodi templed yr Asesiad o Effaith ar Gydraddoldeb wedi ei lenwi fel atodiad i'r adroddiad hwn.**

*Mae'r Asesiad o Effaith ar Gydraddoldeb ynghlwm.*

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

*Amh.*

**9. Datganiad y Prif Swyddog Cyllid**

Nid oes unrhyw oblygiadau ariannol i'r cynnig hwn.

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

Mae risg pe na mabwysiedir y cynnig hwn na fydd yr Awdurdod Lleol, na'r rhanbarth, yn cydymffurfio â gofynion y Model Cenedlaethol ar gyfer Gweithio Rhanbarthol i Wella Ysgolion.

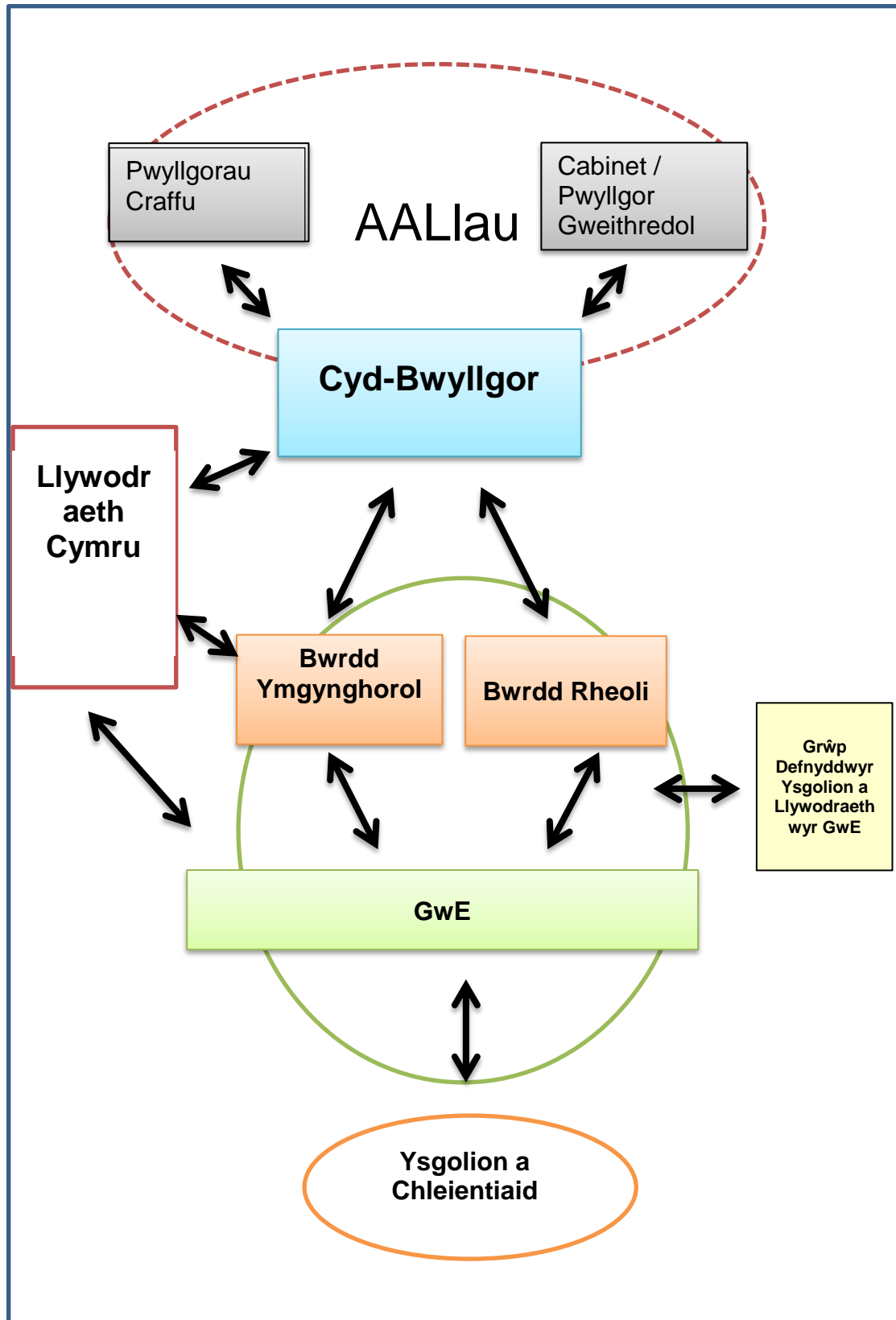
**11. Pŵer i wneud y Penderfyniad**

**A101 Deddf Llywodraeth Leol 1972**

**A20 Deddf Llywodraeth Leol 2000**

**Rheoliadau Awdurdodau Lleol (Trefniadau Gweithrediaeth) (Cyflawni Swyddogaethau) (Cymru) 2002**

Atodiad 1- Y Strwythur Arfaethedig





Cyd-Bwyllgor (Presennol)		Cyd-Bwyllgor (Arfaethedig)	Bwrdd Ymgynghorol	Bwrdd Rheoli	
<b>Aelodau sydd â Hawl i Bleidleisio</b>	<b>Aelodau sy'n Swyddogion - Heb Bleidlais</b>	<b>Aelodau sydd â Hawl i Bleidleisio</b>			
6 x Aelod Portffolio Addysg <i>un o bob ALI yng Ngogledd Cymru</i>	6x Prif Swyddog Addysg Statudol <i>un o bob ALI yng Ngogledd Cymru</i>	6 x Aelod Portffolio Addysg <i>un o bob ALI yng Ngogledd Cymru</i>	1 x Deilydd Portffolio Addysg (Deilydd Arweiniol y Rhanbarth) Prif Swyddog Addysg Arweiniol Rheolwr Gyfarwyddwr Dim mwy na 5 arbenigwyr (Unigolion sydd i'w penodi gan y Cyd-Bwyllgor) Enwebai Llywodraeth Cymru	6 x Prif Swyddog Addysg Statudol <i>(un o bob ALI yng Ngogledd Cymru)</i> Rheolwr Gyfarwyddwr Aelodau o Uwch Dimau Arweinyddiaeth GwE yn ôl y gofyn	
<b>Aelodau Cyfetholedig Heb Bleidlais</b>	<b>Swyddogion sy'n Bresennol</b>	<b>Aelodau Cyfetholedig Heb Bleidlais</b>			
1 x cynrychiolydd Esgobaethol <i>wedi'i enwebu ar ran Esgobaethau Wrecsam, Llanelwy a Bangor, am gyfnod o ddwy flynedd ar sail rota</i>	1 x Cynrychiolydd Cyfreithiol 1 x Cynrychiolydd A151 Arbenigwyr eraill yn ôl y gofyn	1 x cynrychiolydd Esgobaethol <i>wedi'i enwebu ar ran Esgobaethau Wrecsam, Llanelwy a Bangor, am gyfnod o ddwy flynedd ar sail rota</i>			

1 x cynrychiolydd ar ran Ysgolion Cynradd		1x Pennaeth Ysgol Gynradd			
1 x cynrychiolydd ar ran Ysgolion Uwchradd		1x Pennaeth Ysgol Uwchradd			
1 x cynrychiolydd ar ran Ysgolion Arbennig		1x Pennaeth Ysgol Arbennig			
1 x Cynrychiolydd ar ran Llywodraethwyr		1 x Cynrychiolydd ar ran Llywodraethwyr			
		<b>Swyddogion sy'n Bresennol (Heb bleidlais)</b>			
		Prif Weithredwr Arweiniol 6 x Prif Swyddog Addysg Statudol <i>(un o bob ALI yng Ngogledd Cymru)</i> 1 x Cynrychiolydd Cyfreithiol 1 x Cynrychiolydd A151 Arbenigwyr eraill yn ôl y gofyn			

### Atodiad 3 Swyddogaethau'r Bwrdd Ymgynghorol a'r Bwrdd Rheoli

Tudalen 56

<b>Bwrdd Ymgynghorol</b>	<b>Bwrdd Rheoli</b>
<p>Gan adrodd yn rheolaidd i'r Cyd-Bwyllgor, bydd y Bwrdd Ymgynghorol yn:</p> <p>Herio'n adeiladol a chyfrannu at ddatblygu strategaeth i alluogi'r sefydliad i gyflawni ei amcanion;</p> <p>Ystyried ac yn gwneud argymhellion i'r Cyd-Bwyllgor mewn perthynas â'r Cynllun Busnes blynyddol;</p> <p>Monitro ac yn adolygu perfformiad rheoli wrth gyflawni nodau ac amcanion a neilltuwyd ac yn monitro sut yr adroddir ar berfformiad;</p>	<p>Gan adrodd yn rheolaidd i'r Cyd-Bwyllgor, bydd y Bwrdd Rheoli yn:</p> <p>Cydadeiladu'r Cynllun Busnes blynyddol, gan gynnwys yr atodiadau unigol er mwyn dynodi gofynion penodol ar lefel Awdurdodau Lleol unigol;</p> <p>Monitro cynnydd yn rheolaidd yn erbyn y blaenoriaethau a'r canlyniadau a ddynodwyd yn y Cynllun Busnes;</p> <p>Sicrhau bod trefniadau ar waith i wneud yn siŵr bod systemau a rheolaethau ariannol GwE yn gadarn;</p> <p>Rhoi cyngor proffesiynol i'r Cyd-Bwyllgor mewn perthynas â phenodi'r Rheolwr Gyfarwyddwr.</p>



# GwE Governance Arrangements 11<sup>th</sup> March 2015

Equality Impact Assessment

# GwE Governance Arrangements

Contact: Karen Evans

Updated: 11<sup>th</sup> March 2015

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

A new or revised policy

**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?**

The purpose of this proposal is to recommend changes to the membership of the GwE Joint Committee in response to the adoption of the National Model for Regional Joint Working. There will be no change to staff or community in the LA as a result of this recommendation.

**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

There is no impact on staff or community in the LA.

**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)*

N/A

**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)*

N/A

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)?

N/A

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

No	There will be no impact on staff or community in the LA.
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8. Have you identified any further actions to address and / or monitor any potential negative impact(s)?

No	There will be no impact on staff or community in the LA.
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Action(s)	Owner	By when?
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
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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:	31/03/2016
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Name of Lead Officer for Equality Impact Assessment	Date
Karen Evans	11/03/15

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

Mae tudalen hwn yn fwriadol wag

**Adroddiad i'r:** Cabinet

**Dyddiad y Cyfarfod:** 24 Mawrth 2015

**Aelod / Swyddog Arweiniol:** Julian Thompson-Hill / Paul McGrady

**Awdur yr Adroddiad:** Rod Urquhart

**Teitl: Polisi Recordio Galwadau Ffôn am Symud, Disgownt, Eithriadau a Rhyddhad mewn perthynas â Threth y Cyngor a Threthi Annomestig Cenedlaethol**

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**1. Am beth mae'r adroddiad yn sôn?**

Gofyn am gymeradwyaeth ar gyfer polisi newydd sy'n ymdrin â newid cyfeiriad, newid mewn amgylchiadau a hawliadau am ddisgownt a rhyddhad oddi wrth y Gwasanaethau Refeniw. Bydd hyn yn galluogi effeithlonrwydd pellach wrth brosesu a gwell lefelau gwasanaeth cwsmer i'n dinasyddion.

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

Cyflwyno'r Polisi Recordio Galwadau Ffôn am Symud, Disgownt, Eithriadau a Rhyddhad mewn perthynas â Threth y Cyngor a Threthi Annomestig Cenedlaethol, gan alluogi arferion gwaith mwy effeithlon a gwell gwasanaeth i gwsmeriaid.

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

Bod yr Aelodau'n cymeradwyo'r 'Polisi Recordio Galwadau Ffôn am Symud, Disgownt, Eithriadau a Rhyddhad mewn perthynas â Threth y Cyngor a Threthi Annomestig Cenedlaethol' diwygiedig fel y dangosir yn Atodiad A i'r adroddiad hwn.

**4. Manylion yr Adroddiad**

**Cefndir**

Mae gwaith y Gwasanaethau Refeniw yn ymdrin â bilio, casglu a gorfodi Treth y Cyngor, Trethi Busnes, Gordaliadau Budd-dal Tai a Mân ddyledion. Bob blwyddyn, mae nifer sylweddol o newidiadau, megis pobl sy'n hawlio disgownt neu ryddhad, yn symud i mewn neu allan o'n hardal neu'n sefydlu cynlluniau talu.

Mae'r gwasanaeth yn cael hysbysiadau o newidiadau mewn nifer o ffyrdd naill ai drwy'r post, e-bost, wyneb yn wyneb neu dros y ffôn. Mae'r gwasanaeth hefyd wedi mynd yn fyw gyda nifer o ffurflenni porth ar y we a fydd yn diweddarau'r systemau swyddfa gefn yn awtomatig o'n gwefan gorfforaethol.

Mae Cyngor Sir Ddinbych fel pob sefydliad arall yn y sector cyhoeddus yn wynebu heriau ariannol sylweddol ac mae'r awydd a'r angen yn bodoli i newid y ffordd rydym yn rhyngweithio â'n cwsmeriaid, trwy gynnig gwasanaeth ar unwaith, ond am lai o gost.

#### **4.1 Materion i'w hystyried**

Mae gan y rhan fwyaf o Awdurdodau Lleol ac Adrannau'r Llywodraeth ffurflenni electronig ac e-alluogi, mae eu cwsmeriaid yn defnyddio mwy ar y sianeli hyn fel dewis cyntaf nag yn y blynyddoedd blaenorol, ond mae'r sianeli eraill yn dal i fodoli.

Er bod Cyngor Sir Ddinbych yn cynnig pob un o'r sianeli mynediad hyn mae cyfran fawr iawn o'n sylfaen gwsmeriaid yn dod i dderbynfeydd i weld cynghorydd.

Mae'r Cyngor yn newid y ffordd y mae'n rhyngweithio â'n cwsmeriaid, trwy brosiect dewis digidol. Drwy sefydlu proses symudiadau, disgownt ac eithriadau gyda chymorth a defnyddio'r dechnoleg yr ydym eisoes wedi buddsoddi ynddi, byddwn yn darparu gwasanaeth cwsmer mwy effeithlon ac effeithiol. Rhagwelir y bydd y gwasanaeth hwn yn lleihau nifer yr ymholiadau wyneb yn wyneb i lenwi ffurflenni neu newidiadau mewn amgylchiadau o'r fath.

Ar hyn o bryd rydym yn cymryd camau gweithredu oddi wrth gwsmer dros y ffôn, fodd bynnag, gallai'r wybodaeth gael ei herio yn ddiweddarach, e.e. pe bai Disgownt Person Sengl yn cael ei hawlio drwy dwyll. Gallai hyn olygu bod yr awdurdod yn agored i gamdriniaeth o'i sylfaen drethi, a allai yn ei dro arwain at ostyngiad mewn lefelau incwm.

Mae Cyngor Sir Ddinbych yn buddsoddi mewn system teleffoni newydd, sydd â'r gallu i recordio galwadau. Rhagwelir bydd y system newydd yn cael ei chyflwyno ar draws y Cyngor erbyn 1 Ebrill 2016. Mae'r Gwasanaeth Refeniw a Budd-dal wedi gwirfoddoli i roi cynnig ar gynllun peilot cynnar.

Mae'r dystiolaeth oddi wrth Awdurdodau Lleol eraill sy'n defnyddio proses recordio dros y ffôn wedi gweld gostyngiad yn y lefelau o dwyll gan fod y cwsmer yn cael ei gynghori bydd y newid yn eu hamgylchiadau yn cael ei recordio ac y gellid ei ddefnyddio fel tystiolaeth mewn unrhyw ymchwiliad ac erlyniad dilynol.

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

Drwy gynnig mwy o ddewisiadau ar gyfer cwsmeriaid i hawlio disgownt, eithriadau neu roi gwybod am newidiadau, byddwn yn helpu pobl ddiameddiffyn yn gynt drwy gyflymu'r broses hawlio, gan sicrhau eu bod yn byw mor annibynnol â phosibl.

**6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Nid oes unrhyw gost ychwanegol, ar wahân i'r symiau y cytunwyd arnynt ar gyfer y system teleffoni newydd. Bydd yn cael effaith uniongyrchol ar wasanaeth cwsmer gan y byddwn yn darparu gwell a mwy effeithlon yn ogystal â thalu'r dinasyddion mwyaf diamddiffyn yn gynt.

**7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Gydraddoldeb (AEC) a gynhaliwyd ar y penderfyniad? Dylai'r templed AEC wedi'i lenwi gael ei atodi fel atodiad i'r adroddiad.**

Bydd y polisi hwn a'r gwasanaeth newidiadau â chymorth yn gwella taith y cwsmer a bydd o fudd i bob elfen o gymdeithas.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

Mae'r polisi drafft wedi cael ei rannu gyda'r Gwasanaethau Cwsmeriaid, Adran Tai, Landlordiaid Cymdeithasol, y trydydd sector, rhanddeiliaid a phartneriaid. Hyd yma ni chafwyd unrhyw geisiadau i newid unrhyw ran o'r polisi. Mae'r sefydliadau wedi rhoi eu cefnogaeth i'r polisi, gan nodi y bydd yn cael effaith gadarnhaol ar drigolion Sir Ddinbych.

**9. Datganiad y Prif Swyddog Cyllid**

Nid oes unrhyw oblygiadau ariannol yn uniongyrchol gysylltiedig â'r adroddiad hwn, fodd bynnag, bydd y dull newydd hwn i newidiadau Refeniw yn gwella gwasanaeth cwsmeriaid ac yn gweithredu fel ataliad i hawliadau twyllodrus.

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

Nid yw'n berthnasol gan y gallai'r broses recordio galwadau ffôn leihau'r tebygolrwydd o dwyll

**11. Pŵer i wneud y Penderfyniad**

- Rheoliadau Treth y Cyngor 1992
- Rheoliadau Trethi Busnes (Deddf Cyllid Llywodraeth Leol 1988).

Mae tudalen hwn yn fwriadol wag





Denbighshire County Council  
Revenues and Benefits Service

**Council Tax and National Non Domestic  
Rates Moves, Discounts, Exemptions and  
Reliefs Telephone Call Recording Policy**

Revenues & Benefits  
Service  
Author: Rod Urquhart

1 December 2014

# Council Tax and National Non Domestic Rates Moves, Discounts, Exemptions and Reliefs Telephone Call Recording Policy

## REVISION HISTORY

	Description	Date	Author(s)
1.0	Original Draft Policy	Dec 2014	Rod Urquhart

### 1. Introduction

To enable the use of checkbox signatures for telephone declarations as part of our electronic notifying of changes procedure it is necessary to retain evidence of the details provided during the notification of a change and the customer's verbal agreement to that declaration.

Such evidence is required as part of fraud and error detection and for any subsequent fraud investigations. It may be used as evidence in a court of law.

As such Denbighshire County Council will install telephone recording equipment for the sole use of taking any electronic changes in circumstances over the telephone. The software installed will not be used for recording the content of any other internal or external calls within the Revenues Service, without prior notice to the customer and only in exceptional circumstances eg where a customer is being abusive and could so lead to a prosecution by DCC.

### 2. Policy Statement

Denbighshire County Council (DCC) will use a telephone recording system, for the purpose of recording telephone changes in circumstances, which will affect liability for Council Tax and National Non Domestic Rates liability. Calls will be recorded under the guidelines set out in this Policy, in a professional manner that shows respect for customers, members of staff and anyone else involved in the process and deal with each case as stated in this Policy document. This document has been developed in consultation with stakeholders throughout the DCC area.

This policy will be available to all internal and external stakeholders and will be on Denbighshire's website:

[www.denbighshire.gov.uk](http://www.denbighshire.gov.uk) or [www.sirdinbych.gov.uk](http://www.sirdinbych.gov.uk)

### 3. Aims

This policy will come into effect as soon as the software has been installed and is intended to ensure that the use of telephone call recordings is fair.

