

To: Members of the County Council

Date: 8 May 2018

Direct Dial: 01824706141

e-mail: democratic@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **COUNTY COUNCIL** to be held at **10.00 am** on **TUESDAY, 15 MAY 2018** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN LL15 1YN**.

Yours sincerely

G Williams
Head of Legal, HR and Democratic Services

AGENDA

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

1 APOLOGIES

2 DECLARATIONS OF INTEREST

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

3 APPOINTMENT OF THE CHAIR OF COUNTY COUNCIL

To appoint the Chair of the Council for the municipal year 2018/2019.

4 APPOINTMENT OF THE VICE-CHAIR OF COUNTY COUNCIL

To appoint the Vice-Chair of the Council for the municipal year 2018/2019.

5 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.

BREAK (15 minutes)

6 MINUTES (Pages 7 - 12)

To receive the minutes of the meeting of County Council held on 10 April 2018 (copy attached).

7 LDP TIMETABLE (Pages 13 - 30)

To consider a report by the Strategic Planning & Housing Manager (copy attached) to seek approval for amendments to the timetable for production of the Denbighshire Replacement Local Development Plan.

8 ANNUAL REPORT OF SCRUTINY COMMITTEES (Pages 31 - 64)

To consider a report by the Scrutiny Co-ordinator (copy attached) for Council to consider the Annual Report of the Scrutiny Committees for 2017/18.

9 COMMITTEE TIMETABLE FOR 2019 AND ANNUAL REVIEW OF POLITICAL BALANCE (Pages 65 - 90)

To consider a report by the Democratic Services Manager (copy attached) seeking decisions on Committee related issues.

10 NOTICE OF MOTION

Councillor Huw Jones put forward the following Notice of Motion for consideration by Full Council:

(i) This Council notes that:

- a. School Uniform Grants were provided to children from the most disadvantaged backgrounds as they entered Year 7
- b. The value of the Grant was £105 per pupil
- c. 156 pupils in Denbighshire received this Grant in 2017/18, and an average of 166 pupils have received it per year since 2009/10
- d. The value of this school uniform Grant for DCC last year (2017/18) was £16,380

(ii) This Council condemns the Welsh Government's plans to scrap the School Uniform Grant.

(iii) This Council believes that ill-conceived announcements creates uncertainty, and that DCC will have to budget according to information that is available not on vague assurances that another form of funding will replace the Grant.

(iv) This Council seeks urgent clarification from the Welsh Government as to what new funding it plans to put in place to replace the School Uniform Grant, and a clear timetable when the Council should expect to receive the funds.

11 NOTICE OF MOTION

Councillor Mabon ap Gwynfor put forward the following Notice of Motion for consideration by Full Council:

“This Council calls on Denbighshire County Council to provide female sanitary products for free to schools in Denbighshire, ensuring that girls are able to receive them in a way that respects their dignity and independence”.

12 NOTICE OF MOTION

Councillor Paul Penlington put forward the following Notice of Motion for consideration by Full Council:

“This Council requests Cabinet not to renew Kingdom Security’s contract in November 2018 and calls on the Cabinet to instruct DCC officers to bring a paper to the September meeting of the Council outlining options for delivering a similar service through their own staffing and resources, focused more on public support and education rather than on sanctions”.

13 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 91 - 92)

To consider the Council’s forward work programme (copy attached).

MEMBERSHIP

Councillors

Councillor Pete Prendergast (Chair)

Mabon ap Gwynfor
Brian Blakeley
Joan Butterfield
Jeanette Chamberlain-Jones
Ellie Chard
Ann Davies
Gareth Davies
Meirick Davies
Hugh Evans
Peter Evans
Bobby Feeley
Rachel Flynn
Tony Flynn
Huw Hilditch-Roberts
Martyn Holland
Hugh Irving
Alan James
Brian Jones
Huw Jones

Richard Mainon
Christine Marston
Barry Mellor
Melvyn Mile
Bob Murray
Merfyn Parry
Paul Penlington
Arwel Roberts
Anton Sampson
Peter Scott
Glenn Swingler
Andrew Thomas
Rhys Thomas
Tony Thomas
Julian Thompson-Hill
Graham Timms
Joe Welch
Cheryl Williams
David Williams

Pat Jones
Tina Jones
Gwyneth Kensler
Geraint Lloyd-Williams

Eryl Williams
Huw Williams
Emrys Wynne
Mark Young

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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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COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN on Tuesday, 10 April 2018 at 10.00 am.

