

To: Members of the Partnerships
Scrutiny Committee

Date: 24 July 2015

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Dear Councillor

You are invited to attend a meeting of the **PARTNERSHIPS SCRUTINY COMMITTEE** to be held at **9.30 am** on **THURSDAY, 30 JULY 2015** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

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

1 APOLOGIES

2 ELECTION OF VICE CHAIR

3 DECLARATION OF INTERESTS (Pages 5 - 6)

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

4 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.

5 MINUTES OF THE LAST MEETING (Pages 7 - 14)

To receive minutes of the Partnerships Scrutiny Committee meeting held on 14 May 2015 (copy enclosed).

9.35 a.m. – 9.40 a.m.

6 CCTV SAVINGS REPORT (Pages 15 - 18)

To consider a report by the Head of Planning & Public Protection / Public Protection Manager (copy attached) to provide Members with an update on the Council's CCTV exit strategy including working with Partners to try and secure an alternative CCTV delivery model for the future.

9.40 a.m. – 10.15 a.m.

7 NORTH DENBIGHSHIRE COMMUNITIES FIRST (Pages 19 - 42)

To consider a Report by the Lead Member for Customers & Libraries (copy attached) to provide information regarding the progress being made within the Communities First.

10.15 a.m. – 10.50 a.m.

~~~~~ **BREAK (10.50 a.m. – 11.00 a.m.)** ~~~~~

For business item 8 the Committee will be sitting as the Council's designated Crime and Disorder Scrutiny Committee in accordance with the Police and Justice Act 2006 ss.19 and 20

**8 COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT 2014 - 2015 (Pages 43 - 80)**

To consider a report by the Lead Member Public Realm (copy attached) to inform the Partnership Scrutiny Committee of the activity of the Joint Community Safety Partnership in 2014 – 2015.

**11.00 a.m. – 11.30 a.m.**

**9 REGIONAL EMERGENCY PLANNING SERVICE UPDATE (Pages 81 - 94)**

To consider a Report by the Corporate Director for Economy & Public Realm (copy attached), to provide the Partnership Scrutiny Committee with an update on the transition to regional Emergency Planning arrangements across North Wales, the creation of the North Wales Councils' Regional Emergency Planning Service (NWC-REPS) and sets out the work programme currently being followed.

**11.30 a.m. – 12.00 p.m.**

**10 SCRUTINY WORK PROGRAMME (Pages 95 - 116)**

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

**12.00 p.m. – 12.15 p.m.**

## **11 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

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

**12.15 p.m. – 12.20 p.m.**

## **MEMBERSHIP**

### **Councillors**

Councillor Jeanette Chamberlain-Jones (Chair)

Raymond Bartley  
Meirick Davies  
Martyn Holland  
Pat Jones

Dewi Owens  
Merfyn Parry  
Pete Prendergast  
Bill Tasker

### **COPIES TO:**

All Councillors for information  
Press and Libraries  
Town and Community Councils

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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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## PARTNERSHIPS SCRUTINY COMMITTEE

Minutes of a meeting of the Partnerships Scrutiny Committee held in Council Chamber, Russell House, Rhyl on Thursday, 14 May 2015 at 9.30 am.

### PRESENT

Councillors Raymond Bartley (Vice-Chair), Joan Butterfield, Jeanette Chamberlain-Jones (Chair), Meirick Davies, Pat Jones, Merfyn Parry and Bill Tasker.

Lead Member Councillor H.Ll. Jones attended at the Committee's request as did Mr John Bellis (Chair) Rhyl Coastal Partnership (RCP); Mrs Margaret O'Sullivan (Chair) Denbighshire Coastal Partnership (DCP) and Mr John Watkin (Chief Executive) Denbighshire Voluntary Services Council (DVSC).

Councillors Stuart Davies, Rhys Hughes and Huw Jones attended as observers.

### ALSO PRESENT

Director of Social Services (NS), Head of Highways and Environmental Services (SP), AONB Officer (HS); Countryside and Heritage Services Manager (HR), Strategic Planning Team Manager (LG), Scrutiny Coordinator (RE) and Administrative Officer (CIW).

Members were informed that Councillor R.J. Davies had resigned as a Member of the Committee and Councillor J.A. Davies had been appointed Vice Chair of the Council. The Scrutiny Co-ordinator (SC) confirmed that nominations would be sought for the vacant positions.

### 1 APOLOGIES

An apology for absence was received from Councillor Dewi Owens.

### 2 ELECTION OF VICE-CHAIR

The Scrutiny Coordinator explained that pending changes to the Membership of the Committee, the appointment of a Vice Chair be deferred to the next meeting.

**RESOLVED** – *that the appointment of a Vice Chair of the Committee be deferred to the next meeting.*

### 3 DECLARATION OF INTERESTS

Councillor T.M. Parry declared a personal interest in agenda items 7 and 8 as a County Council representative on the AONB.

### 4 URGENT MATTERS AS AGREED BY THE CHAIR

No items were raised 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.

## **5 MINUTES OF THE LAST MEETING**

The Minutes of a meeting of the Partnerships Scrutiny Committee held on Thursday, 19<sup>th</sup> March, 2015 were submitted.

Matters arising:-

3. Acute Surgery Services at Ysbyty Glan Clwyd:- The Chair confirmed that as agreed a letter had been sent to Betsi Cadwaladr University Health Board's (BCUHB) Chief Executive, seeking clarity on the types of surgery that would be performed at Ysbyty Glan Clwyd in future. The SC explained that a copy of the letter and the response had been included in the Information Brief for the meeting.

5. Co-ordination of Community Funding Streams: - Councillor M.LI. Davies made reference to the Gwynt y Môr Community Fund and explained that the substation referred to was actually in the parish of Cefn Meiriadog near St Asaph.

**RESOLVED** – *that, subject to the above, the Minutes be received and approved as a correct record.*

## **6 ENGAGEMENT WITH COMMUNITY, VOLUNTARY AND THIRD SECTOR IN DENBIGHSHIRE**

The Chair welcomed representatives from the Denbighshire Coastal Partnership (DCP), Rhyl Coastal Partnership (RCP) and Denbighshire Voluntary Services Council (DVSC) to the meeting to give an insight into their organisations and their roles in promoting and supporting community, voluntary and third sector involvement in the County. Copies of presentation slides outlining the three organisations' work and the groups which had benefitted from their work had been published as part of the committee papers. The DCP and the RCP gave an overview of the work they do to manage and administer the community monies available from the RWE Innogy UK Ltd. Community Fund (the Rhyl Flats and North Hoyle Windfarms money), including publicity about the fund, the application and award process, the organisations which had benefitted from the fund and the types of projects funded.

In response to Members' questions representatives:-

- advised that they welcomed applications from all types of community projects etc. and that each application was considered and judged on their own merits against the set criteria;
- outlined the membership of the DCP and RCP and advised that, subject to checking the organisation's constitution and discussing the matter with the RCP membership, officials would formally write to the Council seeking it to appoint a County Councillor to serve on the RCP;



- advised that the RCP had awarded money to the Denbighshire Community Development Agency (CDA) to support it until it closed in March, 2015, and from April 2015 it had secured an agreement with the Wellington Centre on Wellington Road which had enabled the equipment previously located in the CDA in Bodfor Street to be housed and accessible for public use at the Wellington Centre. Whilst residents were now becoming aware of the equipment's relocation the RCP were also in the process of publicising the new location;
- confirmed that the Foryd Centre had been approached with respect to housing the former CDA equipment etc. but this had not been successful, hence the reason they were now accommodated at the Wellington Centre. The RCP expressed its gratitude to the Wellington Centre for their assistance.

The Chief Executive of the DVSC outlined his organisation's role. He highlighted the broad spectrum of organisations which made up the third sector in the County, ranging from large public sector organisations such as housing associations to small local groups such as an independent after school clubs etc. Their common denominator being that they were driven by the needs of the community they served.

Members were advised that:-

- up until the end of March 2015 DVSC had 50 members of staff (both part-time and full time) and as of the 1<sup>st</sup> April, due to budget cuts, the staffing numbers had been reduced to 15 (or 7 full-time equivalent (fte)). Of these 7 staff, 4 were funded for specific projects - one of whom was funded by BCUHB, this meant that 3 fte staff were left to deal with all other work, including administration and supporting community groups to source and apply for funding;
- another part-time officer had been partly funded by the Council for the purpose of social care funded projects. Both this officer and the Health Board funded officer worked closely together;
- DVSC was currently in the process of advertising and recruiting for a development and governance officer who would specifically work with groups across the County to advise and support with grant applications. These types of roles were viewed as 'return on investment' posts as the community funding drawn into the County by such officers far exceeded the salary and associated on-costs of the employees;
- due to financial cuts for 2015/16 DVSC was currently operating a £45K deficit budget for the current year. This had been compounded further by the loss of the discretionary rate relief grant of circa £1K from the County Council;
- DVSC did not provide services directly to service-users i.e. supporting care-leavers. However, they did support organisations and agencies who delivered those services e.g. Action for Children;

The Director of Social Services advised that whilst the Council did not have the finances to provide designated officer posts to support the work of organisations such as DVSC, DCP and RCP, it was already providing support for organisations in the form of relevant data to support funding bids etc. In addition, an approach had been made to the Council to see if it could release officer time to check completed applications prior to their submission. This request was under consideration.

Members were encouraged to highlight to community groups within their areas the existence and potential benefits of the new Gwynt y Môr windfarm fund, due to be launched officially in the summer. This fund which would be managed and administered by Conwy Voluntary Services Council (CVSC), with the involvement of both Denbighshire and Flintshire Voluntary Services' Councils, would be worth in the region of £700K annually. The application criteria was expected to be published in July, but maps illustrating the qualifying communities should be available within the next 2 months. Certain organisations may wish to apply for money from this fund to employ a community funding co-ordinator or similar post. Members suggested that similar posts could be funded as part of Town and Area Plans in certain areas.

The Chair thanked the voluntary sector's representatives for their attendance and for answering members' questions, stating that she hoped that the Council and third sector could work together effectively in future for the benefit of the county's resident. It was:

**RESOLVED** – *that Committee*

- (a) *receive the Denbighshire Coastal Partnership, Rhyl Coastal Partnership and Denbighshire Voluntary Services Council presentations, and*
- (b) *invites them back to a future meeting to discuss partnership working between the Council, community, voluntary and third sector organisations across the County.*

## **7 THE JOINT COMMITTEE FOR THE CLWYDIAN RANGE AND DEE VALLEY AREA OF OUTSTANDING NATURAL BEAUTY (AONB) 2014-15 PROGRESS REPORT**

A copy of a report by the AONB Officer had been circulated with the papers for the meeting.

The Lead Member for Leisure, Youth, Tourism and Rural Development in introducing the report emphasised that it was a progress report on the AONB's work, both inside and outside of the AONB area, and on the Joint Committee's work since the initial report's presentation to the Committee twelve months ago.

The Lead Member and the AONB Officer detailed the membership of the AONB Joint Committee and that of the AONB Partnership, the latter was due to hold its inaugural meeting the following day. They also outlined the work underway with Countryside Service in attempt to break down barriers between urban and rural dwellers, and with specialist tourist venues such as the North Wales Cycling Centre of Excellence. It was confirmed that the health and well-being initiatives underway should support the Council and other partners' preventative agendas and lead in the long-term to a healthier population.

In responding to Councillors' questions the Lead Member and the AONB Officer advised that:-

- money had been set-aside to help fund projects and initiatives to provide transport for residents from the county's more deprived urban areas into the AONB to benefit from the services and amenities available there;
- the bus service to Llyn Brenig had not been operating for some time;

It was explained that each local authority's contribution towards the AONB's budget had been set using an agreed formula. Over the next five years the budget would become, by negotiation, equitable between the three local authorities (Denbighshire, Flintshire and Wrexham). Councillor Stuart Davies was of the view that until such time as all authorities paid an equitable amount, Joint Committee membership from each Authority should not be equitable. Whilst Members of the Partnership had a duty to act first and foremost in the interest of the Partnership and of the AONB, they had been appointed as members of it due to their knowledge of the area and their interest in the organisation's work.

Prior to concluding the discussion the Committee agreed that a future meeting of the Committee should be held in the Llangollen area to enable local members and the AONB Officer to show locations of interest to elected members. Members were also encouraged to attend the numerous events scheduled to be held in the AONB during the spring and summer months.

Following further discussion, it was:-

**RESOLVED** – *that the Committee, subject to the above observations, supports the progress undertaken on AONB Governance, and the Projects delivered in the first twelve months.*

## 8 REVIEW OF DESIGNATED LANDSCAPES IN WALES

A copy of a report by the Countryside and Heritage Services Manager Denbighshire (CHSMD) had been circulated with the papers for the meeting.

The Lead Member for Leisure, Youth, Tourism and Rural Development when introducing the report emphasised that he had requested scrutiny to consider this call for evidence as he wanted the view of the Council on the recommendations set out by the Welsh Government's (WG) Minister for Natural Resources following the Stage 1 Review of Designated Landscapes in Wales. He drew Members' attention in particular to the paragraph in the Minister's letter to the Chair of the Review, referring to the current number of Planning Authorities in Wales. The Lead Member was particularly concerned that this review could potentially lead to the Council losing its planning powers via the backdoor. The Committee concurred with the Lead Member's views on this and asked that the draft letter, appended as Appendix 2, be amended to reflect the following points - with the point relating to potential loss of planning powers appearing early on in the letter, prior to its submission to Cabinet for approval.

- The Minister's statement on the future of the National Park Authorities as Planning Authorities and a reduction in the number of Planning Authorities in Wales is interpreted as an indirect way of taking the responsibility for planning away from Denbighshire. Whilst there is support for a more resilient planning system, equipped

with specialist skills, the Committee believe that system is best placed in the Local Authority;

- The change of name from 'Areas of Outstanding Natural Beauty' to 'National Landscapes of Wales' was unnecessary and would result in confusion. Further that the new name did not express either the descriptive or emotive values of the landscapes. Also, on the national stage, the designation would no longer sit easily with the family of AONBs in England and Northern Ireland. The costs involved in changing the name and infrastructure associated with the change - specifically signage and the message that would send out in times of austerity was also questioned;
- Members felt that the current designation name, governance and other operational structures for the Clwydian Range and Dee Valley AONB were more than adequate and the 'status quo' should be preserved;
- any proposals relating to changes in designation should be put on hold until the new local government map for Wales was known and the proposals relating to future local government structures in Wales were clearer.

Whilst there were potential advantages of having a single 'designation' for areas of natural beauty, particularly if the finances currently available to National Parks became available for all areas of 'National Landscapes of Wales', Members were firmly of the view that now was not the appropriate time to implement such changes. The future local government map for Wales and the structures to support it needed to be agreed first. Following a detailed discussion the Committee:-

**RESOLVED** – *that subject to the inclusion of the above points in the draft response, to recommend the approval of Denbighshire County Council's official response to the Review of Designated Landscapes in Wales Stage 2 call for evidence.*

## **9 SCRUTINY WORK PROGRAMME**

A copy of a report by the Scrutiny Coordinator (SC), which requested the Committee to review and agree its Forward Work Programme and provided an update on relevant issues, had been circulated with the papers for the meeting.

A copy of the 'Member's proposal form' had been included in Appendix 2, the Cabinet Forward Work Programme had been included at Appendix 3, and a table summarising recent Committee resolutions and advising on progress with their implementation, had been attached at Appendix 4.

The Committee considered its draft Forward Work Programme for future meetings, Appendix 1, and the following amendments and additions were agreed:-

25<sup>th</sup> June, 2015:- Members agreed that the respective Lead Members be invited to attend the meeting for consideration of the three business items listed in the forward work programme.

30<sup>th</sup> July, 2015:- Councillor J. Butterfield referred to the Denbighshire Communities First Cluster Report, and requested the inclusion of a special report on the Rhyl Adventure Playground. Councillor Butterfield suggested that details be provided in relation to:-

- the Council's involvement with the project.
- responsibility for the running, managing and funding of the facility.
- the number of employed and volunteer staff involved, and confirmation of CRB checks having been undertaken.

The DoSS and SC agreed to pursue the issues raised and questions presented by Members regarding the Rhyl Adventure Playground.

The Scrutiny Chairs and Vice-Chairs Group (SCVCG) had met on the 2<sup>nd</sup> April. In response to an officer request from the Committee agreed to include in its forward work programme for October, 2015, an item to consider a report on Denbighshire's Supporting People Local Plan 2016/19, Appendix 1 to the report.

At its March, 2015 meeting the Committee resolved to arrange a special meeting with representatives from the Betsi Cadwaladr University Health Board (BCUHB). Representatives from BCUHB had now confirmed their availability to attend the meeting on the 17<sup>th</sup> September, 2015.

The Committee had invited North Wales Fire and Rescue Authority to attend its July meeting to discuss the impact and effectiveness of the Council's increased contribution to the Fire and Rescue Authority's annual budget. However, they had felt that it would be inappropriate to attend in July as they would be consulting on their Risk Reduction Plan during the autumn. Consequently the business item had provisionally been rescheduled for presentation in November, 2015.

Following Annual Council on the 12<sup>th</sup> May, 2015 the Scrutiny Committees had been requested to appoint/re-appoint Members to serve on the Service Challenge Groups. Appendix 5 provided the current list of Committee representatives.

It was noted that some of the service names had changed during the last year. Members of the Labour Group explained that due to uncertainty regarding future membership of the Committee from their Group they would be unable to submit nominations. The following nominations were agreed:-

- Councillor T.M. Parry:- Highways and Environmental Services.
- Councillor M.LI. Davies:- Legal, HR and Democratic Services.
- Councillor J.R. Bartley:- Planning and Public Protection.

Following further discussion, it was:-

***RESOLVED*** – *that, subject to the above, the Work Programme as set out in Appendix 1 to the report be approved.*

## **10 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

No reports from Committee representatives had been received.

Meeting ended at 12.10 p.m.

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**Report To:** Partnerships Scrutiny Committee

**Date of Meeting:** 30<sup>th</sup> July 2015

**Lead Member / Officer:** Cllr David Smith (Public Realm) Graham H Boase  
(Head of Planning and Public Protection)

**Report Author:** Graham H Boase Head of Planning and Public  
Protection/Emlyn Jones Public Protection Manager

**Title:** Denbighshire CCTV Update Report

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## **1.0 What is the report about?**

1.1 To provide Members with an update on the Council's CCTV exit strategy including working with Partners to try and secure an alternative CCTV delivery model for the future.

## **2.0 What is the reason for making this report?**

2.1 Members decided as part of the Council's Freedoms and Flexibilities that the Council should no longer be funding or managing the CCTV service from the 1<sup>st</sup> of April 2016. This will deliver £200k of savings for 2016/17. Members asked Officers to work with partners to explore the possibility of developing a different CCTV service delivery model. The reason for this report is to update Members on progress to date.

## **3.0 What are the Recommendations?**

3.1 It is recommended that Members note the contents of this report and support the work done by Officers to date in progressing the decision to close down the Council's CCTV function, while exploring possible alternative delivery models.

## **4.0 Report details**

4.1 The Council's CCTV system is operated and managed by the Planning and Public Protection Service with the Control Room located in Rhyl Police Station.

4.2 The primary purpose of the system is to support the Community Safety Partnerships approach to reduce both the level of crime and fear of crime, to provide a safe public environment for the benefit of those who reside, visit and work in the 3 towns in the County that have public space CCTV, namely Rhyl, Prestatyn and Rhuddlan.

4.3 The service also monitors a small number of CCTV cameras located on Council land and buildings for the purposes of security.

4.4 Council Officers staff the CCTV control room, working shifts to provide 24 hour cover, 7 days a week, 365 days per year monitoring of the cameras.

4.5 The Public Space CCTV Cameras are allocated as follows:

- Rhyl            59 Cameras
- Prestatyn    18 Cameras
- Rhuddlan    4 Cameras

All these cameras are live cameras, linked to our main CCTV control room at Rhyl Police Station and are monitored by our CCTV operators.

4.6 Following the decision to close the CCTV Service, officers have engaged with partners to form a working group to explore options of delivering a reduced CCTV service in the future.

4.7 The working group membership is made up of a representative from North Wales Police, Rhyl Town Council, Prestatyn Town Council, Rhyl Member Area Group, Prestatyn Member Area Group and Elwy Member Area Group. The group has agreed terms of reference and has met on four occasions.

4.8 All partners value the CCTV service. Discussions have taken place in relation to potential different types of service delivery models.

4.9 It has been agreed to focus on a delivery model which involves keeping the CCTV cameras operating and recording but with no monitoring. One member of staff would be required to maintain the system and be the point of contact and coordinator between all Partners. No agreement has been secured on who would be the Lead Partner, be responsible for the budget, employ the member of staff etc.

4.10 This “minimum” CCTV Service delivery model would cost approx. £65k for 12 months and is broken down as follows:

| ACTIVITY              | BRIEF DESCRIPTION                                          | ANTICIPATED COSTS FOR “MINIMUM” CCTV SERVICE |
|-----------------------|------------------------------------------------------------|----------------------------------------------|
| 1 Member of Staff     | Based in Rhyl Police station to manage the minimum service | £25k                                         |
| Quadrant              | Repair and maintenance of Control room                     | £9k                                          |
| Street Camera         | Repair and maintenance of cameras                          | £17k                                         |
| BT Redcare            | Quality of pictures                                        | £5k                                          |
| Costs of Control Room | Electricity, air conditioning etc                          | £9K                                          |



4.11 In terms of how these costs could be met the Working Group has broadly agreed the following:-

- North Wales Police – Will continue to contribute the same amount to the CCTV Service as they have done in previous years (in the region of £16.5k)
- Rhyl Town Council – Agree in principle to contribute financially to a new model (approx. £15k)
- Prestatyn Town Council – Agree in principle to contribute financially to a new model (approx. £8.5k)
- Rhuddlan Town Council – Yet to be fully considered by the Town Council but it is hoped they could commit approx. £3.5k.
- Internal re-charges to services that benefit from security as a result of non-public space cameras being connected to the system – approx. £17.5k
- External charges for private cameras connected to the system – approx. £3k.

4.12 This gives an approx. “income” of £64k to offset the approx. costs of £65k. It appears therefore that the model is viable, and Legal Services have been asked to draft an Agreement for the Partners to consider on the basis of a 12 month trial period.

4.13 The Council requires all financial savings from the closure of the CCTV service to be secured by the 31<sup>st</sup> of March 2016. This includes all redundancy costs. It therefore means that the CCTV Service will need to close during the autumn, likely to be the 31<sup>st</sup> of October 2015.

4.14 Officers and HR Partner have met with all CCTV staff and Unison representative to discuss the process. We are currently in a period of consultation with staff on the redundancy process.