This policy aims to provide:

- Guidelines for communicating the Call Recording System
- Guidelines for informing the parties that a conversation will be recorded
- Procedures for managing and releasing call recordings

The policy also aims to ensure and that we comply with the requirements of the relevant legislation. This includes:

- The Regulation of Investigatory Powers Act 2000
- The Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000
- The Privacy and Electronic Communications (EC Directive) Regulations 2003
- The Data Protection Act 1998
- The Human Rights Act 1998

The Regulation of Investigatory Powers Act 2000 (RIPA) permits a company to lawfully record conversations only to:

- ***Establish facts;***
- ***Ensure regulatory compliance; or***
- ***Demonstrate standards that are achieved or need to be achieved by training***

***Any recording retained must be relevant to that business and only used for that business and all reasonable efforts must be made to inform the parties that the conversation is or was recorded.***

### 4. Equality

DCC is committed to equality of opportunity and valuing diversity in both the provision of services and in its role as a major employer. We believe that everyone has the right to be treated with dignity and respect. We are committed to the elimination of unfair and unlawful discrimination in all our policies, procedures and practises. We are determined to ensure that no member of the public, employee or job applicant receives less favourable treatment on the grounds of their age, child care or other caring responsibilities, disability, gender, HIV status, language, marital status, race, religion, sexuality, membership or non-membership of a trade union, or by any requirement which cannot be shown to be justifiable.

## **5. Data Protection**

This policy is compatible with all requirements under the Data Protection Act 1998.

## **6. Communicating the Call Recording System**

Denbighshire County Council is required to make reasonable efforts to communicate that calls will be monitored and recorded. The Revenues Manager will be responsible for doing this by:

- Putting a notice on the Council's website.
- Sending an e-mail message to all staff and councillors when the service starts
- Including a note on brochures and forms which promote the telephone claiming / changes in circumstance service.
- Adding a notification to the relevant standard letter templates
- Informing partner organisations who may advise individuals on the different claiming channels available.

## **7. Informing the parties that a conversation will be recorded**

The Officer/Assistant taking a telephone claim or change of circumstance will inform the other party at the outset of the call, prior to starting the recording, that the call will be recorded and the reason for doing so. The set dialogue used should cover the following:

'Before continuing with this call I am required to let you know that your call will be recorded. At the end of the call I will read out a declaration and your verbal agreement to this will be recorded as confirmation that the details you have provided are correct'

Any party refusing to take part in a recorded telephone conversation will be unable to take part in the check box signature process of notifying us of a change in circumstances and will be required to use an alternative method.

## **8. Procedures for managing and releasing call recordings**

8.1. The recordings shall be stored securely, with access to the recordings controlled and managed by the Call Recording System Administrators. This will be an allocated member of the ICT team and the Revenues Manager will communicate this to the Revenues and Benefits Teams, and update any changes.

8.2 Access to the recordings is only permitted if the requirement is in relation to fraud detection/investigation or where there is the need to check on the details stated by the claimant or officer, in cases such as complaints etc. Any access must also be in accordance with the Data Protection Act.

The reason for requesting access must be formally authorised by either the Corporate Fraud Officer, the DWP, Police or the relevant Head of Service who will ensure that the request complies with the Data Protection Act, and requests should include the following details:

- The reason for the request
- Date and time of the call
- Telephone extension used to make/receive the call
- External number involved if known
- Where possible, the names of all parties to the telephone call
- Any other information on the nature of the call

8.3 The Call Recording System Administrator on receiving an approved request for a call recording will provide a copy of the recording to the relevant officer. Copies of the recordings must be disposed of securely as soon as it is no longer of use for the purpose for which it has been obtained.

8.4 Browsing of recordings for no specific purpose are not acceptable and is an offence in accordance with the Data Protection Act 1998 for which individuals may be prosecuted. Any such incidents may result in the matter being referred to the Head of Service and Human Resources as this is a serious offence.

8.5 The Data Protection Act allows persons access to information that we hold about them. This includes recorded telephone calls. Therefore, the recordings will be stored in such a way to enable the Data Protection Officer to retrieve information relating to one or more individuals as easily as possible.

8.6 Requests for copies of telephone conversations made as Subject Access Requests under the Data Protection Act must be notified to the relevant Council's Data Protection Officer immediately and, subject to assessment, he will request the call recording and arrange for the individual concerned to visit the Council Offices to hear the recording.

8.7 In the case of a request from an external body in connection with the Detection / prevention of crime e.g. the police, the request should be forwarded to the relevant Council's Data Protection Officer who will complete the request for a call recording.

8.8 Requests for copies of telephone conversations as part of staff disciplinary processes will only be released with the written agreement of the Council's Head of Human Resources who will consult with the Council's Data Protection Officer before approval is granted.

8.9 Recordings of calls will be securely disposed of after six years in line with Denbighshire County Council's data retention policy. However, if there is a justified need to retain a specific recording for a longer period, this may be reviewed and the retention period amended. Information will not be retained for a longer period than necessary.

## **9. Implementation and training**

This policy will be made available to all staff. This will be reinforced with training and management supervision of all staff involved.

## **10. Complaints**

Denbighshire County Council's 'Compliments and Complaints Procedure' (available on the each of the Councils' websites) will be applied in the event of any complaint received about this policy.

## **11. Policy Review**

This policy will be managed and reviewed every year and, from time to time, updates and re-issues will be circulated. However, the policy will be reviewed sooner if a weakness in the policy is highlighted, in the case of new risks, and/or changes in legislation. The Revenues service will be responsible for ensuring that this policy is adhered to and effective.

<Council Tax and National Non Domestic  
Rates Moves, Discounts, Exemptions and  
Reliefs Telephone Call Recording Policy>  
03 March 2015

Equality Impact Assessment

## <Council Tax and National Non Domestic Rates Moves, Discounts, Exemptions and Reliefs Telephone Call Recording Policy>

**Contact:** <Rod Urquhart, Revenues and Benefits Service

**Updated:** <03.03.2015

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

A new or revised policy

### 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?

<To provide a telephone service to our residents, allowing them to report changes in their circumstances or put in new claims for discounts or exemptions

### 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

<This policy will benefit all customers within DCC regardless upon age, gender, ethnicity, religion, belief, sexual orientation etc. because it is giving the customer an additional channel of communication to deal with the Council

### 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)*

<Type here>

### 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)*

<It will enable citizens to interact with the Council from their home, having a positive impact on people who have difficulty in travelling

**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)?**

<No

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

<Please Select> <If yes, please provide detail>

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

<Please Select> <If yes please complete the table below. If no, please explain here>

Action(s)	Owner	By when?
<Please describe>	<Enter Name>	<DD.MM.YY>
<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: <03.03.2017

Name of Lead Officer for Equality Impact Assessment	Date
<Rod Urquhart	<03.03.2015

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

---

**Adroddiad i'r:** Cabinet

**Dyddiad y Cyfarfod:** 24 Mawrth 2015

**Aelod / Swyddog Arweiniol:** Julian Thompson-Hill / Paul McGrady

**Awdur yr Adroddiad:** Rod Urquhart

**Teitl: Polisi Recordio Galwadau Ffôn y Cynllun Budd-dal Tai a Gostyngiadau Treth y Cyngor**

---

## 1. Am beth mae'r adroddiad yn sôn?

Gofyn am gymeradwyaeth ar gyfer polisi newydd sy'n ymdrin â hawliadau newydd am Fudd-dal Tai a Gostyngiadau Treth y Cyngor a newidiadau mewn amgylchiadau. Bydd hyn yn galluogi effeithlonrwydd pellach wrth brosesu a gwell lefelau gwasanaeth cwsmer i'n dinasyddion.

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

Cyflwyno'r Polisi Recordio Galwadau Ffôn y Cynllun Budd-dal Tai a Gostyngiadau Treth y Cyngor, gan alluogi arferion gwaith mwy effeithlon a gwell gwasanaeth i gwsmeriaid.

## 3. Beth yw'r Argymhellion?

Bod yr Aelodau yn cymeradwyo'r 'Polisi Recordio Galwadau Ffôn y Cynllun Budd-dal Tai a Gostyngiadau Treth y Cyngor' fel y dangosir yn Atodiad A i'r adroddiad hwn.

## 4. Manylion yr Adroddiad

### Cefndir

Mae'n rhaid i Gyngor Sir Ddinbych llynu at ddeddfwriaeth Budd-dal Tai a Gostyngiadau Treth y Cyngor. Mae'r ddeddfwriaeth yn nodi y gall person hawlio budd-daliadau mewn lluo wahanol ffyrdd, drwy ffurflen hawlio safonol.

Roedd Cyngor Sir Ddinbych yn arfer cyflwyno ffurflenni hawlio papur ond mae hyn yn newid ac erbyn mis Ebrill 2015 bydd ffurflenni cwbl electronig yn caniatáu i hawliadau gael eu cwblhau ar-lein.

Fodd bynnag, cydnabyddir na fydd rhai cwsmeriaid yn gallu cael mynediad i'r rhyngwrdd neu byddai'n well ganddynt siarad â chynghorydd naill ai dros y ffôn neu wyneb yn wyneb. Er ein bod yn delio â'r cysylltiad wyneb yn wyneb drwy ein derbynfeydd ni allwn gynnig gwasanaeth hawlio dros y ffôn ar hyn o bryd, sy'n cael ei ystyried fel bod yn cyfyngu ar lefelau'r gwasanaeth i gwsmeriaid.

#### **4.1 Materion i'w hystyried**

Mae'r rhan fwyaf o Awdurdodau Lleol ac Adrannau'r Llywodraeth â ffurflen hawlio electronig / e-alluogi. Ar ben hynny mae gwahanol rannau o'r Adran Gwaith a Phensiynau, er enghraifft y Gwasanaeth Pensiwn, hefyd yn cymryd hawliadau dros y ffôn. Mae'r hawliadau dros y ffôn, a elwir hefyd yn gyfleuster Hawliadau â Chymorth yn awr yn cael ei gyflwyno ar draws nifer o awdurdodau yn Lloegr.

I alluogi hyn, datblygodd a chymeradwyodd yr Adran Gwaith a Phensiynau bolisi Gwirio ar Sail Risg sy'n nodi'r wybodaeth a'r dystiolaeth y mae ei hangen cyn asesu hawliadau am Fudd-dal Tai a Gostyngiadau Treth y Cyngor. Dull o ddefnyddio gwahanol lefelau o wiriadau yn ôl y risg o dwyll sy'n gysylltiedig â'r hawliadau hynny yw Gwirio ar Sail Risg Seiliedig.

Yn ddiweddar cymeradwyodd yr Aelodau rai newidiadau i'r Polisi Gwirio yn Seiliedig ar Risg er mwyn symleiddio'r broses hawliadau.

Mae'r dystiolaeth oddi wrth Awdurdodau Lleol eraill sy'n defnyddio'r broses hawliadau â chymorth wedi gweld gostyngiad yn y lefelau o dwyll gan fod y cwsmer yn cael ei gynghori bydd eu hawliad yn cael ei recordio ac y gellid ei ddefnyddio fel tystiolaeth mewn unrhyw ymchwiliad ac erlyniad dilynol.

Mae Cyngor Sir Ddinbych yn buddsoddi mewn system teleffoni newydd, sydd â'r gallu i recordio galwadau. Rhagwelir bydd y system newydd yn cael ei chyflwyno ar draws y Cyngor erbyn 1 Ebrill 2016. Mae'r Gwasanaeth Refeniw a Budd-dal wedi gwirfoddoli i roi cynnig ar gynllun peilot cynnar.

Mae'r Cyngor yn newid y ffordd y mae'n rhyngweithio â'n cwsmeriaid, trwy brosiect dewis digidol. Drwy sefydlu proses hawliadau â chymorth a defnyddio'r dechnoleg yr ydym eisoes wedi buddsoddi ynddi, byddwn yn darparu gwasanaeth cwsmer mwy effeithlon ac effeithiol. Rhagwelir y bydd y gwasanaeth hwn yn lleihau nifer yr ymholiadau wyneb yn wyneb i lenwi ffurflenni hawlio neu newidiadau mewn amgylchiadau.

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

Drwy gynnig mwy o ddewisiadau ar gyfer cwsmeriaid i hawlio budd-dal neu roi gwybod am newidiadau, byddwn yn helpu pobl ddiamddiffyn yn gynt drwy gyflymu'r broses hawlio, gan sicrhau eu bod yn byw mor annibynnol â phosibl.

#### **6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Nid oes unrhyw gost ychwanegol, ar wahân i'r symiau y cytunwyd arnynt ar gyfer y system teleffoni newydd. Bydd yn cael effaith uniongyrchol ar

wasanaeth cwsmer gan y byddwn yn darparu gwell a mwy effeithlon yn ogystal â thalu'r dinasyddion mwyaf diamddiffyn yn gynt.

**7. Beth yw prif gasgliadau'r Aseiad o Effaith ar Gydraddoldeb (AEC) a gynhaliwyd ar y penderfyniad? Dylai'r templed AEC wedi'i lenwi gael ei atodi fel atodiad i'r adroddiad.**

Bydd y polisi hwn a'r gwasanaeth hawliadau â chymorth yn gwella taith y cwsmer a bydd o fudd i bob elfen o gymdeithas.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

Mae'r polisi drafft wedi cael ei rannu gyda'r Gwasanaethau Cwsmeriaid, Adran Tai, Landlordiaid Cymdeithasol, y trydydd sector, rhanddeiliaid a phartneriaid. Hyd yma ni chafwyd unrhyw geisiadau i newid unrhyw ran o'r polisi. Mae'r sefydliadau wedi rhoi eu cefnogaeth i'r polisi, gan nodi y bydd yn cael effaith gadarnhaol ar drigolion Sir Ddinbych.

**9. Datganiad y Prif Swyddog Cyllid**

Nid oes unrhyw oblygiadau ariannol yn gysylltiedig yn uniongyrchol â'r adroddiad hwn, fodd bynnag, bydd y dull newydd hwn o drin hawliadau yn gwella pa mor hir y mae'n ei gymryd i brosesu hawliadau budd-dal, a bydd hynny yn ei dro yn lleihau gordaliadau a wneir i hawlwr y byddai angen eu hadennill maes o law.

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

Nid yw'n berthnasol gan y gallai'r broses hawliadau â chymorth leihau'r tebygolrwydd o dwyll

**11. Pŵer i wneud y Penderfyniad**

- Cylchlythyr S11/2011 yr Adran Gwaith a Phensiynau.
- Rheoliad Budd-dal Tai Rhif 86.

Mae tudalen hwn yn fwriadol wag



Denbighshire County Council  
Revenues and Benefits Service

**Housing Benefits and Council Tax Support  
Telephone Claims – Call Recording Policy**

**Revenues & Benefits  
Service  
Author: Rod Urquhart**

**1 December 2014**

# Housing Benefits and Council Tax Benefit Telephone Claims – Call Recording Policy

## REVISION HISTORY

	Description	Date	Author(s)
1.0	Original Draft Policy	Dec 2014	Rod Urquhart

### 1. Introduction

To enable the use of checkbox signatures for telephone declarations as part of our telephone electronic claiming procedure it is necessary to retain evidence of the claim details provided during the making of such a claim and the customer's verbal agreement to that declaration.

Such evidence is required as part of fraud and error detection and for any subsequent fraud investigations and may be used as evidence in a court of law.

As such Denbighshire County Council will install telephone recording equipment for the sole use of taking any electronic claims or changes in circumstances over the telephone. The software installed will not be used for recording the content of any other internal or external calls within the Benefits Service, without prior notice to the customer and only in exceptional circumstances eg where a customer is being abusive and could so lead to a prosecution by DCC.

### 2. Policy Statement

Denbighshire County Council (DCC) will use a telephone recording system, for the purpose of recording telephone claims or changes in circumstances for Housing Benefit and Council Tax Reduction only. Calls will be recorded under the guidelines set out in this Policy, in a professional manner that shows respect for customers, members of staff and anyone else involved in the process and deal with each case as stated in this Policy document. This document has been developed in consultation with stakeholders throughout the DCC area.

This policy will be available to all internal and external stakeholders and will be on Denbighshire's website:

[www.denbighshire.gov.uk](http://www.denbighshire.gov.uk) or [www.sirdinbych.gov.uk](http://www.sirdinbych.gov.uk)



### 3. Aims

This policy will come into effect as soon as the software has been installed and is intended to ensure that the use of telephone call recordings is fair.

This policy aims to provide:

- Guidelines for communicating the Call Recording System
- Guidelines for informing the parties that a conversation will be recorded
- Procedures for managing and releasing call recordings

The policy also aims to ensure and that we comply with the requirements of the relevant legislation. This includes:

- The Regulation of Investigatory Powers Act 2000
- The Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000
- The Privacy and Electronic Communications (EC Directive) Regulations 2003
- The Data Protection Act 1998
- The Human Rights Act 1998

The Regulation of Investigatory Powers Act 2000 (RIPA) permits a company to lawfully record conversations only to:

- ***Establish facts;***
- ***Ensure regulatory compliance; or***
- ***Demonstrate standards that are achieved or need to be achieved by training***

***Any recording retained must be relevant to that business and only used for that business and all reasonable efforts must be made to inform the parties that the conversation is or was recorded.***

### 4. Equality

DCC is committed to equality of opportunity and valuing diversity in both the provision of services and in its role as a major employer. We believe that everyone has the right to be treated with dignity and respect. We are committed to the elimination of unfair and unlawful discrimination in all our policies, procedures and practises. We are determined to ensure that no member of the public, employee or job applicant receives less favourable treatment on the grounds of their age, child care or other caring responsibilities, disability, gender, HIV status, language, marital status, race, religion, sexuality, membership or non-membership of a trade union, or by any requirement which cannot be shown to be justifiable.

## **5. Data Protection**

This policy is compatible with all requirements under the Data Protection Act 1998.

## **6. Communicating the Call Recording System**

Denbighshire County Council is required to make reasonable efforts to communicate that calls will be monitored and recorded. The Benefits Manager will be responsible for doing this by:

- Putting a notice on the Council's website.
- Sending an e-mail message to all staff and councillors when the service starts
- Including a note on brochures and forms which promote the telephone claiming / changes in circumstance service.
- Adding a notification to the relevant standard letter templates
- Informing partner organisations who may advise individuals on the different claiming channels available.

## **7. Informing the parties that a conversation will be recorded**

The Officer/Assistant taking a telephone claim or change of circumstance will inform the other party at the outset of the call, prior to starting the recording, that the call will be recorded and the reason for doing so. The set dialogue used should cover the following:

'Before continuing with this call I am required to let you know that your call will be recorded. At the end of the call I will read out a declaration and your verbal agreement to this will be recorded as confirmation that the details you have provided are correct'

Any party refusing to take part in a recorded telephone conversation will be unable to take part in the check box signature process of claiming and will be required to use an alternative claiming method.

## **8. Procedures for managing and releasing call recordings**

8.1. The recordings shall be stored securely, with access to the recordings controlled and managed by the Call Recording System Administrators. This will be an allocated member of the ICT team and the Benefits Manager will communicate this to the Revenues and Benefits Teams, and update any changes.

8.2 Access to the recordings is only permitted if the requirement is in relation to fraud detection/investigation or where there is the need to check on the

details stated by the claimant or officer, in cases such as complaints etc. Any access must also be in accordance with the Data Protection Act.

The reason for requesting access must be formally authorised by either the Corporate Fraud Officer, the DWP, Police or the relevant Head of Service who will ensure that the request complies with the Data Protection Act, and requests should include the following details:

- The reason for the request
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8.5 The Data Protection Act allows persons access to information that we hold about them. This includes recorded telephone calls. Therefore, the recordings will be stored in such a way to enable the Data Protection Officer to retrieve information relating to one or more individuals as easily as possible.

8.6 Requests for copies of telephone conversations made as Subject Access Requests under the Data Protection Act must be notified to the relevant Council's Data Protection Officer immediately and, subject to assessment, he will request the call recording and arrange for the individual concerned to visit the Council Offices to hear the recording.

8.7 In the case of a request from an external body in connection with the Detection / prevention of crime e.g. the police, the request should be forwarded to the relevant Council's Data Protection Officer who will complete the request for a call recording.

8.8 Requests for copies of telephone conversations as part of staff disciplinary processes will only be released with the written agreement of the Council's Head of Human Resources who will consult with the Council's Data Protection Officer before approval is granted.

8.9 Recordings of calls will be securely disposed of after six years in line with Denbighshire County Council's data retention policy. However, if there is a justified need to retain a specific recording for a longer period, this may be reviewed and the retention period amended. Information will not be retained for a longer period than necessary.

## **9. Implementation and training**

This policy will be made available to all staff. This will be reinforced with training and management supervision of all staff involved.

## **10. Complaints**

Denbighshire County Council's 'Compliments and Complaints Procedure' (available on the each of the Councils' websites) will be applied in the event of any complaint received about this policy.

## **11. Policy Review**

This policy will be managed and reviewed every year and, from time to time, updates and re-issues will be circulated. However, the policy will be reviewed sooner if a weakness in the policy is highlighted, in the case of new risks, and/or changes in legislation. The Benefits section will be responsible for ensuring that this policy is adhered to and effective.