PRESENT

Councillors Mabon ap Gwynfor, Brian Blakeley, Joan Butterfield, Ellie Chard, Ann Davies, Gareth Davies, Meirick Davies, Hugh Evans, Peter Evans, Bobby Feeley, Tony Flynn, Huw Hilditch-Roberts, Martyn Holland, Hugh Irving, Alan James, Brian Jones, Huw Jones, Pat Jones, Tina Jones, Gwyneth Kensler, Geraint Lloyd-Williams, Richard Mainon, Christine Marston, Barry Mellor, Melvyn Mile, Bob Murray, Merfyn Parry, Paul Penlington, Pete Prendergast (Chair), Arwel Roberts, Anton Sampson, Glenn Swingler, Andrew Thomas, Rhys Thomas, Tony Thomas, Julian Thompson-Hill, Graham Timms, Joe Welch, Cheryl Williams, Eryl Williams, Emrys Wynne and Mark Young

ALSO PRESENT

Chief Executive (MM), Head of Legal, HR & Democratic Services (GW), HR Services Manager (CR), Democratic Services Manager (SP), and Committee Administrator (SLW)

1 APOLOGIES

Apologies for absence were received from Councillors Jeanette Chamberlain-Jones, Rachel Flynn, Peter Scott, David Williams and Huw Williams

2 DECLARATIONS OF INTEREST

Councillor Paul Penlington declared a prejudicial interest in Item 10 – Notice of Motion by Gwyneth Kensler.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent matters.

4 CHAIRMAN'S DIARY

A list of civic engagements undertaken by the Chair and Vice-Chair for the period 22 February 2018 – 23 March 2018 had been circulated prior to the meeting.

RESOLVED that the list of civic engagements undertaken by the Chair and Vice-Chair be received.

5 MINUTES

The minutes of the Full Council held on 25 January 2018, 30 January 2018, and 20 February 2018 were submitted.

RESOLVED that the minutes of the Full Council held on 25 January 2018, 30 January 2018, and 20 February 2018 be confirmed as a correct record and signed by the Chair.

6 ARRANGEMENTS FOR THE ELECTION OF CHAIR AND VICE-CHAIR

The Head of Legal, HR and Democratic Services presented the report (previously circulated) seeking agreement for the proposed Chair and Vice-Chair of the County Council for the municipal year 2018/19 to be formally elected at the Council's annual meeting on 15 May 2018.

It was confirmed that the current Vice-Chair, Councillor Peter Scott, would become the Chair for the 2018/19 municipal year and the formal election of Chair would take place at the Annual Council to be held on 15 May 2018.

Election of Vice-Chair – Councillor Arwel Roberts proposed Councillor Meirick Lloyd Davies, seconded by Councillor Ann Davies, to be the Vice-Chair for the 2018/19 municipal year.

Councillor Joan Butterfield proposed Councillor Bob Murray, seconded by Councillor Brian Blakeley, to be the Vice-chair for the 2018/19 municipal year.

A secret ballot was undertaken for the proposed Vice-Chair.

22 votes for Councillor Meirick Lloyd Davies
20 votes for Councillor Bob Murray

Councillor Meirick Lloyd Davies was nominated as the proposed Vice-Chair for the 2018/19 municipal year. Councillor Davies thanked Members for their support and was congratulated upon his nomination.

RESOLVED that Councillor Peter Scott be proposed Chair and Councillor Meirick Lloyd Davies be proposed Vice-Chair of the County Council for the municipal year 2018/19 to be formally elected at the council's annual meeting on 15 May 2018.

7 INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT

The Head of Legal, HR and Democratic Services introduced the Independent Remuneration Panel for Wales Annual Report 2018/19 (previously circulated) to advise of the Panel's determinations for 2018/19 in respect of payments to members and co-opted members and to adopt a schedule of remuneration.

This year the Panel had set a level of remuneration at £13,600 which would be an increase of £200 per year to the basic salary of each Councillor.

Councillor Mabon ap Gwynfor stated that due to the difficult financial times ahead faced by Local Authorities, he did not feel the increase should be accepted and would donate the £200 increment to a local good cause. He then went on to propose two separate votes be carried out on the two recommendations as he urged Members to refuse condition 3.2 as stated within the report. The proposal

was seconded by Councillor Glenn Swingler who expressed agreement with his fellow Councillor and also confirmed he would donate the £200 increment to a local good cause.

