

To: Members of the County Council

Date: 1 July 2015

Direct Dial: 01824712589

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Dear Councillor

You are invited to attend a meeting of the **COUNTY COUNCIL** to be held at **10.00 am** on **TUESDAY, 7 JULY 2015** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN LL15 1YN.**

Yours sincerely

G Williams  
Head of Legal, HR and Democratic Services

## **AGENDA**

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

#### **1 APOLOGIES**

#### **2 DECLARATIONS OF INTEREST (Pages 3 - 4)**

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

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

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

#### **4 CHAIRMAN'S DIARY (Pages 5 - 8)**

To note the civic engagements undertaken by the Chairman of the Council (copy attached).

#### **5 MINUTES (Pages 9 - 18)**

To receive the minutes of the meeting of County Council held on 12 May 2015 (copy enclosed).

**6 BUDGET 2016/17 (Pages 19 - 26)**

To consider a report by the Chief Finance Officer (copy attached) to provide an update of the latest position and to note the proposals in Table 1, approve the proposals in Table 2 and a further proposal put forward by elected members.

**7 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 27 - 30)**

To consider the Council's forward work programme (copy enclosed).

**MEMBERSHIP**

**Councillors**

Councillor Gwyneth Kensler (Chair)

Councillor Ann Davies (Vice-Chair)

Ian Armstrong  
Raymond Bartley  
Brian Blakeley  
Joan Butterfield  
Jeanette Chamberlain-Jones  
Bill Cowie  
Meirick Davies  
Richard Davies  
Stuart Davies  
Peter Duffy  
Hugh Evans  
Peter Evans  
Bobby Feeley  
Carys Guy  
Huw Hilditch-Roberts  
Martyn Holland  
Colin Hughes  
Rhys Hughes  
Hugh Irving  
Alice Jones  
Huw Jones  
Pat Jones

Geraint Lloyd-Williams  
Jason McLellan  
Barry Mellor  
Win Mullen-James  
Bob Murray  
Peter Owen  
Dewi Owens  
Merfyn Parry  
Paul Penlington  
Pete Prendergast  
Arwel Roberts  
Gareth Sandilands  
David Simmons  
Barbara Smith  
David Smith  
Bill Tasker  
Julian Thompson-Hill  
Joe Welch  
Cefyn Williams  
Cheryl Williams  
Eryl Williams  
Huw Williams

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## LOCAL GOVERNMENT ACT 2000

### Code of Conduct for Members

### DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

a \*member/co-opted member of

*(\*please delete as appropriate)*

**Denbighshire County Council**

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

*(\*please delete as appropriate)*

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

*(See the note below)\**

Signed

Date

\*Note: Please provide sufficient detail e.g. 'I am the owner of land adjacent to the application for planning permission made by Mr Jones', or 'My husband / wife is an employee of the company which has made an application for financial assistance'.

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# Agenda Item 4

## Digwyddiadau wedi eu mynychu gan y Cadeirydd / Events attended by Chairman

<u>Dyddiad/Date</u>	<u>Digwyddiad/Event</u>	<u>Lleoliad/Location</u>
14.05.15	Seremoni Dinasyddiaeth Citizenship Ceremony (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Rhuthun/Ruthin
15.05.15	Agoriad Swyddogol Amgueddfa Corwen Official Opening of Corwen Museum	Corwen
15.05.15	Cinio Elusennol Maer Y Rhyl Mayor of Rhyl's Charity Dinner (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Y Rhyl/Rhyl
20.05.15	Noson sefydlu Maer Y Rhyl Mayor of Rhyl's Mayor Making Evening	Y Rhyl/Rhyl
21.05.15	Lansiad Digwyddiad Barnardo's Launch Event (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Dinbych/Denbigh
22.05.15	Seremoni Trawst, Ysgol Uwchradd Y Rhyl Beam Ceremony, Rhyl High School	Y Rhyl/Rhyl
22.05.15	Seremoni Wobrwyo Gwylgyfoeth Sir Ddinbych Denbighshire's Enrichfest Awards (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Rhuthun/Ruthin
22.05.15	Garddwest/Agoriad Swyddogol Gardd newydd Ysgol y Faenol Garden Party/Official opening of new school garden Ysgol Y Faenol	Bodelwyddan
25.05.15	Eisteddfod yr Urdd	Caerffili
28.05.15	Ymweliad Ken Skates AC Visit of Ken Skates AM – Streetgames, St. Mary's Church, Wellington Road (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Y Rhyl/Rhyl
30.05.15	Penblwydd Priodas/60th Wedding Anniversary of Maldwyn & Brenda Roberts	Rhuddlan
02.06.15	Noson Wobrwyo Gwirfoddolwyr Ifanc Youth Volunteering Awards Presentation, Ysgol Dewi Sant	Y Rhyl/Rhyl
03.06.15	Noson Wobrwyo Gwirfoddolwyr Ifanc Youth Volunteering Awards Presentation, Ysgol Clawdd Offa (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Prestatyn