<Council Tax and National Non Domestic  
Rates Moves, Discounts, Exemptions and  
Reliefs Telephone Call Recording Policy>  
03 March 2015

Equality Impact Assessment

## <Council Tax and National Non Domestic Rates Moves, Discounts, Exemptions and Reliefs Telephone Call Recording Policy>

**Contact:** <Rod Urquhart, Revenues and Benefits Service

**Updated:** <03.03.2015

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

A new or revised policy

### 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?

<To provide a telephone service to our residents, allowing them to report changes in their circumstances or put in new claims for discounts or exemptions

### 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

<This policy will benefit all customers within DCC regardless upon age, gender, ethnicity, religion, belief, sexual orientation etc. because it is giving the customer an additional channel of communication to deal with the Council

### 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)*

<Type here>

### 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)*

<It will enable citizens to interact with the Council from their home, having a positive impact on people who have difficulty in travelling

**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)?**

<No

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

<Please Select> <If yes, please provide detail>

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

<Please Select> <If yes please complete the table below. If no, please explain here>

Action(s)	Owner	By when?
<Please describe>	<Enter Name>	<DD.MM.YY>
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<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: <03.03.2017

Name of Lead Officer for Equality Impact Assessment	Date
<Rod Urquhart	<03.03.2015

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

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**Adroddiad i'r:** Cabinet

**Dyddiad y Cyfarfod:** 24 Mawrth 2015

**Aelod / Swyddog Arweiniol:** Julian Thompson-Hill / Paul McGrady

**Awdur yr Adroddiad:** Rod Urquhart

**Teitl: Polisi Taliadau Tai Dewisol (TTD)**

---

**1. Am beth mae'r adroddiad yn sôn?**

Mabwysiadu fframwaith polisi Cymru gyfan newydd yn delio â Thaliadau Tai Dewisol.

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

Cyflwyno'r fframwaith newydd, mae hyn yn ystyried arferion gorau ar draws y DU ac yn cael ei fabwysiadu mewn 20 o Awdurdodau Lleol yng Nghymru.

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

I'r Aelodau gymeradwyo'r fframwaith 'Polisi Taliadau Tai Dewisol' diwygiedig fel y dangosir yn Atodiad A i'r adroddiad hwn.

**4. Manylion yr Adroddiad**

**Cefndir**

Mae'r Adran Gwaith a Phensiynau (DWP) yn dyrannu cyllid grant yn flynyddol i Awdurdodau Lleol er mwyn iddynt gynorthwyo hawlwr â diffygion yn eu Budd-dal Tai ar sail dros dro neu amddiffyn y grwpiau mwyaf diamddiffyn o ddinasyddion ar sail tymor hirach.

Cynyddodd swm yr arian am ychydig o flynyddoedd i wneud iawn am rai o'r newidiadau a wnaed o dan y Ddeddf Diwygio Lles 2012. Mae enghreifftiau o hyn yn cynnwys:

- Uchafswm Budd-daliadau
- Cyfyngiad ar Dan-breswyllo Ystafell (a elwir hefyd yn Dreth Ystafell Wely)
- Newidiadau Cyfradd Lwfans Tai Lleol

Fodd bynnag, mae'r Adran Gwaith a Phensiynau wedi dweud y byddai'r swm uwch o gyllid yn rhywbeth dros dro a gyda chyflwyno'r Credyd Cynhwysol byddai'r symiau sydd ar gael yn lleihau yn gyflymach.

Cafodd Cyngor Sir Ddinbych y symiau cyllido canlynol

- 2013/14 £217,914
- 2014/15 £202,519

- 2015/16      £158,793

Mynegwyd pryderon gan Lywodraeth Cymru nad oedd Awdurdodau Lleol yn defnyddio fframwaith cyffredin tuag at y ceisiadau ac asesu ceisiadau TTD ac awgrymodd y dylai Awdurdodau Lleol Cymru ystyried creu fframwaith cenedlaethol. Dylid nodi bod Cyngor Sir Ddinbych wedi defnyddio'r canllawiau a gyhoeddwyd gan yr Adran Gwaith a Phensiynau pan mae wedi ei asesu hawliadau TTD.

#### **4.1 Materion i'w hystyried**

Ymunodd Cyngor Sir Ddinbych â 19 o Awdurdodau Lleol eraill yng Nghymru, Cymdeithas Llywodraeth Leol Cymru a Llywodraeth Cymru. Fel cydweithfa, penodwyd sefydliad allanol (Y Clwb Diwygio Lles) i gynnal adolygiad ar Daliadau Tai Dewisol a'r ffordd y cânt eu gweinyddu.

Ymchwiliodd yr adolygiad hwn i'r modd y mae'r cynllun yn cael ei weinyddu ar hyn o bryd ac unrhyw newidiadau yn y dyfodol sy'n cael eu cynllunio. Yna, coladodd y Clwb Diwygio Lles yr wybodaeth hon a chynhyrchu cyfres o ddogfennau. Yn dilyn adolygiadau gan yr Awdurdodau Lleol, mae'r dogfennau terfynol wedi dod yn fframwaith Cymru Gyfan.

Mae pob un o'r 19 Awdurdod Lleol arall sy'n cymryd rhan wedi, neu byddant, yn mabwysiadu fframwaith hwn, sy'n gwneud y broses o hawlio, gweinyddu a deall Taliadau Tai Dewisol yn fwy tryloyw.

Gyda'r lefelau ariannu ar gyfer Taliadau Tai Dewisol yn cael ei leihau gan y Llywodraeth Ganolog, mae'n hanfodol bod gennym fframwaith cadarn a pholisi ar waith i ddelio â'r galw gormodol rydym yn debygol o gael, sy'n deg, yn dryloyw ac yn cymryd i ystyriaeth holl ddigwyddiadau hawlwr mewn ffordd safonol, ond yn dal i ganiatáu hyblygrwydd i wneud penderfyniadau yn lleol.

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

Drwy fabwysiadu fframwaith polisi Cymru gyfan mae tryloywder a thegwch i'r cwsmeriaid gan y rhan fwyaf o Gynghorau Cymru o ran y modd y mae eu hawl i Daliadau Tai Dewisol yn cael eu cyfrifo.

#### **6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Roedd cost o £1,500 fesul Awdurdod Lleol am waith y Clwb Diwygio Lles a gafodd ei dalu o goffrau oedd yn bodoli eisoes. Bydd y fframwaith a'r gostyngiad mewn cyllid yn cael effaith uniongyrchol ar gyfer ein Gwasanaethau Tai a Gwasanaethau Cwsmeriaid.

**7. Beth yw prif gasgliadau'r Aseiad o Effaith ar Gydraddoldeb (AEC) a gynhaliwyd ar y penderfyniad? Dylai'r templed AEC wedi'i lenwi gael ei atodi fel atodiad i'r adroddiad.**

Ddim yn berthnasol gan y gwnaethpwyd AEC gan yr Adran Gwaith a Phensiynau ar Taliadau Tai Dewisol a'r Ddeddf Diwygio Lles

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

Mae'r polisi a'r fframwaith wedi cael eu rhannu gydag awdurdodau lleol eraill, Llywodraeth Cymru a'r trydydd sector. Mae unrhyw newidiadau ac awgrymiadau wedi cael eu hymgorffori o fewn y fframwaith

**9. Datganiad y Prif Swyddog Cyllid**

Nid oes unrhyw oblygiadau ariannol yn deillio'n uniongyrchol o'r fframwaith polisi hwn, fodd bynnag, gyda'r gostyngiadau mewn cyllid, bydd angen gwneud rhai penderfyniadau anodd wrth asesu hawl cwsmer i gael Taliadau Tai Dewisol

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

Ddim yn berthnasol

**11. Pŵer i wneud y Penderfyniad**

- Cylchlythyr S1/2015 yr Adran Gwaith a Phensiynau.
- Rheoliadau Budd-dal Tai.

Mae tudalen hwn yn fwriadol wag

# DENBIGHSHIRE COUNTY COUNCIL

*OPERATIONAL POLICY FOR DENBIGHSHIRE'S  
DISCRETIONARY HOUSING PAYMENTS  
(DHP)  
ALLOCATION  
2015/16*

MARCH 2015

# DHP POLICY 2015/16:

## INTRODUCTION

1. This policy sets out an agreed approach to deciding who should get a Discretionary Housing Payment (DHP) award for 2015/16. It is designed to make discretionary decision-making more systematic, consistent and transparent. It is not intended to impose a standard solution for all claims. The exercise of discretion remains at the heart of the scheme.
2. DHPs are paid from a cash-limited budget and are intended to help people meet housing costs, usually where there is a shortfall between their Housing Benefit (or housing element of Universal Credit) and their rent.
3. It is not possible to make an award in every case where there is such a shortfall. This policy is a way of helping to decide priorities for payment when demand exceeds supply, as will usually be the case.
4. Given that DHPs will inevitably have to be targeted at those who need them most, it is of course important to check at the outset that all DHP applicants are receiving their full entitlement to HB, as it would be wasteful to award a DHP in circumstances where additional HB could be paid instead.

## KEY POLICY OBJECTIVES

5. In making decisions about priorities, there are some overall objectives:
  - To give all applicants as fair and consistent a decision as possible.
  - To make decisions that are designed to improve outcomes for people.
  - To spend the annual DHP budget and keep to a minimum any in-year changes to priorities (which may be needed to avoid overspends or underspends).
  - Generally to give greater priority to:
    - helping those who are making efforts to help themselves;
    - supporting those that have done all they can to manage their situation, and can't realistically do any more;
    - preventing negative outcomes such as homelessness which are likely to involve further hardship for the household as well as additional and avoidable costs for the council.

## POLICY FOR DECIDING PRIORITIES

6. In order to meet these objectives, it is insufficient to simply make awards to certain broad *categories* of people (such as lone parents and disabled people). It is necessary to define which people in these and other categories should, as a rule, have the most priority.

7. The critical factors in deciding priorities are:

- The financial circumstances of the household;
- The priority group that the household is in;
- The extent to which members of the household are able, and willing, to manage the situation they are in, or can't be reasonably expected to do more;
- The wider financial consequences of not making an award.

All of these factors are covered in more detail in the following paragraphs.

### **Stage 1: Financial assessment**

8. For all applications, a financial assessment is made, comparing income with expenditure. This is as simple as possible but sufficient to make a reasonable judgement. All income and outgoings are considered and any capital taken into account. **No source of income is disregarded and all expenditure is taken into consideration.** If there are non-dependants in the household, the income they contribute to the household is normally included in the financial assessment, though it is accepted that household expenditure on food and heating will be higher. The fundamental principle is that help should go to those who have no other means of meeting the need.

9. Therefore, the first test is whether or not a household's total commitments are equal to or exceed their income. If there is income available, or could be made available, sufficient to meet the shortfall in rent or other housing need, a DHP application will not normally succeed unless or until circumstances change.

10. If there is some income available, but insufficient to meet the shortfall in rent, the application for a DHP is processed and, if other criteria are met and it is decided to make an award, the available income is deducted from the award.

11. The test is slightly different in the case of lump-sum payments (e.g. rent deposits, rent in advance and removal costs). The test is in two parts:

a) Are there any savings that can meet the need?

b) If not, is income at or below expenditure, or not significantly above, and has the applicant no prospect of saving the amount needed?

### **Stage 2: Priority groups**

12. Having applied the financial assessment, the second stage is to decide the priority to be given to the particular circumstances of each application. To make the process as simple as possible, the particular circumstances are put into five groups, A-E, in descending order of priority. See Annex 1 for details of each group.

### **Stage 3: Ability to manage the situation**

13. The next stage is to look at general policy considerations. DHPs can often be most

effectively used as a temporary measure whilst a household seeks a more long-term solution to the situation they are in. Where this is possible, higher priority is given to those who are actively taking steps themselves, for example those with an Local Housing Allowance shortfall looking for cheaper accommodation, or those with spare rooms who are arranging to move or take in a lodger.

**14.** However, there are also some situations where a DHP may be needed for a longer period. There will be some households who cannot realistically alleviate the situation they are in by taking action themselves. For example, a household with a severely disabled member unable to work or take in a lodger, and who are already managing the household budget as effectively as possible. Such households are also given higher priority.

**15.** There are also households who are not currently helping themselves in the way described above but who are prepared to start doing so. In these cases, the DHP may be conditional on certain action being taken and the award may be of shorter duration.

#### **Stage 4: Avoid further cost (and hardship)**

**16.** DHPs can be used to help prevent further hardship such as eviction and the associated costs to the council of dealing with homelessness. The risk of losing a tenancy could arise for a number of reasons but no judgement is made about the factors giving rise to the problem. This criterion is simply about avoiding further cost and hardship.

**17.** However, it is unlikely to be viable to pay DHPs indefinitely in these circumstances. If a household is threatened with eviction, the situation cannot be left to continue indefinitely. A solution needs to be found, whether it is the provision of alternative accommodation or some action by the household to reduce arrears. The highest priority under this criterion is applied when there is a solution in sight.

#### **PRIORITY SETTING MATRIX**

**18.** In order to help with deciding priorities, a simple matrix is constructed, which combines priority groups with the policy considerations described above. Each applicant is given a baseline score based on the priority group they are in – the baseline scores are **A=12**, **B=9**, **C=6**, **D=3** and **E=0**.

**19.** Additional points depend upon the extent to which the general policy considerations (stages 3 and 4 above) are met, and range from 0 to 9. The highest points (9) are awarded to those who are

- a)** actively trying to manage the situation they are in, or
- b)** can't reasonably do any more to help themselves, or
- c)** where paying a DHP avoids further cost to the council (and hardship to the applicant), particularly where a solution is possible.

If a), b) or c) above are met in part, six points are awarded and, if none of these considerations are met, no additional points are scored. Only one of the general policy considerations needs to be met to earn the highest score. No additional points are scored



for meeting more than one consideration: this allows a fairly broad range of circumstances to be given a high or highest priority rating.

**20.** It is important not to apply the matrix rigidly in every case, *there will be individual cases that will fall outside the guidelines but which justify an award.*

### ONGOING PAYMENTS – Baseline Scores

		Priority groups and total points				
Policy consideration and additional points		A (12)	B (9)	C (6)	D (3)	E (0)
Ability to manage the situation – doing everything possible or cannot reasonably be expected to do any more.	9	21	18	15	12	9
Complies with 19 a), b) or c) above						
Ability to manage – commitment made	6	18	15	12	9	6
Complies with 19 a), b) or c) above in part.						
Ability to manage – not doing anything (but could do)	0	12	9	6	3	0
Does not comply with 19 a), b) or c) above						

### One-OFF PAYMENTS – Baseline Scores

		Priority groups and total points				
Policy consideration and additional points		A (12)	B (9)	C (6)	D (3)	E (0)
Avoid further cost/hardship – solution in sight	9	21	18	15	12	9
Avoid further cost/hardship – solution possible in time	6	18	15	12	9	6
Avoid further cost/hardship – no solution	0	12	9	6	3	0

#### Table of Scores:

- 21 highest priority
- 18 high
- 15 medium to high
- 12 medium
- 9 medium to low
- 6 low
- 3 lowest

**21.** The matrix can be used to assess an application in the first place, and also as a way of helping to ensure that decisions are as consistent as possible.

**22.** When a score has been established for each application, DHP will be granted according to the following table for 2015/16.

Calculated Score	DHP award -% of shortfall	Maximum length of Award
	(this is the maximum – see	
	<b>30(a) to (d) )</b>	
21	100%	Up to 26 weeks, followed by 75%
		for up to a further 26 weeks
18	75%	Up to 26 weeks, followed by 50%
		for up to a further 26 weeks
15	50%	Up to 26 weeks
12	40%	Up to 26 weeks
9	25%	Up to 26 weeks
6	0	0
3	0	0

**23.** The above method will be used to make determinations for a period of 6 months from the 1st April 2015, and the policy will be reviewed at the end of that period.

## CONDITIONALITY

*It's not anticipated that these provisions will need to be used often, but some awards will be made on condition that the applicant takes specific actions, and payments can be granted for shorter periods than those shown in the table at 22 above.*

**24.** Most of the highest priority awards are paid unconditionally, either because there is not likely to be any short-term change in the circumstances giving rise to the DHP, or the household is already doing everything possible to manage the situation they are in.

**25.** All other awards are subject to at least some conditionality, designed to encourage the applicant to resolve the shortfall in rent without access to DHPs. The extent of the conditionality depends on the circumstances – in some cases it will be relatively light, but more strict in others. In many cases, conditionality will involve signposting to support and advice agencies.

## REPEAT AWARDS/EXTENSIONS

**26.** An award may be extended for a short period, without the need for a new application, in certain circumstances:

- Where a request has been made by support workers for a valid reason;
- When awaiting a change of events (e.g. house move, birth of child);

- When further time is required to meet the conditions attached to an award.

## **PARTIAL / FULL AWARDS**

**27.** Awards can be made for a weekly amount which will meet the shortfall between the rent and Housing Benefit payable in full. However, the Council will make partial awards in most cases due to budget restrictions, and also because there may be occasions when it will be more appropriate to make a partial award, as described in a) to d) below:

- a)** Some income is available to the household, but not enough to pay the shortfall, including situations where more income becomes available because debts are paid off.
- b)** There is a deliberate policy to allow a household to adjust gradually to a new situation, such as the Social Size Criteria (“bedroom tax”) or the Benefit Cap.
- c)** Conditions have been attached to an award but the conditions have not been met.
- d)** At the discretion of the Council in certain other circumstances (e.g. where there is an unreasonably high rent in private sector cases).

## **CHANGE OF CIRCUMSTANCES**

**28.** All applicants are expected to report changes of circumstances as they would for Housing Benefit. It is particularly important that applicants notify changes in income, expenditure patterns or the composition of the household. Most notifications of a change of circumstances are related to Housing Benefit, but where a DHP is payable, they can result in the cancellation or amendment of the DHP award. This can be followed by a new application if appropriate.

**29.** Overpayments of DHPs are generally calculated and, if recoverable, they will be recovered as a sundry debts (private tenants) or via the rent account (council tenants).

## **AUTHORISING DHPs**

**30.** As from 1<sup>st</sup> April, 2015 Civica will prepare the submission and pass to a delegated officer from Denbighshire County Council for approval. Once approved the DHP will be granted by Civica.

## **CONCLUSION**

**31.** This policy is not intended to restrict Denbighshire Council’s discretion in making DHP decisions. In a discretionary scheme, there will always be some cases with special or unusual circumstances where a decision maker will consider a DHP award justified. The advantage of a discretionary scheme is that, whatever policy is used, such awards can and should be made in those unusual or special circumstances.

## PRIORITY GROUPS

### ONGOING PAYMENTS

#### GROUP A:

##### HOUSEHOLDS WHERE ALTERNATIVE ARRANGEMENTS ARE NOT A REALISTIC OPTION.

*This is the **Top Priority group** which includes those who are subject to circumstances that are exceptional and where making alternative housing arrangements is exceptionally difficult, or where there are severe obstacles preventing the claimant or their partner from improving their financial position.*

- Households subject to the **Social Sector** under occupancy rules (“bedroom tax”) with a child or children in the household.
- Households subject to the under-occupancy rules where there is a disabled person and, on account of that disability, either significant adaptations have been made to their property, or the property is particularly suited to their particular needs.
- Households subject to the under-occupancy rules but where the age of the child/children means that they will soon have the appropriate number of bedrooms.
- Elderly households in the **Private Rented Sector** who have a rent increase that takes their rent above the Local Housing Allowance.
- Households where children have had to be removed for their own safety and placed in foster care where there is evidence that the children will return to the property, and applicants awaiting a court judgement regarding custody of their children.
- Households subject to the under-occupancy rules, where there is a serious medical reason for an additional room supported by a formal medical opinion.