The Head of Legal, HR and Democratic Services explained that it was a legal requirement to make payment to individual members. If individual members took the decision to forego all or part of their salary they would be required to put the request in writing and, thereafter, payroll department would be informed.

A vote took place for the proposal of taking the two recommendations within the report as two separate votes.

VOTE:

In favour – 10

Abstain – 2

Against – 30

Therefore, the recommendations as stipulated in the report, were taken as one item, and it was:

RESOLVED that:

- (i) *Council notes the determinations of the Panel for the 2018/19 municipal year in respect of the payment of Basic Salaries, Senior and Civic Salaries and payments to co-opted members.*
- (ii) *Council adopts the schedule of remuneration as set out in appendix 1 (which remains unchanged from 2017/18 except as outlined in paragraph 4.4 of the report) for the 2018/19 municipal year.*

8 MEMBER TRAINING AND DEVELOPMENT

The Democratic Services Manager presented the report (previously circulated) to provide an update on member training issues.

Feedback had been provided from previous members following elections regarding the training which had been provided. 2008 members indicated there had not been sufficient training whereas 2012 members had indicated there had been too much training. As a result, the training provided since the 2017 elections had been aimed in between the two previous programmes in terms of intensity and scope.

The previous Council had identified a number of mandatory training requirements and currently two of those mandatory training courses had been carried forward:

- Code of Conduct for all members, and
- Training for Planning Committee members.

Members were requested to put forward suggestions of training which could be included as mandatory training courses.

Members were also requested to put forward suggestions of sanctions for non-attendance at mandatory training sessions. The previous Council had decided not impose sanctions for non-attendance at mandatory training.

During discussion, it was recommended by members that the following be retained as mandatory training:

- Code of Conduct
- Planning Committee
- Licensing Committee,
- Finance

It was also suggested that Corporate Parenting, Safeguarding and Data Protection be mandatory training courses.

Members commended the excellent standard of the in-house training which had been provided and thanked the Head of Legal, HR and Democratic Services and staff for their efforts in this respect.

It was recommended that a further report be submitted which would include a proposed list of mandatory training courses and possible sanctions

AGREED that the report be noted and that a further report be submitted in respect of mandatory and discretionary training and potential sanctions for non-attendance at “mandatory” training.

9 PAY POLICY STATEMENT 2018/19

The Lead Member for Finance, Performance and Strategic Assets, introduced the report (previously circulated).

The Localism Act 2011 required Local Authorities to prepare pay policy statements. The Pay Policy Statements must be approved by the Council on an annual basis and published on the relevant website.

The Pay Policy Statement reflected the current pay but the national pay awards were yet to be agreed for 2018/19.

The Chief Officer Pay Policy section reflected the current pay but the national position of the pay awards for Chief Officers and Chief Executives were yet to be agreed for 2018/19.

Central UK Government were introducing a cap at £95,000 on public sector exit payments, but there had not been any progress with this and, therefore, it was still to be introduced. At this time it was unclear how this would operate in Wales. On receipt of clarification, all policies on severance payments in Denbighshire County Council would be reviewed as appropriate to accommodate any relevant changes in legislation.

Central Government were also introducing legislation to enable recovery of public sector exit payments, but again there had not been any progress with this and,

therefore, it was still to be introduced. This would apply to employees returning to the public sector or sub sector within 12 months of leaving who earn over £80,000 per annum. At this time it was unclear how this would operate in Wales. All policies and severance payments in Denbighshire County Council would be reviewed as appropriate to accommodate any relevant changes in legislation.

Discussion took place and the following points were raised:

- Following the review of the Chief Executive's pay, the spot salary and performance related pay had been removed and replaced with an incremental scale.
- It was suggested that the Council should pay the "real" living wage rather than the "national" living wage.
- Well-being of Future Generations Act – Councillor Graham Timms expressed his concerns regarding the use of "fair pay" within the Well-being Impact Assessment. Rather than use the phrase "fair pay" Councillor Timms suggested that using the phrase "improving pay can" would be a more suitable wording. He also expressed his disagreement with the statement "by working, some employees may choose to take on private medical insurance". This would not, in his opinion, lead to a healthier country. At this juncture, Cllr Julian Thompson-Hill confirmed the change of wording within the document would be considered. He also confirmed that a Real Living Wage report would be presented at Full Council on 11 September 2018.