05.06.15	Seremoni Wobrwyo Wythnos Gwirfoddolwyr Volunteers Week Award Ceremony	Rhuddlan
06.06.15	Garddwest Clwb Rotary Llangollen Rotary Club of Llangollen Annual Garden Fete	Plas Newydd, Llangollen
06.06.16	Cyngerdd 'Welsh Memorial in Flanders' Concert	Llanelwy/St. Asaph
07.06.15	Seremoni Enwi Bâd Achub Y Rhyl Official naming Ceremony of Class D Lifeboat	Y Rhyl/Rhyl
10.06.15	Digwyddiad 'Great Denbighshire Menu 2015' Event Ysgol Tir Morfa (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Y Rhyl/Rhyl
11.06.15	Digwyddiad 'Jyngl' Llyfrgelloedd/Libraries 'Jungle'Event, (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Y Rhyl/Rhyl
11.06.15	Cyflwyno Lliwiau Newydd i'r Royal Welsh gan Y Frenhines Presentation of Colours to the Royal Welsh by the Queen	Caerdydd/Cardiff
11.06.15	Ymweliad Carl Sargent i Parc Wledig Loggerheads – Digwyddiad - 'Working with a Changing Climate' Carl Sergeant AM attending ' Working with a Changing Climate Event, Loggerheads Country Park (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Loggerheads
14.06.15	Gwasanaeth Dinesig Cadeirydd Sir y Fflint Chairman of Flintshire's Civic Service	Coed-Llai/Leeswood
18.06.15	Ymweliad Cyngor Ysgolion Cynradd Primary School Council Visit	Rhuthun/Ruthin
19.06.15	Cyflwyniad Tystysgrifau – Ysgol Tir Morfa Presentation of Certificates - Ysgol Tir Morfa (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Y Rhyl/Rhyl
19.06.15	Noson Perfformiad Gwylgyfoeth Sir Ddinbych Denbighshire's Enrichfest Performance Evening (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Llangollen
19.06.15	Cinio Diwrnod y Lluoedd Arfog, Parc Eirias Armed Forces Day Dinner, Parc Eirias	Bae Colwyn/Colwyn Bay
20.06.15	Diwrnod Y Lluoedd Arfog Gogledd Cymru North Wales Armed Forces Day	Bae Colwyn/Colwyn Bay

21.06.15	Gwasanaeth Dinesig Maer Wrecsam Mayor of Wrexham's Civic Service	Wrecsam/Wrexham
23.06.15	Penblwydd 100 oed Morfudd Williams, Dolwen 100th Birthday Morfudd Williams, Dolwen	Dinbych/Denbigh
23.06.15	Lansiad Gwyl Gerdd Ryngwladol Gogledd Cymru NWIMF Launch	Llanelwy/St Asaph
26.06.15	Digwyddiad – ‘Big Bee Day - The Invasion’ Event	Rhug, Corwen
26.06.15	Noson Perfformiad Gwylgyfoeth Sir Ddinbych Denbighshire’s Enrichfest Performance Evening	Y Rhyl/Rhyl
28.06.15	Lansiad ‘Henllan Community Miles’ Launch (Is-Gadeirydd wedi mynychu/Vice Chairman attended)	Henllan

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## COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN on Tuesday, 12 May 2015 at 10.00 am.

### PRESENT

Councillors Ian Armstrong, Raymond Bartley, Brian Blakeley (Chair), Joan Butterfield, Jeanette Chamberlain-Jones, Bill Cowie, Ann Davies, Meirick Davies, Richard Davies, Stuart Davies, Peter Duffy, Hugh Evans, Peter Evans, Carys Guy, Huw Hilditch-Roberts, Martyn Holland, Colin Hughes, Rhys Hughes, Hugh Irving, Alice Jones, Huw Jones, Gwyneth Kensler (Vice-Chair), Geraint Lloyd-Williams, Jason McLellan, Barry Mellor, Win Mullen-James, Peter Owen, Dewi Owens, Merfyn Parry, Paul Penlington, Pete Prendergast, Arwel Roberts, Gareth Sandilands, David Simmons, David Smith, Bill Tasker, Julian Thompson-Hill, Joe Welch, Cefyn Williams, Cheryl Williams and Eryl Williams

### ALSO PRESENT

Chief Executive (MM), Head of Legal, HR and Democratic Services (GW), HR Services Manager (CR), His Honour Judge Ian Trigger, and Committee Administrator (SLW).

### 1 APOLOGIES

Apologies for absence were received from Councillors James Davies, Bobby Feeley, Pat Jones, Bob Murray, Barbara Smith and Huw Williams

### 2 DECLARATIONS OF INTEREST

No Declarations of Interest.

### 3 APPOINTMENT OF THE CHAIR OF COUNTY COUNCIL

The retiring Chair, Councillor Brian Blakeley, delivered a speech during which he reflected upon his time as Chair and highlighted a number of events he had attended over the last twelve months.

The retiring Chair had a very busy year attending events. He stated it had been an honour to represent Denbighshire at the commemoration of 100 years since the start of the First World War. Attending schools and meeting the young people had made him aware of all the work which had been taking place within the county to improve the schools.