*For example where partners are unable to share a bedroom because of medical circumstance prevent them from doing so.*

- Where someone in the household is pregnant, including those currently in shared accommodation or subject to an under-occupation reduction (to be reviewed after the baby is born).
  - Applicants awaiting a court judgement regarding custody of children.
  - Applicants with joint custody arrangements of children but who are not receiving Child Benefit payments for those children.
-

## GROUP B:

- **HOUSEHOLDS WHERE THE CLAIMANT AND/OR THEIR PARTNER ARE SUPPORTING OTHER HOUSEHOLD OR FAMILY MEMBERS, OR WHO THEMSELVES ARE BEING SUPPORTED, AND CHANGING HOUSEHOLD ARRANGEMENTS WOULD JEOPARDISE THAT SUPPORT.**
- **HOUSEHOLDS SUBJECT TO THE “BEDROOM TAX” WITH NO DEPENDENT CHILDREN LIVING WITH THEM.**

*This group is the **second highest group** because members of the family are supporting other members of the household and making alternative housing or employment arrangements would have a negative impact on the level or type of support being given. This group also recognises people subject to the “bedroom tax” with Gwynedd being designated as one of Britain’s “least densely populated” areas, and with fewer options available to tenants affected by this measure.*

- Households subject to the **Social Sector** under occupancy rules (“bedroom tax”) with no child or children in the household.
- Households subject to the under-occupancy rules where there is a foster carer whose circumstances mean they are not exempt.
- Families with an active social services intervention, for example highly dependent adults, children at risk or involvement in a family intervention project.
- Those engaged in caring full time for a family member and, as a result, face additional difficulties or obstacles entering work.
- Households subject to benefit cap reductions where there are children in the household.
- Homeless people being supported to settle in the community.
- Households where there is evidence to support that children cannot share a room, where an application for DLA or PIP has been applied for or refused, awaiting the outcome of an appeal.

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## GROUP C

### **Households where there are exceptional short-term personal or social barriers to moving**

*This Group represents those who have short-term barriers that prevent them from changing their housing arrangements. These could be either personal or social obstacles or both. The challenges may be addressed but only through additional external support. This could be support that is offered by the council or its partners or third sector providers such as charities and voluntary sector.*

- Pensioners who live in the area, and would find it difficult to establish support links in a new area.
- Households living in a rural area who because of caring or similar responsibilities would find it particularly difficult to move, or to obtain employment locally.
- Where the applicant is single and under thirty-five years old and has children who stay with them at least one night per week but who are deemed for Housing Benefit purposes to be living with another adult (who is in receipt of Child Benefit for the child).
- Single households supported in rehabilitation for addiction, and where living in smaller or alternative accommodation would present a significant risk of relapse.
- Households where the claimant or their partner has children who are deemed for Housing Benefit purposes to be living with another adult (who is in receipt of Child Benefit for the child), and who stay with them at least one night a week

## GROUP D

### **Households where changing housing arrangements could affect their ability to maintain employment.**

*The group includes households where employment or additional employment offer them the best opportunities to improve their circumstances but the risk of moving could reduce their prospects of employment or further employment.*

- People who are working in a temporary job where making alternative housing arrangements could impact on their ability to secure more stable work.
  - People who need to live near their jobs because they work unsocial hours or split shifts.
  - People for whom moving would significantly increase travelling costs to the extent that retaining employment would not be viable.
- 

## GROUP E

### **Households experiencing rental shortfalls but would benefit from some short-term financial support.**

*Short-term is not in law defined by a specific time period. It a test of reasonableness, and in terms of this priority group, the Council has decided that a period of 13 weeks (or less) would be reasonable. Consideration will be given to the circumstances of each applicant rather than using a hard and fast rule.*

- Households not in groups A to D with rental shortfalls arising from welfare reforms and who need to maintain their present accommodation whilst seeking suitable alternative arrangements.
- 

## ONE-OFF PAYMENTS

### **GROUP A:**

#### **Households where alternative arrangements are facilitated by a DHP Award.**

*This is the **top priority group**. It includes those who are able to change their household living arrangements to more appropriate accommodation*

- To cover the cost of rent deposits/rent in advance for a tenancy, or removal costs which would mean that the under-occupancy rules, benefit cap or LHA restriction would no longer apply.

## **GROUP B**

**Households where the claimant and/or their partner need assistance to improve their ability to work.**

*This group is the **second highest group** because members of the family require assistance obtaining work or additional work in order to improve their circumstances, and this would either mean that they could then afford the difference between rent and HB or could move to another area where there was work.*

- Assistance with travel.

## **GROUP C**

**Households where it is a possible to take in a lodger or others who may assist with housing costs.**

*This group represents those who need to need to make some investment in their home in order to accommodate a lodger or sub-tenants who can assist with the household rent.*

- Financial assistance with decorating or adaptations to the home to accommodate a lodger.
- Financial assistance towards the cost of furnishing and bedding.

Mae tudalen hwn yn fwriadol wag



<b>Adroddiad i'r:</b>	<b>Cabinet</b>
<b>Dyddiad y Cyfarfod:</b>	<b>24ain Mawrth 2015</b>
<b>Aelod/Swyddog Arweiniol:</b>	<b>Julian Thompson-Hill - Aelod Arweiniol Cyllid ac Asedau Paul McGrady - Pennaeth Cyllid ac Asedau</b>
<b>Awdur yr Adroddiad:</b>	<b>Gerald Thomas - Rheolwr Ystadau a Phrisio</b>
<b>Teitl:</b>	<b>Strategaeth Tymor Hir ar gyfer yr Ystâd Amaethyddol</b>

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## **1. Am beth mae'r adroddiad yn sôn?**

Mae'r adroddiad yn rhoi gwybodaeth am y strategaeth arfaethedig ar gyfer yr Ystâd Amaethyddol o 2015 ymlaen.

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

Yn dilyn pryderon a godwyd drwy'r Pwyllgor Archwilio Perfformiad ym mis Mawrth 2014, a mis Mehefin 2014, penderfynwyd nad oedd y Strategaeth Ystâd Amaethyddol bresennol (a fabwysiadwyd yn 2010) bellach yn cynrychioli sefyllfa bresennol y Cyngor o ran cyfyngiadau ariannol presennol ac yn y dyfodol. O ganlyniad, pennodd y Pwyllgor Archwilio Perfformiad ddyddiad cau o fis Chwefror 2015 er mwyn mynd a'r strategaeth newydd a gytunir arni drwy'r broses benderfynu a'i chymeradwyo cyn mis Ebrill 2015.

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

Gofynnir i'r Cabinet gymeradwyo strategaeth yr Ystâd Amaethyddol ar gyfer y dyfodol.

## **4. Manylion yr Adroddiad**

4.1. Mae'r Ystâd Amaethyddol yn adnodd cyfalaf sylweddol y mae'n rhaid iddo weithio er budd y Cyngor a'i denantiaid. Nid oes gan y Cyngor bellach yr adnoddau i gynnal yr Ystâd Amaethyddol yn ei ffurf bresennol.

4.2. Mae'r strategaeth ar gyfer dyfodol yr ystâd wedi cael ei hystyried ynghyd â chyfraniad gan Weithgor Ystâd Amaethyddol y Cyngor. Mae'r Grŵp hwn yn cynnwys aelodau o'r Cyngor. Mae'r strategaeth arfaethedig, sydd hefyd yn cynnwys gwybodaeth am yr ystâd, ynghlwm yn Atodiad 1.

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

5.1 Bydd cynhyrchu derbyniadau cyfalaf yn cynorthwyo'r Cyngor i gyflenwi prosiectau sy'n cefnogi'r holl Flaenoriaethau Corfforaethol ac yn cefnogi'r agenda effeithlonrwydd.

5.2. Bydd cael gwared ar yr ymrwymadau cynnal a chadw a rheoli beichus yn sicrhau mwy o effeithlonrwydd o ran adnoddau'r Cyngor a bydd yn lliniaru effaith y toriadau mewn meysydd corfforaethol eraill.

**6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Bydd costau rheoli yn cael eu talu o fewn y cyllidebau Refeniw presennol. Bydd unrhyw gostau mewn perthynas â gwerthu yn cael eu talu drwy'r derbyniadau a geir.

**Adnoddau Ychwanegol sydd eu hangen**

TGCh - Amherthnasol

Cyfreithiol – Mae'n bosibl y bydd baich gwaith ychwanegol ar gyfer yr Adran Gyfreithiol, ond gall costau ychwanegol gael eu talu o dderbyniadau cyfalaf a gyflawnir drwy werthu.

Bioamrywiaeth - Amherthnasol ar hyn o bryd a byddai angen asesu pob gwerthiant yn unigol ar y pryd hwnnw.

Effeithiau ar yr amgylchedd - Amherthnasol ar hyn o bryd a byddai angen asesu pob gwerthiant yn unigol ar y pryd hwnnw.

**7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Gydraddoldeb (AEC) a gynhaliwyd ar y penderfyniad? Dylai'r templed AEC wedi'i lenwi gael ei atodi fel atodiad i'r adroddiad.**

Byddwn yn asesu pob gwerthiant yn unigol a bydd y AEC yn cael ei wneud ar y pryd hwnnw.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

8.1. Mae Gweithgor Ystâd Amaethyddol y Cyngor wedi bod yn cyfrannu at ddatblygu'r strategaeth o'r cychwyn cyntaf. Cynhaliwyd pedwar cyfarfod gyda'r Grŵp ers mis Mehefin 2014 i ystyried y Strategaeth, gan arwain at dderbyn cefnogaeth y Grŵp i'r strategaeth arfaethedig hon yn eu cyfarfod diwethaf ar 18fed Rhagfyr 2014.

8.2. Cysylltwyd â thenantiaid amaethyddol y Cyngor drwy lythyr yn ystod mis Awst 2014 i roi gwybod iddynt y byddai angen adolygu'r ystâd yn yr un modd â holl wasanaethau eraill y Cyngor.

8.3. Cysylltwyd unwaith eto â thenantiaid amaethyddol y Cyngor drwy lythyr ar 6ed Ionawr 2015 a rhoddwyd y cyfle iddynt ymateb i'r cynigion. Gofynnwyd i unrhyw ymatebion ein cyrraedd erbyn 23ain Ionawr 2015. Hyd yma, rydym yn gwybod y

byddai gan 13 tenant ddiddordeb mewn gallu prynu naill ai eu daliadaeth gyfan neu ran o'u daliadaeth.

8.4. Cysylltwyd â phob aelod o'r Cyngor drwy e-bost a rhoddwyd y cyfle iddynt ymateb i'r cynigion. Ymatebodd y Cyng. Bobby Feeley yn datgan ei chefnogaeth i'r cynigion fel yr amlinellwyd.

8.5 Cysylltwyd â budd-ddeiliaid cysylltiedig eraill, (yr Undebau Amaeth, Ffederasiwn Clwyd y Clybiau Ffermwyr Ifanc, Cymdeithas Ffermwyr Tenant, a'r Gymdeithas Tir a Busnes Cefn Gwlad) trwy llythyr a rhoddwyd y cyfle iddynt ymateb i'r cynigion. Unwaith eto, gofynnwyd i unrhyw ymatebion ein cyrraedd erbyn 23ain Ionawr 2015. Ni dderbyniwyd unrhyw ymatebion yn y lle cyntaf, ac felly cysylltwyd â'r grŵp hwn o fudd-ddeiliaid unwaith eto drwy ail llythyr. Wedi hynny, cysylltodd y Gymdeithas Ffermwyr Tenant i ofyn am gopi arall o'r llythyr gwreiddiol. Maent bellach wedi ymateb ac mae copi o'u hymateb dyddiedig 6ed Chwefror, 2015 ynghlwm yn Atodiad 2. Mae'r pwyntiau a godwyd yn eu llythyr wedi cael eu hystyried fel rhan o'r broses gefndirol o ddatblygu'r strategaeth arfaethedig.

8.6. Mae copi o'r llythyr a anfonwyd at bob tenant, aelodau a'r budd-ddeiliad a enwir uchod ynghlwm yn Atodiad 3.

8.7. Cyflwynwyd y cynigion i'r Pwyllgor Archwilio Perfformiad yn ei gyfarfod ym mis Chwefror 2015. Penderfyniad y Pwyllgor oedd argymhell i'r Cabinet i gymeradwyo a mabwysiadu strategaeth yr Ystâd Amaethyddol ar gyfer y dyfodol. Mae cofnodion drafft cyfarfod y Pwyllgor i'w gweld yn Atodiad 4.

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

Dylai unrhyw fân gostau gael eu talu o fewn cyllidebau presennol. Bydd ansicrwydd ynglŷn â gwerth ac amseriad y derbyniadau cyfalaf ac mae'n rhaid cynnwys hyn yn rhagdybiaethau cynllunio ariannol.

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

10.1. Bydd Rhesymoli'r ystâd yn arwain at golli incwm refeniw, fodd bynnag, fel yr amlygwyd yn y rhesymeg yn y strategaeth arfaethedig yn Atodiad 1, nid yw buddsoddiadau amaethyddol yn cynnig cyfradd uchel o elw. Oni bai bod y Cyngor yn barod i dderbyn hyn a'r angen i fuddsoddi cyfran fawr o'r incwm mewn gwaith cynnal a chadw a gwelliannau, bydd yr ystâd ffermydd yn parhau i ddirywio ac yn gadael y Cyngor yn agored i ymrwymadau cynyddol. Yr unig ddewis arall yw rhyddhau gwerth cyfalaf y buddsoddiad (h.y. gwerthu'r daliadau pan fydd y cyfle'n codi)

10.2. Mae risg y gallai fferm gael ei gwerthu ar gyfer dibenion datblygu eraill unwaith eu bod mewn perchnogaeth breifat. Gellid ymgorffori cyfamodau yn cyfyngu defnydd tir a darpariaethau gorswm mewn unrhyw eiddo a werthir fel mesur lliniaru, er bod yn rhaid rhoi sylw i'r effaith y gall hyn ei gael ar dderbyniadau.

## **11. Pŵer i wneud y Penderfyniad**

11.1 Mae Adran 123 Deddf Llywodraeth Leol 1972 yn rhoi'r pŵer i werthu tir.

DENBIGHSHIRE COUNTY COUNCIL

AGRICULTURAL ESTATE

STRATEGY PROPOSALS

1. BACKGROUND

1.1. The Agricultural Estate comprises approximately 1,053 hectares, (2600 acres) of land. The estate is a mixture of dairy and stock farms with bare land grazing and some woodland. Appendix 1 provides details of the holdings and bare land and their location

1.2. The holdings are let via either Full Agricultural Tenancy agreements subject to the Agricultural Holdings Act 1986, or Farm Business Tenancy agreements subject to the Agricultural Tenancies Act 1995. The two Acts are subject to different statutory provisions and place different responsibilities on the Landlord and Tenant.

Table 1: Summary of Lettings (Holdings and bare land)

Numbers:	AHA(a)	FBT(b)	TOTAL
Farms	9	14	23
Land		15	15
<b>TOTAL</b>	9	29	38

a) Agricultural Holdings Act. b) Farm Business Tenancy.

1.3. The annual income generated from the estate is in the region of £230,000 but this revenue is bolstered each year by miscellaneous ad hoc income. An annual revenue budget of around £130,000 is provided from the gross income to cover repairs & maintenance, salaries and other sundry costs. Historically the repairs & maintenance budget has been insufficient to cover the yearly calls on a reactive maintenance basis. In addition, the nature of the Agricultural Holdings Act tenancies places additional burdens on the estate. Capital investment requirements for the estate for the next three years are estimated to be in excess of £1million but are £1.5 to £2 million if looking at a period of over 3 years.

1.4. An in depth review of the agricultural estate was undertaken in 2010.

The Councils agricultural estate team, together with the agricultural estates working group in conjunction with Bruton Knowles, considered the following options:

- Retention in broadly the current format,
- Outright disposal of the estate as an investment in whole or in lots.
- Progressive disposal particularly as vacant possession becomes available.
- Progressive rationalisation into a more viable and sustainable estate. This would involve the disposal of some units and the investment of capital funds into other units.

## **APPENDIX 1**

**1.5.** The option adopted at the time was progressive rationalisation. It was considered to be the only policy option which could deliver a more viable and sustainable estate by targeting investment into certain holdings and disposing of other holdings. This review was for a five year timescale and that period is therefore coming to its conclusion. It is anticipated that all the actions resulting from the 2010/2011 review will be completed and in place by spring 2015.

**1.6.** Notwithstanding the above and following concerns raised by the Performance Scrutiny Committee in March 2014, it was decided that in view of the change in the current financial reality for public authorities as compared to that which existed in 2010/11, the agricultural estate strategy was no longer representative of the Council's current position in terms of existing financial constraints.

## **2. RATIONALE**

**2.1.** Local authority agricultural estates (also known as County Council Smallholdings) were created over a century ago in 1908 by legislation intended to create opportunities to provide land for new entrants into food production and agriculture.

**2.2.** Technological advances and improved mechanisation in agriculture has resulted in the increase in the average size of farms. Fixed costs have to be spread on larger areas in order for farms to become more viable and to enable them to compete in an increasingly challenging industry. Local Authority farms have followed this trend.

**2.3.** In addition to the above, agricultural tenancy legislation means that there is limited tenancy turnover. Holdings initially let as starter holdings may still be occupied under the same tenancy a generation later. In Denbighshire, a smallholding was last re-let some 10 years ago.

**2.4.** Denbighshire's agricultural holdings no longer provide the opportunity for new entrants into the farming industry. As mentioned above, the level of investment now required for new entrants in terms of the machinery and infrastructure needed in order to establish a sustainable farming operation -which can survive in the context of the modern farming industry- is far in excess of the traditional 20 acre starter farm model. Together with the number of long term tenancies still in operation, opportunities for new entrants are extremely limited.

**2.5.** Agricultural estates are non-statutory otherwise known as discretionary services.

**2.6.** The investment value of Denbighshire County Councils estate is estimated to be in the region of £22.5 million. The rate of return for the estate is therefore less than 1%.

**2.7.** Investors in agricultural property will traditionally accept a low rate of return for various reasons such as: - Capital growth with the value of agricultural land generally increasing (in real terms) over time, many investors may prefer capital gain as opposed to income as this can be tax efficient, there are tax reliefs available on the sale of agricultural land (e.g. roll over relief), for inheritance tax- agricultural land & buildings can qualify for agricultural tax relief, and some investors will traditionally have an investment strategy of buying land.

## **APPENDIX 1**

**2.8.** Other than the benefit of capital growth, none of the above investment advantages will apply to local authorities and capital growth will only provide a benefit to the Council if the investment is sold at a time when land prices are high and when money is required to fund services.

**2.9.** For this reason, agricultural property is considered to be a poor investment for the Council to hold especially when considering that providing smallholdings for new starters is not a statutory responsibility for the Council and also bearing in mind the limited (if any) opportunities that exist for new entrants.

**2.10.** In view of the above, the Council has started discussions with a local college with regard to facilitating a process that enables interested new entrants to the farming industry to gain experience of a practical nature through assistance provided by the Council.

### **3. PROCESS**

**3.1.** The future strategy for the estate has been considered in light of the above rationale together with input from the Councils agricultural estate working group. This group comprises of members of the Council.

**3.2.** Interested stakeholders (Farming Unions, Clwyd Federation of Young Farmers Club, Tenant Farmers Association, Country Land and Business Association, all tenants, and all Members) have been consulted regarding the proposed strategy.

### **4. PROPOSED STRATEGY**

**4.1.** Discussions and negotiations regarding tenancies and farm rationalisations which are still ongoing from the Bruton Knowles review will be completed. (Unless it is the wish of the tenant not to proceed)

**4.2.** With regard to holdings where a tenancy is coming to an end, the existing tenant will be given the option- where appropriate - to purchase the freehold of the farm or parts thereof. Where this is the case, any remaining land forming part of the holding will be offered on a short term tenancy to the existing tenant on the understanding that they are expected to either purchase or relinquish this land when the tenancy expires. Where a tenant declines to purchase the holding in these circumstances, the tenancy will not be renewed and the farm will be placed on the open market.

**4.3.** Where new requests are received from a tenant for the succession of tenancy to a son or daughter - which has not been previously agreed under the Bruton Knowles review, discussions will commence with the tenant - where appropriate - regarding the sale to the tenant of part or whole of the holding. Where the offer of a sale to the tenant is declined, the succession tenancy will be declined. If the freehold purchase does not proceed as anticipated, the tenancy will not be renewed and the farm will then be placed upon the open market.

## **APPENDIX 1**

**4.4.** Existing tenants occupying holdings under long term tenancies will - where appropriate -be offered the option of purchasing all or part of the freehold of their holdings as in the above, taking into consideration the value of the existing lease and any investment made by the tenant in the holding.

**4.5.** Opportunities may arise on an ad hoc basis where a tenant may express his interest in purchasing part or whole of the holding. Such discussions may take place during rent review discussions or during other discussions relating to the management of the holding. Such potential disposal opportunities which arise from unforeseen occurrences will be taken as and when they arise. Strategic sites will be identified and dealt with on an individual basis.

**4.6.** Disposals will in the main be subject to covenants restricting the use of the land for agricultural purposes and/or overage agreements in respect of any increased values obtained through alternative use and/or retention of rights across any disposed land (as far as this can be done legally to protect the rights of the Council and its future needs).