## **5.0 How does the decision contribute to the Corporate Priorities?**

5.1 The operation of a public space CCTV service directly contributes towards the corporate priorities of protecting the vulnerable within our communities and keeping our streets clean and tidy.

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

6.1 Costs will be contained within budgets having regard to the Freedoms & Flexibilities requirement of £200k savings for 2016/17.

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

7.1 The potential impact of this decision has been assessed. Any decision to progress with any of the previously mentioned proposals will need to be assessed for equality impact.

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

8.1 Reports have been presented to Members through the Freedoms and Flexibilities process. CCTV staff and Unions have been engaged. The Working Group is made up of partner organisations (NWP, Town Councils and relevant MAGs) which is all part of the consulting process.

**9.0 Chief Finance Officer Statement**

9.1 The proposals within this report will enable the implementation of the decision by Council on 9th December 2014 to withdraw £200k funding from this service area in 2016/17. This formed part of the Phase 2 Freedoms and Flexibilities savings.

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

10.1 There are no risks associated to this report.

**11.0 Power to make the Decision**

11.1 No formal decision is required

11.2 Article 6.3.2(c) of the Council's Constitution stipulates that Scrutiny can "Consider any matter affecting the area or its inhabitants", and Article 6.3.3(a) states that Scrutiny can "assist the Council and the Cabinet in the Development of its budget and policy framework..."

**Report To:** Scrutiny Committee

**Date of Meeting:** 30<sup>th</sup> July 2015

**Lead Member / Officer:** Councillor Hugh Irving, Lead Member for Customers & Libraries/  
Strategic Planning Team Manager, Liz Grieve

**Report Author:** Rhys Burton, Programme Manager, The Co-operative Group.

**Title:** North Denbighshire Communities First

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

The current and foreseeable delivery of the Welsh Government's 'Communities First' programme in North Denbighshire by the Co-operative Group as the Lead Delivery Body for the programme in the county.

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

To provide information regarding the progress being made within Communities First – to include the work also taking place within the Pupil Deprivation Grant that has also been secured for 2015/16. The report also outlines a further request being made by the Welsh Government to the Co-operative to participate in the 'Communities For Work' project that has recently been awarded European Funding.

**3. What are the Recommendations?**

To accept the report and provide assistance to the Communities First programme and Communities For Work project in identifying further links with council programmes where routes into employment may be provided for residents not presently in employment.

**4. Report details**

Communities First is one of the programmes under the Welsh Government's Anti-Poverty Strategy for Wales and has been awarded £666,020 for work in the North Denbighshire Cluster in 2015 / 16. Much of the costs for the North Denbighshire Cluster are for staff costs and for work commissioned to other local partners.

*[Please see the attached budget for further detail of our funding]*

Work supported by Communities First in Denbighshire is specifically intended for those within a defined cluster area against outcomes set by the Welsh Government. Cluster delivery does not require project work to be undertaken across all outcome measures, but Communities First clusters are required to identify which outcome measures they intend to target and for the Lead Delivery Body (i.e. the managing body) to annually agree these with Welsh Government.

Cluster activities are now commonly understood in the context of 3 delivery themes – these being:

- Health & Wellbeing
- Prosperous Communities; and

- Education & Learning

The focus within Health and Wellbeing can be simplified into common objectives such as (i) a better nutrition and diet; (ii) healthier / more active lifestyle; (iii) better understandings of health determinants by individuals / families; (iv) greater ability to cope with life challenges and have stronger emotional wellbeing; (v) have a better start to life and to long term health; and (vi) earlier identification of factors affecting personal health or the earlier identification of health issues.

The focus on Prosperous Communities can be simplified into common objectives such as (i) debt and money management support; (ii) providing work ready support and training; (iii) CV and job search / job application advice and help; (iv) mentoring and support for those with increased barriers to employment; (v) digital awareness and support to develop online capability; (vi) support with accessing key services (such as drug and alcohol help or mental health support)

The focus within Education and Learning can be simplified into common objectives such as (i) helping schools reduce truancy and improve attendance levels; (ii) raising learning aspiration and the desire of individuals and families to achieve in education; (iii) to support adult literacy and numeracy; (iv) increasing family and community in learning activities and leading to training and qualification; (v) Support Key Stage achievement at school through activities and work that builds upon the required skills and which gives additional context to learning (e.g. Lego and computer programming skills)

*[Please see the attached cluster area map which indicates our geographic coverage. Please also see the attached Outcomes Framework for further detail]*

The delivery of Communities First is understood within the context of collaboration / co-operation with many partners from both the statutory and community sectors. It is understood that programme impact will realistically be achieved by working with others.

Community Involvement remains an important element in the composition of the programme and there is an emphasis on engaging residents – both as ‘customers’ (i.e. recipients or beneficiaries of services or projects) and also as people who might assist with project delivery and development such as volunteers or in partnering as a community organisation.

Developing an active community involvement remains a challenge for us in our work in North Denbighshire, but we have seen progress and have also made some structural changes to our Communities First team in order to provide 2 part time posts as Senior Community Inclusion Officers.

The national transition of Communities First into Cluster areas (composing between 10,000 – 15,000 population sizes) in 2012 saw our Communities First work grow from its original South West Rhyl area to a number of ‘new’ communities with no previous engagement in the programme. In most other clusters across Wales the composition of cluster areas was largely constructed by amalgamating existing Communities First communities into a joint cluster area. However, this was not the case for our Denbighshire cluster and we have faced the added challenge of building and developing relationships with residents and community organisations across the

extended cluster area and of 'catching up' in terms of the access we have in these areas compared to areas where the programme has already been active for 10 years.

Communities First still includes elements of community development, but has had a shift in focus since 2012 which places our community support activity in the context of delivering the outcomes that have been agreed with Welsh Government. More commonly we need to define our community development and support work in the context of projects and objectives we are targeted with trying to achieve. To some extent this is limiting and can be commonly misunderstood by residents familiar with the previous programme purpose and also for agencies – some of whom who perhaps still prefer the concept of Communities First being focussed fully on community development.

In terms of the new programme structure and purpose – we now submit Delivery Plan and finance tables to the Welsh Government in order to secure cluster budgets. In previous periods of the Communities First programme funding has been secured for up to 3 years and has required an annual plan to confirm the release of yearly budgets. We are now anticipating another 1 year arrangement. In any event, we are required to return quarterly finance and project returns to the Welsh Government – with project reports being made on the online Aspireview system.

In addition to the Communities First budget, we have also been awarded £29,515 for a Pupil Deprivation Grant (PDG) project that we are providing to 7 schools which is being delivered through Education officers within the council. The funds secured by us are matched at a further £29,515 by the schools and the PDG work is being delivered through two Emotional Resilience Officers and focussed on wellbeing and strategies to cope with behaviours.

*[Please see the attached Communities First Cluster Structure Chart – that also indicates commissioned work and that includes the PDG posts. Please also see the attached budget for our PDG delivery]*

Funding for Communities First beyond March 2016 is not yet known and work is being progressed within Welsh Government for a decision for the 2016/17 period and which reflects the Assembly May election. However, there has been a recent European funding approval for the 'Communities For Work' programme that Welsh Government has submitted with Department of Work and Pensions (DWP) support for delivery in all 52 Communities First clusters across Wales. The programme is planned for 3 years and all existing Lead Delivery Bodies are being asked to manage this programme alongside their delivery of Communities First and to co-locate project and programme delivery.

The objectives of the Communities 4 Work project is to help people into employment and is to be delivered through 5 staff members within each cluster area. There are to be 2 Employment Advisors, that are directly employed and managed by DWP, and a further 3 officers to be employed by the Lead Delivery Body. These 3 posts are made up of: 2 Mentor positions and 1 Triage worker. It is understood that work is to be targeted at those with difficulties in gaining employment and that there should be (on average) 6 people entering employment each month. All Lead Delivery Bodies are presently reviewing recent documents from the Welsh Government and discussing implementation arrangements.

Without further clarity on the main Communities First budget for 2016/17 it is difficult to see how any Lead Delivery Body can fully plan its role and cluster level management of the Communities For Work project. However, we are anticipating further information on this soon and are in any case beginning to compose our Delivery Plan submission for 2016/17 – which we think may be required by October. It is likely that Lead Delivery Bodies will be advised to submit proposals which are similar in funding size and in project delivery terms to that which is being delivered in the current year.

In the context of our bid submissions and the involvement of the Co-operative as Lead Delivery Body it is of important that I especially note that the Management Charges within our cluster submissions do not generate any profit to the Co-operative. The costs shown are for 2 purposes. The first is to meet external costs incurred by us in managing our cluster (such as an external auditor statement of our accounts – as required by Welsh Government); and the second is to accrue the funds required to meet any staff redundancy costs through programme closure. There are other costs associated with the running of the programme, but which the Co-operative absorbs into our daily business because of our size and scale (e.g. Payroll, Human Resource and Legal functions).

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

Communities First targets the areas of highest deprivation and is looking to make impacts in these communities across the 3 programme themes. Partnership arrangements and joint working offers much common interest that can contribute to the council's corporate priorities.

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

N/A except that Communities First is providing additional resources to project areas agreed with the local authority – such as the PDG work within schools.

We wish to record our thanks and gratitude to Denbighshire County Council for assisting us with a secondment to our Cluster Manager post from September 2013 to December 2014. While appreciating all previous and subsequent support from council colleagues, we are especially grateful for the support during the secondment period – in what was an important 'set-up' period for the new Communities First programme.

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

Equality and Diversity considerations for Communities First rests within the policy framework of the Co-operative as the Lead Delivery Body

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

Widespread community and agency consultation was undertaken during 2012 for the Delivery Plan submissions to Welsh Government for the 2013 – 2015 period.

**9. Chief Finance Officer Statement**

Finance responsibility rests with the Co-operative as the Lead Delivery Body

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

The management risks and responsibilities for cluster delivery remains with the Co-operative as the Lead Delivery Body.

11. **Power to make the Decision**  
N/A

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Communities First

Budget year end 31st March 2016 Cluster Funding

Based on 08 May 2015 Offer Letter

**Cost Centre: 777233 FY 15-16**

**CM 1220**

**C 027**

**NDCF**

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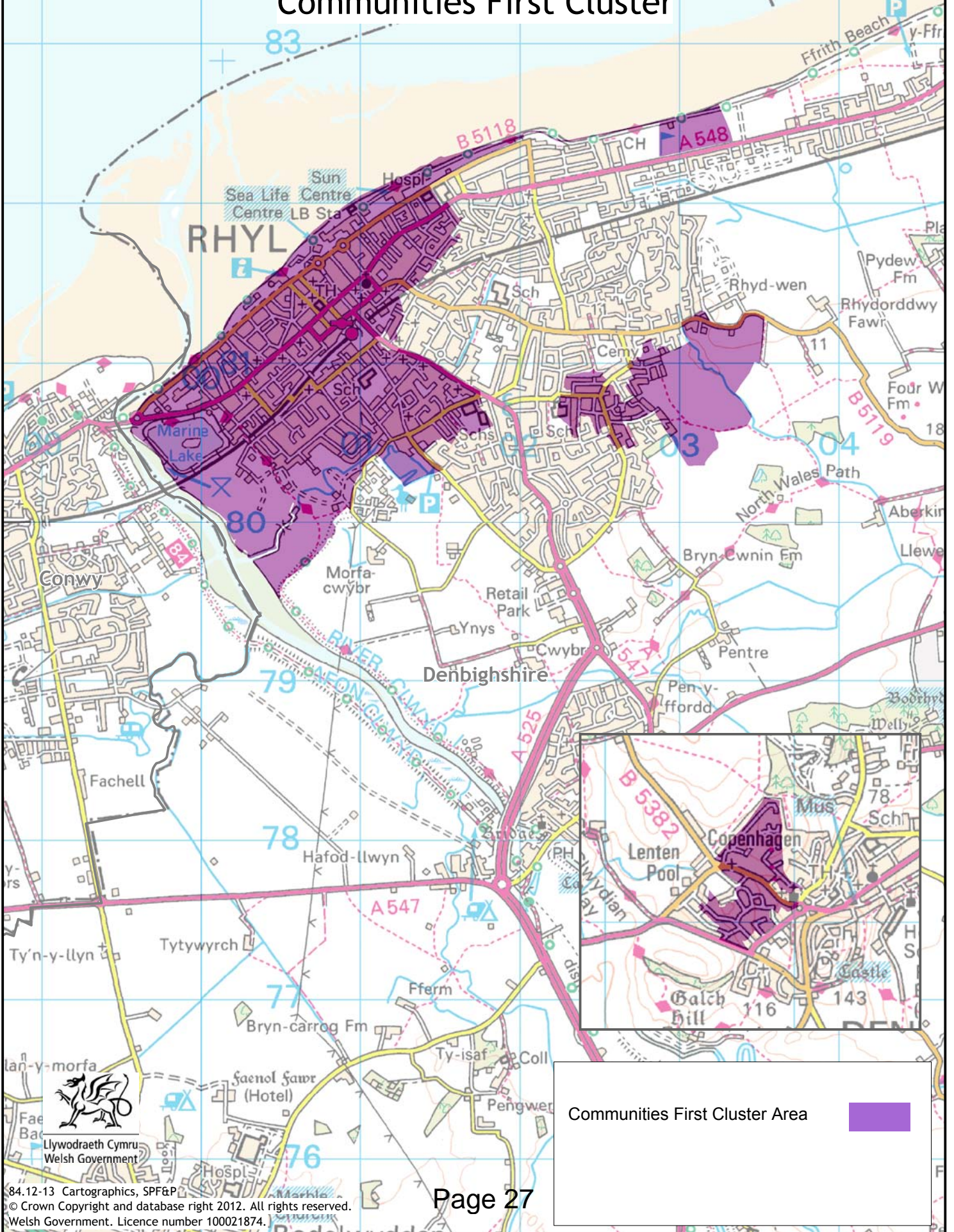
| Description                | Nominal Code | FUNDING               |               |                   |
|----------------------------|--------------|-----------------------|---------------|-------------------|
|                            |              | Initial Approval<br>£ | Virement<br>£ | Net Approval<br>£ |
| SALARIES                   | Payroll      | 506,139.00            |               | 506,139.00        |
| MANAGEMENT CHARGES         |              | 22,765.00             |               | 22,765.00         |
| TRAINING                   | 7854         | 6,000.00              |               | 6,000.00          |
| TRAVEL & SUBSISTENCE       |              | 10,000.00             |               | 10,000.00         |
| PREMISES COSTS             |              | 42,046.00             |               | 42,046.00         |
| PROJECT COSTS              | 7115         | 54,070.00             |               | 54,070.00         |
| COMMUNITY INVOLVEMENT PLAN |              | 25,000.00             |               | 25,000.00         |
| <b>TOTAL</b>               |              | <b>666,020.00</b>     | <b>0.00</b>   | <b>666,020.00</b> |

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# DENBIGHSHIRE

## Rhyl & Upper Denbigh

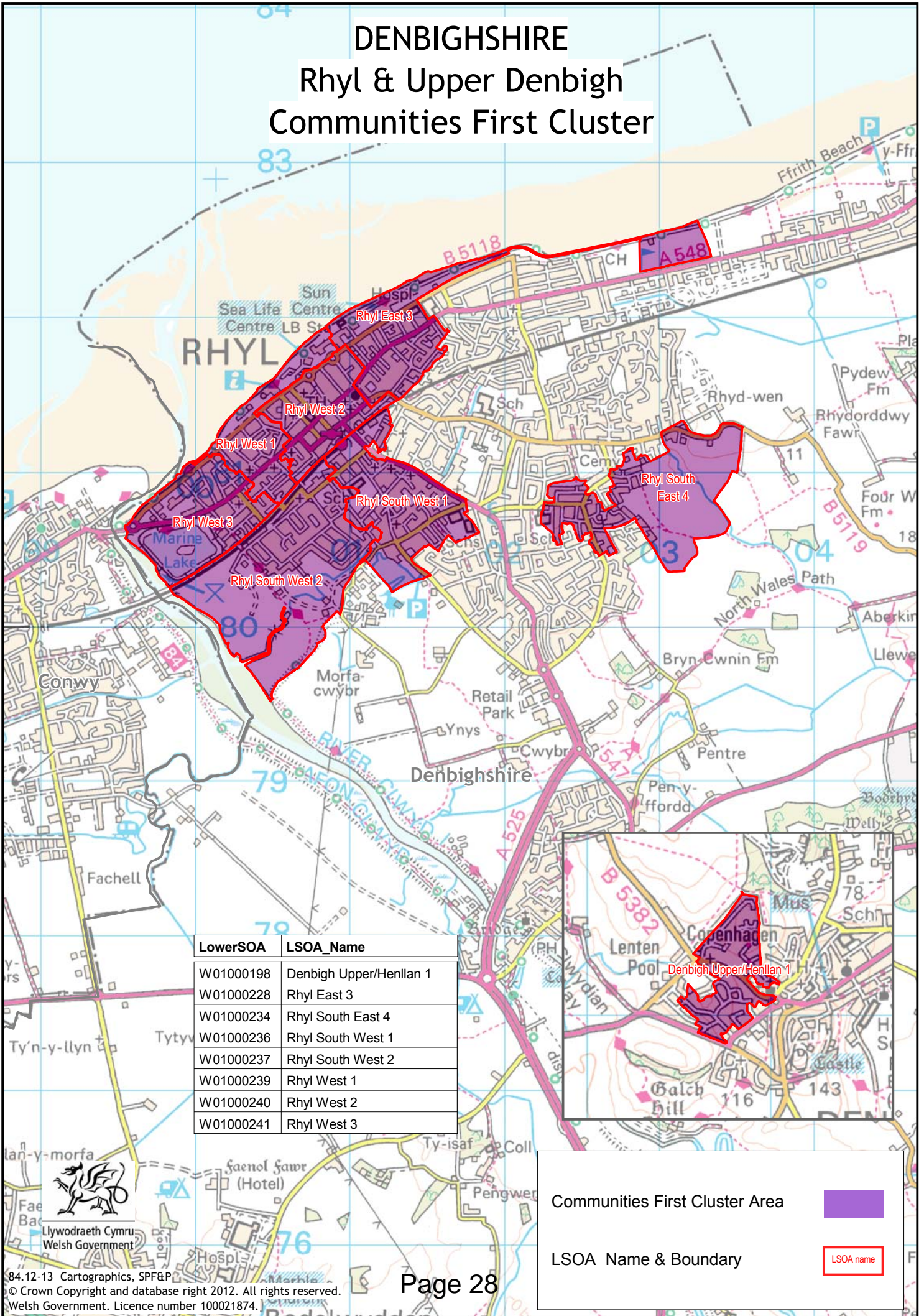
### Communities First Cluster



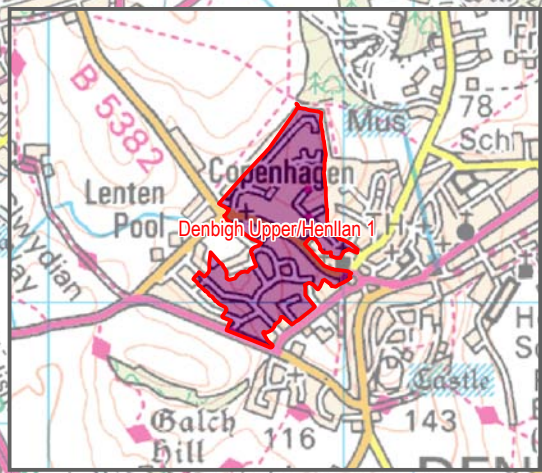
# DENBIGHSHIRE

## Rhyl & Upper Denbigh

### Communities First Cluster



| LowerSOA  | LSOA_Name               |
|-----------|-------------------------|
| W01000198 | Denbigh Upper/Henllan 1 |
| W01000228 | Rhyl East 3             |
| W01000234 | Rhyl South East 4       |
| W01000236 | Rhyl South West 1       |
| W01000237 | Rhyl South West 2       |
| W01000239 | Rhyl West 1             |
| W01000240 | Rhyl West 2             |
| W01000241 | Rhyl West 3             |



Communities First Cluster Area

LSOA Name & Boundary



| Priority                                                                    | Performance Measure                                                | Draft Definition 2014/15                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Helping People to Develop Employment Skills and find Work (ages 25+)</b> | PC-PM.1.1 Completing Employment Related Courses                    | The client has satisfied the attendance requirements of any training or other activity which is primarily intended to better equip the client to gain or undertake locally available employment.                                                                                                                                                                                                         |
|                                                                             | PC-PM.1.2 Gaining an Employment related qualification              | The client has attained a recognised qualification which is primarily intended to better equip the client to gain or undertake locally available employment. This includes CQFW qualifications and related awards (e.g. Agored Units, NOCN).                                                                                                                                                             |
|                                                                             | PC-PM.1.3 More Positive and improved confidence about seeking work | The client reports and/or demonstrates increased confidence and enthusiasm for seeking employment.                                                                                                                                                                                                                                                                                                       |
|                                                                             | PC-PM.1.4 Actively accessing advice and support.                   | Client accessed structured advice and support on employment issues on at least two occasions. Examples could include contact with the Citizens Advice Bureau, Job Centre advice and careers guidance.                                                                                                                                                                                                    |
|                                                                             | PC-PM.1.5 Regular Volunteering as route to work                    | <p>The client undertakes at least one hour of volunteering per week for a period of at least 4 weeks which is primarily intended to better equip the client to gain or undertake locally available employment.</p> <p>Clients may also be counted who undertake at least one hour volunteering per week for less than 4 weeks, where volunteering has ended as a result of them securing employment.</p> |
|                                                                             | PC-PM.1.6 Completing a work experience placement                   | The client completes a work experience placement. This should be for at least 16 hours per week for 2 weeks. It could include Intermediate Labour Market (ILM) programme placements.                                                                                                                                                                                                                     |
|                                                                             | PC-PM.1.7 Actively seeking work                                    | The client undertakes at least 3 activities every week, with the support of CF, to find work or improve their chances of getting work. These activities could include using Universal Jobmatch to search and apply for jobs, contacting employers or looking for jobs in newspapers.                                                                                                                     |
|                                                                             | PC-PM.1.8 Entering Employment                                      | Client has secured a paid employment position. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.                                                                  |

|                                                                   |                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                   | PC-PM.1.9 Known to be in Employment after six months               | Client remains in a paid employment position after 6 months. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.                                                                                         |
|                                                                   |                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Reducing Youth Unemployment and disengagement (ages 16-24)</b> | PC-PM.2.1 Entering Further Education                               | Client has enrolled and been accepted to study on an accredited course in further education (full-time and part-time education suitable to the requirements of persons who are over compulsory school age (including vocational, social, physical and recreational training) and organised leisure-time occupation provided in connection with the provision of such education). It does not include secondary education or higher education. |
|                                                                   | PC-PM.2.2 Gaining an Employment related qualification              | The client has attained a recognised qualification which is primarily intended to better equip the client to gain or undertake locally available employment. This includes CQFW qualifications and related awards (e.g. Agored Units, NOCN).                                                                                                                                                                                                  |
|                                                                   | PC-PM.2.3 More Positive and improved confidence about seeking work | The client reports and/or demonstrates increased confidence and enthusiasm for seeking employment.                                                                                                                                                                                                                                                                                                                                            |
|                                                                   | PC-PM.2.4 Regular Volunteering as route to work                    | The client undertakes at least one hour of volunteering per week for a period of at least 4 weeks which is primarily intended to better equip the client to gain or undertake locally available employment.<br><br>Clients may also be counted who undertake at least one hour volunteering per week for less than 4 weeks, where volunteering has ended as a result of them securing employment.                                             |
|                                                                   | PC-PM.2.5 Completing a work experience placement                   | The client completes a work experience placement. This should be at least 2 weeks at 16 hours per week. It could include Intermediate Labour Market (ILM) programme placements.                                                                                                                                                                                                                                                               |
|                                                                   | PC-PM.2.6 Actively seeking work                                    | The client undertakes at least 3 activities every week, with the support of CF, to find work or improve their chances of getting work. These activities could include using Universal Jobmatch to search and apply for jobs, contacting employers or looking for jobs in newspapers.                                                                                                                                                          |
|                                                                   | PC-PM.2.7 Securing a JGW Employment Opportunity                    | The client is offered and starts a Jobs Growth Wales opportunity. This is any JGW opportunity not just CF specific.                                                                                                                                                                                                                                                                                                                           |
|                                                                   | PC-PM.2.8 Completing a JGW Employment Opportunity                  | The client has satisfied the attendance requirements (and any other requirements) to complete a Jobs Growth Wales opportunity. This is any JGW opportunity not just CF specific.                                                                                                                                                                                                                                                              |

|                                                                                               |                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                               | PC-PM.2.9 Entering Employment                                                   | Client has secured a paid employment position. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.                                                                                                                                                                                                                                                        |
|                                                                                               | PC-PM.2.10 Known to be in Employment after six months                           | Client remains in a continuous paid employment position after 6 months. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.                                                                                                                                                                                                                               |