He expressed his gratitude to Members for electing him as Chair for 2014/15 municipal year and to all the officers and hardworking staff in Denbighshire for ensuring his year as Chair had been such a pleasure.

The retiring Chair presented cheques from money raised during his time as Chair to his chosen charities:

- (i) Eluned Yaxley, Fundraising Manager, accepted the cheque for £1,250 on behalf of Ty Gobaith / Hope House Hospice.
- (ii) Daryl Crowther, Operations Manager, accepted the cheque for £1,250 on behalf of Rhyl R.N.L.I.

The retiring Chair then proceeded to present gifts to his Chaplain, Reverend Andy Grimwood, Democratic Services Manager, Head of Legal, H.R. and Democratic Services, Chief Executive, Business Co-ordinator – Leader's Officer, Committee Administrator and the Member Support and Development Manager in recognition of their support during the past twelve months.

At this point, the retiring Chair invited nominations for the appointment of Chair of the County Council for 2015/2016. Councillor Eryl Williams proposed Councillor Gwyneth Kensler to be elected Chair outlining the personal qualities and experience she would bring to the position.

The Leader, Councillor Hugh Evans, seconded the proposition adding Councillor Kensler would be an excellent Chair for the County and was glad to support the nomination.

There being no further nominations and following a vote by a show of hands, Councillor Gwyneth Kensler was unanimously elected to be Chair of the Council for the 2015/2016 year.

The retiring Chair wished the incoming Chair best wishes for the future and invested her with the Chair's Chain of Office, following which, she completed her Declaration of Acceptance of Office.

The incoming Chair paid tribute to the work undertaken by the retiring Chair and presented him with the Past Chair's Badge, plaque and a gift on behalf of the Council.

The incoming Chair named Gaynor Morgan Rees as her consort who, unfortunately, had been unable to attend Annual Council due to prior commitments.

The incoming Chair's Chaplain for the year was to be the Reverend Wayne Roberts and advised of her chosen charities as follows:

- Samaritans
- Autism Initiatives, and
- Mudiad Meithrin, in memory of Hywyn Williams.

At this juncture, the incoming Chair presented the retiring Chair's consort with a bouquet of flowers in gratitude of her support to the retiring Chair over the past twelve months.

#### **4 APPOINTMENT OF THE VICE-CHAIR OF COUNTY COUNCIL**

The Chair sought nominations for the appointment of Vice Chair.

Councillor Martyn Holland proposed that Councillor Ann Davies be elected Vice Chair of the Council for the 2015/2016 municipal year. He referred to Councillor Davies' vast experience and also her year as Mayor of Rhuddlan during 2014/2015.

Councillor Arwel Roberts seconded the nomination referring to Councillor Davies' work for the community.

There being no further nominations and following a vote by a show of hands, Councillor Ann Davies was unanimously elected Vice Chair of the Council for the 2015/2016 municipal year.

The Chair invested Councillor Ann Davies with the Vice Chair's Chain of Office, following which, she completed her Declaration of Acceptance of Office.

The incoming Vice Chair named her daughter, Jane Hugo, as her consort.

Group Leaders and Members paid tribute to the work of the retiring Chairman over the previous 12 months and congratulated Councillors Gwyneth Kensler and Ann Davies upon being elected Chair and Vice Chair respectively.

**At this juncture (10.55 a.m.) there was a 20 minute break.**

**The meeting re-convened at 11.15 a.m.**

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

No urgent matters.

At this juncture:

- (a) Councillor Eryl Williams paid tribute to Hywyn Williams, Corporate Director of Customers, who had sadly passed away recently. A two minute silence was held in his memory.
- (b) The Chair offered congratulations to Councillor James Davies on becoming MP for the Vale of Clwyd and also thanked Chris Ruane for all his work during the past 18 years as MP for the Vale of Clwyd.
- (c) Councillor Hugh Jones offered congratulations to the Prestatyn under 16 girls football team who had recently won the Welsh Cup in Newtown. Councillor Jones stated how proud he was for the team to come from a school within Denbighshire.
- (d) Councillor Julian Thompson-Hill paid tribute to the Head of Finance and Assets, Paul McGrady who would be leaving the Local Authority to take up a new post. Councillor Thompson-Hill mentioned the work and achievements

of Paul during his years at Denbighshire. On behalf of all Members, Councillor Thompson-Hill wished him all the best for the future and thanked him for all his hard work and everything he had done for Denbighshire. Paul McGrady thanked all Members for their good wishes.

- (e) Councillor Joan Butterfield handed a petition to the Chair on behalf of the Rhyl taxi drivers who had obtained approximately 600 signatures in support of them being able to wear shorts. The Head of Legal, HR and Democratic Services, confirmed the petition would be passed on to the relevant department and the Head of the Department would respond within the next few weeks.

(f)

## 6 MINUTES

The minutes of the Council meeting held on 14 April 2015 were submitted.