**4.7.** In all cases, the scheme of delegation and democratic process of the Council at the time will be adhered to in the making of decisions affecting the estate.

## **5. CONCLUSION**

**5.1.** The Agricultural Estate represents a substantial capital resource which must be seen to work both for the Council and its tenants. The Council no longer has the resources to support the agricultural estate in its current form.

**5.2.** Without taking action now to address these issues, the condition of the estate will deteriorate further resulting in a likely decrease in the value of the built element of the estate. Doing nothing is not an option. There are financial, legal and reputational risks to the Council in not addressing the issue.

**5.3.** The holdings and bare land currently owned by the Council will remain as farmed units even if they are sold by the Council.

**5.4.** The Councils agricultural estate is not meeting its objective of providing land for new entrants into food production and agriculture.

**5.5.** Existing tenants who have the opportunity to purchase their holdings will have better access to funds to further invest and improve their holdings.

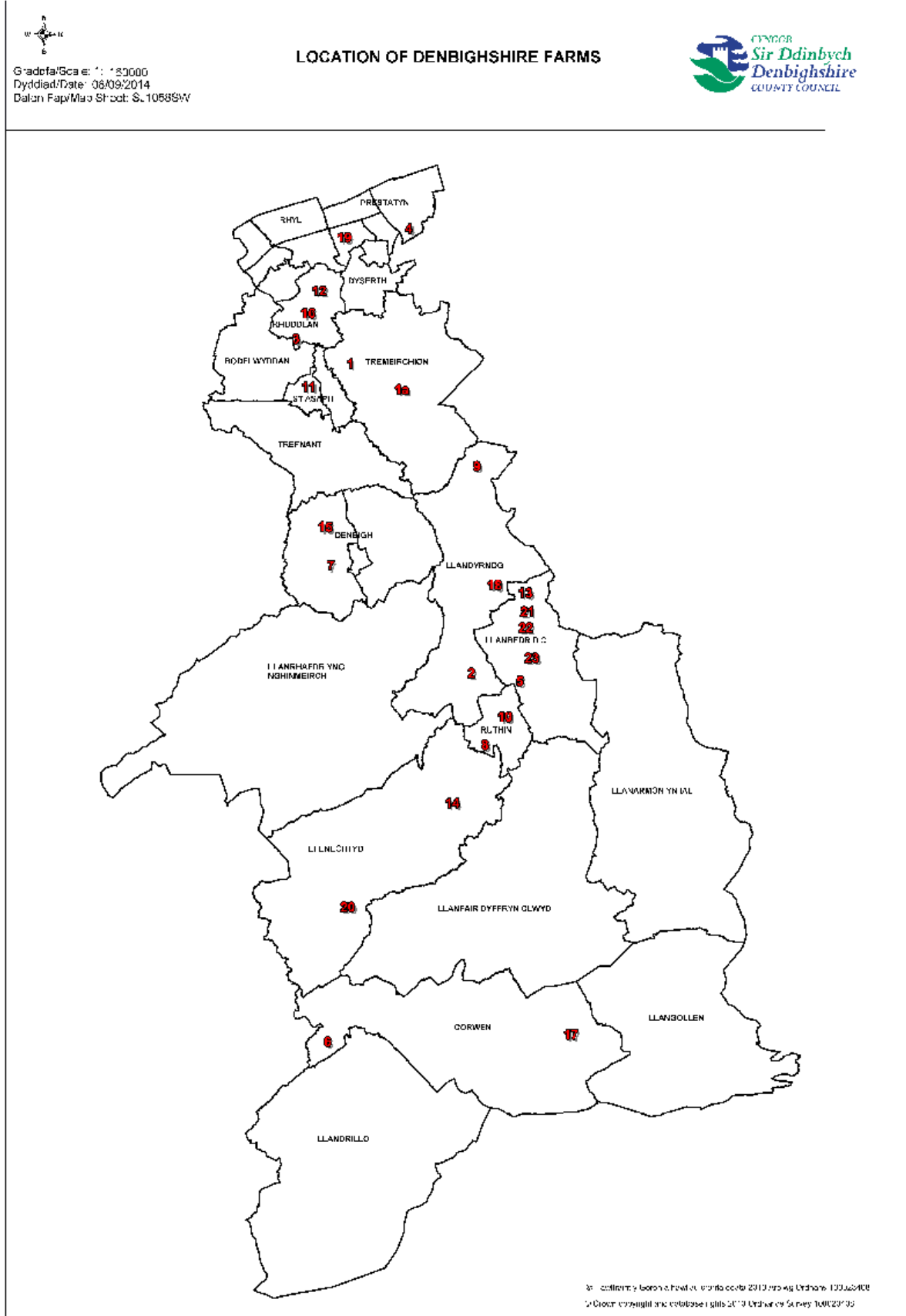
**5.6.** Improved opportunities for new entrants to farming can be provided by the Council working with local colleges to facilitate more practical solutions to training requirements.



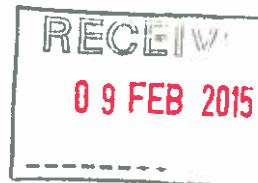
**APPENDIX 1****APPENDIX 1**

<b>FARMS WITHIN DENBIGHSHIRE COUNTY COUNCIL</b>		
<b>1</b>	<b>Plas Coch</b>	<b>Rhuallt</b>
<b>1a</b>	<b>Bareland at Pant Ifan Newydd</b>	<b>Rhuallt</b>
<b>2</b>	<b>Bodynys</b>	<b>Rhewl</b>
<b>3</b>	<b>Bryn Gwyn</b>	<b>Rhuddlan</b>
<b>4</b>	<b>Bryn Llwyn</b>	<b>Gwaenysgor</b>
<b>5</b>	<b>Caerfamaeth</b>	<b>Llanbedr DC</b>
<b>6</b>	<b>Corwen Estates</b>	<b>Corwen</b>
<b>7</b>	<b>Denbigh Estates</b>	<b>Denbigh</b>
<b>8</b>	<b>Detached Land at Ruthin</b>	<b>Ruthin</b>
<b>9</b>	<b>Efail Y Waen</b>	<b>Bodfari</b>
<b>10</b>	<b>Glasdir</b>	<b>Ruthin</b>
<b>11</b>	<b>Green Gates</b>	<b>St Asaph</b>
<b>12</b>	<b>Land at Rhuddlan - Tirionfa</b>	<b>Rhuddlan</b>
<b>13</b>	<b>Lletty farm</b>	<b>Llangynhafal</b>
<b>14</b>	<b>Maesglas</b>	<b>Efenechtyd</b>
<b>15</b>	<b>MaesyGroes</b>	<b>Henllan</b>
<b>16</b>	<b>Meadowbrook and Morfa Lodge</b>	<b>Rhuddlan</b>
<b>17</b>	<b>Pant y Ffynnon</b>	<b>Glyndyfrdwy</b>
<b>18</b>	<b>Pentrefelin Ucha</b>	<b>Llandyrnog</b>
<b>19</b>	<b>Pydew</b>	<b>Meliden</b>
<b>20</b>	<b>Ty Cerrig</b>	<b>Melin Y Wig</b>
<b>21</b>	<b>Ty Coch</b>	<b>Llangynhafal</b>
<b>22</b>	<b>Tyn y Caeau</b>	<b>Llangynhafal</b>
<b>23</b>	<b>Ty'n y Celyn</b>	<b>Llanbedr DC</b>

# APPENDIX 1



gwd/1415  
06 February 2015



Gerald Thomas MRICS  
Valuation and Estates Manager  
Denbighshire County Council  
Caledfryn  
Smithfield Road  
Denbighshire  
LL16 3RJ

Dear Mr Thomas

### **Denbighshire County Council – Agricultural Estate**

Thank you for your letter of 02 February and responding to my subsequent email from today to which you attached a copy of your original letter of 6 January 2015. I hope that in the circumstances there will still be time for the County Council to take into consideration the views of the Tenant Farmers Association as set out below.

The Tenant Farmers Association acknowledges the difficult financial circumstances that many local authorities, including Denbighshire, face at the current time and that there is therefore a need to ensure that the local authority has at its disposal sufficient financial resources to meet its frontline services and that, as a result, all services need to be reviewed.

The TFA would argue that the County Council should view its farms' estate as an income earning asset. With sound asset management it is possible for the county council to see a net contribution to its annual income through the management of its rural estate. This income will not only arise in the form of rent but also from disposals of land for development or marriage value at many times the land's agricultural value. Of course to achieve this there needs to be a sound asset management plan drawn up and for there to be strategic thinking about particular sites on the estate which could attract significant value at disposal due to their development potential. The TFA believes that this route should be fully explored before the Council considers its proposed policy of disposal over time.

The TFA contends that a policy of disposal as and when existing tenancies come to an end is short sighted. Whilst it could provide additional financial resources for the local authority to meet its demand for frontline, statutory services at this stage, this will be on a once and for all basis. When the local authority is in need of resources in the future for hospitals, care homes, schools and the like, it will not have these assets available to sell at that time. That is why the TFA believes there is need for the local authority to make a proper assessment of the potential net present value to the local authority of retaining the assets and making them work more effectively as income earning assets into the future as opposed to what

might be gained from a progressive sell-off. From the correspondence seen, we do not believe that such a comparative net present value approach has been taken and it is therefore impossible to judge whether or not the decision to progressively sell the estate achieves best value for Council tax payers. The TFA believes that county council has a statutory responsibility to ensure the best value is attained and that can only be assessed on the basis of a comparative net present value calculation.

In this respect, I attach some guidance which has been prepared by the Tenancy Reform Industry group (and is due to be published shortly) which I hope will be of assistance to the local authority.

Whilst very much a second-best option, notwithstanding the TFA's views, should the local authority decide that disposal is the best approach, then we would wish existing tenants to have first refusal on purchasing the freehold of their Holdings and that there in put over the years into those farms should be recognised in the price they are asked to pay for acquiring the freehold of those units. It is stressed however that this is very much a second-best option as the TFA believes that the Holdings should be retained by the local authority.

Ownership of County farms will also assist the local authority in meeting its wider objectives in relation to countryside and environmental issues, access to the countryside, learning outside the classroom, planning policies, greenbelt management and assisting in the management of flood risk. These benefits were the focus of a report entitled: "The Importance of County Farms to the Rural Economy" prepared by Sir Don (now Lord) Curry. A copy of that report is submitted as part of our input to the County Council's Review and we would ask that the wider benefits to which it refers are also considered alongside the other, perhaps more tangible, benefits referred to above.

Of course, the TFA also believes that county council smallholdings continue to contribute to the farming ladder both in providing opportunities for individuals to be farmers in their own account and to progress within the industry. Notwithstanding the comments made in your letter about the concentration of occupation, it is the county council smallholding estates nationally and in England that most new entrants gain entry to the sector.

In conclusion therefore the TFA would argue that the county council turns away from its proposed approach and looks to put in place a proper asset management plan which will deliver best value to Council Tax payers through identification of blocks of land with development opportunity whilst at the same time continuing to acquire wider community, environmental and social benefits through the ownership and management of the farms.

Yours sincerely



**George Dunn BA MSc FRAgS  
Chief Executive**

<u>Eich cyf / Your ref</u>	
<u>Ein cyf / Our ref</u>	GRT
<u>Dyddiad / Date</u>	6 January 2015
<u>Rhif union / Direct dial</u>	01824 70 6791

Dear Sirs

### DENBIGHSHIRE COUNTY COUNCIL – AGRICULTURAL ESTATE

You may recall that Denbighshire County Council undertook a review of its Agricultural Estate in 2010 /2011. A policy of managed rationalization was adopted where the Council would target investment into certain holdings and would dispose of other holdings. This review was for a five year timescale and that period is therefore coming to its conclusion. It is anticipated that all the actions resulting from the 2010/2011 review will be completed and in place by spring 2015.

As background information, the agricultural estate currently comprises approximately 1,053 hectares, (2600 acres) of land. The estate is a mixture of dairy and stock farms with bare land grazing and some woodland. The holdings are let via either Full Agricultural Tenancy agreements subject to the Agricultural Holdings Act 1986, or Farm Business Tenancy agreements subject to the Agricultural Tenancies Act 1995. The two Acts are subject to different statutory provisions and place different responsibilities on the Landlord and Tenant

Notwithstanding that the 2010 review is now in its final stages, concerns were raised by the Councils' performance scrutiny committee in March 2014 which concluded that in view of the change in the financial position of public authorities as compared to that which existed in 2010/11, the agricultural estate strategy is no longer representative of the Council's current position in terms of existing financial constraints. Performance scrutiny established a deadline of February 2015 for an agreed new strategy to be taken through the decision making process and approved prior to April 2015.

Local Authority agricultural estates (also known as County Council smallholdings) were created over a century ago by legislation intended to create opportunities to provide land for new entrants into agriculture.

Improved mechanization in agriculture has resulted in the increase in the average size of farms. Fixed costs have to be spread on larger areas in order for farms to become more viable and to enable them to compete in an increasingly challenging industry. Local Authority farms have followed this trend. Together with the number of long term tenancies still in operation, opportunities for new entrants are extremely limited. Denbighshire's agricultural holdings are therefore no longer providing opportunities for new entrants into the farming industry. Local Authorities offer a wide range of services, many are statutory but others, like the agricultural estates are non-statutory otherwise known as discretionary services.

The Council's Agricultural Estate team together with the Agricultural Estate Working Group has therefore been working on a new strategy to take effect from 2015 onwards. The strategy needs to reflect the current reality for public authorities in Wales.

The following outlines the main proposals in the strategy:-

Existing tenants of tenancies coming to an end will be given the option, where appropriate, to purchase the whole or part of the freehold of the holding prior to the Council disposing the holding on the open market.

Any tenants who make new requests for another succeeding tenancy to a son or daughter and this has not been previously raised under the Bruton Knowles review, will be given an opportunity, where appropriate, to discuss with the Council, their purchase of part or the whole of the holding. If a freehold purchase does not proceed as anticipated, the tenancy will not be renewed and the farm will then be placed upon the open market.

Existing tenants occupying holdings' under long term tenancies will, where appropriate, be offered the option of purchasing all or part of the freehold of their holdings as in the above, taking into consideration the value of the existing lease and any investment made by the tenant in the holding.

Opportunities may arise on an ad hoc basis where a tenant may express his interest in purchasing part or whole of the holding. Such discussions may take place during rent review discussions or during other discussions relating to the management of the holding. Such potential disposal opportunities which arise from unforeseen occurrences will be taken as and when they arise. Strategic sites will be identified and dealt with on an individual basis.

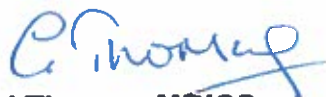
Disposals will in the main be subject to covenants restricting the use of the land for agricultural purposes and/or overage agreements in respect of any increased values obtained through alternative use and/or retention of rights across any disposed land (as far as this can be done legally to protect the rights of the Council and its future needs).

In all cases, the scheme of delegation and democratic process of the Council at the time will be adhered to in the making of decisions affecting the estate.

It would not be appropriate to consult on how the strategy will affect the future of individual holdings nor will the Council be in a position to consult on any detailed financial projections. The officers in the Agricultural estates team will however be in touch with all the individual tenants to discuss how the proposed strategy will affect them individually.

Should you have any comments on these proposals, we would be pleased to hear from you by Friday 23<sup>rd</sup> January 2015 so that the proposals can be put to the Council.

Yours faithfully,



**Gerald Thomas MRICS**  
**Valuation and Estates Manager –**  
**Valuation & Estates**

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## **APPENDIX 4**

### **Draft Minutes from Performance Scrutiny Meeting 26<sup>th</sup> February 2015**

#### **LONG TERM STRATEGY FOR THE AGRICULTURAL ESTATE**

A copy of a report by the Valuation and Estates Manager (VEM), which provided information on the proposed strategy for the Agricultural Estate (AE) from 2015 onwards, had been circulated with the papers for the meeting.

The Lead Member for Finance and Assets introduced the report and draft long term strategy for County's Agricultural Estate. He advised that the Agricultural Estate Working Group, on which each Member Area Group (MAG) was represented, had drawn up a future strategy for the estate which would remove onerous maintenance and management liabilities and ensure greater efficiency of Council resources whilst mitigating the impact of cuts in corporate areas. He explained that, if the strategy was approved and adopted, there would be a managed disposal of agricultural holdings, with sitting tenants being given the first option to purchase their entire holding or part of it. (where appropriate). If they opted initially to buy part of it, the remainder of it would be rented to them for a set period of time under a short-term tenancy agreement on the understanding that they would be expected to buy the remainder of the land at the end of the short-term tenancy, or otherwise relinquish it. Any holdings or land relinquished would be sold on the open market to realise a capital receipt. All disposals would be as agricultural holdings, with appropriate covenants and overage agreements being applied to the sales.

In response to Members' questions officers confirmed that overage agreements could legally be applied to the sale of agricultural holdings and land for specific periods of time. Any holdings which became vacant would be disposed of on the open market under powers delegated to officers/Lead Member/Cabinet dependent upon the estimated value of the holding. The Lead Member for Finance and Assets referred to discussions underway with a local college with respect to facilitating a process to enable interested new entrants to the industry to gain experience of a practical nature through assistance provided by the Council. These discussions were currently at the negotiation stage, no agreement had yet been reached. The Lead Member for Education suggested that it would be worthwhile to approach other organisations where new entrants into the industry were given an opportunity to run a farm for a year to gain valuable practical and managerial experience.

In response to members' questions the Lead Member and officers confirmed that:

- covenant and overage agreements could be applied for a specific period of time;
- for 'market rents' to be charged the dwellings, farm buildings, boundaries and land etc. had to be in 'market condition';
- the majority of the Council owned holdings were outside any designated LDP sites and therefore could not benefit from LDP land value;
- a lot of the recent investment on the Estate had been financed either via Nitrate Vulnerable Zone (NVZ) grant funding or by the tenants themselves;
- the last new fresh re- letting on the estate took place approximately 10 years ago;

- private estates could benefit from tax advantages for re-investment, these were not available to public estates;
- the Council had written to tenants outlining the contents of the proposed strategy and to date 13 tenants had expressed an interest in purchasing their holdings or part of their holdings;
- it was anticipated that the Strategy would be a long-term one due to the terms of current tenancies, some tenancies were due to expire next year, but it would probably take another 10 to 15 years to deliver the entire strategy as some tenants had longer term tenancies;
- the length of tenancies could not be renegotiated without valid legal reasons;
- all undertakings made under the 2010 Agricultural Estate Strategy would be honoured

Councillor Eryl Williams referred to a Council owned holding which had been bequeathed to the Council under a covenant that it be let to a new entrant into the farming industry. The local Community Council had long held concerns that the County Council would attempt to dispose of this holding as part of a future strategy. He requested that it be placed on record that if the County Council decided to dispose of this holding the Community Council had indicated that it would instigate a legal challenge to that decision on the basis of the covenant in the original bequest.

Following an in-depth discussion the Committee by a majority vote:

**Resolved:** - to recommend to Cabinet

- (i) that it approves and adopts the future strategy for the Agricultural Estate; and
- (ii) the Committee noted that covenants(s) relating to the above mentioned holding, and any other Estate holdings would be researched and clarified prior to the disposal of the holding(s)."



<b>Adroddiad i'r:</b>	<b>Cabinet</b>
<b>Dyddiad y Cyfarfod:</b>	<b>24 Mawrth 2015</b>
<b>Aelod / Swyddog Arweiniol:</b>	<b>Cyng. Julian Thompson-Hill - Aelod Arweiniol Cyllid ac Asedau Paul McGrady - Pennaeth Cyllid ac Asedau</b>
<b>Awdur yr Adroddiad:</b>	<b>C D Mathews, Rheolwr Datblygu Masnachol</b>
<b>Teitl:</b>	<b>Datgan bod yr adeiladau ar dir y Cyngor yn Ffordd Llys Nant, Prestatyn yn ddiangen i'r Cyngor gyda'r bwriad o'u gwaredu ar y farchnad agored.</b>

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**1. Am beth mae'r adroddiad yn sôn?**

Datgan bod tir ac adeiladau'r Cyngor yn Ffordd Llys Nant, Prestatyn yn ddiangen.

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

Mae angen penderfyniad i ddatgan fod y canlynol yn ddiangen i'r Cyngor;

**Llain 1**

Yn ymestyn 0.170 ha/ 0.42 erw fel y dengys yr ymylon coch ar y cynllun sydd ynghlwm yn cynnwys 6-8 Ffordd Llys Nant, meysydd parcio cysylltiedig a chyfleusterau cyhoeddus.