|                                                                                               |                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                               |                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Promoting Digital Inclusion</b>                                                            | PC-PM.3.1 Gaining Basic IT Skills                                               | The client demonstrates an understanding of and ability to carry out basic IT skills. Skills include using a mouse/keyboard, using menus/icons and ability to open/edit/save/print documents.                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                               | PC-PM.3.2 More confident using a computer                                       | The client reports and/or demonstrates increased confidence in using computers.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                               | PC-PM.3.3 Able to use the Internet for Online services                          | The client demonstrates the ability to use the internet to find, select and exchange information. The client has started to use an online service such as internet banking, council tax payment and benefit claims.                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                               | PC-PM.3.4 Are able to access IT services                                        | The client reports that they know where IT services are available and that they are able to access them.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                                                                               | PC-PM.3.5 Progressing beyond basic IT skills, to a recognised IT qualification. | The client has completed a recognised IT or software course such as ECDL.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                               |                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                               |                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Financial Inclusion - Improving Financial Capability, managing debt and raising income</b> | PC-PM 4.1 Improved Financial Literacy/Capability                                | The client demonstrates improved financial literacy/capability. This could include: <ul style="list-style-type: none"> <li>- Understanding features of a household budget (list income/expendature, identify essential/non-essential expenditure).</li> <li>- Understanding how to shop for food on a budget (identify how savings can be made, record food items within budget).</li> <li>- Be able to use ways to manage personal finance (set targets, list prganisations that can provide support, provide personal info to organisations in formal situations when necessary).</li> </ul> |

|                                                                      |                                                                   |                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                      | PC-PM.4.2 Developed a weekly budget                               | The client demonstrates the ability to produce an accurate weekly household budget, including accurately listing household income and household expenditure.                                                                                                                              |
|                                                                      | PC-PM.4.3 More confident managing finances                        | The client reports improved confidence in managing household finances.                                                                                                                                                                                                                    |
|                                                                      | PC-PM.4.4 People saving regularly                                 | The client reports and/or demonstrates that they are putting money into a savings account (an account separate to their current account) at least once a month for a minimum of 6 months.                                                                                                 |
|                                                                      | PC-PM.4.5 Reducing/Managing debt                                  | The client reports and/or demonstrates that they have reduced and/or are managing their debt levels by making required minimum payments.                                                                                                                                                  |
|                                                                      | PC-PM.4.6 Supported to Access the Benefits they are entitled to   | The client receives an additional benefit, or an increase in existing benefits, as a result of being supported to access the benefits they are entitled to.                                                                                                                               |
|                                                                      | PC-PM.4.7 Opening a credit union account                          | Client has opened a credit union account.                                                                                                                                                                                                                                                 |
|                                                                      | PC-PM.4.8 Accessing a credit union loan                           | Client has taken out a credit union loan (for any amount).                                                                                                                                                                                                                                |
|                                                                      | PC-PM.4.9 Accessing food banks                                    | Client has accessed a food bank.                                                                                                                                                                                                                                                          |
|                                                                      |                                                                   |                                                                                                                                                                                                                                                                                           |
| <b>Supporting Enterprise and Timebanking Building Social Capital</b> | PC-PM.5.1 Better Knowledge for running a SE                       | The client demonstrates improved understanding of running a social enterprise as defined. This could include:<br>- Knowing about different types of enterprises.<br>- Knowing the services/products that enterprises offer.<br>- Knowing the features of a successful enterprise.         |
|                                                                      | PC-PM.5.2 Better Knowledge for running a business                 | The client demonstrates improved understanding of running a business as defined. This could include:<br>- Knowing about different types of business.<br>- Knowing the services/products that businesses offer.<br>- Knowing the features of a successful business.                        |
|                                                                      | PC-PM.5.3 More Involved in Community through regular volunteering | Client is engaged in structured activity either through a timebanking, local community group or Social Enterprise project which is making a contribution to the improvement of/services for their local community. These activities should be for at least one hour per week for 4 weeks. |
|                                                                      | PC-PM.5.4 Timebanking Hours Banked                                | The client has timebanked at least X hours in the last X months. This measure is distinct in that you should measure the cumulative total of timebanking hours banked by your local community rather than any given individual.                                                           |



|                                             |                                                                          |                                                                                                                                                                                                                                   |
|---------------------------------------------|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                             | PC-PM.5.5 Social Enterprises Established                                 | The number of social enterprises (a business with primarily social objectives whose surpluses are principally reinvested for that purpose) established by clients, alone or with others.                                          |
|                                             | PC-PM.5.6 Social Enterprises still running 1 year later                  | The number of Social Enterprises (a business with primarily social objectives whose surpluses are principally reinvested for that purpose) established by clients, alone or with others, still trading after the first full year. |
|                                             | PC-PM.5.7 Number of people commencing self employment                    | The client has started up a business or self employment.                                                                                                                                                                          |
|                                             |                                                                          |                                                                                                                                                                                                                                   |
| <b>Reducing the Risk of Youth Offending</b> | PC-PM.6.1 Gaining an extracurricular qualification                       | The client has attained a recognised qualification which is not part of the National Curriculum.                                                                                                                                  |
|                                             | PC-PM.6.2 Participating in a personal and social development opportunity | The client has taken part in a personal and social development opportunity lasting at least 10 hours with a recorded outcome.                                                                                                     |
|                                             | PC-PM.6.3 Engaged in regular Positive activity                           | The client participates at least twice per week in an activity, or activities, which have a beneficial impact on the client's physical, mental or emotional health and well-being.                                                |
|                                             | PC-PM.6.4 Cease offending                                                | The client has not been convicted, arrested or cautioned in the 6 months since the start of the intervention.                                                                                                                     |

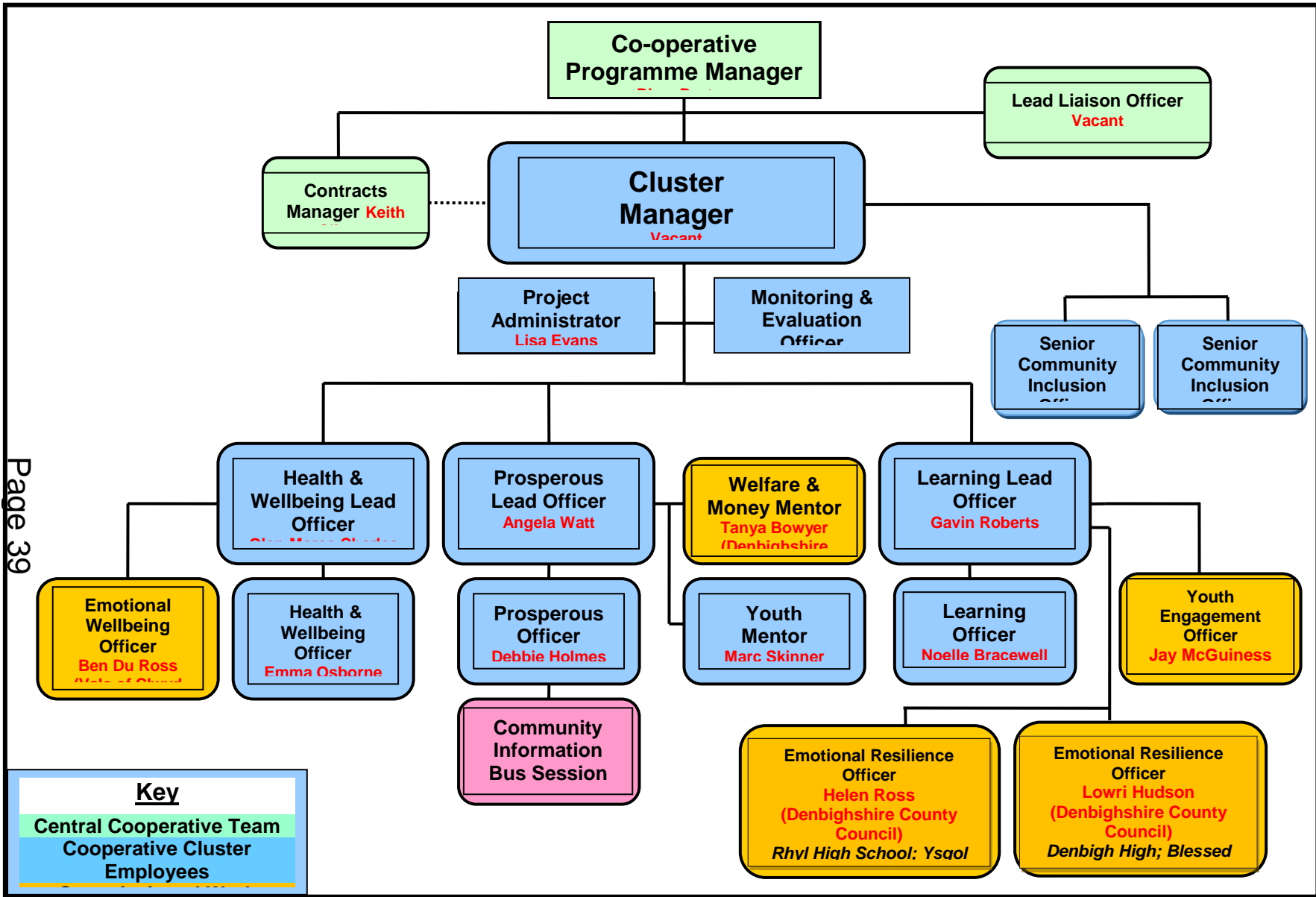
| <b>Priority</b>                                                        | <b>Performance Measure</b>                                                                           | <b>Draft Definition 2014/15</b>                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Promoting Family Learning in the Early Years</b>                    | LC-PM.1.1 Parents with better understanding of parenting including the importance of early learning. | The client demonstrates understanding of key aspects of parenting, including healthy diet, regular exercise and reading with their child. The client also demonstrates an understanding of the importance of early learning, including the effect on later attainment, the importance of the home environment, parental interest and good pre-school provision. |
|                                                                        | LC-PM.1.2 Parents with improved ability to support their child's learning and development needs.     | The client reports using new parenting skills to better support the learning and development needs of their child.                                                                                                                                                                                                                                              |
|                                                                        | LC-PM.1.3 Parents reading regularly with child                                                       | The client reads with their child three or more times in a typical week.                                                                                                                                                                                                                                                                                        |
|                                                                        | LC-PM.1.4 Parents who complete a parenting course                                                    | The client successfully completes a recognised parenting or family learning course.                                                                                                                                                                                                                                                                             |
|                                                                        |                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Supporting Young People to Do Well at School</b>                    | LC-PM.2.1 Children and YP who know where to get help if they have a problem at school                | The client reports that they know where to get help if they have a problem at school.                                                                                                                                                                                                                                                                           |
|                                                                        | LC-PM.2.2 Children and YP with a better understanding of the importance of school                    | The client understands the importance of school and education and demonstrates a more positive attitude towards this.                                                                                                                                                                                                                                           |
|                                                                        | LC-PM.2.3 Improved behaviour in School                                                               | The client's behaviour in school has demonstrably improved as a result of the Communities First intervention, including reduced disruptive behaviour or increased engagement.                                                                                                                                                                                   |
|                                                                        | LC-PM.2.4 Increased school attendance                                                                | The client has reduced incidence of unauthorised absence.                                                                                                                                                                                                                                                                                                       |
|                                                                        | LC-PM.2.5 Improved academic performance                                                              | The client demonstrates an improvement in academic performance, for example, submitting homework and paying attention in class.                                                                                                                                                                                                                                 |
|                                                                        | LC-PM.2.6 Client is aware of the risk of bullying.                                                   | The client is aware of the risks of bullying, including cyber bullying. They demonstrate an understanding of what bullying is, its effects, and what help and advice services are available.                                                                                                                                                                    |
|                                                                        | LC-PM.2.7 Participating in a personal and social development opportunity                             | The client has taken part in a personal and social development opportunity lasting at least 10 hours with a recorded outcome.                                                                                                                                                                                                                                   |
|                                                                        |                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Supporting Families to be Engaged in their Children's Education</b> | LC-PM.3.1 Parents Gaining a Qualification                                                            | The client successfully attains an accredited qualification as defined within the CQFW.                                                                                                                                                                                                                                                                         |
|                                                                        | LC-PM.3.2 Parents feel more confident supporting their children                                      | The client reports feeling more confident about supporting their child's learning, including knowledge of the curriculum or improved basic skills. This could include being better able to assist with their child's homework.                                                                                                                                  |
|                                                                        | LC-PM.3.3 Parents who feel their child is coping better at school                                    | Definition in development.                                                                                                                                                                                                                                                                                                                                      |

|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
|-----------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                         | LC-PM.3.4 Parents are more engaged with school                                       | Client is more engaged and involved with their child's school. This could include increased involvement in PTA meetings, attending parents evenings and school events such as plays and sports days.                                                 |
|                                         | LC-PM.3.5 Parents who know where to get help if their child has a problem at school. | The client reports that they know where to get help if their child has a problem at school.                                                                                                                                                          |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
| <b>Lifelong Learning in Communities</b> | LC-PM.4.1 People gaining a qualification                                             | The client successfully attains an accredited qualification as defined within the CQFW.                                                                                                                                                              |
|                                         | LC-PM.4.2 People more positive about learning                                        | The client feels more positive about their own learning.                                                                                                                                                                                             |
|                                         | LC-PM.4.3 Progressing to a higher qualification                                      | Client is undertaking an accredited course that advances on their previous qualifications (a level higher).                                                                                                                                          |
|                                         | LC-PM.4.4 People who participate in regular volunteering to learn                    | Client undertakes formal volunteering at least once a month with the aim to learn. Formal volunteering is defined as giving unpaid help through groups, clubs or organisations which support social, environmental, cultural or sporting objectives. |
|                                         | LC-PM.4.5 Clients who enrol in further or higher education                           | Client undertakes a part time or full time course in further or higher education. This would include courses in Colleges or Universities                                                                                                             |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
| <b>Improving Adult Basic Skills</b>     | LC-PM.5.1 Improved Literacy Skills                                                   | The client demonstrates improved literacy. This could include the ability to read and understand a range of appropriate texts to obtain information and to use written words and phrases to record and present information.                          |
|                                         | LC-PM.5.2 Improved Skills Numeracy Skills                                            | The client demonstrates improved numeracy. This could include improved ability to perform calculations and work with measurements, basic statistics and probability.                                                                                 |
|                                         | LC-PM.5.3 Gaining a qualification                                                    | The client successfully attains an accredited qualification as defined within the CQFW.                                                                                                                                                              |
|                                         | LC-PM.5.4 People are more positive about learning                                    | The client feels more positive about their own learning.                                                                                                                                                                                             |
|                                         | LC-PM.5.5 Progressing to further learning                                            | Client is undertaking further learning. This can include formal academic or vocational education and less formal skills development training (including soft outcomes).                                                                              |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |
|                                         |                                                                                      |                                                                                                                                                                                                                                                      |

| <b>Priority</b>                                                | <b>Performance Measure</b>                                                                                | <b>Draft Definition 2014/15</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Supporting a Flying Start in the Early Years (Ages 0-7)</b> | HC-PM.1.1 Mothers with better understanding of importance of health during pregnancy and the Early Years. | The client demonstrates understanding of key aspects of health during pregnancy and the Early Years, including diet (and vitamins such as folic acid), alcohol and smoking.                                                                                                                                                                                                                                                                                      |
|                                                                | HC-PM.1.2 Parents who feel better able to cope                                                            | The client reports that as a result of the Communities First intervention they feel better able to cope with the demands of parenting.                                                                                                                                                                                                                                                                                                                           |
|                                                                | HC-PM.1.3 Expectant mothers making a positive health change during pregnancy                              | Client has made a positive health change such as lowering alcohol intake, smoking cessation or beginning to take folic acid.                                                                                                                                                                                                                                                                                                                                     |
|                                                                | HC-PM.1.4 Expectant mothers who stop smoking                                                              | The client has stopped smoking for the period of their pregnancy. Clients can be counted if they have not smoked for at least 4 weeks.                                                                                                                                                                                                                                                                                                                           |
|                                                                |                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Promoting Physical Well Being (Ages 7 and above)</b>        | HC-PM.2.1 People are aware of the risk of obesity                                                         | Clients are more aware of the negative health consequences of obesity, including increased risk of diabetes, cancer and cardiovascular disease.                                                                                                                                                                                                                                                                                                                  |