**Matters Arising** – Page 8 Item No. 5 – Minutes (Council Tax and Associated Matters).

Councillor Huw Hilditch-Roberts confirmed a letter had been sent to both the Minister, Leighton Andrews and to the WLG, inviting them to attend the Communities Scrutiny Committee on 9 July, and were awaiting a response as to who would be attending.

**RESOLVED** that the minutes of the meeting held on 14 April 2015 be confirmed as a correct record and signed by the Chair.

## 7 ANNUAL DELIVERY DOCUMENT FOR THE CORPORATE PLAN

Councillor Julian Thompson-Hill presented the report (previously circulated) for Members to approve the final draft version of the Corporate Plan Year 4 Delivery Document to enable it to be translated and published.

Councillor Thompson-Hill initially extended his gratitude to Councillor Barbara Smith for the work she had carried out during the past year regarding the Corporate Plan.

A decision had been required to approve the final draft version of the Corporate Plan Year 4 Delivery Document. A Delivery Document had been created for every year of the Corporate Plan. The purpose of the Delivery Document had been to outline some of the key projects that would be started and/or delivered during the financial year for each of the 7 priorities, with the intention of illustrating how the Corporate Plan affected the work that was being carried out.

The Council's contribution to Denbighshire's Wellbeing Plan during 2015-16 was outlined. The document would be published on the website for availability to the regulators, the public and partners.

Discussion took place and questions were raised by Members. The following issues were raised:

- Consistency from the previous year. It was stated that there had been no mention, within the Corporate Plan, of the design work for the Ruthin School Review. It was clarified that work was ongoing and additional information would be included within the Corporate Plan to reflect this.
- Digital Denbighshire was still in the process of being completed for rural areas.
- A Welsh Language Strategic Lead Officer had been appointed to ensure compliance with the Welsh Language Standards. The Chief Executive confirmed the Welsh Language Strategy would be looked at in greater detail.
- Condition of the roads within the county. There had been a 3 year funding strategy from the Welsh Government. Further funding was being investigated to enable continued maintenance of the roads in the future.
- Rhuddlan Bridge. The bridge was a CADW structure. CADW had no funding for the repairs which were required. Unfortunately, Council funding had not been available to Denbighshire to assist with the repair of the bridge.
- Commitment was awaited from the Welsh Government for the new Faith school. A further issue had been the proposed site, which was proving controversial and a resolution was awaited. The Faith school remained an education priority.
- Litter and fly-tipping throughout the county was raised as an issue. Denbighshire employ a Keep Wales Tidy Officer, John Kelly, who would be available to attend Member Area Groups on request.
- Schemes for Students to be involved in were to be encouraged e.g. Young Enterprise.
- Confirmation had been given that the Town and Area Plans were a separate entity to the Corporate Plan. A budget had been agreed to ensure the Town and Area Plans would be delivered and published.
- Vulnerable people to live as independently as possible and to be protected was a key issue for Denbighshire. There would be risks due to the current difficult financial climate but the County were determined to protect both service users and children.
- Councillor Alice Jones raised issues regarding Bodelwyddan, especially as it was not included in the Town and Area Plans. It was clarified that there was a draft Bodelwyddan Town Plan which was receiving attention.

Members requested, and it was agreed that additions would be made to the draft Annual Delivery Document prior to finalisation, translation and publication.

**RESOLVED** that subject to the above agreed changes, Members approve the draft Annual Delivery Document for the Corporate Plan

## 8 STANDARDS COMMITTEE ANNUAL REPORT

His Honour Judge Ian Trigger, Chair of the Standards Committee, presented the Annual report (previously circulated).

Judge Trigger congratulated Councillors Gwyneth Kensler and Ann Davies on their appointment as Chair and Vice-Chair of Council respectively.

This was the first Annual Report of Standards Committee to Full Council and covered the year January to December 2014 only. The Chair of Standards Committee would present a report on an annual basis to Full Council to keep Members informed of trends, issues in respect of compliance with the Members' Code of Conduct generally across the County and the work of the Committee in driving up standards of behaviour not only at County level, but also at Town, City and Community levels.

A pro-active approach had been taken with regards to the work carried out by Members of the Standards Committee. Attendance at Town, City and Community meetings were carried out to assist and not to be judgemental.

A North Wales Standards Forum had been set up to share good practice and to learn from respective approaches in raising standards, sharing the cost of any training events and developing documentation which could assist Monitoring Officers, such as self-regulatory protocols or standards hearing procedures.

Judge Trigger expressed his gratitude to both the Monitoring Officer and Deputy Monitoring Officer for their hard work for the Standards Committee, also arranging and carrying out essential training events.

***RESOLVED*** that Members note the contents of the Standards Committee Annual Report.

## **9 APPOINTMENT OF LAY MEMBERS TO THE STANDARDS COMMITTEE**

The Head of Legal, H.R. and Democratic Services / Monitoring Officer presented the report (previously circulated) for Members to appoint two independent lay members to the Standards Committee.

Due to the retirement of two independent members of the Standards Committee it was necessary to appoint two independent members.

It was a requirement that any vacancy for an independent member be advertised in at least two newspapers circulating the area. A Special Appointments Panel was set up and all Town, City and Community Councils were consulted in order to consider putting forward a Panel Member.