**Llain 2**

Yn ymestyn 0.636 ha / 1.57 erw fel y dengys yr ymylon coch ar y cynllun ynghlwm ac yn cynnwys yr hen Lyfrgell, swyddfeydd Tŷ Nant a maes parcio cysylltiedig.

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

Datgan bod y tir a'r adeiladau a nodwyd yn adran 2.0 uchod yn ddiangen gyda'r bwriad o'u gwaredu ar y farchnad agored yn seiliedig ar Ddatganiad Diddordeb.

**4. Manylion yr Adroddiad**

4.1 Mae'r Cyngor wedi gadael 6-8 Ffordd Llys Nant, Tŷ Nant a'r Hen Lyfrgell. Mae bloc y toiledau a maes parcio Ffordd Llys Nant yn weithredol ar hyn o bryd.

4.2 Mae gan Fwrdd Iechyd Prifysgol Betsi Cadwaladr (BIPBC) dîm yn darparu Gwasanaethau Gofal Sylfaenol yng Ngogledd Sir Ddinbych gan weithredu o lawr gwaelod 6-8 Ffordd Llys Nant gyda phedair desg ar gyfer staff tai CSDd. Mae'r Heddlu yn defnyddio'r llawr cyntaf fel swyddfa gefn ar hyn o bryd.

- 4.3 Mae Cyngor Tref Prestatyn yn defnyddio Parlwr y Maer ac yn defnyddio'r Siambr yn fisol yn seiliedig ar ddarpariaethau defnyddwyr sefydledig sy'n dyddio o'r cyfnod cyn Ad-drefnu Llywodraeth Leol yn 1974. Mae'r Cyngor wedi ymgynghori â'r Cyngor Tref ac mae eu sylwadau wedi'u nodi yn adran 8.0.
- 4.4 Mae'r hen Lyfrgell yn cael ei rentu gan Gwmni Diddordeb Cymunedol Artisans Collective ar Brydles â chontract byr dymor gyda darpariaethau gorffen yn gynnar.
- 4.5 Mae'r cyfleuster cyhoeddus tu cefn i 6-8 Ffordd Llys Nant yn weithredol a bydd yn parhau ar agor nes y cytunir ar amserlen gau gydag adran y gwasanaeth.
- 4.6 Roedd y maes parcio â 76 gofod talu ac arddangos wedi'i gynnwys yn yr adolygiad gan Mott McDonald ac mae'r argymhelliad ar gyfer darpariaeth parcio ym Mhrestatyn wedi'i nodi ym Mharagraff 8.3.
- 4.7 Mae'r Eglwys yng Nghymru yn cynnal hawddfrait mynediad i'w tir yn ne'r maes parcio. Mae'r Cyngor wedi cyflwyno cynnig lle byddent yn ildio eu hawliau mynediad ar draws tir y Cyngor ar yr amod bod tir ar gael yn ffin orllewinol y maes parcio i greu priffordd fabwysiadwy sy'n gwasanaethu tir y Cyngor a'r Eglwys.
- 4.8 Mae hawl tramwy cyhoeddus yn torri'r safle fel y dengys y llinell borffor drom. Mae'r rhan o'r briffordd sy'n mynd i Neuadd Gymunedol yr Eglwys yng Nghymru sydd mewn porffor ar y cynllun yn eiddo i'r Cyngor ond yn destun hawliau tramwy'r Eglwys.
- 4.9 Mae'r Cyngor yn ymgynghori Briff Datblygu drafft gan gynnwys perchnogaeth tir trydydd parti cyfagos ar hyn o bryd. Disgwylir y bydd adroddiad ynglŷn ag ymgynghoriad y Briff Datblygu yn cael ei gyflwyno i'r Pwyllgor Cynllunio ym mis Mehefin 2015.
- 4.10 Bydd y safle'n cael ei waredu fel rhan o Ddatganiad Diddordeb ar y farchnad agored lle bydd y Cyngor yn ceisio derbyn y cynllun 'gorau' ar gyfer y dref a'r safle.
- 5. Sut mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?**
- 5.1 Nodau ac Amcanion Corfforaethol  
Bydd gwaredu'r tir a'r adeiladau hyn yn cynorthwyo'r Cyngor i foderneiddio a darparu effeithlonrwydd i'r cwsmeriaid.
- 5.2 Nodau Asedau Corfforaethol  
Bydd lleihau asedau'r Cyngor yn darparu arbedion refeniw o tua £110,000 yn y flwyddyn gyntaf.
- 5.3 Deddf Cymunedau Gwledig a'r Amgylchedd Naturiol / Dyletswydd Bioamrywiaeth  
Bydd Arolwg Bioamrywiaeth ar gyfer y safle ar gael i'r holl bartïon â diddordeb.
- 5.4 Deddf Cydraddoldeb

Gweler yr Asesiad o Effaith ar Gydraddoldeb ynghlwm.

- 5.5 Ymrwymiad Lleihau Carbon.  
Bydd gwaredu'r eiddo yn lleihau ôl troed carbon y Cyngor o 149.5 tonnau y flwyddyn.
- 5.6 Deddf Cynllunio Gwlad a Thref  
Bydd y Cyngor yn gwaredu'r eiddo gyda Briff Datblygu wedi'i baratoi gan y Gwasanaethau Cynllunio a'i fabwysiadu gan Bwyllgor Cynllunio'r Cyngor.
- 5.7 Mae'r eiddo yn Safle Strategol Allweddol ar gyfer creu cyflogaeth a chyfoeth a bydd gwaredu gydag ymarfer Datgan Diddordeb i gyflawni cynllun wedi'i bwysoli yn darparu'r uchelgeisiau economaidd sydd gan y Cyngor ar gyfer y safle.

**6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Bydd angen parhau â'r costau refeniw sy'n gysylltiedig â pherchnogaeth yr adeiladau nes bo'r safle wedi'i werthu. Bydd preswylwyr trydydd parti yn 6-8 Ffordd Llys Nant angen i'r Cyngor gynnal a chadw'r ardaloedd cyffredin a'r gwasanaethau i safon benodol tra bo'r broses o waredu yn parhau.

**7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Gydraddoldeb a gynhaliwyd ar y penderfyniad? Dylai'r templed Asesiad o Effaith ar Gydraddoldeb wedi'i lenwi gael ei atodi fel atodiad i'r adroddiad.**

Gweler yr asesiad o effaith ar gydraddoldeb sydd ynghlwm am wybodaeth bellach.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

- 8.1 Ymgynghorwyd â'r Aelod Arweiniol yn ei rôl fel Aelod Lleol yn rhan o Grŵp Ardal Aelodau ac fel Aelod Arweiniol y Grŵp Rheoli Asedau ar 5 Mawrth 2015 lle y cymeradwywyd y penderfyniad i ddatgan bod yr eiddo yn ddiangen.
- 8.2 Roedd Grŵp Ardal Aelodau Prestatyn wedi trafod y safle ar 6 Tachwedd 2014 ac unwaith eto ar 28 Ionawr 2015. Er eu bod yn cefnogi gwaredu'r tir ag ymylon coch roedd y rhan fwyaf o aelodau'r GAA yn cefnogi cadw Siambr y Cyngor yn 6-8 Ffordd Llys Nant ar gyfer cyfarfodydd y Cyngor yn y dyfodol.
- 8.3 Cysylltwyd â Gwasanaethau Priffyrdd a'r Amgylchedd ynglŷn â gwerthu bloc y toiledau tu cefn i 6-8 Ffordd Llys Nant ac nid oes ganddynt wrthwynebiad mewn egwyddor i'w gau. Mae crynodeb ac argymhelliad adolygiad y maes parcio fel a ganlyn

'Cesglir bod y trefniadau parcio a rheoli traffig cyfredol ym Mhrestatyn yn diwallu anghenion adwerthu'r dref yn ddigonol. Dim ond y mesurau canlynol sy'n cael eu hargymhell i ategu at y cynnig adwerthu ym Mhrestatyn:

1. Newid yr holl ofodau parcio ar y stryd i gyfyngiad aros 1 awr a gwella'r orfodaeth

2. Cynnal o leiaf rhan o'r gofod a gynigir gan Offa's Tavern a meysydd parcio Swyddfeydd y Cyngor i ddarparu gofodau ar gyfer twf y dref yn y dyfodol fel bod gan y dref ddigon o ofodau parcio byr dymor neu ganolig gan ganiatáu colli meysydd parcio'r Cyngor a'r Cyngor Tref ar Ffordd Llys Nant'.

8.4 Mae Cyngor Tref Prestatyn wedi darparu'r sylwadau ysgrifenedig canlynol ar ôl ymgynghori â nhw:

8.4.1 Adran 23 (8) Gorchymyn Awdurdodau Lleol (Cymru) (Eiddo) 1973 – Hawliau Defnyddiwr Sefydledig 6-8 Ffordd Llys Nant, Prestatyn.

Dymuna'r Cyngor Tref barhau i ddefnyddio Siambr y Cyngor, Swyddfeydd Trefol, Prestatyn.

Roedd y Pwyllgor Cyllid a Rheoli yn ymwybodol o ddatblygiad masnachol ehangach y safle ac yn dymuno trafod ymhellach gyda'r Cyngor Sir. Mae'n hollbwysig ar gyfer y llywodraeth leol / gwasanaethau lleol bod yr ardal yn rhan o gynlluniau gwasanaeth y dref yn y dyfodol. Mae cyfle hefyd i gynnal / darparu llety a rennir gyda gwasanaethau cyhoeddus a chyrff gwirfoddol eraill hefyd.

8.4.2 Gwnaed penderfyniad ar 14 Ionawr 2015 gan y Pwyllgor Cyllid a Rheoli (yn amodol ar gymeradwyaeth Cyngor Tref Prestatyn) fel a ganlyn:

1. Y gofynnir i GSDd sicrhau bod digwyddiadau parcio ceir / ardal ddinesig, defnydd a rennir o Tŷ Nant ac /neu Adeiladau Trefol fel adeilad cyhoeddus a rennir a darpariaeth cyfleusterau cyhoeddus yn cael eu cynnwys mewn unrhyw gynigion datblygu yn y dyfodol.
2. Bod angen ymgynghoriad manwl pellach ynglŷn â chynigion datblygu yn y dyfodol a'r opsiynau ar gyfer y safle uchod cyn i'r Cyngor Sir ei waredu.

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

Mae gwaredu asedau eiddo'r Cyngor yn lleihau dyledion y Cyngor ac yn cynhyrchu derbyniadau cyfalaf i gynorthwyo â darpariaeth Cynllun Corfforaethol y Cyngor.

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

Preswylwyr trydydd parti;

Heddlu Gogledd Cymru, BIPBC, Cyngor Tref Prestatyn, yr Eglwys yng Nghymru, perchnogion preswyl cyfagos gyda hawliau tramwy o'r gerddi cefn. Gorchymyn Cau Maes Parcio – Deddf Priffyrdd 1980.

Trafodaethau a chynnig llety amgen (cyn belled ag y gall y Cyngor ei gynnig).

## 11. **Pŵer i wneud y Penderfyniad**

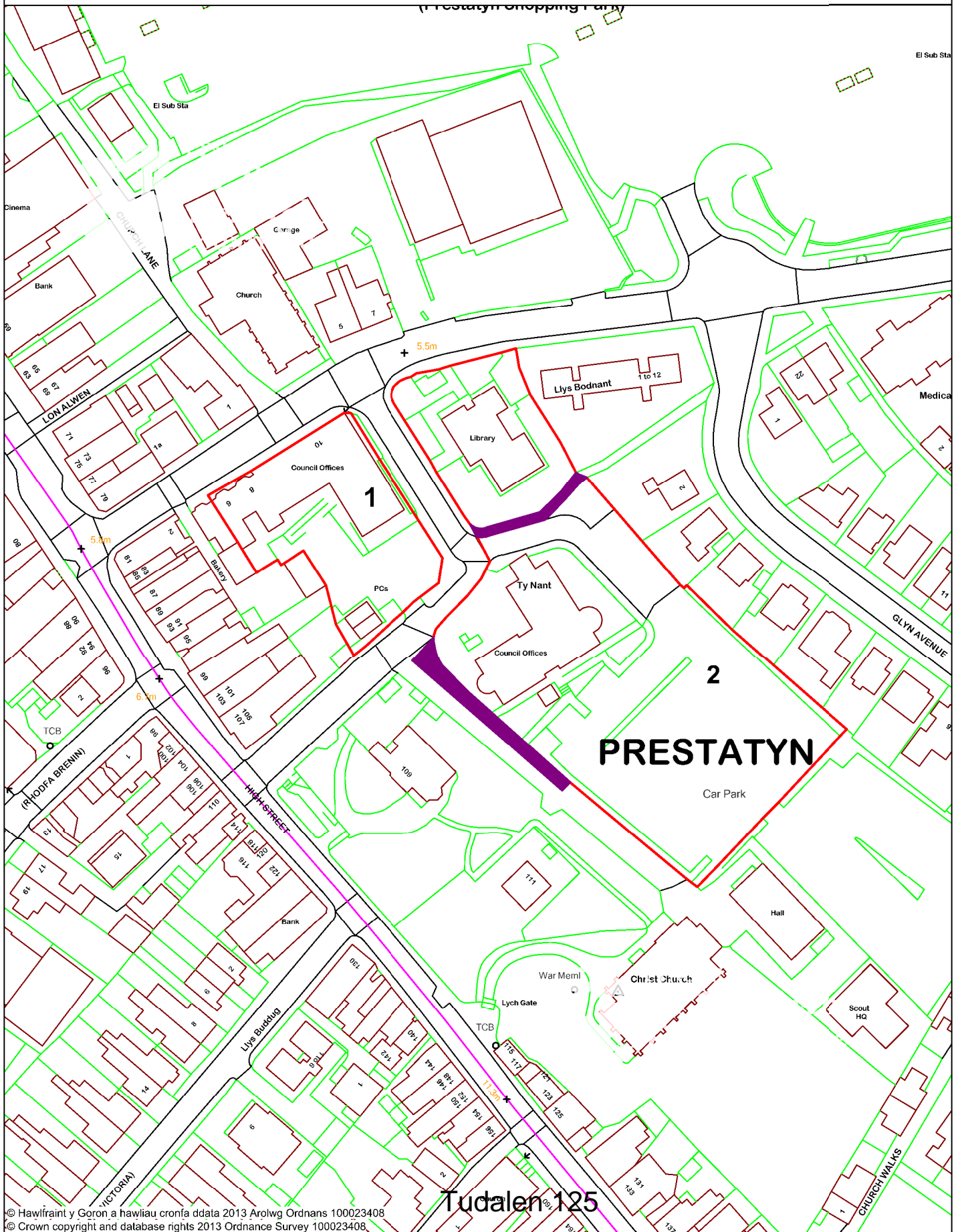
Mae Adran 123 Deddf Llywodraeth Leol 1972 yn rhoi'r pŵer i waredu tir ac adeiladau.



# Ty Nant



Graddfa/Scale: 1: 1250  
Dyddiad/Date: 23/10/2014  
Dalen Fap/Map Sheet: SJ0682NE



## PRESTATYN

Tudalen 125

Mae tudalen hwn yn fwriadol wag

TY NANT, 6-8 NANT HALL ROAD,  
FORMER LIBRARY, PUBLIC  
CONVIENIENCE AND CENTRAL CAR  
PARK, NANT HALL ROAD, PRESTATYN

10<sup>th</sup> MARCH 2015

Equality Impact Assessment

# TY NANT, 6-8 NANT HALL ROAD, FORMER LIBRARY, PUBLIC CONVENIENCE AND CENTRAL CAR PARK, NANT HALL ROAD, PRESTATYN

**Contact:** < C D MATHEWS, PROPERTY SERVICES, FINANCE AND ASSETS

**Updated:** 10.03.15

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

A project 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?

The proposal is to declare the above land and buildings as surplus to requirements with a view to disposing on the open market.

## 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

The proposal is to dispose of the land and buildings and any redevelopment of the site will be required to comply with the Equalities Act 2010 and detail any proposals in a Design and Access Statement. To undertake a detailed EIA at this stage in advance of any certainty of the future use of the site is premature.



**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)*

Knowledge of the site and measures taken by the County Council to ensure compliance with legislation to date.

**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)*

It is probable that the decision will have a neutral impact on the above protected characteristics.

**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)?**

No.

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

No

No potential disproportionate negative impact would be permitted as a condition of any sale.

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

No

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

Action(s)	Owner	By when?
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
<Please describe>	<Enter Name>	<DD.MM.YY>
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## 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:	01.07.2015
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Name of Lead Officer for Equality Impact Assessment	Date
C D Mathews	10.03.15

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

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<b>Adroddiad i'r:</b>	<b>Cabinet</b>
<b>Dyddiad y Cyfarfod:</b>	<b>24 Mawrth 2015</b>
<b>Aelod / Swyddog Arweiniol:</b>	<b>Y Cyngorydd Julian Thompson-Hill/ Paul McGrady</b>
<b>Awdur yr Adroddiad:</b>	<b>Richard Weigh, Prif Gyfrifydd</b>
<b>Teitl:</b>	<b>Adroddiad Cyllid</b>

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**1. Am beth mae'r adroddiad yn sôn?**

Mae'r adroddiad yn rhoi manylion am gyllideb refeniw ac arbedion y Cyngor fel y cytunwyd arnynt ar gyfer 2014/15. Mae'r adroddiad hefyd yn rhoi diweddariad cryno o'r Cyfrif Refeniw Tai a'r Cynllun Cyfalaf Tai.

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

Pwrpas yr adroddiad yw rhoi diweddariad ar sefyllfa ariannol bresennol y cyngor.

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

Bod yr Aelodau yn nodi'r cyllidebau a bennwyd ar gyfer 2014/15 a'r cynnydd yn erbyn y strategaeth y cytunwyd arnynt ar gyfer y gyllideb.

**4. Manylion yr Adroddiad**

Mae'r adroddiad yn crynhoi cyllideb refeniw'r Cyngor ar gyfer 2014/15 (**Atodiad 1**). Cyllideb refeniw net y Cyngor yw £188 miliwn (£192 miliwn yn 13/14). Rhagwelwyd y bydd tanwariant o £705k (£639k yn is y mis diwethaf) ar wasanaethau a chyllidebau corfforaethol. Ceir mwy o fanylion isod. Cytunwyd ar arbedion o £7.1m fel rhan o'r gyllideb a cheir y manylion yn **Atodiad 2**. Mae'r atodiad yn dangos bod 96% wedi'u cyflawni. Mae arian parod at raid ar gyfer unrhyw arbedion nad ydynt wedi'u cyflawni o fewn y flwyddyn ariannol ac efallai y bydd angen tua £100k o hyn eleni.

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

Mae rheoli cyllidebau refeniw a chyfalaf y cyngor yn effeithiol a chyflawni'r strategaeth gyllidebol y cytunwyd arni yn sylfaen i weithgarwch ym mhob maes, gan gynnwys blaenoriaethau corfforaethol.

**6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?**

Mae manylion gwasanaethau perthnasol ar gael yn y paragraffau isod.

**Cyfathrebu, Marchnata a Hamdden** – mae'r rhagolwg presennol yn dangos tanwariant posibl o £58k sy'n bennaf yn deillio o gynnydd parhaus yn nifer yr aelodau yn y canolfannau hamdden ynghyd â rhai arbedion cyllidebol 2015/16 a gytunwyd fel rhan o ymarfer Rhyddid a Hyblygrwydd sy'n dechrau cael ei weithredu yn barod ar gyfer y flwyddyn ariannol newydd.

Mae'r Cabinet eisoes wedi cytuno i osod Cronfa Wrth Gefn ar gyfer Offer fel rhan o strategaeth cyllideb tymor canolig y Cyngor i geisio darparu cyllidebau net sero ar gyfer canolfannau hamdden ac felly gall unrhyw danwariant terfynol yn 14/15 ei drosglwyddo i'r gronfa wrth gefn yn amodol ar gytundeb y Cabinet. Yn ogystal â hyn, mae'r Adran yn clustnodi rhywfaint o'r tanwariant terfynol i ariannu costau staffio un tro sy'n ofynnol fel rhan o'r cynigion arbedion a gytunwyd ar gyfer 2015/16.