|                                                                | HC-PM.2.2 People with a positive attitude to improving their physical health                              | Clients feel more positive about improving their physical health.                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                | HC-PM.2.3 Increased Physical Activity                                                                     | The client undertakes increased physical activity as a result of the Communities First intervention.                                                                                                                                                                                                                                                                                                                                                             |
|                                                                | HC-PM.2.4 Regular Participation in sport                                                                  | The client participates in sport at least once a week. Appropriate sport activities can be found listed in the Sports England Active People Survey Activities Database.                                                                                                                                                                                                                                                                                          |
|                                                                | HC-PM.2.5 Meeting physical activity guidelines                                                            | Clients report that they undertake a minimum of 30 minutes of moderate intensity activity at least 5 days a week. Examples of moderate exercise are heavy housework (eg spring cleaning, walking with heavy shopping), fast walking, dancing, gentle swimming or heavy gardening (eg digging).<br><br>Other examples of moderate exercise, by age groups, can be found in Start active, stay active - UK Chief Medical Officer guidelines for physical activity. |
|                                                                | HC-PM.2.6 Reduced BMI                                                                                     | Client has reduced their BMI to within (or towards) the healthy range. BMI can be calculated using the tool available at <a href="http://www.nhs.uk/Tools/Pages/Healthyweightcalculator.aspx">http://www.nhs.uk/Tools/Pages/Healthyweightcalculator.aspx</a> .                                                                                                                                                                                                   |
|                                                                |                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                |                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Promoting Mental Well Being</b>                             | HC-PM.3.1 Increased knowledge of available support                                                        | The client has improved knowledge of the mental health support that is available and how to access it.                                                                                                                                                                                                                                                                                                                                                           |
|                                                                | HC-PM.3.2 Feel more positive about their mental well being                                                | The client feels more positive about the outlook for their mental well being.                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                | HC-PM.3.3 Participating in a positive activity twice a week                                               | The client has participated in an activity(ies) at least twice a week for 4 weeks with the primary purpose of helping them to feel more positive about their mental well being. An example could be activities that contribute to the 'Five ways to wellbeing' (New Economics Foundation).                                                                                                                                                                       |

|                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                               | HC-PM.3.4 Better able to manage their well being                                                                                                                                                                                           | Clients report having better management strategies for their mental well being.                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Encouraging Healthy Eating</b>                                                                                                                                                                                                                             | HC-PM.4.1 Ability to budget for a healthy diet for a week                                                                                                                                                                                  | Clients demonstrates the ability to create a healthy meal plan for a week within their household budget.                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                               | HC-PM.4.2 More confident cooking a fresh meal                                                                                                                                                                                              | Clients are more confident and have the necessary skills to prepare a fresh, healthy meal using fresh produce (such as eggs, milk, meat, vegetables etc).                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                               | HC-PM.4.3 Eat fruit or veg daily                                                                                                                                                                                                           | The client eats fruit/vegetables every day (on a normal day).                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                                               | HC-PM.4.4 Cooking a fresh meal at least once a week                                                                                                                                                                                        | Clients prepare a fresh, healthy meal using fresh produce (such as eggs, milk, meat, vegetables etc) at least once a week. This could be a meal that uses the healthy food group proportions as specified by the 'eatwell' plate ( <a href="http://www.nhs.uk/Livewell/Goodfood/Pages/eatwell-plate.aspx">http://www.nhs.uk/Livewell/Goodfood/Pages/eatwell-plate.aspx</a> ). |
|                                                                                                                                                                                                                                                               | HC-PM.4.5 Accessing fruit and veg via a food co-op.                                                                                                                                                                                        | The client acquires fruit and vegetables from a food co-op on a weekly basis for at least 6 consecutive weeks.                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Reducing Risks - please indicate clearly which of the following risks you are addressing - you are strongly advised to use the specific measures rather than the general measure:<br/>Smoking,<br/>Alcohol,<br/>Drugs,<br/>Sexual Health,<br/>General.</b> | HC-PM.5.1 Better knowledge of risks (Note: The risk categories will be reported on separately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)). | The client demonstrates knowledge and understanding of what constitutes risky behaviour and the possible consequences of key risks. The categories of risky behaviour are smoking, alcohol, drugs, sexual health and general.                                                                                                                                                 |
|                                                                                                                                                                                                                                                               | HC-PM.5.2 Increased knowledge of available support                                                                                                                                                                                         | The client has improved knowledge of the support that is available and how to access it.                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                               | HC-PM.5.3 Reducing risky behaviour (Note: The risk categories will be reported on separately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)).  | The client has reduced at least one defined risky behaviour. The categories of risky behaviour are smoking, alcohol, drugs, sexual health and general.                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                               | HC-PM.5.4 Ceasing a risky behaviour (Note: The risk categories will be reported on separately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)). | The client has stopped engaging in at least one risky behaviour. The categories of risky behaviour are smoking, alcohol, drugs, sexual health and general.                                                                                                                                                                                                                    |
|                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Supporting People (with additional needs) to Live in the Community</b>                                                                                                                                                                                     | HC-PM.6.1 Know how to access help and support                                                                                                                                                                                              | The client reports that they know what support is available to them and how to access it.                                                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                               | HC-PM.6.2 Feel safer                                                                                                                                                                                                                       | The client feels less vulnerable to accidental harm or crime.                                                                                                                                                                                                                                                                                                                 |

|  |                                                                         |                                                                                                                                                                                                                                                      |
|--|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | HC-PM.6.3 Engaged in more community activity                            | The client has increased their engagement in community activities. These could include organised social activities such as lunch clubs, volunteering programmes and support groups. An activity should be attended at least once a week for 4 weeks. |
|  | HC-PM.6.4 Supported to manage at home                                   | The client is supported to manage at home through direct home interventions such as volunteer home visits, assistance with their shopping and assistance around the home.                                                                            |
|  | HC-PM.6.5 Reduced social isolation                                      | The client reports reduced social isolation and have a sense of belonging.                                                                                                                                                                           |
|  | HC-PM. 6.6 People supported to manage their chronic health condition(s) | The client receives support to help them manage their chronic health conditions.                                                                                                                                                                     |
|  | HC-PM. 6.7 People supported to access community based health services   | Client is accessing help and support, including community based health services provided by the third sector, NHS or local authority, to live a healthy life at home.                                                                                |



**Key**

- Central Cooperative Team
- Cooperative Cluster Employees

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**Cost Centre: 777233**

**FY 15-16**

**P D G**

|                    |        |
|--------------------|--------|
| Expenditure Report | as at: |
|--------------------|--------|

| Description                          | Nominal Code | FUNDING               |               |                   |
|--------------------------------------|--------------|-----------------------|---------------|-------------------|
|                                      |              | Initial Approval<br>£ | Virement<br>£ | Net Approval<br>£ |
| SALARIES (ERO)                       | Payroll      | 22,685.00             |               | 22,685.00         |
| TRAINING (COURSE FEES AND RESOURCES) | 7854         | 1,250.00              |               | 1,250.00          |
| TRAVEL & SUBSISTENCE                 | 7989         | 1,075.00              |               | 1,075.00          |
| PROJECT AND PREMISES COSTS           | 7115         | 4,505.00              |               | 4,505.00          |
| <b>TOTAL</b>                         |              | <b>29,515.00</b>      | <b>0.00</b>   | <b>29,515.00</b>  |

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**Report To:** Partnerships Scrutiny Committee

**Date of Meeting:** 30<sup>th</sup> July 2015

**Lead Member / Officer:** Councillor David Smith, Lead Member Public Realm

**Report Author:** Liz Grieve – Strategic Planning Team Manager

**Title:** Community Safety Partnership  
Annual Report 2014-15 - Performance & Activity

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

- 1.1 The Community Safety Partnership activity and performance report is based on the joint partnership priorities as identified in the North Wales Audit of Crime that is conducted annually. The North Wales Safer Communities Board (NWSCB) agrees the priorities and then draws up an action plan that is monitored by the NWSCB, locally we deliver this action plan by analysing what is happening in our local area and implementing local solutions.
- 1.2 The report focuses on the activity and performance of the Community Safety Partnership 2014-2015.
- 1.3 The full performance report for Denbighshire 2014/2015 (see Appendix 1).
- 1.4 Activity summary for all CSP funded projects 2014/2015 (see Appendix 2).
- 1.5 The activity/ performance report is discussed annually in Partnership Scrutiny

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

- 2.1 The purpose of this report is to inform the Partnerships Scrutiny Committee of the activity of the Joint Community Safety Partnership in 2014-2015.

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

- 3.1 The recommendation is for the Partnerships Scrutiny Committee to comment on the contents of the attached activity/performance report.

## **4. Report details.**

- 4.1 CSPs were created in 1998 to develop and implement strategies and action plans to reduce crime and disorder. Each Authority had its own CSP. Some 7 years ago Conwy County Borough Council (CCBC) and Denbighshire County Council (DCC) merged their CSP teams into a single team, with CCBC being the main employer. Business Improvement and Modernisation take the lead for managing the CSP in Denbighshire.

4.2 The Community Safety Partnership meeting regime consists of:

- Strategic Steering Group – which meets three times a year – DCC Attendance; Strategic Planning Team Manager (Liz Grieve), Lead Member Public Realm (Cllr D Smith)
- Implementation Group – this is an operational group which meets quarterly to discuss any emerging problems – The Planning and Public Protection Manager (Emlyn Jones) and the Strategic Planning Team Manager (Liz Grieve) both represent DCC at this meeting.
- Anti-social Behaviour Tasking Group – held every six weeks and attended by Senior Enforcement Officer (Tim Wynne-Evans) on behalf of DCC.

4.3 The five CSP priorities areas for 2014-2015 were as follows:

1. Reduce crime and the impact on the community by;

- Working in partnership to reduce violent crime.
- Monitor serious sexual offences by analysing and responding to data.
- Working in partnership to reduce serious acquisitive crime.
- Working in partnership to reduce the number of people who are a repeat victim of crime.

2. Reduce re-offending by;

- Working in partnership to reduce re-offending amongst the most prolific offenders.
- Working in partnership to reduce offending amongst under 18s.

3. Effectively tackle ASB and behaviour adversely effecting the environment by;

- Reduce crime linked to licensed premises.
- Reduce availability of alcohol to young people.
- Reduce reports of ASB.
- Increase the issuing of fixed penalty notices for environmental crime.

4. Effectively tackle domestic abuse by;

- Monitoring domestic incidents and domestic crime via the multi-agency risk assessment conferences.
- Improving the response to victims of domestic abuse by all agencies involved by holding strategic meetings to improve standards.

4.4 Each priority area has a number of performance indicators assigned to it to monitor progress and crime trends. We review all of the statistics on a quarterly basis at the implementation group and act on any emerging issues.

4.5 Partnership meeting structure diagram for information (see Appendix 3).

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

- 5.1 The work of the Community Safety Partnership delivers on the priorities of Denbighshire's Wellbeing Plan.
- 5.2 The work also contributes towards the service priorities of Planning & Public Protection Service.

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

- 6.1 The partnership activity within the Action Plan is fully grant funded, however each service will allocate a certain amount of funding which will directly support the outcomes for reducing crime.
- 6.2 Grant funding summary (see Appendix 4).

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

As the focus of the Community Safety Partnership's work is the same as in previous years no new Equality Impact Assessment has been undertaken.

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

- 8.1 The CSP consulted in 2010 on the 2011-2015 Action Plans via all responsible Authorities (Local Authority Director, Fire, Police, Probation, Health and Police Authority).
- 8.2 The CSP report annually to the Council's Partnership Scrutiny.
- 8.3 The CSP report to the Senior Leadership Team as and when required

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

- 9.1 The cost of delivering the partnership activity being commented on within this report is contained within the external funding available.

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

- 10.1 The main risk is that the community safety funding for 2016-2017 is currently unknown. To mitigate the risk we will ensure all our business cases are robust and each project will have clear partnership outcomes.
- 10.2 There is a possibility in 2016-2017 that the Domestic Abuse Coordinator funding we currently receive sub regionally will become a regional funding stream in the future. We are awaiting a consultation event to be held by the Welsh Government to discuss the future of domestic abuse funding for North Wales.

10.3 The Governance audit undertaken by Denbighshire in 2014 resulted in a number of areas which needed to be tightened up on. Nearly all of the actions have been complete and we are awaiting our audit update visit at the end of June. The main area for improvement was producing a partnership agreement. Something the Community Safety Partnership has never been required to produce as the Partnership is a Strategic Partnership and the rules are laid out clearly in statute. This document has been created and is seen as a very popular development by members as all of the associated documents such as terms of reference were updated (see Appendix 5).

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

- Section 19 and 20 of the Police and Justice Act.
- Crime and Disorder (Overview and Scrutiny) Regulations 2009.
- Article 6.3.5 of the Council's Constitution.



# Conwy & Denbighshire Community Safety Partnership

Denbighshire Update 2014/15

Matthew Stewart  
5/17/2015

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## Most Similar Groups

All CSP areas in England and Wales are grouped together based on similar demography and crime trends to form **Most Similar Groups (MSG)** for comparative purposes. The below table lists the areas within Denbighshire's MSG and the current rate of recorded crime.

| CSP                                 | Crimes / 1000 Pop |
|-------------------------------------|-------------------|
| Northumbria - Northumberland        | 34.635            |
| North Wales - Isle of Anglesey      | 37.865            |
| Dyfed Powys - Pembrokeshire         | 38.057            |
| Dyfed Powys - Carmarthenshire       | 40.583            |
| North Wales - Flintshire            | 46.548            |
| North Wales - Conwy                 | 49.717            |
| Nottinghamshire - Newark & Sherwood | 50.549            |
| Hampshire - Isle of Wight           | 51.469            |
| Cambridgeshire - Fenland            | 55.526            |
| <b>North Wales - Denbighshire</b>   | <b>56.841</b>     |
| Humberside - North Lincolnshire     | 60.767            |
| Nottinghamshire - Bassetlaw         | 66.280            |
| Essex - Tendring                    | 66.371            |
| Lincolnshire - Boston               | 66.753            |
| North Wales - Wrexham               | 71.210            |
| <b>MSG Average</b>                  | <b>52.878</b>     |

## Reducing crime and the impact of crime

| Measure                                   | 2011/12 | 2012/13 | 2013/14 | 2014/15 | % change compared to 3 year average | Change |
|-------------------------------------------|---------|---------|---------|---------|-------------------------------------|--------|
| Recorded crime                            | 6776    | 5700    | 4965    | 5399    | -7%                                 |        |
| Violence against the person               | 1870    | 1761    | 1615    | 1823    | 4%                                  |        |
| Violence with injury                      | 764     | 794     | 661     | 789     | 7%                                  |        |
| Violent alcohol related crime             | 325     | 313     | 306     | 330     | 5%                                  |        |
| Sexual offences                           | 143     | 147     | 150     | 178     | 21%                                 |        |
| Domestic burglary                         | 309     | 258     | 204     | 184     | -28%                                |        |
| Robbery                                   | 40      | 22      | 25      | 25      | -14%                                |        |
| Vehicle crime (excl vehicle interference) | 456     | 347     | 229     | 266     | -23%                                |        |
| Hate Crime                                | 74      | 63      | 65      | 64      | -5%                                 |        |

**Recorded crime** in Denbighshire increased in 2014/15 when compared to the previous year however is below average when compared to the previous 3 years. When compare to similar demographic areas in England and Wales<sup>1</sup> the current level of recorded crime is average however projections indicate a continued increase despite the most recent quarter being below average.

**Violent crime** in Denbighshire increased in 2014/15 when compared to the previous year and is above average when compared to the previous 3 years. When compare to similar demographic areas in England and Wales the current level of violent crime is above average, particularly violence involving injury where Denbighshire has the highest rate within the group. Projections suggest the increase is beginning to plateau while nationally other police forces areas are experiencing significant increases.

**Sexual offences** in Denbighshire has increased in 2014/15 when compared to previous years. Denbighshire had the highest rate of recorded sexual offences in North Wales in 2014/15 and was above average when compared with similar areas in England and Wales. The long term trend indicates and a continued increase and has occurred within other areas with the MSG while the last quarter indicates a decline suggesting reports may be plateauing. The notable change has been an increase in offences reported by young people which are current and not historic.

**Acquisitive crime** in Denbighshire has reduced compared to previous years with the overall trend reducing. Domestic burglary and robbery are below average when compare to other areas with the MSG and the trend for both is declining. Vehicle crime increased in 2014/15 compared to the previous year however is still below average when compared to peers; the current projections indicate a further increase.

**Hate crime** remains stable.

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<sup>1</sup> Most Similar Group (MSG) peers.

## Summary

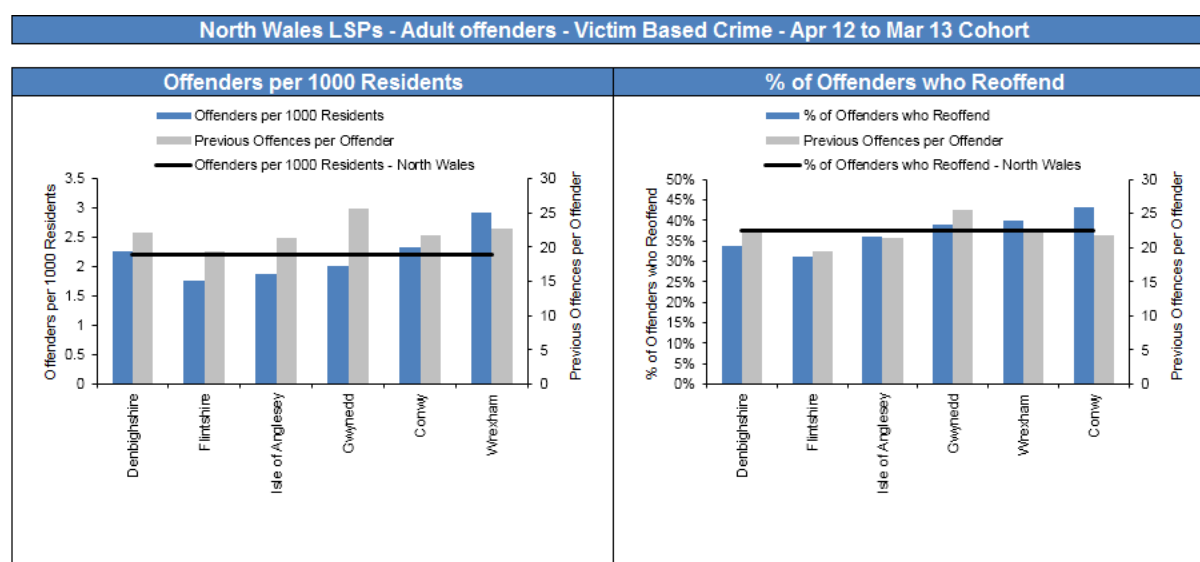
Violence and sexual offences should remain as an area of focus for the Community Partnership in the future. The increase in reports of sexual offences is likely to have been influenced by various factors however the threat to the community and impact on resources means this should be a priority. Violence has not increased significantly compared to the previous 3 years however projections are uncertain and it may stabilise or continue to increase. A continued increase compounded with the above average rate when compared with the MSG means it should be a priority.

## Reducing reoffending

| Measure                                                                    | 2011/12 | 2012/13 | 2013/14 | 2014/15 | % change compared to 3 year average | Change |
|----------------------------------------------------------------------------|---------|---------|---------|---------|-------------------------------------|--------|
| The number of first time entrants to the YJS                               | 63      | 47      | 62      | 57      | -1%                                 |        |
| The number of referrals to PAD                                             | 58      | 25      | 144     | 276     | 265%                                |        |
| The number of yellow cards / alcohol confiscations issued                  | 57      | 103     | 151     | 84      | -19%                                |        |