The recommendation of the Special Appointments Panel regarding the two individuals they considered most appropriate to sit as Lay members on the Standards Committee were:-

- (i) Anne Mellor
- (ii) Julia Hughes

***RESOLVED*** that Anne Mellor and Julia Hughes be appointed as Independent Lay Members to the Standards Committee.

**At this juncture (1.05 p.m.) there was a break for lunch**

**Meeting re-convened at 2.00 p.m.**

At this juncture, it was agreed to change the order of the Agenda as Councillor Jason McLellan had to leave the meeting imminently.

## **10 ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE**

Councillor Jason McLellan presented the Annual Report of the Corporate Governance Committee (previously circulated) for the financial year 2014/15.

The Council was statutorily required under the provisions of the Local Government Wales measure 2011 to have an Audit Committee. The Corporate Governance Committee was the Council's designated Committee for this purpose.

The main areas of work the Committee oversees were as follows:

- Audit role considering internal audit reviews, external audits and to consider the internal audit strategy.
- Risk Management.
- Financial Management
- To review and monitor policy on areas such as fraud, corruption and whistleblowing.
- Information Management, Freedom of Information requests and Data Protection.
- Monitor and review the operation of the Councils Constitution.
- Monitor and Update the Governance Improvement Plan.
- Review complaints and complaint policy and consider Customer feedback.

Councillor Jason McLellan expressed his gratitude to all members of Corporate Governance Committee together with the Lay Member, Paul Whitham, Head of Internal Audit, Chief Accountant and to Paul McGrady for all their hard work during the past year.

**RESOLVED** that Members note the content of the Annual Report of the Corporate Governance Committee.

## **11 ANNUAL REPORT OF THE COUNCIL'S SCRUTINY COMMITTEES**

Councillor Huw Hilditch-Roberts presented the Scrutiny Committee's Annual Report (previously circulated) for Members consideration.

To comply with Article 6.3.7 of the Council's Constitution, Scrutiny Committees must report annually to full Council on their work, make recommendations for future work programmes and amended working methods if appropriate.

Two versions of the Annual Report would be available – a concise version and a full version.

The Annual Report would follow the concise format as approved by the Scrutiny Chairs and Vice-Chairs Group. This would give the reader a brief overview of how Scrutiny operated, the work the three Scrutiny Committees had undertaken and to inform residents how they could participate and contribute to the Scrutiny process.

As well as containing a summary of each Scrutiny Committee's resolutions, the Annual Report concentrated on outlining Scrutiny's work in challenging the Council's plans to deliver its corporate priorities by 2017.

In future, the four key areas the Scrutiny Committees would be focussing on when setting their work programmes were:

- The corporate priorities and delivering the Corporate Plan.
- Budget savings and their impact on Denbighshire and its residents.
- Other high priority areas which scrutiny can influence and effect change, and
- Other urgent or unforeseen areas of high priority.

***RESOLVED*** that Members note the Annual Report of the Scrutiny Committees for 2014/15

## **12 APPOINTMENT ON THE POLICE AND CRIME PANEL**

The Head of Legal, HR and Democratic Services presented the report (previously circulated) for the appointment of one member from the Labour Group to the North Wales Police and Crime Panel (the Panel) for a minimum of one municipal year.

The Panel membership included elected members drawn from the six North Wales Local Authorities based on a politically balanced calculation. The resignation of Councillor Bill Tasker from the Panel necessitated a new appointment by Denbighshire County Council.

Councillor Peter Prendergast put forward Councillor Brian Blakeley to serve on the Police and Crime Panel.

***RESOLVED*** that Councillor Brian Blakeley be appointed on to the North Wales Police and Crime Panel for a minimum of one municipal year.

## **13 NOTICE OF MOTION**

Councillor Joe Welch put forward the following Notice of Motion on behalf of the Independent Group for the consideration of Full Council:

With an aim to provide a saving for Denbighshire County council, the Independent group would like to propose that members' expenses for attending meetings be discussed further at the Budget Workshop on 5 June 2015.

Councillor Julian Thompson-Hill confirmed it would be added to the Budget Workshop Agenda on the 5 June 2015.



**RESOLVED** that the Notice of Motion put forward by the Independent Group that members' expenses for attending meetings be discussed further at the Budget Workshop on 5 June 2015 be carried.

#### **14 COUNTY COUNCIL FORWARD WORK PROGRAMME**

The Head of Legal, HR and Democratic Services introduced the Council's Forward Work Programme (previously circulated).

**RESOLVED** that the Council Forward Work Programme be approved and noted.

#### **15 PAY POLICY**

The Leader, Councillor Hugh Evans, presented the report (previously circulated).

The Localism Act 2011 required Local Authorities to prepare pay policy statements. These statements must articulate an authority's own policies towards a range of issues relating to the pay of its workforce particularly its senior staff (or "chief officers") and its lowest paid employees. Pay Policy Statements must be approved by the Council on an annual basis, and published on the relevant website.