Mae Harbwr y Foryd yn parhau i ddatblygu ac fel y cytunwyd eisoes, bydd unrhyw ddiffyg refeniw ariannol yn cael ei gwrdd yn gorfforaethol yn 14/15. Ar hyn o bryd rhagwelir y bydd gofyniad o £60k sy'n cynnwys costau trwydded forol sy'n ofynnol fel rhan o'r Gorchymyn Grymuso Harbwr.

**Gwella Ysgolion a Chynhwysiant** – Rhagwelir ar hyn o bryd mai tanwariant y gwasanaeth fydd £214k (£224k y mis diwethaf) oherwydd bod y gwariant yn is na'r hyn a gynlluniwyd ar leoliadau Blynyddoedd Cynnar i blant 3 oed (tua £50k yn llai na'r gyllideb) ac arbedion o ran swyddi gwag, yn ymwneud yn rhannol â secondiad i Lywodraeth Cymru ac yn rhannol oherwydd yr ailstrwythuro o fewn y gwasanaeth mewn ymateb i'r ymarfer Rhyddid a Hyblygrwydd.

**Gwella a Moderneiddio Busnes** – ar hyn o bryd rhagwelir mai tanwariant y gwasanaeth fydd £30k oherwydd oedi yn y gwariant mewn perthynas â phrosiectau TGCh fydd yn symud i 2015/16 yn awr. Mae'r tanwariant o £31k ar ôl trosglwyddo i gronfeydd wrth gefn penodol a weithredwyd ar ôl adroddiad mis diwethaf:

**Gwasanaethau Cyfreithiol, AD a Democrataidd**- rhagwelir tanwariant o £53k yn y gwasanaeth oherwydd oedi yng nghaffael Meddalwedd Rheoli Achos i gymryd lle system gyfredol na fydd yn digwydd tan y flwyddyn ariannol nesaf yn awr. Argymhellir bod tanwariant y gwasanaeth yn cael ei gario ymlaen i 2015/16 i ariannu'r gwariant hwn ynghyd â'r gwariant a ddisgwyllir i uwchraddio neu ddisodli'r offer yn Siambr y Cyngor.

**Cyllid ac Asedau** - rhagwelir y bydd tanwariant o £88k. Mae'r symudiad o ganlyniad i oedi yn y gwaith ar adeiladau rhestredig. Gofynnir bod y tanwariant ychwanegol yn cael ei gario ymlaen i ariannu'r rhaglen Atgyweirio a Chynnal a Chadw yn 2015/16. Arbedion swyddi gwag yng nghyfrif Cyllid o £18k o'r tanwariant sydd wedi'i glustnodi i ariannu costau ailstrwythuro ym mis Ebrill 2015.

**Gwasanaethau Priffyrdd ac Amgylcheddol** – fel y nodwyd yn yr adroddiadau blaenorol mae'r gwasanaeth wedi wynebu nifer o bwysau a risgiau yn 2014/15. Rhagwelir gorwariant o £181k (£319k fis diwethaf) ar hyn o

bryd. Mae'r sefyllfa well yn sgil cyflawniad cynnar rhai o'r arbedion effeithlonrwydd a gynlluniwyd a gytunwyd fel rhan o gynigion cyllideb 2015/16 ynghyd â rhyddhau rhai o'n cyllidebau arian at raid nad oedd eu hangen oherwydd tywydd ffafriol dros y gaeaf. Mae'r rhagamcan presennol yn parhau i gynnwys ychydig o arian at raid fydd yn cael ei adolygu yn yr wythnosau nesaf gyda'r nod o gydbwysu'r gwasanaeth erbyn diwedd y flwyddyn ariannol.

Bydd gorwariant gwaelodol yn ymwneud â chludiant ysgol, incwm meysydd parcio a gostyngiad yn nifer y swyddi a dderbynnir gan Asiantaeth Cefnffyrdd Gogledd a Chanolbarth Cymru yn parhau i fod yn risg yn y flwyddyn ariannol newydd.

**Cynllunio a Gwarchod y Cyhoedd** - ar hyn o bryd yn adrodd am sefyllfa o fantoli'r gyllideb, ond mae hyn yn cynnwys trafodyn untro sylweddol a gafwyd fel rhan o ailstrwythuro'r gwasanaeth. Bydd unrhyw orwariant terfynol yn cael ei wrthbwysu yn ganolog a'i ad-dalu dros y ddwy flynedd nesaf fel y cytunwyd gan y Pennaeth Cyllid ac Asedau.

**Gwasanaethau Cefnogaeth Gymunedol (Gwasanaethau Oedolion a Busnes)** - y rhagolygon presennol ar gyfer 2014/15 yw tanwariant bach anghylchol o £104k (£81k adroddwyd y mis diwethaf). Mae'r tanwariant yn sgil costau staffio a fyddai fel arfer yn cael eu codi ar y gyllideb refeniw a gaiff ei dyrannu yn erbyn y grant Cronfa Gofal Canolraddol untro ar gyfer 14/15.

Cynigir bod rhan o danwariant y flwyddyn gyfredol yn cael ei glustnodi i ariannu costau cyflogi dau weithiwr cymdeithasol asiantaeth annibynnol am gyfnod o chwe mis i gynorthwyo gyda'r broses ymgynghori fel rhan o adolygiad gwasanaethau darparwyr gofal cymdeithasol yn y dyfodol. Yn ogystal â hyn mae cynnig yn cael ei ystyried fyddai'n galluogi staff cefnogi i adael eiddo Trem-y-Dyffryn yn Ninbych i leihau costau refeniw ym mlynnyddoedd y dyfodol. Er mwyn cyflawni hyn byddai angen ariannu costau TGCh er mwyn adleoli'r staff i'r swyddfeydd yn Rhuthun. Mae'r symudiad yn debygol o ddigwydd yn gynnar yn y flwyddyn ariannol newydd ac felly gellid rhoi unrhyw danwariant sy'n weddill o 14/15 o'r neilltu i ariannu'r costau untro hyn.

**Datblygiad Busnes ac Economaidd** - tybir y bydd unrhyw danwariant ar gyllidebau Cynlluniau Tref ac Ardal yn cael eu cario ymlaen fel y cytunwyd fel rhan o'r cynnig arbedion y gyllideb 2015/16. Yr arwyddion diweddaraf yw y gallai'r tanwariant hwn fod hyd at £150k yn dibynnu ar wariant gwirioneddol rhwng nawr a diwedd y flwyddyn ariannol. Yn ogystal, cafodd £45k ei gario ymlaen o danwariant 13/14 i ariannu costau o ran cefnogaeth cyfleusterau arfordirol ac mae bellach yn ymddangos yn debygol mai dim ond £25k fydd yn cael ei wario'r flwyddyn ariannol hon. Fodd bynnag, bydd angen i'r balans gael ei gario ymlaen i dalu am y costau sy'n weddill yn 15/16.

Hefyd, roedd gan flaenoriaeth Uchelgais Economaidd Cymunedol £152k o gyllideb refeniw ar gyfer 14/15 yn wreiddiol, gyda £50k ohono wedi ei drosglwyddo i'r Gwasanaethau Eiddo i ariannu'r tîm Datblygu Masnachol

Strategol. O'r gyllideb sy'n weddill mae £56k wedi ei wario hyd yn hyn ac mae'n ymddangos yn debygol y gallai fod oddeutu £30k yn weddill.

**Gwasanaethau Plant a Theuluoedd** – y rhagolygon ar hyn o bryd yw tanwariant net o £215k, ychydig yn is na'r £227k a adroddwyd y mis diwethaf oherwydd lleoliad arbenigol allanol newydd. Mae'r tanwariant cyffredinol yn rhannol yn sgil nifer o gynigion arbedion cyllidebol a gytunwyd ar gyfer 15/16 eisoes wedi'u gweithredu'n llawn eleni.

**Ysgolion** – ar ddiwedd mis Chwefror y rhagamcan ar gyfer balansau ysgolion yw £3.025m, sy'n ostyngiad o £0.867m ar falansau a ddysgwyd ymlaen o 2013/14 (£3.892m). Rhagwelir y bydd y gyllideb sydd heb ei dirprwyo wedi'i fantoli ar hyn o bryd.

Rhagwelir tanwariant o £90k yn y **cyllidebau corfforaethol**. Tybir y bydd unrhyw danwariant corfforaethol yn ystod y flwyddyn neu arian at raid sydd heb ei ddyrannu yn cyfrannu at ariannu'r Cynllun Corfforaethol. Mae'r tanwariant a ragwelwyd wedi gostwng y mis hwn gan fod tybiaethau o ran costau sy'n gysylltiedig â Sinema'r Scala wedi'u cynnwys.

Er nad yw'n rhan o'r gyllideb refeniw cyfredol, mae'r cyngor wedi sicrhau darpariaeth flaenorol ar gyfer costau taliadau sy'n codi o hawliadau cyflog cyfartal hanesyddol. Sefydlwyd y ddarpariaeth sawl blwyddyn yn ôl pan gyflwynwyd y risg o hawliadau am y tro cyntaf ond roedd rhywfaint o ansicrwydd o ran costau terfynol ac amseriad y canlyniad. Mae'r hawliadau bellach wedi'u datrys yn sylweddol a bydd yn golygu na fydd rhan o'r ddarpariaeth yn ofynnol bellach – gallai hyn fod tua £1m. Gweithredodd y cyngor yn ddoeth gyda'r ddarpariaeth yn seiliedig ar yr wybodaeth orau oedd ar gael ar y pryd. Mae'r canlyniad yn golygu y gellir rhyddhau gweddill y ddarpariaeth a'i fuddsoddi mewn blaenoriaethau eraill. Fel y cyfryw, tybir y bydd yn cael ei drosglwyddo i gefnogi ariannu'r Cynllun Corfforaethol.

Ar ddechrau 2014/15 roedd cronfeydd arian parod wrth gefn y **Cynllun Corfforaethol** yn £14.4 miliwn. O ystyried y trosglwyddiad uchod, bydd yr arian a godwyd i ariannu'r cynllun yn £18.3m erbyn diwedd y flwyddyn, ac mae £11m ohono naill ai wedi'i wario neu wedi'i ymrwymo i gynlluniau cyfredol, megis Ysgol Uwchradd y Rhyl. Bydd angen y gweddill i ariannu cynlluniau eraill a nodir yn y Cynllun yn y dyfodol.

**Cyfrif Refeniw Tai** Mae'r sefyllfa refeniw ddiweddaraf yn rhagdybio y bydd cynnydd mewn balansau ar ddiwedd y flwyddyn o £35k o'i gymharu â chynnydd yn y gyllideb o £163k. Rhagwelir y bydd balansau y Cyfrif Refeniw Tai yn £1.322m ar ddiwedd y flwyddyn. Rhagolwg gwariant y Cynllun Cyfalaf Tai yw £5.3m.

**Rheoli'r Trysorlys** - Ar ddiwedd mis Chwefror, roedd cyfanswm benthyciadau'r cyngor yn £148.546 miliwn ar raddfa gyfartalog o 5.45%. Roedd balansau buddsoddi yn £37.4 miliwn ar raddfa gyfartalog o 0.59%.

Roedd gwariant y **Cynllun Cyfalaf** yn £23.7 miliwn yn erbyn cynllun o £34.5 miliwn ddiwedd mis Chwefror. Mae hyn yn awgrymu £10.8m o wariant cyn diwedd y flwyddyn. Fodd bynnag, oherwydd natur ac amseriad gwariant cyfalaf mae hyn yn ddichonadwy gan fod deufis o waith i dalu amdano. Mewn cymhariaeth, y ffigwr yr adeg yma'r llynedd oedd £11m ac fe wariwyd hyn erbyn adeg cau'r cyfrifon. Mae'r Cynllun Cyfalaf yn cynnwys gwariant amcangyfrifedig o £11.8 miliwn ar y Cynllun Corfforaethol. Mae crynodeb o'r cynllun wedi ei gynnwys yn **Atodiad 3** a diweddariad ar y prosiectau mawr yn **Atodiad 4**.

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

Cyflwynwyd crynodeb o'r Asesiad o Effaith ar Gydraddoldeb i'r Cyngor i gefnogi'r arbedion yn y gyllideb eleni.

**8. Pa ymgynghoriadau a gynhaliwyd gyda'r Pwyllgorau Archwilio ac eraill?**

Cyn eu cymeradwyo gan y Cyngor Sir, cytunodd Penaethiaid Gwasanaeth ac Aelodau Arweiniol ar yr arbedion, a chawsant eu cyflwyno mewn gweithdai cyllideb i'r aelodau a chawsant eu dosbarthu i staff. Cafodd y cynigion i fantoli'r gyllideb eu trafod yn fanwl yn y gweithdai i aelodau a rhoddwyd y cyfle i'r aelodau godi materion cyn mynd â'r adroddiad terfynol ger bron y Cyngor. Mae'r Pwyllgor Llywodraethu Corfforaethol wedi derbyn diweddariadau rheolaidd gan fod ganddo rôl yn cadw trosolwg dros broses y gyllideb.

**9. Datganiad y Prif Swyddog Cyllid**

Mae'n bwysig bod gwasanaethau'n parhau i reoli cyllidebau'n ddoeth a bod unrhyw arian dros ben o fewn y flwyddyn yn cael ei ystyried yng nghyd-destun y sefyllfa ariannol tymor canolig, yn arbennig o ystyried graddfa'r gostyngiadau y mae'n ofynnol eu gwneud yn y gyllideb yn ystod y ddwy neu dair blynedd nesaf.

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

Dyma'r cyfnod ariannol mwyaf heriol y mae'r cyngor wedi ei wynebu a byddai methu a chyflawni'r strategaeth y cytunwyd arni gogyfer â'r gyllideb yn rhoi mwy o bwysau ar wasanaethau yn y flwyddyn ariannol gyfredol ac yn y dyfodol. Bydd monitro a rheoli'r gyllideb yn effeithiol yn helpu i sicrhau bod y strategaeth ariannol yn cael ei chyflawni.

**11. Pŵer i wneud y Penderfyniad**

Mae'n ofynnol i awdurdodau lleol o dan Adran 151, Deddf Llywodraeth Leol 1972 wneud trefniadau ar gyfer gweinyddu eu materion ariannol yn briodol.

Mae tudalen hwn yn fwriadol wag



Appendix 1

**DENBIGHSHIRE COUNTY COUNCIL REVENUE BUDGET MONITORING REPORT 2014/15**

Feb-15	Net Budget	Budget 2014/15			Projected Outturn							Variance
	2013/14	Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	Net	Previous Report
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
Communication, Marketing & Leisure	5,958	11,857	-6,130	5,727	12,684	-7,015	5,669	827	-885	-58	-1.01%	-23
Customers & Education Support	2,004	2,969	-515	2,454	2,966	-512	2,454	-3	3	0	0.00%	0
School Improvement & Inclusion	4,873	13,307	-8,752	4,555	13,533	-9,192	4,341	226	-440	-214	-4.70%	-224
Business Improvement & Modernisation	3,733	4,958	-1,224	3,734	5,153	-1,450	3,703	195	-226	-31	-0.83%	-145
Legal, HR & Democratic Services	2,445	3,502	-1,108	2,394	3,566	-1,225	2,341	64	-117	-53	-2.21%	-13
Finance & Assets	6,733	13,969	-5,615	8,354	14,461	-6,195	8,266	492	-580	-88	-1.05%	-75
Highways & Environmental Services	19,866	36,029	-17,200	18,829	36,388	-17,377	19,011	359	-177	182	0.97%	319
Planning & Public Protection	2,540	4,229	-1,749	2,480	4,817	-2,337	2,480	588	-588	0	0.00%	0
Community Support Services	33,505	46,726	-14,457	32,269	47,255	-15,090	32,165	529	-633	-104	-0.32%	-81
Economic & Business Development	1,879	1,557	-136	1,421	1,723	-334	1,389	166	-198	-32	-2.25%	0
Children's Services	8,779	10,735	-2,314	8,421	10,748	-2,544	8,204	13	-230	-217	-2.58%	-227
<b>Total Services</b>	<b>92,315</b>	<b>149,838</b>	<b>-59,200</b>	<b>90,638</b>	<b>153,294</b>	<b>-63,271</b>	<b>90,023</b>	<b>3,456</b>	<b>-4,071</b>	<b>-615</b>	<b>-0.68%</b>	<b>-469</b>
Corporate	17,593	45,137	-28,995	16,142	45,047	-28,995	16,052	-90	0	-90	-0.56%	-170
Precepts & Levies	4,593	4,342	0	4,342	4,342	0	4,342	0	0	0	0.00%	0
Capital Financing	13,230	13,330	0	13,330	13,330	0	13,330	0	0	0	0.00%	0
<b>Total Corporate</b>	<b>35,416</b>	<b>62,809</b>	<b>-28,995</b>	<b>33,814</b>	<b>62,719</b>	<b>-28,995</b>	<b>33,724</b>	<b>-90</b>	<b>0</b>	<b>-90</b>	<b>-0.27%</b>	<b>-170</b>
<b>Council Services &amp; Corporate Budget</b>	<b>127,731</b>	<b>212,647</b>	<b>-88,195</b>	<b>124,452</b>	<b>216,013</b>	<b>-92,266</b>	<b>123,747</b>	<b>3,366</b>	<b>-4,071</b>	<b>-705</b>	<b>-0.57%</b>	<b>-639</b>
Schools & Non-delegated School Budgets	63,840	73,855	-10,124	63,731	74,057	-9,459	64,598	202	665	867	1.36%	791
<b>Total Council Budget</b>	<b>191,571</b>	<b>286,502</b>	<b>-98,319</b>	<b>188,183</b>	<b>290,070</b>	<b>-101,725</b>	<b>188,345</b>	<b>3,568</b>	<b>-3,406</b>	<b>162</b>	<b>0.09%</b>	<b>152</b>
Housing Revenue Account	-102	13,097	-13,260	-163	13,045	-13,080	-35	-52	180	128		263

Tudalen 137

Mae tudalen hwn yn fwiadol wag

<b>APPENDIX 2 SAVINGS AGREED 2014/15</b>			<b>Status</b>	<b>Savings</b>
<b>Service Area</b>	<b>Description</b>			
<b>CORPORATE EFFICIENCIES</b>				
Reduce Contingency for balances and impact of Recession	Phase out budget provision over 3 years	Achieved		<b>£k</b> 600
Pension Costs	Introduction of 50/50 Scheme	Achieved		300
Workforce Efficiencies	Includes Removal of Essential Car User Allowance	Achieved		363
Modernising the Council	Agreed target per 2013/14 Budget only - further projects being developed and will be included within Service targets	In Progress		300
Removal of one-off funds	Social Care Additional Funds in 12/13	Achieved		905
Carbon Reduction Commitment	Dropping out of payment scheme	Achieved		150
Capital Financing Budget	Repayment of loans to generate ongoing revenue saving	Achieved		250
Single Status	Scheme now fully implemented, no additional budget needed	Achieved		315
Property Running Costs	Energy efficiency, NNDR reductions	Achieved		120
Insurance Premiums	Negotiated reductions in some premiums	Achieved		20
Inflation Budget	Balance of 2013/14 allocation	Achieved		142
LDP contribution	Reduce Corporate contribution to LDP from £25k p.a to £15k p.a	Achieved		10
				<b>3,475</b>
<b>SERVICE EFFICIENCIES</b>				
<b>Communication, Marketing &amp; Leisure</b>				
Modernise Library Service Provision	Better use of space eg Gallery, Museum, TIC, location and suitability of some buildings etc	Achieved		30
Scala	Reduced Council subsidy	Achieved		12
Clwyd Leisure	Reduced Council subsidy	Achieved		50
ECTARC	Reduced Council subsidy	Achieved		30
Ruthin Craft Centre	Reduce Council's financial support	Achieved		20
Llangollen Pavilion	Reduce Council's financial support	Achieved		25
Youth Services	Reconfiguration of elements of the service	Achieved		40
				<b>207</b>
<b>Highways &amp; Environmental Services</b>				
Renegotiate recycle and disposal contracts	Contracts currently being tendered - increased competition likely to drive down prices	Achieved		27
Environmental Services	Other Small savings	Achieved		10
WAG Waste Target Pressures	Increase in Landfill Tax, costs of collection etc	Achieved		-50
Reduced subsidy of School Meal Service	Increased take up of meals	Achieved		50
Management Restructure	Integration of Environment & Highways into one structure	Achieved		400
Emergency Planning	Savings arising from joint service with Flintshire	Achieved		30
Waste Management	Efficiencies from investment in transfer station and reduced contribution to Sustainable Waste Management Grant reserve	Achieved		200
Fleet Efficiencies	Reduction in vehicle numbers	Achieved		80
Building Cleaning	Renegotiation of Contracts	Achieved		100
				<b>847</b>
<b>Planning and Public Protection</b>				
Review Pest Control	Only carry out statutory part of function	Achieved		20
Review of Planning Policy Service	Reduce LDP contribution	Achieved		20
Review of CCTV service	Reduction of overtime costs and collaborative project	Achieved		65
Review of Management	Management Restructure	Achieved		30
				<b>135</b>
<b>Adults &amp; Business Services</b>				
Cefndy Healthcare	Planned reduction in Council subsidy	Achieved		31
Impact of investment in reablement	Reduced need for care services as more people are able to live independently for longer	Achieved		75
Residential Care - Impact of Extra Care	Less people needing residential care due to preventative services and more independent living opportunities	Achieved		150
Reablement Intervention	Reduce need for care services through targeted intervention	Achieved		13
Telecare	Regional partnership will reduce running costs	Achieved		10
Systems Thinking and Vacancy Control	Process improvements to reduce admin and other costs	Achieved		90
Social Care Regional Board - Procurement Hub	Better commissioning of high cost placements	Achieved		18
Service Managers	Streamline Management structure	Achieved		60
Day & Work Opportunities	Modernise Day & Work Opportunities (Learning Disability)	Achieved		50
Mental Health Services	Reduce management commitment within service	Achieved		46
Welfare Rights Service/CAB Grant	Channel Shift	Achieved		50
Community Development	Refocus service delivery	Achieved		25
				<b>618</b>
<b>School Improvement &amp; Inclusion</b>				
Special Education	Review of Recoupment and Out of County Placements	Achieved		200
Pupil Support	University related fees	Achieved		8
ABA	Specific budget no longer required	Achieved		25
Training	20% reduction in budget	Achieved		6
Outreach	Budget Re-alignment	Achieved		5
Music & Arts	Review of Service Provision	Achieved		52
				<b>296</b>
<b>Customers &amp; Education Support</b>				
Supplies & Services	Targeted reduction in spend	Achieved		30
				<b>30</b>