| Proportion of young offenders who reoffend (Conwy & Denbighshire combined) | 12.3    | 14.2    | 10.9    | 10.0    | -20%                                |        |

The number of first time entrants to the youth justice service has remained stable while the number of referrals to PAD (Prevent and Deter) has increased significantly. The number of yellow cards / alcohol confiscations fell in 2014/15 following a significant increase in the 2 previous years as part of local initiatives. The proportion of young people who reoffend has continued to reduce positively.

The following graphs show the number of offenders per 1000 residents is average for North Wales while the percentage of offenders who reoffend is below average at 34% compared to 38%, based on April 12 to Mar 13.



## Effectively tackle ASB and behaviour adversely affecting the environment

| Measure                                                          | 2011/12 | 2012/13 | 2013/14 | 2014/15 | % change compared to 3 year average | Change |
|------------------------------------------------------------------|---------|---------|---------|---------|-------------------------------------|--------|
| Crimes linked to licensed premises (excluding acquisitive crime) | 262     | 236     | 211     | 201     | -15%                                |        |
| Criminal damage                                                  | 1300    | 992     | 860     | 875     | -17%                                |        |
| Alcohol related criminal damage                                  | 86      | 75      | 75      | 77      | -2%                                 |        |
| Arson (recorded by NWP)                                          | 41      | 36      | 19      | 37      | 16%                                 |        |
| Deliberate fires (recorded by NWFRS)                             | 140     | 77      | 73      | 66      | -32%                                |        |
| ASB (reported to NWP)                                            | 4987    | 4468    | 4014    | 3594    | -20%                                |        |
| ASB (reported to DCC)                                            | 1217    | 1229    | 1493    | 1808    | 38%                                 |        |
| Fixed penalties issued for environmental crime                   | 319     | 1778    |         | 3685    | 251%                                |        |

**Crimes linked to licensed premises** has continued to reduce in 2014/15 as part of a longer term trend.

The long term trend for **criminal damage** has is reducing and is projected to continue to reduce however there has been a small increase recently. Denbighshire has an average level of criminal damage when compare to the MSG.

Recorded **arson** was low in 2013/14 and has subsequently increased in 2014/15 with the projection indicating a continued increase. Arson in Denbighshire is average when compared to the MSG with deliberate fires recorded by North Wales Fire and Rescue reducing year on year. The recorded increase in arson by North Wales Police and reduction by North Wales Fire and Rescue is likely to be the convergence of recording supported by partnership working.

**Antisocial behaviour** reported to North Wales Police has reduced year on year and excluding seasonal trends is expected to continue to reduce. Reports of antisocial behaviour to Denbighshire County Council have increased as anticipated following a campaign to improve confidence and increase reporting.

**Fixed penalties** for environmental crime have increase significantly following the contracting out of enforcement for littering and dog fouling in 2012/13.

## Effectively tackle domestic abuse

| Measure                                                                       | 2011/12 | 2012/13 | 2013/14 | 2014/15 | % change compared to 3 year average | Change |
|-------------------------------------------------------------------------------|---------|---------|---------|---------|-------------------------------------|--------|
| Domestic Non Crimes (reported to NWP)                                         | 1576    | 1596    | 1199    | 768     | -47%                                |        |
| Domestic Crime                                                                | 733     | 739     | 596     | 640     | -7%                                 |        |
| Domestic violent crime (reported to NWP)                                      | 558     | 543     | 480     | 501     | -5%                                 |        |
| Number of cases dealt with by the Independent Domestic Violence Advisor       | 237     | 182     | 132     | 96      | -48%                                |        |
| Number of referrals to MARAC                                                  | 199     | 161     | 133     | 85      | -48%                                |        |
| Referrals to Safer Homes (Conwy & Denbighshire combined)                      | 182     | 161     | 143     | 194     | 20%                                 |        |
| Frontline staff trained to use CAADA DASH RIC (Conwy & Denbighshire combined) | 184     | 128     | 74      | 54      | -58%                                |        |

Reports of **domestic non crimes** (incidents) decreased significantly in 2014/15/. This has been a common trend across North Wales however there is no data available for Denbighshire's MSG.

**Domestic crime** has been relatively stable in Denbighshire and North Wales in 2014/15 despite an increase in 2014/15 when compared to the previous year. Approximately 80% of domestic crime is violent and correspondingly domestic violent crime has increased proportionately.

The number of **cases dealt with by the IDVA**<sup>2</sup> has decreased year on year which has been impacted on by staffing issues / absence. The recorded cases dealt with by the IDVA are now only those undertaken by the Welsh Government funded IDVA as the PCC now contributes towards the IDVA service in Denbighshire.

**Referrals to MARAC**<sup>3</sup> still remain lower than recommended amount by CAADA (Safe Lives) because cases continue to re-assess at PPU prior to submission to MARAC.

**Referrals to Safe Homes** increased in 2014/15 and the evaluation continues to indicate 100% satisfaction. Conwy and Denbighshire CSP have secured funding to continue the service in 2015/16.

There was little **CAADA DASH RIC training** in Conwy and Denbighshire in the early part of 2014/15 however this increased in the latter part of the year following training within CAIS. There has also been additional delivery of basic domestic abuse awareness which is not measured.

<sup>2</sup> IDVA – Independent domestic violence advisor

<sup>3</sup> MARAC – Multi agency risk assessment committee

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**Partnership Projects funded by specific grants aimed at reducing crime and youth offending  
2014/2015 summary of activity.**

**All of the projects below are aimed at reducing the crimes and reoffending- this is the main aim of the Welsh Government Grant and the Police and Crime commissioner Grant. All projects listed are Denbighshire and Conwy Projects.**

| <b>Project</b>                         | <b>Numbers</b>                                                                                                 | <b>Detail</b>                                                                                                                                                                                                                                                       |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prevention                             | 368 referrals all voluntary engagement of young people on the verge of disruptive behaviour                    | Employs 4 officers across two counties.- working mainly one to one with young people on behaviour changes and preventing further escalation into crime and statutory services such as children services.                                                            |
| Prolific and Priority offender officer | 24 prolific young people who cause a large amount of crime.                                                    | Employs 1 officer across 2 counties- this officer provides extra hours above and beyond the statutory court order to try and take up more of their spare time.                                                                                                      |
| Restorative Justice officer            | So far this year we have made contact directly with 140 victims                                                | Employs 1 officer- makes contact with every victim to ensure the victims views feelings and wishes are fed back to the offender. Where appropriate we facilitate direct mediation meetings and activities                                                           |
| Careers Wales                          | 82 young people have accessed the service after leaving school.                                                | Employs a seconded officer in the team. The officer helps get young people get into employment, college, work placements and apprenticeships. They will carry out CV work, job readiness work etc.                                                                  |
| Unpaid work                            | 40 young people. 983 hrs of work where young people will do work in their community to repair the harm caused. | Employs 2 officers- one officer carries out the direct work in the community organising and supervising the unpaid work. The other officer accredits some of the work so young people can gain qualifications from the work they do. It also contributes to D of E. |
| <b>Performance</b>                     |                                                                                                                | <p><b>In 2014/2015 we have seen a 10% reduction in repeat youth offending when compared with previous years</b></p> <ul style="list-style-type: none"> <li><b>Numbers of referrals to Youth Prevention panels</b></li> </ul>                                        |

|                                                                                                          |                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                          |                                                                                                                                                                      | <p><b>from all agencies have increased by 265% in the last 12 months</b></p> <p><b>from 144 being referred in 2013-2014 to 276 in 2014-2015. This is the main aim of the prevention agenda and a great deal of partnership work has taken place to make sure referrals are increased.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>Joint Tasking Budget</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 56</p> | <p>This Budget is received from the Police Crime commissioner and has resulted in the Antisocial behaviour group being able to react to emerging issues.</p>         | <p>The main aim of this fund is to ensure that the ASB tasking group made up of all partners can react to emerging antisocial behaviour issues. For example in Denbighshire when we had the deliberate fires in Denbigh we were able to allocate resources and cameras to that area which resulted in evidence which ultimately caught the person responsible. Having pot of funding which can be accessed by all partners for any emerging issues ensures funding isn't a stumbling block when trying to resolve issues. This is one of the main aims of the Police Crime Commissioner.</p> <p>In 2014-2015 the number of antisocial behaviour cases dealt with by the Local Authority and Police has dramatically reduced. The main area for increase are with the Dog Fouling reports as Denbighshire run a zero tolerance system for dog fouling and encourage reporting.</p> |
| <p>Saferhomes scheme</p>                                                                                 | <p>Over 194 referrals to the service in 2014-2015- all victims of domestic abuse provided with target hardening equipment and fitted by an expert vetted fitter.</p> | <p>This Partnership service has been in place since 2008 and has helped over 1500 victims of domestic abuse. This has enabled them to feel safe in their own homes and therefore has enabled them to remain in the family home.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

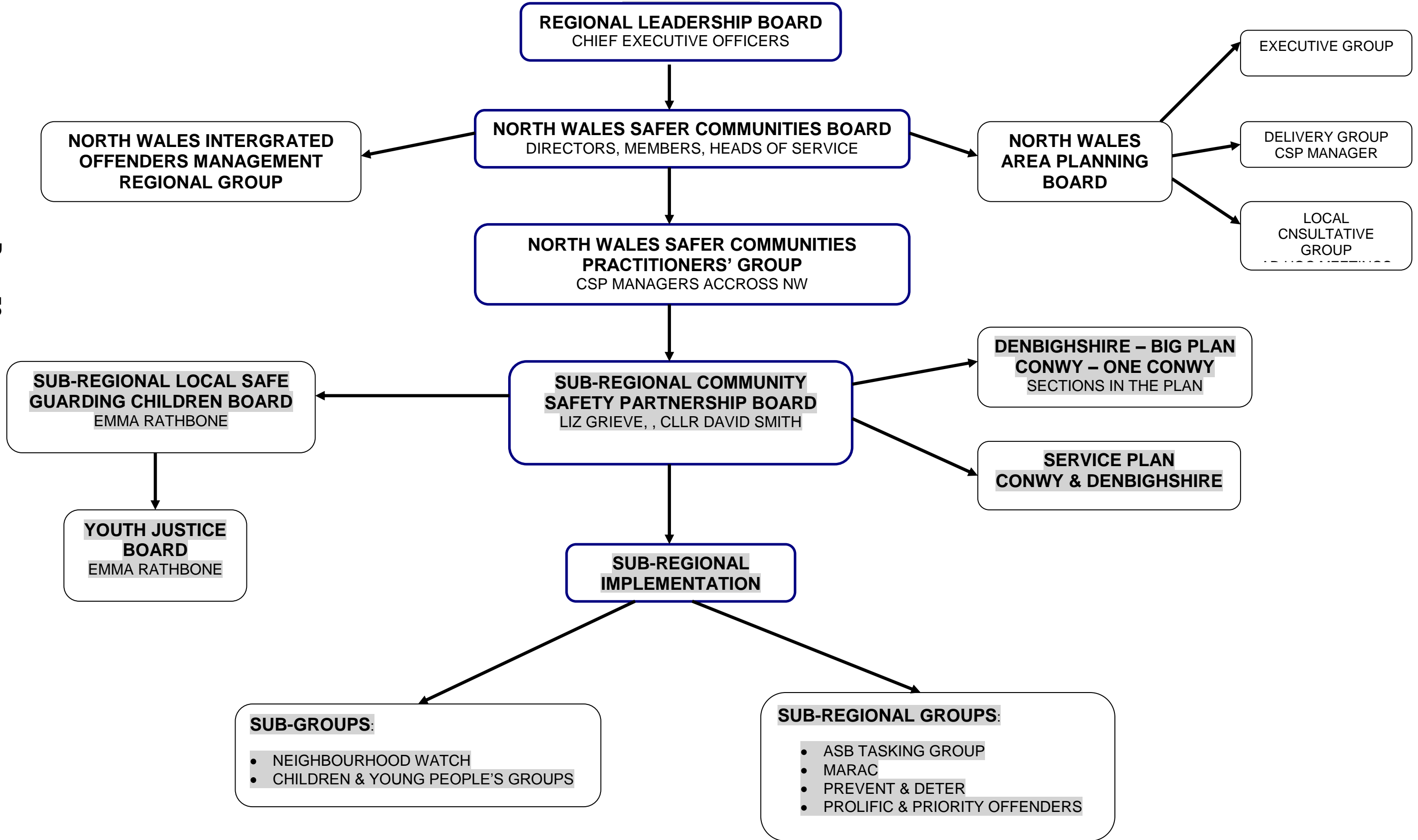


|                                              |                                                                                               |                                                                                                                                                                                                                                 |
|----------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                              |                                                                                               |                                                                                                                                                                                                                                 |
| Independent Domestic Violence Advisor (IDVA) | This service deals with on average 30 cases each month                                        | The aim of the Partnership IDVA service is to independently support victims of domestic abuse through the Court process. The funding we allocated goes towards funding a part time IDVA to work form the Womens centre in Rhyl. |
| Domestic Abuse Coordinator Funding           | The coordinator has a delivery plan from the Welsh Government which is reported on quarterly. | The coordinator works 4 days week.                                                                                                                                                                                              |

The main aim of the projects above is to reduce crime. The funding is allocated from the Police Crime Commissioner for North Wales and the Welsh Government and each funding stream comes with Terms and Conditions of grant which must be adhered to. Each project has a business case submitted to the funding body to state how we will spend the funding.

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# COMMUNITY SAFETY STRUCTURE



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**Funding summary for 2014/15**

**Denbighshire(and Conwy) Community Safety Partnership Grant funding**

**All Joint Pr**

| <b>Fund</b>                                         | <b>Area</b>                     | <b>Amount all</b>     |
|-----------------------------------------------------|---------------------------------|-----------------------|
| <b>Police Crime Commissioner</b>                    | Denbighshire                    | 27,063                |
| <b>Police Crime Commissioner</b>                    | Conwy                           | 27,063                |
|                                                     | <b>Total</b>                    | <b><u>54,126</u></b>  |
| <b>Youth Crime Prevention Funding</b>               | Denbighshire                    | 177,740               |
| <b>Ringfenced for Youth Crime Prevention</b>        | Conwy                           | 182,258               |
|                                                     | <b>Total</b>                    | <b><u>359,998</u></b> |
| <b>Domestic Abuse Coordinantor</b>                  | Joint Conwy/Denbigshire Officer | <b><u>35,453</u></b>  |
| <b>Ring fenced for Coordinator and IDVA service</b> |                                 |                       |
| <b>Independent domestic Violence Advisor</b>        | Denbighshire                    | 19,774                |
| <b>Ring fenced for Coordinator and IDVA service</b> |                                 | 19,774                |
|                                                     | <b>Total</b>                    | <b><u>39,548</u></b>  |

**Projects**

**located directly to LA**

**Spent at the end of the year**

Fully Spent

Fully Spent

Fully Spent

Fully Spent

Underspent by £5,631 as the officer reduced her hours of work/ ho

Fully Spent

Fully Spent

However the remaining funding was spent on target hardening as agreed by The Welsh Government

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**Denbighshire Internal Audit Services**  
Caledfryn, Smithfield Road, Denbigh LL16 3RJ

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# Community Safety Partnership (Governance Framework)

January 2015



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## Purpose & Scope of Review

We carried out this review to seek assurance on the Community Safety Partnership for input to the Council's Annual Governance Statement. The scope of our review did not look at the partnership's work or its performance, but covered the following areas:

- Reporting
- Governance Arrangements
- Risk Management
- Financial Management

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### Assurance Rating (Based on areas reviewed)

|                                                                                    |                  |                                                                            |
|------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------|
|    | High Assurance   | Risks and controls well managed                                            |
|   | Medium Assurance | Risks identified but are containable at service level                      |
|  | Low Assurance    | Risks identified that require meeting with Corporate Director/Lead Member  |
|  | No Assurance     | Significant risks identified that require member / officer case conference |

## Audit Opinion

Our discussions with the Community Safety Partnership (CSP) Manager identified that partners are engaged and committed to the partnership, for example, in providing printing services free of charge for crime prevention events, which otherwise would be a cost to the Council. They are also proactive in putting in place measures to reduce or prevent crime through developing actions plans as part of their task and finish groups.

There is a clear structure in place for delivering the partnership but there are several groups to report to and this could lead to duplication of information provided. The arrangement also lacks cohesion through a lack of clarity of roles and responsibilities and documented procedures to ensure that its governance arrangements are robust. Improvements in this area will also help to ensure that decisions are made at an appropriate level and that each group fulfils its terms of reference.

There is a documented Communication Plan so the partnership can engage with its partners and the community; however, there is still work to be done to ensure that the partnership communicates effectively with its stakeholders. Reviewing the level of information that is provided to the attendees at meetings, and how it is presented, will ensure that partners are better informed to make decisions more efficiently.

The other key area for improvement is with the financial management of the grants. There are underspends accumulating within two grants, with delays emerging in taking action to deal with the underspend. Financial reporting by the CSP Manager could also be more comprehensive to ensure that all key information in relation to the grants is reported on.

The CSP Manager is clearly enthusiastic and committed to the work that the CSP does, and the risks/issues that we have raised will strengthen partnership arrangements and should reduce any duplication or inefficiency in her work or within the structure.

# Action Plan

**Audit Review of:** Community Safety Partnership  
**Date:** January 2015  
**Action Plan Owner:** Community Safety Partnership Manager

| Corporate Risk/Issue Severity Key |                                                                                                        |
|-----------------------------------|--------------------------------------------------------------------------------------------------------|
|                                   | <b>Critical</b> - Significant CET and Cabinet intervention                                             |
|                                   | <b>Major</b> - intervention by SLT and/or CET with Cabinet involvement                                 |
|                                   | <b>Moderate</b> - Containable at service level. Senior management and SLT may need to be kept informed |

| Risk/Issue No. | Risk/Issue                                                                                                                                                                                                                                                                                                                                                                                                           | Action                                                                                                                                                                                                                                                                                                                                   | Who         | When                                                                                                                                  |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Page 67        | 1. The reporting process within the CSP structure could be more efficient to ensure that people attending meetings are not inundated with unnecessary information, which could lead to poor decision making. Additionally, the quality of the minutes taken at meetings could be improved to clearly show where approval has been given and decisions made, and to include timescales for implementation of actions. | <p>I will ask the members what information they require.</p> <p>We also have had an offer of a minute taker for 12 months from North Wales Police, which will improve the quality and consistency of minutes. The minute taker has already started and has produced the Implementation Group minutes, which were very comprehensive.</p> | CSP Manager | <p>Members will be consulted in February 2015, at first with a hope of having an agreement in place by June 2015.</p> <p>In place</p> |

| Risk/<br>Issue<br>No. | Risk/Issue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Action                                                                                                                                                                                                                                                                                                                                                                                 | Who                             | When                                                                                             |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------------|
| 2.                    | <p>Despite having terms of references, there is a lack of clarity of the roles and responsibilities within the CSP structure. Both the Strategic Group and Implementation Group have previously discussed finance and performance, but the Strategic Group does not consider that finance is part of its remit. There is also a lack of evidence that the Strategic Group is meeting its responsibilities detailed within its terms of reference, or that it is acting as a 'critical friend'. The CSP structure would benefit from a review to ensure that there is no duplication or inefficiency.</p>                                             | <p>This review will begin in the February 2015 meeting and as part of establishing a partnership agreement.</p>                                                                                                                                                                                                                                                                        | <p>CSP Manager</p>              | <p>November 2015</p>                                                                             |
| 3.                    | <p>There is a lack of robustness within the governance arrangements of the CSP as:</p> <ul style="list-style-type: none"> <li>• there is no partnership agreement;</li> <li>• terms of reference need to be reviewed;</li> <li>• there is no scheme of delegation or decision making protocol to ensure that decisions are made at an appropriate level; and</li> <li>• there is no documented process for dealing with conflicts of interest or for escalating any problems that might arise within the partnership.</li> </ul> <p>Inadequate governance arrangements may leave partners vulnerable to risk exposure from poor decision making.</p> | <p>The Partnership Agreement is already in the process of being drawn up, and will include other governance arrangements as mentioned. Several meetings have been arranged with both local authorities to enable there to be a draft document to share with partners before the next CSP meeting. There will also be a review of the terms of reference that are already in place.</p> | <p>CSP Manager/ CSP members</p> | <p>This has already started in December 2014, and is hoped to be completed by November 2015.</p> |

| Risk/<br>Issue<br>No. | Risk/Issue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Who                                                                                         | When                                              |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------------|
| 4.                    | <p>Risk management arrangements need to be more effective to ensure that the impact of any risks is considered when making key decisions.</p> <p>Denbighshire County Council (DCC) also needs to ensure that it has an effective mechanism for capturing partnership risks. This may also be relevant for Conwy County Borough Council (CCBC) if arrangements are not already in place.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>We will be changing the reporting template to include risk. The next CSP meeting in February 2015 will have new reporting forms, which will show a risk dashboard for the funds.</p> <p>Partnership risks will be considered during the Business Improvement &amp; Modernisation business planning activities for 2014-2015 and reviewed regularly through this mechanism.</p> <p>CCBC monitors partnership risks on a quarterly basis via the accountant and the six monthly partnership service review. All risks are discussed with the Chair of the CSP present.</p>                                     | CSP Manager/<br>Partnerships<br>Manager DCC                                                 | <p>April 2015</p> <p>In place</p>                 |