Discussion took place, and it was

**RESOLVED** that:

- I. Council agree to the Pay Policy Statement for 2015/16*
- II. The Council will pay the national annual cost of living pay increases for Chief Officers as and when determined in accordance with current contractual requirements*
- III. A Remuneration Committee is set up to determine the pay and reward for the Council's Senior Leadership Team which consists of the Directors and Heads of Service.*
- IV. The Chief Executive can award an honorarium of up to 15% of the Head of Service's substantive pay for a maximum period of 12 months, where they are required to carry out additional duties over and above their substantive post for a period of time. This would normally be to cover for a long term absence; following a restructuring whereby responsibility for additional services has been given to the Head of Service; or responsibility for a large project outside of their normal portfolio.*

MEETING CONCLUDED AT 2.50 P.M.

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**Report To:** County Council  
**Date of Meeting:** 7<sup>th</sup> July 2015  
**Lead Member:** Councillor Julian Thompson-Hill  
**Report Author:** Richard Weigh, Chief Finance Officer  
**Title:** Budget 2016/17

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

The report gives an update on the process to deliver the revenue budget for 2016/17 and sets out the next phase of budget proposals.

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

To provide an update of the latest position and to note the proposals in Table 1, approve the proposals in Table 2 and a further proposal put forward by elected members.

**3. What are the Recommendations?**

To note the Phase 4 savings proposals listed in Table 1 and approve the proposals listed in Table 2.

To approve the proposal put forward by members not to pay expenses to members attending meetings as observers.

**4. Report details**

In February 2014, the council began a new approach to budget setting called Freedoms & Flexibilities. The purpose was identify savings to contribute to the 2015/16 and 2016/17 budgets. The process included a full analysis of all budget lines and a series of budget workshops with elected members. The process delivered a balanced budget for 2015/16 and identified proposals for 2016/17.

The process has continued with the focus on 2016/17 and two member budget workshops were held on 23<sup>rd</sup> February and 26<sup>th</sup> March. These two sessions concentrated in the main on proposals that were deferred from previous budget workshops. A third focussing on financial planning and considerations for the future took place on 5<sup>th</sup> June. At the June workshop, members were informed of the key assumptions within the council's medium term plans – in particular, outlining the uncertainty around the level of future Revenue Support Grant settlements.

The forecast budget gap for 2016/17 is approximately £8.8m. Savings of £2.7m have been approved as part of the current process (in Phases 1 and 2

approved in September and December 2014) meaning the remaining gap is approximately £6.1m. The budget gap is calculated by applying a series of assumptions. The most significant of these is the level of Settlement to local authorities in the form of Revenue Support Grant. Every percentage change to the Settlement value equates to approximately £1.4m. There is a significant level of uncertainty around the likely Local Government Settlement for 2016/17 and this is likely to remain the case for the coming months. Until May 2013, Settlement values had been broadly consistent with the forward planning indications published nationally in 2011. Since then, there have been no multi-year settlements and indications have changed consistently between and within financial years. In the absence of more reliable Settlement information, budget plans must continue to develop proposals to cover a range of different scenarios. The Draft Settlement for local government in Wales should be published early in October.

Further budget workshops have so far been arranged for 26<sup>th</sup> October and 14<sup>th</sup> December. As the process for 2016/17 develops, it is likely to be necessary to schedule more workshops in the autumn. The budget process chart is enclosed for reference as Appendix 1. The chart outlines the process to deliver the 2016/17 savings and builds on the process that began in March 2014. The saving 'phases' referred to are the decision points taken to Council for approval. Phases 1-3 have been approved already and therefore the chart begins at Phase 4.

The Phase 4 proposals in the tables below will contribute £1.290m toward meeting the budget gap for 2016/17. There is an impact assessment for each item available in the Members Library section of the Modern.gov system.

An electronic link to the documents is below:

<https://moderngov.denbighshire.gov.uk/ecSDDisplay.aspx?NAME=SD703&ID=703&RPID=1764375&sch=doc&cat=13602&path=13602&LLL=0>

Some of the items have already been implemented or are being implemented under delegated authority to Heads of Service. These are presented to council for information and completeness to understand the impact on services and their contribution to the overall budget target. The items relate to internal management restructures and total £640k as detailed in Table 1:

**Table 1**

<b>Ref</b>	<b>Service Area</b>		<b>£'000</b>
BIM401-03	Business Improvement & Modernisation	ICT Restructure Not Replacing Vacancies	224 75
EBD401	Economic & Business Development	Staffing Review	150
CFS401	Senior Leadership Team	Merging Children's Services with School Improvement & Inclusion	80

LDHR401	Legal, Democratic & HR	Review of Occupational Health Service	20
LDHR402		Deletion of a Vacant Post (Member support)	20
CSS402-3	Community Support Services	Administration Review – removal of vacant posts.	44
CSS404		Administration process supporting care package review. Not renewing a temporary contract.	27
		<b>Total</b>	<b>640</b>

Phase 4 proposals emerging following detailed presentations to recent budget workshops and requiring approval as part of the budget process are detailed in Table 2. These proposals are focussed on efficiency and modernisation:

**Table 2**

Ref	Service Area		£'000
HE401	Waste Management	Changes to Shift Patterns & working Practices	170
CE401	Library Service Modernisation & Community Hub Model	Reduction in opening hours to match demand.	142
CE402		Development of multi-use community hub model for some locations	80
FA401	Office Accommodation Strategy	Rationalise office bases through more effective use of technology and flexible working practices. Saving based on vacation of one building	258
		<b>Total</b>	<b>650</b>

At the budget workshop on 5<sup>th</sup> June, commitments were given that impact assessments for the proposals above would be made available to members prior to submission of the report to council and that if members raised valid concerns about any of the items noted in Table 2, these could be deferred to December. No concerns have been raised and therefore the proposals are presented for approval.

Currently, a series of meetings is ongoing with services reviewing budgets and considering new budget proposals. These proposals will be developed and presented to members in the autumn at budget workshops.

In addition, members have been asked to submit any of their own proposals as part of the process and a prescribed form has been issued for the purpose.

A proposal put forward by members at the workshop in June was to stop paying travelling expenses to members attending meetings as observers – i.e. not members of a committee or those specifically invited to attend a meeting. It is estimated that this may save up to £900 per year.

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

Effective management of the council's budgets and delivery of the agreed budget strategy underpins activity in all areas, including corporate priorities.

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

The council may need to deliver savings and other measures of approximately £8.8m next financial year.

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

Impact assessments for each proposal are available via the Modern.gov system.

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

Previous reports have highlighted in detail the significant consultation process undertaken to deliver the 2015/16 and 2016/17 budgets and these are highlighted again below.

In addition to regular reports on the process to the Corporate Governance Committee, the budget process has been considered by CET, SLT, Cabinet Briefing and Council Briefing meetings. Specific proposals have been reviewed by scrutiny committees and one was based on recommendations from a member/officer task and finish group.

By the end of the 2015/16 budget setting process, there were ten budget workshops held with elected members to examine service budgets and consider budget proposals. A further five have so far been arranged to consider proposals to meet the budget gap for 2016/17 and more may be necessary as the process develops.

There was a public engagement exercise to consider the impact of budget proposals and there are ongoing discussions between some of the county council's services and some Town councils. The council has consulted its partners through the joint Local Service Board and specific discussions have taken place with the Police.

All members of staff have been kept informed about the budget setting process and where proposals become decisions the affected staff will be fully consulted, in accordance with the council's HR policies and procedures.

Trade Unions have been consulted through Local Joint Consultative Committee. A process for engaging with staff and their TU representatives was agreed at LJCC. The proposals in this report were presented to LJCC on 24<sup>th</sup> June and no concerns were raised.

A scrutiny task and finish group has recently been established to assess the impact of the budget cuts already agreed.

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

This remains a difficult process with some tough decisions to make along the way. The engagement and support of elected members in the decision making and scrutiny of the process is crucial.

The aim of the budget process is to ensure that the council delivers a balanced budget. Built into the process are a number of review points to ensure that it remains on track and it can be amended if not. The uncertainty over the level of Settlement means that the budget gap estimated may change for 16/17 but this must be viewed in the context of the likelihood that negative Settlements will continue in the medium term.

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

This is the most challenging financial period the council has faced and failure to deliver an effective budget strategy will put further pressure on services in future financial years.

The budget process itself is a risk management measure with the aim of identifying, assessing and agreeing budget proposals in a planned and timely way. The process as outlined includes sufficient scope to review and amend if necessary. The level of proposals identified in June through both consultation with services and proposals submitted by members will inform how the remainder process continues.