<b>APPENDIX 2 SAVINGS AGREED 2014/15</b>			<b>Status</b>	<b>Savings</b>
<b>Service Area</b>	<b>Description</b>			
<b>Children's Services</b>				
Budget used to fund external placements for looked after Children to reflect revised demand	Currently exceptionally high due to type of placements. These will change as certain individuals become adults	Achieved		64
West Rhyi Young Peoples Project	Reduce / remove grant funding	Achieved		41
Social Care Regional Board - Procurement Hub	Better commissioning of high cost placements	Achieved		17
Outcome Agreement	Funding no longer needed in CS	Achieved		69
Tir Na Nog	Reconfigure service provision	Achieved		64
Staffing Budgets	Adjust budgets to account for staff turnover	Achieved		195
				<b>450</b>
<b>Housing &amp; Community Development</b>				
Review of Economic & Business Development	Review of Management Structure	Achieved		50
Non HRA	Review of commissioning	Achieved		10
				<b>60</b>
<b>Finance &amp; Assets</b>				
Property Services	Management Restructure and review of process / admin	Achieved		100
Finance	Includes not replacing vacant posts and reduction in hours	Achieved		75
Internal Audit	Not replacing vacant post and reduction in hours	Achieved		25
				<b>200</b>
<b>HR</b>				
Training	Re provision of service	Achieved		10
Occupational Health	Review of service	Achieved		3
Lead Business Partner	Efficiency saving	Achieved		3
Capital Financing	Investment repaid following 2010 Restructure	Achieved		12
				<b>28</b>
<b>Legal &amp; Democratic Services</b>				
Registration of Electors	Capacity within the budget for canvassers fees	Achieved		30
Registrar	Improved efficiencies within the service	Achieved		20
Civics	Reduction in resource available for civic events	Achieved		5
Legal Library	Reduce expenditure on publications	Achieved		8
Administration	Review administration provision	Achieved		20
				<b>83</b>
<b>Business Planning &amp; Performance</b>				
Improvement Team	Delete Vacant Manager Post	Achieved		81
Partnership & Communities Team	Delete Performance Officer Post	Achieved		45
Programme Office	Reduce Core Funding	Achieved		13
Partnership & Communities Team	Restructure Phase 2 (net savings)	Achieved		68
				<b>207</b>
<b>Schools</b>				
School Reorganisation	Non-pupil related elements of budget (Area 2)	Achieved		150
School Reorganisation	Saving related to Formula Review for Middle Schools	Achieved		80
Schools	Release of Non-delegated contingency fund	Achieved		200
School Reorganisation	Non-pupil related elements of budget (Area 1)	Achieved		88
				<b>518</b>
<b>Total Service Savings</b>				<b>3,679</b>
<b>Total Council Savings</b>				<b>7,154</b>
<b>Summary:</b>			<b>£'000</b>	<b>%</b>
Savings Achieved/Replaced or Pressures Confirmed			<b>6,854</b>	<b>96</b>
Savings In Progress/Being Reviewed			<b>300</b>	<b>4</b>
Savings Not Achieved or Deferred and not replaced			<b>0</b>	<b>0</b>
<b>Total</b>			<b>7,154</b>	

**General Capital Plan**

**Capital Expenditure**

**Total Estimated Payments - General**  
**Total Estimated Payments - Corporate Plan**  
**Contingency**  
**Total**

**Capital Financing**

- 1 External Funding
- 2 Receipts and Reserves
- 3 Prudential Borrowing
- 5 Unallocated Funding

**Total Capital Financing**

	2014/15	2015/16	2016/17	2017/18
	£000s	£000s	£000s	£000s
Total Estimated Payments - General	23,440	14,134	100	100
Total Estimated Payments - Corporate Plan	10,873	21,390	2,418	394
Contingency	281	700	500	500
<b>Total</b>	<b>34,594</b>	<b>36,224</b>	<b>3,018</b>	<b>994</b>
1 External Funding	18,805	12,693	5,021	4,605
2 Receipts and Reserves	4,166	9,296	562	61
3 Prudential Borrowing	11,623	14,235	1,540	433
5 Unallocated Funding	0	0	(4,105)	(4,105)
<b>Total Capital Financing</b>	<b>34,594</b>	<b>36,224</b>	<b>3,018</b>	<b>994</b>

**Corporate Plan**

**Approved Capital Expenditure included in above plan**

Cefndy Healthcare Investment  
 Highways Maintenance and bridges  
 Feasibility Study - New Ruthin School  
 Feasibility Study - Llanfair/ Pentrecelyn  
 Rhyl High School  
 Ysgol Bro Dyfrdwy - Dee Valley West Review  
 Bodnant Community School  
 Ysgol Glan Clwyd  
 Faith Based Secondary

**Estimated Capital Expenditure**

**Total Estimated Payments**

**Approved Capital Funding included in above plan**

External Funding  
 Receipts and Reserves  
 Prudential Borrowing

**Estimated Capital Funding**

External Funding  
 Receipts and Reserves  
 Prudential Borrowing

**Total Estimated Funding**

	£000s	£000s	£000s	£000s
Cefndy Healthcare Investment	100	341		
Highways Maintenance and bridges	5,373	1,750		
Feasibility Study - New Ruthin School	50			
Feasibility Study - Llanfair/ Pentrecelyn	10			
Rhyl High School	4,273	17,046	1,856	333
Ysgol Bro Dyfrdwy - Dee Valley West Review	119			
Bodnant Community School	466	2,253	562	61
Ysgol Glan Clwyd	465			
Faith Based Secondary	17			
<b>Estimated Capital Expenditure</b>	<b>0</b>	<b>7,763</b>	<b>31,971</b>	<b>25,748</b>
<b>Total Estimated Payments</b>	<b>10,873</b>	<b>29,153</b>	<b>34,389</b>	<b>26,142</b>
External Funding	2,425	3,928	416	
Receipts and Reserves	1,473	8,207	562	61
Prudential Borrowing	6,975	9,255	1,440	333
External Funding		2,535	8,537	17,277
Receipts and Reserves	0	5,052	3,593	2,497
Prudential Borrowing		176	19,841	5,974
<b>Total Estimated Funding</b>	<b>10,873</b>	<b>29,153</b>	<b>34,389</b>	<b>26,142</b>

Mae tudalen hwn yn fwiadol wag

## Appendix 4 - Major Capital Projects Update

### Rhyl Harbour Development

Total Budget	£10.648m
Expenditure to date	£10.505m
Estimated remaining spend in 2014/15	£ 0.030m
Future Years estimated spend	£ 0.113m
Funding	WG £2.613m; WEFO £6.165m; Sustrans £0.700m: RWE £155k; WREN £69k and DCC £0.946m
Comments	<p><b>Programme</b></p> <p>The replacement barrier at the entrance to the harbour has been manufactured and erected but the surfacing around the posts needs to be completed.</p> <p>The contract for the WREN works in the dunes is now in place. The works to the boardwalk were due to have commenced last month, but further to a delay related to the supply of materials, will now commence this month.</p> <p>Work has commenced to rectify any remaining defects.</p> <p>The project has been audited by the European Funds Audit Team (EFAT). The EFAT audit found some procedural irregularities in the procurement process for the pedestrian and cycle bridge that took place in 2008/09, and as a result have clawed back some grant funding. The total is £224k and this will be funded by the project contingency budget (£183k) and the corporate capital contingency (£41k).</p>
Forecast In Year Expenditure 14/15	£0.265m

### Rhyl Going Forward

Total Budget	£14.319m
Expenditure to date	£13.374m
Estimated remaining spend in 14/15	£ 0.615m
Future Years estimated spend	£ 0.330m
Funding	WG £14.319m
Comments	<p><b>Former Honey Club Site</b></p> <p>This project is no longer under the control of the Council, but officers continue to monitor progress to ensure compliance with the Development Agreement.</p> <p>The tenants of the development are confirmed as Premier Inn, operating a 70 bed hotel with Brewers Fayre at ground floor. There will also be a small retail outlet.</p> <p>The agreement between the developer – Chesham</p>

	<p>Estates and Premier Inn was signed on Friday 12<sup>th</sup> December 2014. Start on site is anticipated during the second quarter of 2015. Construction is likely to take 12 months.</p> <p><b>West Rhyl Housing Improvement Project</b></p> <p><b>Green Space Construction</b> This has successfully completed, and a community fun day/grand opening event will take place on Saturday 28<sup>th</sup> March 2015.</p>
Forecast In Year Expenditure 14/15	£2.975m

### 21<sup>st</sup> Century Schools Programme – Bodnant Community School Extension and Refurbishment

Total Budget	£3.441m
Expenditure to date	£0.308m
Estimated remaining spend in 14/15	£0.158m
Future Years estimated spend	£2.975m
Funding	WG £1.687m, DCC £1.754
Comments	<p><b>Bodnant Community School</b></p> <p>This scheme is one of five projects within the Band A proposals for 21st Century Schools Programme. The project will build 7 classrooms, a new school hall and supporting facilities on the current Juniors site. This will allow the Infants pupils to move to the Juniors site and the school to operate on a single site. The Infants site will then become surplus to requirements.</p> <p>The contract for the works has recently been awarded to Read Construction, and work started on site on 16 February 2015. The contract period of 70 weeks should see the extension and refurbishment work completed by mid-June 2016.</p> <p>The project should be delivered in readiness for the start of the new school year in September 2016.</p>
Forecast In Year Expenditure 14/15	£0.466m

### 21<sup>st</sup> Century Schools Programme - Rhyl New School

Total Budget	£24.586m
Expenditure to date	£4.008m
Estimated remaining spend in 14/15	£1.441m
Future Years estimated spend	£19.137m
Funding	DCC £12.293m; WG £12.293m
Comments	The project will provide a new school building for Rhyl High School to serve up to 1,200 pupils in mainstream



	<p>education whilst also housing approximately 45 pupils from Ysgol Tir Morfa, the community special school in Rhyl.</p> <p>Construction works are progressing well; the pile caps and ground beams have been completed.</p> <p>The erection of the steel frame for the building is due to complete at the end of March and the scaffolding and netting installation has commenced in preparation for the installation of the floors and roof deck.</p> <p>Works to replace the existing boundary fence with the new permanent fence will take place over the next couple of months.</p> <p>The scope of the works to the Leisure Centre has been reviewed and costs submitted; further work will now take place to refine the works that have been prioritised within the funding allocation.</p> <p>The new school is programmed to complete in February/March 2016, at which point the pupils will transfer to the new school, and the existing school buildings will be demolished and the grounds re-instated to school playing fields.</p> <p>The anticipated completion date of the project is August 2016.</p> <p>There is ongoing consultation with key stakeholders which includes the neighbours.</p>
Forecast In Year Expenditure 14/15	£4.273m

### Nova Development

Total Budget	£4.424m
Expenditure to date	£0.603m
Estimated remaining spend in 14/15	£0.397m
Future Years estimated spend	£3.424m
Funding	DCC £4.380m; Other contributions £0.044m
Comments	<p>The refurbishment of Prestatyn Nova Centre commenced on 5<sup>th</sup> January 2015. This scheme includes external environmental improvements to improve the look of the building as well as the creation of a new entrance , reception, 60 station fitness suite, café, retail units, three storey soft play structure, multi-purpose</p>

	<p>studios and refurbishment of associated toilets and changing areas throughout the complex. The scheme has also been extended to include the complete refurbishment of the public toilet block to the East of the property together with improvements to the promenade area.</p> <p>Works continue to progress well on site although the poor weather has hampered some external works. A considerable amount of demolition and site clearance works have been undertaken to date.</p> <p>Significant structural works are currently being undertaken with additional steel framing required in order to reinforce the concrete foundations and support a new cladding system. This additional structural work will also require further demolition and reinstatement works. This has led to a delay and our revised programme has a hand over date of late October 2015. This 11 week delay has no impact on costs and the scheme remains within budget. Local members and the Coastal Board have been informed of the delay.</p> <p>Initial negotiations have been undertaken with a commercial catering company who will manage and operate the food and beverage offer. An expression of interest for this aspect of the business went out in February 2015.</p> <p>The next phase of work will see the first fix of mechanical and electrical installations, roofing works, internal partition walling and cladding.</p>
Forecast In Year Expenditure 14/15	£1.0m

### West Rhyl Coastal Development Ph 3

Total Budget	£4.469m
Expenditure to date	£1.650m
Estimated remaining spend in 14/15	£1.238m
Future Years estimated spend	£1.581m
Funding	DCC £0.520m; WG/WEFO £3.949m
Comments	<p>This coastal defence scheme is the final phase of works designed to protect 2,700 properties from coastal flooding.</p> <p>On site, the piling is now complete and the majority of</p>

	<p>the scour apron and capping beam is in place. Work is currently concentrating on laying the Dycell mattresses which are 20% complete and being laid at an increasing rate.</p> <p>A funding package for the coastal flood defence works has been agreed with Welsh Government, but funding for amenity/betterment is still unresolved. A number of avenues are being pursued and any approvals are likely to be in the new financial year.</p> <p>The contractor has been active on site for over two months and the flood defence works remain scheduled for completion by 31<sup>st</sup> May 2015.</p>
Forecast In Year Expenditure 14/15	£3.006m

Mae tudalen hwn yn fwriadol wag

Rhaglen Gwaith i'r Dyfodol y Cabinet

Cyfarfod	Eitem (disgrifiad / teitl)		Diben yr adroddiad	Angen penderfyniad y Cabinet (oes/nac oes)	Awdur - Aelod Arweiniol a Swyddog Cyswllt
28 Ebrill	1	Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2	Grŵp Tasg a Gorffen Tai Fforddiadwy	Rhoi gwybod i'r Grŵp Tasg a Gorffen Tai Fforddiadwy am y prif gasgliadau a'r argymhellion	Oes	Y Cyngorydd David Smith / Angela Loftus / Sue Lewis
	3	Strategaeth Ddrafft Tai Sir Ddinbych	Cyflwyno'r Strategaeth Ddrafft Tai Sir Ddinbych Drafft i'w gymeradwyo cyn y gymeradwyaeth derfynol gan y Cyngor	Oes	Angela Loftus / Sue Lewis
	4	Dileu Trethi Busnes	Ceisio cymeradwyaeth ar gyfer Dyledion Cyfraddau Busnes na ellir eu casglu i gael eu diddymu	Oes	Y Cyngorydd Julian Thompson-Hill / Rod Urquhart
	5	Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio

Rhaglen Gwaith i'r Dyfodol y Cabinet

Tudalen 150

Cyfarfod		Eitem (disgrifiad / teitl)	Diben yr adroddiad	Angen penderfyniad y Cabinet (oes/nac oes)	Awdur - Aelod Arweiniol a Swyddog Cyswllt
<b>26 Mai</b>	1	Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2	Cynigion Ysgolion Cynradd Rhuthun	Ystyried yr adroddiadau ymgynghori ffurfiol yn dilyn cyhoeddi cynigion ar gyfer uno Ysgol Llanfair DC ac Ysgol Pentrecelyn a chau Ysgol Rhewl ac ystyried a ddylid cyhoeddi'r rhybuddion statudol perthnasol.	Oes	Y Cyngorydd Eryl Williams / Jackie Walley
	3	Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>30 Mehefin</b>	1	Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2	Adroddiad Perfformiad y Cynllun Corfforaethol (Chwarter	Ystyried cynnydd yn erbyn y Cynllun Corfforaethol	I'w gadarnhau	Y Cyngorydd Barbara Smith / Liz Grieve

Rhaglen Gwaith i'r Dyfodol y Cabinet

Cyfarfod	Eitem (disgrifiad / teitl)	Diben yr adroddiad	Angen penderfyniad y Cabinet (oes/nac oes)	Awdur - Aelod Arweiniol a Swyddog Cyswilt
	4 2014/15)		u	
	3 Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>28 Gorffennaf</b>	1 Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2 Dyfodol Gwasanaethau Gofal Mewnol	Ystyried canlyniadau'r ymgynghori â defnyddwyr presennol gwasanaethau gofal mewnol	Oes	Y Cyngorydd Bobby Feeley / Phil Gilroy
	3 Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>29 Medi</b>	1 Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2 Adroddiad Perfformiad y Cynllun Corfforaethol (Chwarter	Ystyried cynnydd yn erbyn y Cynllun Corfforaethol	I'w gadarnhau	Y Cyngorydd Barbara Smith / Liz Grieve

Rhaglen Gwaith i'r Dyfodol y Cabinet

Cyfarfod	Eitem (disgrifiad / teitl)	Diben yr adroddiad	Angen penderfyniad y Cabinet (oes/nac oes)	Awdur - Aelod Arweiniol a Swyddog Cyswllt
	1 2015/16)		u	
	3 Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>27 Hydref</b>	1 Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2 Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>24 Tachwedd</b>	1 Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar sefyllfa ariannol bresennol y Cyngor	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul McGrady
	2 Eitemau o'r Pwyllgorau Archwilio	Ystyried unrhyw faterion a godwyd gan y Pwyllgor Archwilio at sylw'r Cabinet	I'w gadarnhau	Cydlynnydd Archwilio
<b>15 Rhagfyr</b>	1 Adroddiad Cyllid	Rhoi'r wybodaeth ddiweddaraf i'r Cabinet ar	I'w gadarnhau	Y Cyngorydd Julian Thompson-Hill/ Paul



Rhaglen Gwaith i'r Dyfodol y Cabinet

Cyfarfod	Eitem (disgrifiad / teitl)	Diben yr adroddiad	Angen penderfyniad y Cabinet (oes/nac oes)	Awdur - Aelod Arweiniol a Swyddog Cyswllt
		sefyllfa ariannol bresennol y Cyngor	u	McGrady
	2	Adroddiad Perfformiad y Cynllun Corfforaethol (Chwarter 2 2015/16)	I'w gadarnhau	Y Cyngorydd Barbara Smith / Liz Grieve
	3	Eitemau o'r Pwyllgorau Archwilio	I'w gadarnhau	Cydlynnydd Archwilio

Nodyn swyddogion - Dyddiadau Cau Adroddiadau i'r Cabinet

<i>Cyfarfod</i>	<i>Dyddiad cau</i>	<i>Cyfarfod</i>	<i>Dyddiad cau</i>	<i>Cyfarfod</i>	<i>Dyddiad cau</i>
<i>Ebrill</i>	<b>14 Ebrill</b>	<i>Mai</i>	<b>11 Mai</b>	<i>Mehffin</i>	<b>16 Mehefin</b>

Diweddarwyd 11/03/15 - KEJ

Rhaglen Gwaith i'r Dyfodol y Cabinet.doc

Mae tudalen hwn yn fwiadol wag