| 5.                    | <p>There is a lack of robustness within the grant financial management process as:</p> <ul style="list-style-type: none"> <li>underspends have been left to accumulate and prompt action has not been taken to deal with them leading to retrospective approval being sought from the Welsh Government; and</li> <li>there is a lack of documented procedures so that all parties are clear of their financial roles and responsibilities for the partnership.</li> </ul> <p>Additionally, the reporting process needs to be more transparent, as there is no reporting of the Domestic Abuse Services Grant (DASG) to the Partnership Scrutiny Committee or the Strategic Group. The underspend on the Police &amp; Crime Commissioner fund does not appear to have been reported on either. Inadequate financial arrangements could leave the CSP vulnerable to challenge and lead to additional scrutiny by funding providers.</p> | <p>The DCC finance team will keep the CSP Manager updated on all spending and highlight any potential underspends promptly. This will be underpinned through monthly finance meetings between the Partnerships Manager and the DCC finance officer.</p> <p>All of the claims for DCC funding managed by CCBC will be also shared with the DCC finance team by the CSP Manager.</p> <p>The Domestic Abuse Officer spend will be added to the project plan and reported on in the Strategic Group and any other scrutiny meetings. Members will also be consulted on what financial information they require.</p> | <p>CSP Manager/<br/>Denbighshire<br/>Finance Team</p> <p>CSP Manager</p> <p>CSP Manager</p> | <p>In place</p> <p>June 2015</p> <p>June 2015</p> |

| Risk/<br>Issue<br>No. | Risk/Issue                                                                                                                                                                                                                                   | Action                                                                                                                                                                          | Who           | When       |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|
| Page 70               |                                                                                                                                                                                                                                              | <p>The Welsh Government has approved the retrospective allocation of the DASG underspend to the Planning &amp; Public Protection service (where the underspend originated).</p> | CSP Manager   | April 2015 |
|                       | <p>The CSP Manager is waiting for a response from the Home Office to confirm what it would like us to do with the remaining Crime and Anti-Social Behaviour (CRASB) funding.</p>                                                             | CSP Manager                                                                                                                                                                     | April 2015    |            |
|                       | <p>The CSP partnership agreement will further clarify financial decision-making responsibilities of the groups and governance of fund-holding. We will also develop a document to cover the financial responsibilities of other parties.</p> | CSP Manager                                                                                                                                                                     | November 2015 |            |

## Background & Context

---

Community Safety Partnerships (CSPs) were created in 1998 as part of the Crime & Disorder Act, to develop and implement strategies and actions plans to help reduce crime and disorder. About four years ago, Conwy County Borough Council (CCBC) and Denbighshire County Council (DCC) merged their CSP teams, with CCBC being the host employer (within Regulatory Services). The Business Improvement and Modernisation service has recently taken the lead for managing the CSP within DCC, which was previously under the remit of the Planning & Public Protection service.

The CSP priority areas are to:

- reduce crime and impact on the community;
- reduce re-offending;
- effectively tackle anti-social behaviour and behaviour adversely affecting the environment;
- reduce harm caused by alcohol and substance abuse; and
- effectively tackle domestic abuse.

## Review Outcomes & Risks Arising

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### Reporting

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Opinion</b> | <b>There are processes in place to ensure that key stakeholders are kept engaged in the CSP. Due to the number of the groups in the structure, many meetings take place and this could lead to duplication in the information that is being provided. Having a review of the CSP structure and level of information that is being reported will be beneficial to ensure that roles and responsibilities are clear and there are no inefficiencies in the structure.</b> |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The CSP structure (see Appendix 1) includes the Sub-Regional CSP Board (also known as the Strategic Group), Sub-Regional Implementation Group and is supported by various sub groups, such as Neighbourhood Watch. At a regional level, there is the North Wales Safer Communities Board, which oversees the strategic and commissioning duties of the local community safety partnerships and youth offending management boards.

All sub-groups and the Implementation Group meet quarterly, but the Strategic Group meets bi-annually. There is an appetite for the Strategic Group to meet more frequently, but currently this has not been possible due to the members being unavailable. Putting in place a rolling programme of meetings should hopefully address this.

There is a significant amount of reporting undertaken throughout the structure, with the CSP Manager attending all meetings of the sub-groups, Implementation Group and Strategic Group. She is responsible for co-ordinating meetings, preparing reports for each meeting, and monitoring that any emerging actions are completed. She is very committed to her role but the support work is both demanding and time consuming.

The reporting process can be dynamic where the partnership has to take urgent action, e.g. where there has been an increase in burglaries, a task and finish group is convened to develop an action plan for raising awareness in the community, along with putting in place measures to reduce crime.

While communication flows up through the structure, the reporting process could be more efficient. There is a significant amount of supporting documentation provided to each of these meetings, which takes time to prepare, whereas the person attending the meeting may not have the time to read the reports or digest the information beforehand, leaving us to question whether any of it is superfluous. Reviewing the level of information that group members receive and how it is presented will be beneficial to ensure that staffing resources are being used efficiently. (*See Risk/Issue 1*)

There also needs to be clarity of roles and responsibilities within the structure to ensure that there is no duplication or inefficiency. From reviewing the minutes of both the Strategic Group and Implementation Group, we established, for example, that both were provided with updates on performance and on finance. Terms of



reference for the Strategic Group include conducting an annual assessment of Crime and Disorder, developing a strategy for effectively tackling identified priorities, and ensuring effectiveness and value for money. From the sample of minutes reviewed, we found no evidence that they are fulfilling these responsibilities or approving business plans for various grants. (See *Risk/Issue 2*)

The lack of evidence may be down to the quality of the minutes. Although they are detailed, there is no evidence that the Strategic Group is acting as a 'critical friend' in challenging appropriately as required. Meeting minutes detail key actions but there are no timescales recorded to ensure that action owners implement their actions promptly, and so that other group members know when to expect completion. The CSP Manager explained that she has no dedicated administrative support currently, but is exploring options to rectify this with the Business Improvement and Modernisation service.

## Governance

### Opinion

Governance arrangements have been documented, and controls put in place to ensure that the sharing of confidential information is secure. However, we found some weaker areas where the process needs to be supported by a more robust framework to ensure that roles and responsibilities are clear and decisions are made at an appropriate level.

While governance arrangements have been documented, the process is not robust as:

- the CSP does not have a partnership agreement (before our review concluded, the CSP Manager had already started to develop this document);
- terms of reference are in place for several groups but they have not been recently reviewed, and may not accurately reflect the current arrangements;
- there is no scheme of delegation or decision making protocol to ensure that decisions are made at an appropriate level;
- there is no documented process for dealing with conflicts of interest within the partnership;
- there is no documented escalation process for dealing with poor performance to ensure that it is effectively managed; and
- nothing is documented to ensure that the CSP complies with the Welsh Language Scheme. (See Risk/Issue 3)

However, there are documented arrangements for ensuring that the CSP keeps confidential information secure and complies with the Data Protection Act 1998, as it follows the *North Wales Community Safety Chief Officer Strategic Group Protocol and Procedure for the Exchange of Information*.

Additionally, the CSP has a Communication Plan 2013-15 so that effective channels of communication can be developed and maintained with partners and the community. The CSP Manager has responsibility for monitoring that all actions detailed within this document are carried out.

Since 1 October 2009, scrutiny committees in Wales have powers to scrutinise CSPs, and the CSP Manager submits an annual report to both councils' Partnership Scrutiny Committees. It would be beneficial to review the Welsh Local Government Association's guide, *Scrutiny of Multi-Agency Partnerships* to ensure that this democratic engagement continues to add value in the scrutiny of partnerships and does not duplicate with the scrutiny carried out by other organisations, e.g. the Office of the Police and Crime Commissioner.

## Risk Management

### Opinion

There are mechanisms in place to ensure that the CSP's risks are regularly reviewed; however, the impact of risks needs to be considered as part of key decision making, and DCC needs to ensure that there is a process in place to capture partnership risks that may impact the Council, and similarly in CCBC if this is not already in place.

There is a risk register in place for the CSP, which is reviewed twice a year in line with CCBC's risk management process. The CSP Manager explained that the Strategic Group is involved with this activity but, from our review of a sample of minutes, there was no evidence to support this.

Reporting within the structure does not currently include the potential risks of key partnership decisions. The CSP Manager plans to adopt DCC's highlight report template so that the impact of risks can be considered as part of her progress reports. (*See Risk/Issue 4*)

Within DCC, a corporate partnership risk register was maintained but the process is currently under review to establish the best way for capturing partnership risks that may impact the Council. This may also be relevant to CCBC, if arrangements are not already in place. (*See Risk/Issue 4*)

The CSP Manager is confident that she is kept aware of legislative changes and other developments that could affect the work of the partnership through updates from both the Home Office and the Welsh Government to the networks that she has built up over the past eleven years.

## Financial Management

### Opinion

Our review of the Domestic Abuse Services Grant highlighted that the grant has not been effectively managed. There is also another grant where little action appears to have been taken to deal with an identified underspend. The reporting of grants also needs to be improved to ensure that stakeholders are clear of the financial position before key decisions are made.

There are various grant funding streams for the CSP:

- Substance Misuse Action Fund (SMAT)
- Crime Reduction and Anti-Social Behaviour (CRASB) – also known as the Police and Crime Commissioners (PCC) Fund
- Safer Communities/Youth Prevention
- Domestic Abuse Services Grant (DASG) – with additional funding for Independent Domestic Violence Advisers
- DCC also pays a contribution of £22,000 towards the CSP Manager’s post, and £9,700 towards an analyst within North Wales Police

Prior to 2014/15, DCC was responsible for administering the grants, but is now only responsible for the DASG, and this is where our review primarily focused.

Welsh Government’s terms and conditions of the grant state that there must be, “*clear accounting records identifying all income and expenditure*” (p.7), and that the grant could be subject to an audit by the Welsh Government (WG), Wales Audit Office, or the European Commission at any time.

The grant has not yet been audited, but currently there is an underspend on the DASG of £11,306.43. While this has been accumulated over several years, the majority (£9,565) was accrued in 2013/14. It had originally been retained to be used for redundancy costs, but DCC advised that this was not needed. Instead, retrospective approval had to be obtained from the Welsh Government to use the underspend for overhead and management costs (as the terms and conditions for the grant did not specify that funds could be used for this purpose). (See Risk/Issue 5)

Similarly, the Senior Finance & Assurance Officer advised us that there is an underspend within the CRASB grant of £8,403.65, which has accumulated since 2012/13. Little action appears to have been taken to deal with the underspend, and the Home Office department that provided the funding is no longer in place to enable approval to be gained to retain the underspend. The CSP Manager is currently waiting for advice from the Office of the Police and Crime Commissioner. (See Risk/Issue 5)

Work has been carried out within DCC to strengthen arrangements within the financial section for managing grants. The Senior Finance & Assurance Officer has recently taken over oversight of the DASG, and has put in place measures to ensure that sufficient action is now undertaken to deal with the

underspends, and that the financial information contained within the DASG grant claims are robust and accurate.

Reporting of the grants needs to be more transparent, as it leaves the CSP Manager vulnerable to challenge. Examples exist where there has been a lack of reporting on the Domestic Abuse Grant or its underspend, as it was not included in the Annual Report submitted to the Partnership Scrutiny Committee in September 2014 nor detailed in the sample of minutes reviewed for the Strategic Group. Additionally, in the Strategic Group minutes for February 2014, it was reported that a *“full spend is anticipated for the PCC fund”* (p.5) for 2013/14, with no evidence of an underspend being reported. (See Risk/Issue 5)

The Strategic Group minutes for 12 February 2014 state that, although a finance update was being provided at that meeting, *“it was agreed that any matters arising to do with finance were dealt with at the Implementation Group Meeting”* (p.2). While this decision may have been made to prevent duplication of discussion, it is important for the Strategic Group to continue to be involved in financial decision making to ensure that agreed arrangements represent value for money, as outlined in their terms of reference. (See Risk/Issue 2)

Most of the grants are now administered through CCBC, but there needs to be improvement in the reporting of the grants to ensure that both councils are clear of the outcomes of the grant and how the CSP represents value for money to each partner.

Due to the lack of robustness of governance arrangements, there are no documented financial procedures to ensure that roles and responsibilities for the partnership are clear in respect of day-to-day activities and what periodic reporting is required. (See Risk/Issue 5)

The CSP Manager has regular communication with the accountant for CSP in CCBC, who also attends Regulatory Service’s management meetings. Similarly, there is contact between the CSP Manager and the Senior Finance & Assurance Officer within DCC on the Domestic Abuse Grant. The finance sections at both councils are involved in authorising grant application forms and reviewing grant claims before they are submitted.

## Report Recipients

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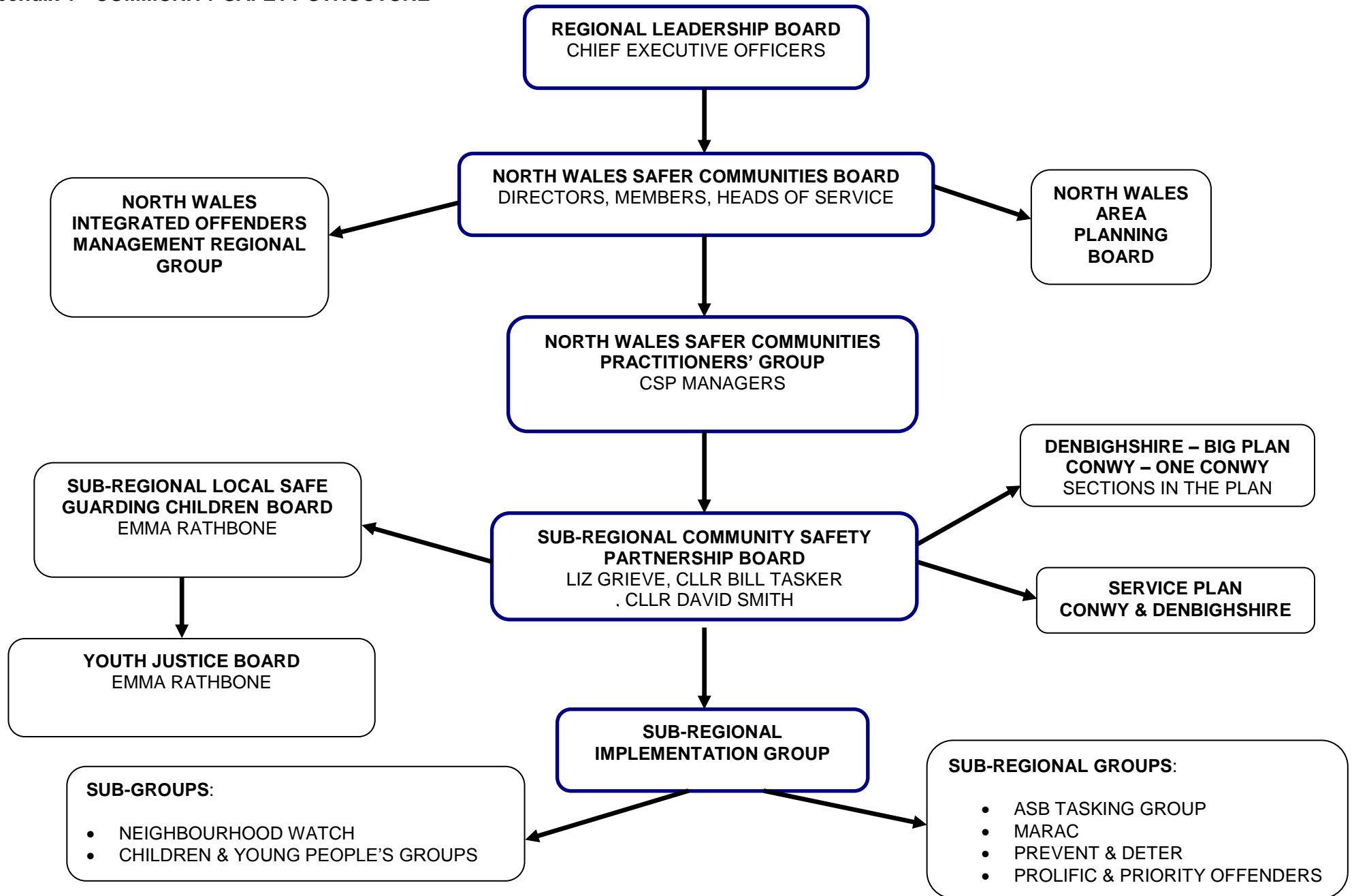
- Community Safety Manager (Conwy and Denbighshire)
- Partnerships & Communities Team Manager
- Senior Finance & Assurance Officer
- Head of Business Improvement & Modernisation
- Corporate Director: Customers
- Head of Finance & Assets
- Leader of the Council
- Chair – Performance Scrutiny Committee
- Lead Member for Business, Improvement and Modernisation
- Lead Member for Community Safety
- Lead Member for Finance & Assets
- Corporate Governance Committee
- Head of Internal Audit (CCBC)

## Key Dates

---

|                                            |               |
|--------------------------------------------|---------------|
| Review commenced                           | October 2014  |
| Review completed                           | November 2014 |
| Reported to Corporate Governance Committee | 25 March 2015 |
| Proposed date for 1st follow up review     | July 2015     |

**Appendix 1 - COMMUNITY SAFETY STRUCTURE**



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|                         |                                                                                                                |
|-------------------------|----------------------------------------------------------------------------------------------------------------|
| <b>Report To:</b>       | <b>Partnerships Scrutiny Committee</b>                                                                         |
| <b>Date of Meeting:</b> | <b>30 July 2015</b>                                                                                            |
| <b>Lead Officer:</b>    | <b>Corporate Director for Economy &amp; Public Realm</b>                                                       |
| <b>Report Author:</b>   | <b>Rebecca Maxwell/Jonathan Williams, North Wales Councils' Regional Emergency Planning Service (NWC-REPS)</b> |
| <b>Title:</b>           | <b>Regional Emergency Planning Service - Update</b>                                                            |

---

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

This report provides Partnerships Scrutiny with an update on the transition to regional Emergency Planning arrangements across North Wales, the creation of the North Wales Councils' Regional Emergency Planning Service (NWC-REPS) and sets out the work programme currently being followed.

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

In March 2013, Cabinet agreed to move to a regional model for emergency planning across all 6 Councils in North Wales. The new service became operational in July 2014. Partnerships Scrutiny requested an update on the new arrangements once they had bedded in.

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

Partnerships Scrutiny Committee is invited to consider the update on establishment of the Regional Emergency Planning Service and provide comment on the work programme now underway.

## **4. Report details.**

- 4.1 The new regional service – North Wales Councils' Regional Emergency Planning Service (NWC-REPS) - went live with effect from 1 July 2014. The change for Denbighshire County Council was less than for other North Wales Councils as we had been operating with a remote service hosted by Flintshire for some years. Under the arrangements, each Council has a dedicated Emergency Planning Liaison Officer as well as access to full back up from the regional planning service as a whole. Officers are based formally in two hubs – in Flintshire & Conwy – with the liaison officer spending significant time hot desking in their designated authority.
- 4.2 The regional team work to an agreed service plan with operational management provided by a Regional Manager and Deputy Manager. Oversight of the service is maintained by an Executive Board comprising

senior officers from each Council. Denbighshire County Council is represented by the Corporate Director for Economy & Public Realm.

4.3 The benefits intended from establishing the regional service were:

- Improved resilience and improved focus of available resources by sharing specialist support and common tasks
- Greater consistency and dissemination of best practice
- Improved communication channels
- Cash releasing efficiency savings

On the whole these are being achieved. The latest Service Update (May 2015) is attached at Appendix 1 for information.

4.4 Future work priorities for the regional service include:

- Updating various regional risk specific response plans – Maritime Oil Spill, Mass Fatalities, Flood Warnings, Chemical, Nuclear
- Developing a regional Emergency Response standard
- Implementing the web-based Resilience Direct tool as an information sharing and archive facility
- Improved Rest Centre training and exercising

4.5 With regard to Denbighshire County Council's Emergency Planning response, the following activities have been supported:

- Training & Exercising – An audit of training has been carried out and a programme established to ensure sufficient coverage across the Council of officers trained to Gold, Silver & Bronze level. In addition, various exercises have been supported including Exercise Dragon (Coastal Pollution), Exercise Cygnus (Pandemic Disease) and Exercise Elwy (Flood Response). Top up Rest Centre training has also been provided.
- Business Continuity Planning – A region wide audit of all Business Continuity Plans was carried out and improvement plans for each Council were developed. Support will now be provided to ensure recommendations are implemented.
- Review of Response Arrangements – Support was provided to review and overhaul Denbighshire's Emergency Response arrangements. A clear structure and set of reporting arrangements has been established with lead officers identified. These are currently being refreshed following changes to senior management arrangements. A 'Gold' on-call rota has been established to ensure senior cover is always available should an emergency incident occur. An improved Emergency Management Policy is close to being completed, including easy to access guidance and checklists for officers at different levels within the emergency response arrangements.

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

It is important that the Council is able to demonstrate robust and resilient arrangements for dealing with emergency that make occur within the County. The regional service enables this by sharing capacity and expertise across the area.

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

Costs to the Council have reduced as a result of engaging with the Regional Emergency Planning service.

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

An EqIA is not required for this report.

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

Consultations were carried out when the decision to enter the regional arrangements was made.

**9. Chief Finance Officer Statement**

N/A

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

Risks were fully considered when the decision was made to enter into the regional arrangement.

**11. Power to make the Decision**

No decision is required, but Articles 6.1, 6.3.3(d) and 6.3.4(d) outline Scrutiny's powers in relation to the Service's work.

**Contact Officer:**

Corporate Director: Economy and Public Realm

Tel: 01824 706061

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## Appendix 1

### Service Report to Executive Board – 20 May 2015

#### Background

The purpose of this report is to provide an update on the work of the Regional Emergency Planning Service over the past ten months since its inception. It covers work streams relating to the agreed strategic service plan (Appendix A).

#### Overview

The service went live on 1 July. Each officer has been designated a portfolio encompassing local liaison and wider regional work. The past ten months have been a transitional period for the Service and will continue to remain so for the near future. It is seen as imperative that we build a solid foundation in these early years to provide the Councils with the support and advice required to ensure that whatever the Political map of north Wales looks like in the future the Councils will be fully prepared to respond to any major emergencies.

#### Service Delivery

- *Prepare Work Plans for individual Councils*

The Operational Manager and Liaison officers have met with individual Council's strategic leads and agreed a work plan for their County. Liaison Officers have begun the work highlighted in their work plans. This work will be reviewed and measured during individual PRD meetings being held in June with each officer from within the Service.

- *Carry out training needs analysis across the six Counties*

The Performance and Development officer has carried out an audit across the six Councils and identified the required training for key officers. A spreadsheet has been prepared identifying previous training/exercises attended and any further new or refresher training requirements.

The following exercises have been carried out in the past ten months involving response/recovery procedures and involved all levels of command and control across several Counties:

#### Rest Centre Managers Training

In December 2014 officers from across the 6 local authorities attended a regional training event for Rest Centre Managers. The aim was to identify a uniform approach to good practices in the setting up and running of a Rest Centre.



### Resilience Direct Training

Officers from within the Service have recently undergone training in relation to Resilience Direct with the aim of identifying the needs within Councils and the processes required to roll out to key Council staff in the use of RD. Once the Service is confident in the use of RD a training and awareness programme follow and be delivered across the Councils in due course.

### North Wales Resilience Forum Training Events

A number of training events have taken place over the past few months with Identified key officers from across the Councils attending. The NWRFL Learning & Development Group have recently met and prepared a training needs analysis which will have identified future training requirements. Details of future training events will be circulated to Councils via the Liaison Officers once they become available.

### Exercise Dragon

This was an MCA led, multi-agency, coastal pollution exercise involving Conwy, Denbighshire and Flintshire covering Gold, Silver and Bronze officers. It also involved four NWC-REPS officers in both the planning and response phase.

### Exercise Elwy

This was a multi-agency exercise focussing on the response phase of a major flooding event in St Asaph. Many Denbighshire County Council officers were involved in the exercise on the day. The planning for the exercise was quite robust with input from DCC, NRW and NWC-REPS.

- *Common templates for Plan/Protocols/Procedures across the six Councils*

This is proving to be a significant amount of work. The Operational Manager is currently carrying out an audit of plans from across the six Councils. This is work in progress but is on track to be completed as soon as possible.