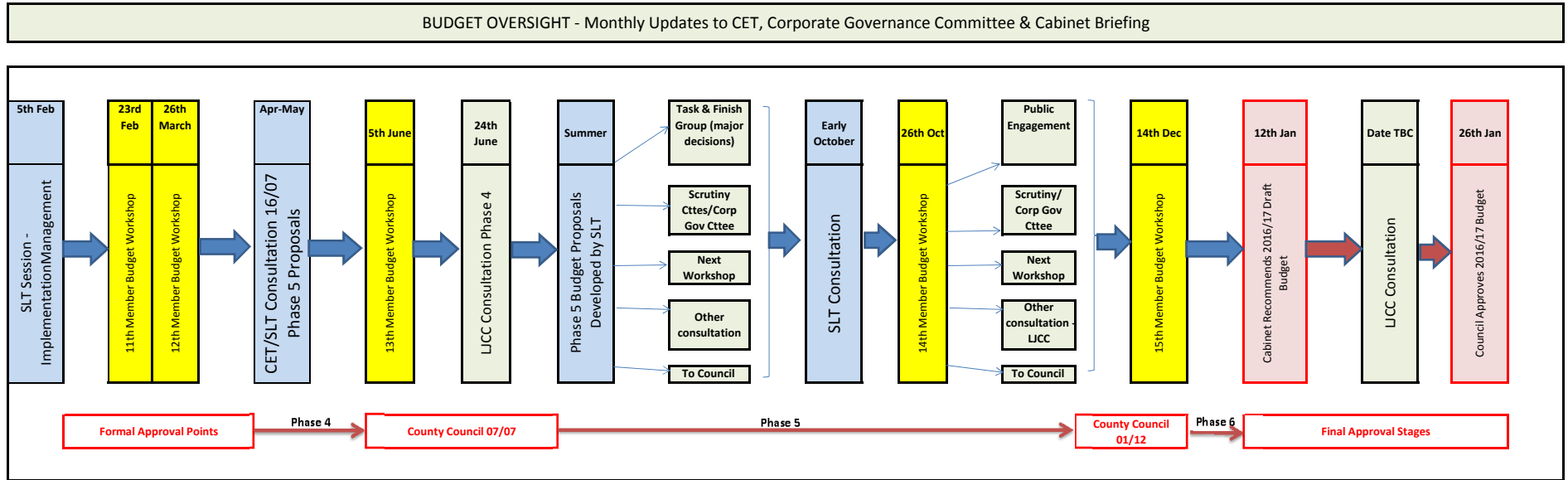
## **11. Power to make the Decision**

Local authorities are required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs.

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**PROPOSED BUDGET PROCESS 2016/17**



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COUNCIL FORWARD WORK PROGRAMME

Meeting	Item (Description / Title)		Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer
<b>8 September 2015</b>	1	Notice of Motion	Anti-fracking		Paul Penlington
	2	WAO Air			Alan Smith / Liz Grieve
<b>20 October 2015</b>	1	Annual Performance Report		Yes	Cllr Julian Thompson-Hill / Liz Grieve
	2	Annual Improvement Report		Yes	Cllr Julian Thompson-Hill / Alan Smith
	3	Hackney Carriage By-Laws	For Council to approve revised by-laws in respect of Hackney Carriages	Yes	Cllr David Smith /Nicky Jones
<b>Council Briefing 2 November 2015</b>	1	Safeguarding and Protection		N/A	Cllr Bobby Feeley / Phil Gilroy / Leighton Rees
<i>(actual timing of this item is dependent on the WG's publication of its proposals in respect of the responses to the consultation on the Prof. Donaldson report which closed on 8 May 2015)</i>	2	<i>Successful Futures: Independent Review of Curriculum and Assessment Arrangements in Wales (Professor Donaldson Report)</i>	<i>To discuss the potential implications of the recommendations arising from the approved recommendations for children and young people in Denbighshire and for the local education authority</i>	N/A	<i>Cllr. Eryl Williams/Karen Evans</i>

COUNCIL FORWARD WORK PROGRAMME

<b>1 December 2015</b>					
<b>26 January 2016</b>	1	Budget for 2016/17	To agree the Council's budget for the 2016/17 financial year	Yes	Cllr Julian Thompson-Hill / Richard Weigh
<b>23 February 2016</b>	1	Council Tax	For Council to set the level of Council Tax for 2016/17	Yes	Cllr Julian Thompson-Hill / Richard Weigh
	2	Committee Timetable / Annual Review of Political Balance	To approve the committee timetable until the end of 2017 and review the political balance of the committees	Yes	Steve Price
<b>Council Briefing 7 March 2016</b>	1	Child Sexual Exploitation		N/A	Cllr Bobby Feeley / Nicola Stubbins / Colin Tucker
<b>12 April 2016</b>	1	Nominations for the Posts of Chair and Vice of Council	To agree the nominations.	Yes	Gary Williams
<b>Annual Meeting 10 May 2016</b>	1	Appointment of the Chair and Vice Chair of Council	For Council to appoint the Council's civic leaders for the 2016/17 municipal year	Yes	Gary Williams
<b>COUNCIL BRIEFING 6 June 2016</b>	1	Learning from Rotherham – Corporate Safeguarding Panel		N/A	Cllr Bobby Feeley / Nicola Stubbins
<b>5 July 2016</b>					
<b>6 September 2016</b>					
<b>18 October 2016</b>	1	Annual Improvement Report		Yes	Cllr Julian Thompson-Hill / Alan Smith

COUNCIL FORWARD WORK PROGRAMME

<b>COUNCIL BRIEFING</b>					
<b>14 November 2016</b>					
<b>6 December 2016</b>					

**Note for Officers – Full Council Report Deadlines**

<i>Meeting</i>	<b><i>Deadline</i></b>	<i>Meeting</i>	<b><i>Deadline</i></b>	<i>Meeting</i>	<b><i>Deadline</i></b>
		<i>May</i>	<b>24 April 2015</b>	<i>July</i>	<b>22 June 2015</b>
<i>September</i>	<b>21 Aug 2015</b>	<i>October</i>	<b>5 Oct 2015</b>	<i>December</i>	<b>16 Nov 2015</b>
<i>January 2016</i>	<b>11 Jan 2016</b>	<i>February</i>	<b>8 Feb 2016</b>	<i>April</i>	<b>24 Mar 2016</b>

Updated 30/06/2015 SLW

Council Work Programme.doc

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