### COMAH. (Chemical)

A great deal of work has been undertaken by officers from the Service in the writing of a totally new off-site emergency response plan template for the four top tier COMAH sites in Flintshire and Wrexham. Four officers have been involved in this process with a forthcoming exercise in June at one of the Flintshire sites testing the robustness of the plan.

### REPPIR (Nuclear)

Regional Service Officers have been working with IoACC senior officers to develop new engagement arrangements for future Wylfa Off-site Planning. Officers of both the service and the council have subsequently met with the Office for Nuclear Regulation (ONR), and Magnox and Horizon (the operators) on a number of occasions to agree and embed these arrangements.



For Information: There is no longer a duty on Gwynedd Council to prepare an Off-plan for Trawsfynydd since the end of March as ONR have assessed that no substantial risk remains.

- *Implement a common approach to emergency response procedures across the six Councils*

Regular meetings are taking place with the Council's response/recovery teams and Service officers are meeting and discussing any good practices which can be implemented across the Region.

A recent fire at a petrol station in Pentraeth, Ynys Mon showed the effectiveness of both the on call procedures by the Service and also the County response by an officer who had undergone previously mentioned Rest Centre Manager training in the preceding months.

- *Standardise Critical Business/Service Continuity plans across the region*

Work has been carried out by BCM and Crisis Management officer regarding the auditing of the BCM plans and arrangements within each council. The audit reports have now been received by each Council. The next steps are for each individual Council to look at the report's recommendations, review and evaluate current critical plans then update their BCM plan. The BCM officer and the Liaison officers will be meeting with BCM leads for each Council to assist with the next phase. Flintshire have already started this process with a newly formed BC Team reviewing and re-evaluating their critical plans.

- *Identify best use of technology to support regional working*

Work has been carried out looking at how best information can be shared across the Region especially those documents classified as 'Official Sensitive'. Given that each Council's IT protocols and security vary quite widely, Resilience Direct, a UK Government owned web based information sharing platform available to all Cat 1 and Cat 2 Responders, is seen as a suitable repository for plans/information sharing etc. . The Service has recently commissioned a company to train all NWC-REPS officers in best practices in the use and promotion of Resilience Direct throughout the Region. The current focus for the Service is to ensure that there is a robust model which can be then shared across the six Councils.

- *Support the North Wales Resilience Forum and Task Groups*

The Regional Manager now sits on the LRF representing the six councils at executive level. The manager continues to represent the councils as the strategic lead for the Ebola crisis. Feedback from the Chief Constable's office and Welsh Government is positive and the Scottish Government have



shown a keen interest in the Service model. The Regional Manager is meeting with the Resilience lead of Scottish Government in July.

- *Performance Management*

Following close liaison with the performance leads within each Council, the Service has produced a Performance management framework and service plan. The plan is based on the Service work plan. It has been produced to ensure that each Authority maintains a link with the Service and be aware of the work being produced on behalf of the region and individual Councils.

An annual report will be presented by the Regional Manager to the Exec Board in July with the individual Council's receiving the report but filtered to reflect the relevant information for each Council.

### **Service Resilience**

In addition to the number of officers involved in the two previously mentioned exercises, two real events also tested our resilience:

#### Long Term sickness

One of the Liaison officers unfortunately has had an extended period of absence. To ensure that the County had an identified officer acting as a conduit between that County and the Service, the officer with the Community Resilience portfolio was given the Denbighshire Liaison officer portfolio to ensure continuity of service to that County. The community resilience portfolio has been absorbed by the rest of the Service for the moment.

#### Operation Base

This was an operation in Flintshire relating to exploitation of eastern European migrant workers. During the pre-planning phase, two officers from the Service assisted the County as advisors and support. On the day of the operation two officers were in attendance as support and advisors but it then developed into an emergency welfare situation when two additional officers became involved making four in all.

These incidents have shown that having a larger pool of officers from which to draw from has improved the resilience for individual Councils without impacting on the other Councils. Whilst initially Councils thought only of their individual liaison officers as offering emergency planning support, it is now more generally accepted that each Council has the support of the full service.





## **Communications**

A communication strategy has just been produced by the Service (see attached 'Communication Strategy'). This covers not only communication protocols for within the Service but also covers communications between Councils and partner organisations.

## **Budget**

The budget has brought in the required 2% savings for 2014/15 as agreed by the Board plus an early settlement of the additional funding (£38,934). This represents an additional saving of 5.64% for the future budget. (See separate financial spreadsheet).

## **Summary**

The Service is bedding in well with good feedback being received from Councils and other partner agencies.

It is working to the agreed Strategic plan identifying training needs and matching those to future training.

Engagement between the Service and Councils is moving towards a more regional approach to emergency response and recovery which will eventually lead to less duplication and improve efficiency for the future.

Resilience of the Service has been tested via exercises and real events with positive outcomes.

BCM work is now well under way across all Councils. This work is fundamental in preparing a solid foundation so that Councils can be at an optimum state of readiness to respond to emergencies.

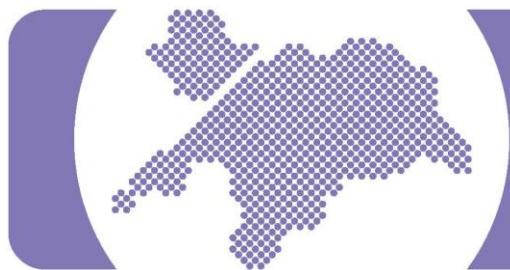
For the next Executive Board meeting in November, the first draft of the post April 2017 Business Case will be presented and will incorporate options relating to the future structure/efficiencies for the Service.



## APPENDIX A Regional Emergency Planning Service –North Wales Councils: Service Plan 2014/17

This Service Plan for the Regional Emergency Planning Service will provide the framework for the six Councils in North Wales and ensure that advice and training are provided for the Councils on emergency response and recovery. Integrated Emergency Management focuses on a generic response to any kind of emergency and will draw on officers from many departments of the Councils in the event of an emergency.

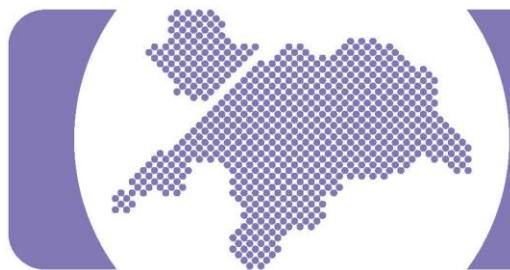
| Ref | Outcomes                                                  | Baseline            | Milestones/Targets                                                                                                                                                                                    | Lead Officer | 14/15                     |
|-----|-----------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------|
|     |                                                           |                     | 14/15                                                                                                                                                                                                 |              | Monitoring                |
| 1   | Develop a North Wales Regional EP Service                 | 6 Council agreement | 1.1 Meetings with SMT across six Councils                                                                                                                                                             | PH           | Annual Report             |
| 2   | Prepare Work Plans for individual Councils                | Annual              | 2.1 Liaison officers to risk assess key threats/risks across individual Council areas.<br>2.2 Liaison Officers to maintain close links with key emergency response personnel within Councils.         | JW           | Individual Council report |
| 3   | Carry out training needs analysis across the six Counties | Year 1              | 3.1 Identify events/exercises relevant to all Officers involved at Gold, Silver and Bronze level<br>3.2 Focus on Integrated Emergency Management making use of the NWRF Learning & Development events | JW           | Annual Report             |



**GWASANAETH CYNLLUNIO AT  
ARGYFWNG RHANBARTHOL**  
CYNGHORAU GOGLEDD CYMRU

**NORTH WALES COUNCILS  
REGIONAL EMERGENCY  
PLANNING SERVICE**

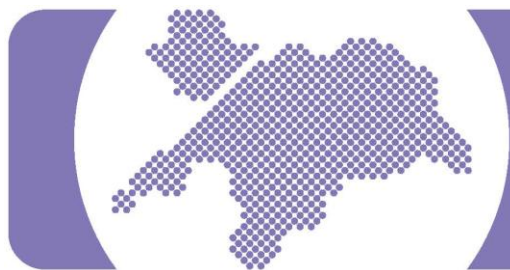
| Ref | Outcomes                                                                             | Baseline | Milestones/Targets                                                                                                                                                                                                                                                                     | Lead Officer | 14/15 Monitoring    |
|-----|--------------------------------------------------------------------------------------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|
|     |                                                                                      |          | 14/15                                                                                                                                                                                                                                                                                  |              |                     |
| 4   | Common templates for Plan/Protocols/Procedures across the six Councils               | Year 1-3 | 4.1 Regionalise plans, processes & procedures to reduce duplication of effort.<br>4.2 Develop checklists/aide memoires to assist Gold/Silver leads once a major emergency has been initiated.<br>4.3 Identify single Emergency Contacts Directory                                      | JW           | Audit               |
| 5   | Implement a common approach to emergency response procedures across the six Councils | Year 1-3 | 5.1 Identify current best practices.<br>5.2 Incorporate best practices across all Counties to reflect a harmonisation to response across the region<br>5.3 Conduct annual single/joint Council exercises.                                                                              | PH           | Strategic Exercises |
| 6   | Standardise Critical Business/Service Continuity plans across the region             | Year 1-3 | 6.1 Identify current best practices<br>6.2 Review/re-assess Business Impact Assessments across all Councils<br>6.3 Test and review Business/Service Continuity Plans<br>6.4 Work closely with Education to advise Schools under LA control to have robust Service Continuity in place. | PH           | Audit               |



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PLANNING SERVICE**

| Ref | Outcomes                                                    | Baseline   | Milestones/Targets                                                                                                                                                                                                                     | Lead Officer | 14/15                                                    |
|-----|-------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------------------------------------------------|
|     |                                                             |            |                                                                                                                                                                                                                                        |              | Monitoring                                               |
| 7   | Support Councils out of hours by providing Standby Officers | Ongoing    | 7.1 Act as a first point of contact to enable identified key officers from each Council to respond to an emergency.<br>7.2 Provide officer support as advisors to Council's designated officers when attending Gold and Silver groups. | PH           | Annual Service Report                                    |
| 8   | Engage with Safety Advisory Groups across the region.       | Per event  | 8.1 Chair Safety Advisory Group for multi Council events.                                                                                                                                                                              | PH           | De-brief each event utilise lesson learnt going forward. |
| 9   | Identify best use of technology to support regional working | Year 1 & 2 | 9.1 Identify suitable software to enable cross regional logging to support cross border events.<br>9.2 Investigate current practices across the Emergency Services and other Local Authorities from across the UK.                     | JW           | Annual Service Report                                    |



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REGIONAL EMERGENCY  
PLANNING SERVICE**

| Ref | Outcomes                                                                                                               | Baseline | Milestones/Targets                                                                                                                                                                                               | Lead Officer | 14/15                     |
|-----|------------------------------------------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------|
|     |                                                                                                                        |          |                                                                                                                                                                                                                  |              | Monitoring                |
| 10  | Continue to develop effective partnerships with communities, Category 1 & 2 responders & other relevant organisations. | ongoing  | 10.1 Continue the development and consolidation of partnerships.<br>10.2 Maintain effective liaison through Area Flood Partnerships, Community Councils etc                                                      | JW           | Individual Council report |
| 11  | Support the North Wales Resilience Forum and Task Groups.                                                              | Ongoing  | 11.1 Regional Manger to support Ch Exec at NWRF<br>11.2 Identify a cadre of Gold/Silver officers to attend multi-agency SCG/Silver group.<br>11.2 Service to provide officer support to NWRF and Task Groups     | PH           | NWRF Co-ordination group  |
| 12  | Manage Flood & Water Management for WCBC                                                                               | Year 1   | 12.1 Maintain line management at no extra cost to Service (Grant funded)<br>12.2 FWM officer will identify and share best practices which will assist with the EP Flooding response delivery across all Councils | PH           |                           |

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**Report to:** Partnerships Scrutiny Committee

**Date of Meeting:** 30 July 2015

**Report Author:** Scrutiny Coordinator

**Title:** Scrutiny Work Programme

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

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

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

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

**3. What are the recommendations?**

That the Committee:

- 3.1 considers the information provided and approves, revises or amends its forward work programme as it deems appropriate; and
- 3.2 appoints/re-appoints representatives to serve on the Council's Service Challenge Groups.

**4. Report details.**

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

users. Going forward scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. In future the WAO will measure scrutiny's effectiveness in fulfilling these expectations.

- 4.5 Having regard to the national vision for scrutiny whilst at the same time focussing on local priorities, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) has recommended that the Council's scrutiny committees should, when deciding on their work programmes, focus on the following key areas:
- budget savings;
  - achievement of the Corporate Plan objectives (with particular emphasis on the their deliverability during a period of financial austerity);
  - any other items agreed by the Scrutiny Committee (or the SCVCG) as high priority (based on the PAPER test criteria – see reverse side of the 'Member Proposal Form' at Appendix 2) and;
  - Urgent, unforeseen or high priority issues

4.6 Scrutiny Proposal Forms

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

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



'scrutiny proposal form' being completed and accepted for inclusion by the Committee or the SCVCG. Assistance with their completion is available from the Scrutiny Co-ordinator.

#### Cabinet Forward Work Programme

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

#### Progress on Committee Resolutions

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

### **5. Service Challenge Groups**

Following Annual Council on 12 May scrutiny committees have been asked, in line with normal procedures, to appoint/re-appoint members to serve on the Council's Service Challenge Groups. Attached at Appendix 5 for members' information is the current list of committee representatives. Members will note that some of the service names have changed during the last year.

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

Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group's next meeting is scheduled for 3 September 2015.

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

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

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

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

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

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

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

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

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

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

**12. Power to make the decision**

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

**Contact Officer:**

Scrutiny Coordinator

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

| Meeting      | Lead Member(s)            | Item (description / title)                                             | Purpose of report                                                                                                      | Expected Outcomes                                                                                                                           | Author                            | Date Entered  |
|--------------|---------------------------|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------|
| 17 September | <b>Cllr. Bobby Feeley</b> | 1. Betsi Cadwaladr University Health Board's Three Year Plan 2015-2018 | To consider progress to date with the implementation and delivery of the Health Board's new three year plan            | Better planning and coordination of health and social care work and associated funding                                                      | Sally Baxter/Nicola Stubbins      | March 2015    |
|              | <b>Cllr. Bobby Feeley</b> | 2. BCUHB in Conwy & Denbighshire                                       | To consider the progress made with the introduction of the new local management structure for the Conwy & Denbighshire | Identification of any early problems with the introduction of the new management structure and the interface between Health and Social Care | BCUHB/Nicola Stubbins/Phil Gilroy | March 2015    |
| 8 October    | <b>Cllr. Bobby Feeley</b> | 1. Single Point of Access                                              | To consider the progress made with the establishment of the Single Point of Access Service                             | Identification of any problems associated with the Service and actions to address them                                                      | Phil Gilroy/Cathy Curtis-Nelson   | April 2014    |
|              | <b>Leader(?)</b>          | 2. Wellbeing Plan Annual Report                                        | To consider the progress made to date with the delivery of the Local Service Board's Annual Wellbeing Plan             | To evaluate the progress made to date with the Plan's delivery and identify any gaps or shortcomings with                                   | Liz Grieve                        | February 2015 |

| Meeting     | Lead Member(s)                 | Item (description / title)                               | Purpose of report                                                                                                                                                                                                                                                                                 | Expected Outcomes                                                                                                                                                                                                                       | Author                                 | Date Entered        |
|-------------|--------------------------------|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|---------------------|
|             |                                |                                                          |                                                                                                                                                                                                                                                                                                   | its delivery in order to recommend solutions of courses of action that will help improve outcomes for residents                                                                                                                         |                                        |                     |
|             | <b>Councillor Bobby Feeley</b> | 3. Denbighshire Supporting People Local Plan 2016-19     | To consult with members on the allocation of the Supporting People Programme Grant, including the management of the minimum 5% cut to the County's grant and its impact on Council services                                                                                                       | Pre-decision scrutiny and an overall evaluation of the impact of the grant cut on residents and the Council                                                                                                                             | Katie Newe                             | By SCVCG April 2015 |
| 26 November | <b>Cllr. Bobby Feeley</b>      | 1. Protection of Vulnerable Adults Annual Report 2014/15 | To consider the POVA annual report, and information in place to meet the statutory requirements of the Social Services and Well-being Act 2014 and an evaluation of the financial and resource impact of the Supreme Court's 2014 Judgement on deprivation of liberty on the Service and its work | An evaluation of whether the Authority is meeting its statutory duty with respect to adult safeguarding and has sufficient resources to undertake this work along with the additional work in the wake of the Supreme Court's judgement | Phil Gilroy/Alaw Pierce/Nerys Tompsett | December 2014       |

| Meeting         | Lead Member(s)                                    | Item (description / title)                                                                   | Purpose of report                                                                                                                                                                                                        | Expected Outcomes                                                                                                                                                                                                                                                                      | Author                                    | Date Entered                                                                                  |
|-----------------|---------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------------------------|
|                 |                                                   | 2. North Wales Fire and Rescue Authority (tbc)                                               | To examine the impact and effectiveness of the increased contribution by the Council to the NWFRA's annual budget and consult on their improvement plan for the 2016/17 financial year                                   | An evaluation of the impact and effectiveness of the increased contribution on the safety of residents and on Council services                                                                                                                                                         | NWFRA                                     | December 2014 (rescheduled April 2015)                                                        |
|                 | <b>Cllr. Eryl Williams and Cllr. Bobby Feeley</b> | 3. Effectiveness of partnership working with the Education Service<br><br><b>[Education]</b> | To evaluate the effectiveness of partnership working arrangements between internal and external agencies and the County's education service (e.g. Bridge, TAF etc. – following concerns raised at a recent SSMG meeting) | More effective working and use of resources between all partner organisations and stakeholders to realise better outcomes for pupils and students. Ensure that requests to various organisations are responded to on time and that various agencies do not duplicate service provision | Karen Evans/Leighton Rees/Nicola Stubbins | Member request via Scrutiny Chairs and Vice-Chairs Group (February 2015) Rescheduled May 2015 |
| 14 January 2016 |                                                   |                                                                                              |                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                        |                                           |                                                                                               |
| 25 February     |                                                   |                                                                                              |                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                        |                                           |                                                                                               |

| Meeting     | Lead Member(s)                    | Item (description / title)                                      | Purpose of report                                                                                                                        | Expected Outcomes                                                                                                                                                                                                                                                                             | Author                                  | Date Entered                                                                                                                   |
|-------------|-----------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 14 April    |                                   |                                                                 |                                                                                                                                          |                                                                                                                                                                                                                                                                                               |                                         |                                                                                                                                |
| 26 May      |                                   |                                                                 |                                                                                                                                          |                                                                                                                                                                                                                                                                                               |                                         |                                                                                                                                |
| 7 July      |                                   |                                                                 |                                                                                                                                          |                                                                                                                                                                                                                                                                                               |                                         |                                                                                                                                |
| 6 Oct 2016  | <b>Cllr. Julian Thompson-Hill</b> | 1. Commercial Partnership for the Revenues and Benefits Service | To review the Partnership's progress and in particular the new business element of the proposal and the Welsh Language service provision | An evaluation:<br>(i) of whether the financial and commercial benefits of the partnership agreement have been realised; and<br>(ii) that the service is delivering the level of service expected which conforms to the Council's relevant policies in lines with the Heads of Terms Agreement | Paul McGrady/Rod Urquhart/Jackie Walley | December 2014 (by County Council in line with Cabinet's recommendation – allocated to the Committee by the SCVCG January 2015) |
| 24 November |                                   |                                                                 |                                                                                                                                          |                                                                                                                                                                                                                                                                                               |                                         |                                                                                                                                |
|             |                                   |                                                                 |                                                                                                                                          |                                                                                                                                                                                                                                                                                               |                                         |                                                                                                                                |

**Future Issues**

| Item (description / title)                                                                                                                | Purpose of report                                                                                                                                                                                                             | Expected Outcomes                                                                                                                                                                                                           | Author                             | Date Entered  |
|-------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------|
| Citizens Panel (spring 2016)                                                                                                              | To outline the proposed composition of the Panel and the recruitment and appointment process for appointing its members                                                                                                       | The formation of a fair and equitable Panel which will form part of the governance arrangements for the Social Service and Health Programme Board and ensure that citizens and service-users views are heard and acted upon | Nicola Stubbins/Wendy Jones (CVSC) | November 2014 |
| Update following conclusion of inquiry undertaken by the National Crime Agency in to historic abuse in North Wales Children's' Care Homes | To update the Committee of the outcome of the National Crime Agency (NCA) investigation in to the abuse of children in the care of the former Clwyd County Council, and to determine whether any procedures require revision. | Determination of whether any of the Council's safeguarding policies and procedures need to be revised in light of the NCA's findings                                                                                        | Nicola Stubbins                    | November 2012 |
|                                                                                                                                           |                                                                                                                                                                                                                               |                                                                                                                                                                                                                             |                                    |               |

**For future years**

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

**Information/Consultation Reports**

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

22/07/15 - RhE

**Note for officers – Committee Report Deadlines**

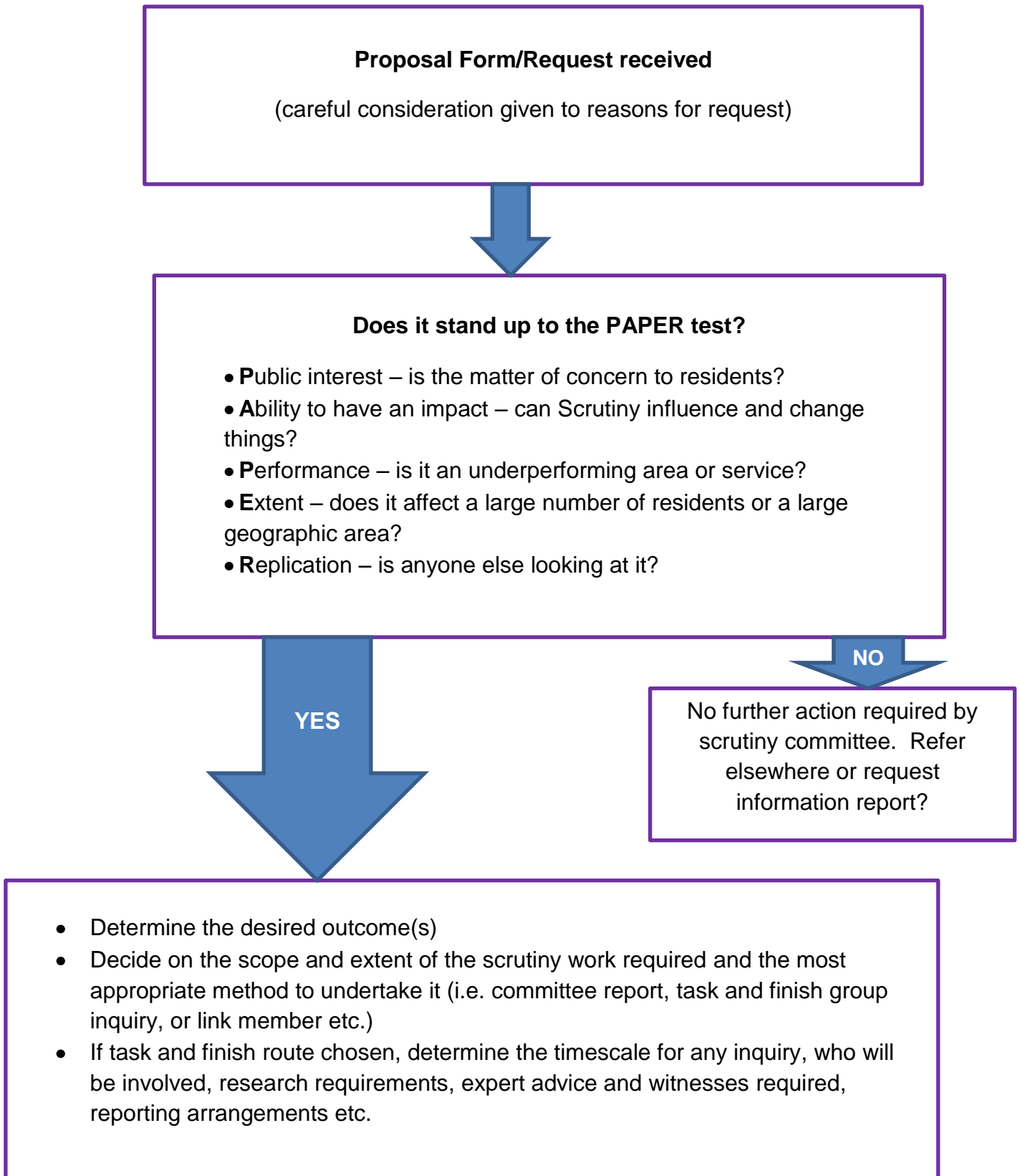
| Meeting      | Deadline           | Meeting   | Deadline            | Meeting     | Deadline           |
|--------------|--------------------|-----------|---------------------|-------------|--------------------|
| 17 September | <b>3 September</b> | 8 October | <b>24 September</b> | 26 November | <b>12 November</b> |

Partnerships Scrutiny Work Programme.doc



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

## Consideration of a topic's suitability for scrutiny



Cabinet Forward Work Plan

Appendix 3

| Meeting             | Item (description / title) |                                          | Purpose of report                                                                         | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|---------------------|----------------------------|------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------|
| <b>28 July</b>      | 1                          | Finance Report                           | To update Cabinet on the current financial position of the Council                        | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                     | 2                          | The Future of In-house Care Services     | To consider the results of the consultation with existing users of in-house care services | Yes                                | Councillor Bobby Feeley / Phil Gilroy           |
|                     | 3                          | Business Rates Write Offs                | To seek approval for uncollectible Business Rates Debts to be written off                 | Yes                                | Cllr Julian Thompson-Hill / Rod Urquhart        |
|                     | 4                          | Implementation of Housing Act Wales 2014 | To endorse original decision to retain the homelessness intentionality test               | Yes                                | Cllr Hugh Irving / John Sweeney                 |
|                     | 5                          | Items from Scrutiny Committees           | To consider any issues raised by Scrutiny for Cabinet's attention                         | Tbc                                | Scrutiny Coordinator                            |
|                     |                            |                                          |                                                                                           |                                    |                                                 |
| <b>29 September</b> | 1                          | Finance Report                           | To update Cabinet on the current financial position of the Council                        | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                     | 2                          | Ruthin Primary Proposals – Ysgol Rhewl   | To consider the objections received for the closure of                                    | Yes                                | Councillor Eryl Williams / Jackie               |

Cabinet Forward Work Plan

| Meeting | Item (description / title) |                                                                    | Purpose of report                                                                                                                                                                                                                           | Cabinet Decision required (yes/no) | Author – Lead member and contact officer |
|---------|----------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------------------------------|
|         |                            |                                                                    | Ysgol Rhewl and whether to approve implementation of the proposal                                                                                                                                                                           |                                    | Walley                                   |
|         | 3                          | Ruthin Primary Proposals – Ysgol Llanfair DC and Ysgol Pentrecelyn | To consider the objections received for the closure of Ysgol Llanfair DC and Ysgol Pentrecelyn and the opening of a new area school to serve the area of Llanfair DC and Pentrecelyn, and whether to approve implementation of the proposal | Yes                                | Councillor Eryl Williams / Jackie Walley |
|         | 4                          | Ruthin Primary Proposals – Ysgol Llanbedr                          | To consider the formal consultation report following the publication of proposals for the closure of Ysgol Llanbedr and to consider whether to publish the relevant statutory notice                                                        | Yes                                | Councillor Eryl Williams / Jackie Walley |
|         | 5                          | Ysgol Glan Clwyd (Part II report)                                  | To seek authority to award the construction contract for the extension and refurbishment works at Ysgol Glan Clwyd                                                                                                                          | Yes                                | Councillor Eryl Williams / Jackie Walley |
|         | 6                          | Corporate Plan Performance                                         | To consider progress against                                                                                                                                                                                                                | Tbc                                | Cllr Julian Thompson-                    |

Cabinet Forward Work Plan

| Meeting            |   | Item (description / title)                   | Purpose of report                                                  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|--------------------|---|----------------------------------------------|--------------------------------------------------------------------|------------------------------------|-------------------------------------------------|
|                    |   | Report 2015/16 Q1                            | the Corporate Plan                                                 |                                    | Hill / Liz Grieve                               |
|                    | 7 | Items from Scrutiny Committees               | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                              |                                                                    |                                    |                                                 |
| <b>27 October</b>  | 1 | Finance Report                               | To update Cabinet on the current financial position of the Council | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2 | Items from Scrutiny Committees               | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                              |                                                                    |                                    |                                                 |
| <b>24 November</b> | 1 | Finance Report                               | To update Cabinet on the current financial position of the Council | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2 | Items from Scrutiny Committees               | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                              |                                                                    |                                    |                                                 |
| <b>15 December</b> | 1 | Finance Report                               | To update Cabinet on the current financial position of the Council | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2 | Corporate Plan Performance Report 2015/16 Q2 | To consider progress against the Corporate Plan                    | Tbc                                | Cllr Julian Thompson-Hill / Liz Grieve          |
|                    | 3 | Supporting People Local                      | To approve the Supporting                                          | Yes                                | Cllr Bobby Feeley /                             |

Cabinet Forward Work Plan

| Meeting            |   | Item (description / title)     | Purpose of report                                                                                          | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|--------------------|---|--------------------------------|------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------|
|                    |   | Commissioning Plan             | People Local Commissioning Plan 2016-19 for submission to the North Wales Regional Collaborative Committee |                                    | Sophie Haworth-Booth                            |
|                    | 4 | Items from Scrutiny Committees | To consider any issues raised by Scrutiny for Cabinet's attention                                          | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                |                                                                                                            |                                    |                                                 |
| <b>12 January</b>  | 1 | Finance Report                 | To update Cabinet on the current financial position of the Council                                         | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2 | Items from Scrutiny Committees | To consider any issues raised by Scrutiny for Cabinet's attention                                          | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                |                                                                                                            |                                    |                                                 |
|                    |   |                                |                                                                                                            |                                    |                                                 |
| <b>16 February</b> | 1 | Finance Report                 | To update Cabinet on the current financial position of the Council                                         | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2 | Items from Scrutiny Committees | To consider any issues raised by Scrutiny for Cabinet's attention                                          | Tbc                                | Scrutiny Coordinator                            |
|                    |   |                                |                                                                                                            |                                    |                                                 |
| <b>29 March</b>    | 1 | Finance Report                 | To update Cabinet on the current financial position of                                                     | Tbc                                | Councillor Julian Thompson-Hill /               |

Cabinet Forward Work Plan

| Meeting         | Item (description / title) |                                              | Purpose of report                                                  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|-----------------|----------------------------|----------------------------------------------|--------------------------------------------------------------------|------------------------------------|-------------------------------------------------|
|                 |                            |                                              | the Council                                                        |                                    | Richard Weigh                                   |
|                 | 2                          | Corporate Plan Performance Report 2015/16 Q3 | To consider progress against the Corporate Plan                    | Tbc                                | Cllr Julian Thompson-Hill / Liz Grieve          |
|                 | 3                          | Items from Scrutiny Committees               | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
|                 |                            |                                              |                                                                    |                                    |                                                 |
| <b>26 April</b> | 1                          | Finance Report                               | To update Cabinet on the current financial position of the Council | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                 | 2                          | Items from Scrutiny Committees               | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
|                 |                            |                                              |                                                                    |                                    |                                                 |

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Note for officers – Cabinet Report Deadlines

| <i>Meeting</i> | <i>Deadline</i> | <i>Meeting</i>   | <i>Deadline</i>     | <i>Meeting</i> | <i>Deadline</i>   |
|----------------|-----------------|------------------|---------------------|----------------|-------------------|
|                |                 |                  |                     |                |                   |
| <i>July</i>    | <b>14 July</b>  | <i>September</i> | <b>15 September</b> | <i>October</i> | <b>13 October</b> |

Updated 23/07/15 - KEJ

Cabinet Forward Work Programme.doc

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## Progress with Committee Resolutions

| Date of Meeting | Item number and title                                                                                  | Resolution                                                                                                                                                                                                                                                                                                                                            | Progress                                                                                                                                                                                                                |
|-----------------|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14 May 2015     | <b>6. Engagement with Community, Voluntary and Third Sector in Denbighshire</b>                        | <b>RESOLVED</b> – that Committee<br>(a) receive the Denbighshire Coastal Partnership, Rhyl Coastal Partnership and Denbighshire Voluntary Services Council presentations, and<br>(b) invites them back to a future meeting to discuss partnership working between the Council, community, voluntary and third sector organisations across the County. | Officers advised of the Committee's resolution                                                                                                                                                                          |
|                 | <b>7. The Joint Committee for the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty</b> | <b>RESOLVED</b> – that the Committee, subject to the above observations, supports the progress undertaken on AONB Governance, and the Projects delivered in the first twelve months.                                                                                                                                                                  | Lead Member and Officers advised of the Committee's resolution                                                                                                                                                          |
|                 | <b>8. Review of Designated Landscapes in Wales</b>                                                     | <b>RESOLVED</b> – that subject to the inclusion of the above points in the draft response, to recommend the approval of Denbighshire County Council's official response to the Review of Designated Landscapes in Wales Stage 2 call for evidence.                                                                                                    | The Lead Member responded to the consultation exercise on the Council's behalf, incorporating the points raised by the Committee. The letter was circulated to Committee members' for approval prior to its submission. |

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## Scrutiny Representatives on Service Challenge Groups 2015/16

| Service:                                             | Communities                                           | Partnerships                     | Performance                                              |
|------------------------------------------------------|-------------------------------------------------------|----------------------------------|----------------------------------------------------------|
| Economic & Business Development<br>– Rebecca Maxwell | Cllr Bill Cowie                                       | tba                              | Cllr. Gareth Sandilands                                  |
| Children & Family Services<br>– Leighton Rees        | Cllr Win Mullen-James                                 | Cllr. Jeanette Chamberlain-Jones | Cllr. Arwel Roberts                                      |
| Community Support Services<br>– Phil Gilroy          | Cllr Bob Murray                                       | tba                              | Cllr. David Simmons                                      |
| Legal, HR & Democratic Services<br>– Gary Williams   | Cllr. Brian Blakeley                                  | Cllr. Meirick Lloyd Davies       | Cllr. Dewi Owens                                         |
| Business Improvement & Modernisation<br>– Alan Smith | Cllr. Cheryl Williams                                 | tba                              | Cllr. Dewi Owens                                         |
| Education Services – Karen Evans                     | Cllr Huw Hilditch-Roberts                             | tba                              | Cllr Arwel Roberts                                       |
| Customers and Education Support<br>– Jackie Walley   | Cllr Rhys Hughes                                      | Cllr. Pat Jones                  | Cllr. Richard Davies                                     |
| Communication, Marketing & Leisure<br>– Jamie Groves | Cllr Huw Hilditch-Roberts                             | Cllr. Dewi Owens (tbc)           | Cllr. Geraint Lloyd Williams                             |
| Finance, Assets & Housing<br>– Paul McGrady          | Cllr. Peter Evans<br>Cllr. Huw Hilditch-Roberts (sub) | Cllr. Dewi Owens (tbc)           | Cllr. Colin Hughes                                       |
| Highways & Environmental Services<br>– Steve Parker  | Cllr. Rhys Hughes<br>(sub: Cllr. Cefyn Williams)      | Cllr. Merfyn Parry               | Cllr. Meirick Lloyd Davies<br>(sub: Cllr. Arwel Roberts) |
| Planning & Public Protection<br>– Graham Boase       | Cllr. Win Mullen-James<br>(sub: Cllr. Cefyn Williams) | Cllr. Raymond Bartley            | Cllr. Meirick LI Davies                                  |

29/06/15

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