RESOLVED that Full Council agree to the changes to the Pay Policy Statement for 2018/19

10 NOTICE OF MOTION

Councillor Gwyneth Kensler put forward the following Notice of Motion for consideration of Full Council:

"Council deploras the way that Coleg Llandrillo-Menai have dealt with the proposed closure of Denbigh College and calls on the Welsh Government to intervene".

At this juncture, Councillor Paul Penlington declared a prejudicial interest as he was employed in Further Education and as such, left the chamber.

Members expressed their concerns following the announcement of the proposed closure of Denbigh College.

Councillor Geraint Lloyd Williams informed members that MP Chris Ruane and Assembly Member Ann Jones had attended a meeting following the announcement of the proposed closure. The meeting had been well attended by staff, users and public from the Denbigh and surrounding areas. Ann Jones had then also met with Carwyn Jones and Kirsty Williams. Following that meeting, the AM had received a letter from Kirsty Williams. Councillor Lloyd Davies had been awaiting permission to circulate the letter and once permission was received, he would do so. The Wellbeing Impact Assessment together with the Business Case had been requested by the MP and the AM but to date the information had not been

forthcoming. Therefore, Councillor Lloyd Williams had submitted a Freedom of Information Request for information as to how they came to the decision to close Denbigh College.

The Notice of Motion was proposed by Councillor Gwyneth Kensler and seconded by Councillor Rhys Thomas, and following a unanimous vote, it was.

RESOLVED that the Notice of Motion, Council deplores the way that Coleg Llandrillo-Menai have dealt with the proposed closure of Denbigh College and calls on the Welsh Government to intervene, was unanimously carried.

11 COUNTY COUNCIL FORWARD WORK PROGRAMME

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

It was confirmed that the Council Briefing which was due to take place on 11 June would now be a Special Council meeting to discuss the LGR Green Paper and a workshop/briefing session would be arranged prior to that meeting.

The Item – Real Living Wage – was confirmed as being added to the September Council meeting Agenda.

RESOLVED that subject to the above, the Council Forward Work Programme be approved and noted.

Prior to the close of the meeting the Leader reported that Dr. Mohammed Mehmet, Chief Executive was attending his last Full Council meeting. The Leader reflected on Dr. Mehmet's time with the authority and conveyed his appreciation for his loyal and committed service, transforming and guiding Denbighshire to become one of the highest performing councils in Wales. Recently Denbighshire had received a very good Estyn report which had included excellent for leadership which, again had been a credit to Dr. Mehmet.

Members wished Dr. Mehmet and his family best wishes for the future.

The meeting concluded at 1.25 p.m.

Report To:	Council
Date of Meeting:	15 th May 2018
Lead Member / Officer:	Councillor Brian Jones /Angela Loftus
Report Author:	Angela Loftus – Strategic Planning & Housing Manager
Title:	Denbighshire Replacement Local Development Plan Delivery Agreement: approval of proposed timetable amendments for submission to Welsh Government

1. What is the report about?

- 1.1 This report provides an update to the current position relating to the development of Denbighshire's Replacement Local Development Plan (LDP) and correspondence from Welsh Government. Following approval by Council on 5th December 2017, the LDP Review Report and Replacement LDP Delivery Agreement were formally submitted to Welsh Government on 13th December. Correspondence was subsequently received from Lesley Griffiths, Cabinet Secretary for Energy, Planning and Rural Affairs inviting Denbighshire County Council (DCC) and Conwy County Borough Council (CCBC) to prepare a Joint Local Development Plan (LDP). The joint response from both Councils set out the preference that individual LDPs should be produced.
- 1.2 The Cabinet Secretary has recently confirmed that both Councils can now progress their LDP reviews on an individual basis (received 29th March 2018 and attached as Appendix 1).
- 1.3 This process has unfortunately resulted in a delay to the timetable for the production of the replacement LDP, which forms part of the Delivery Agreement previously approved by Council.

2. What is the reason for making this report?

To seek approval for amendments to the timetable for production of the Denbighshire Replacement Local Development Plan. The timetable forms part of the Delivery Agreement previously approved by Council and submitted to Welsh Government in December 2017. Amendments are required as a result of Welsh Government's subsequent response and intervention and delay incurred. The report also seeks delegated authority for the Lead Member for Highways, Planning and Sustainable Travel, in consultation with the Head of Planning & Public Protection, to agree any future amendments required to the Delivery Agreement.

3. What are the Recommendations?

- 3.1 That Council approves the Denbighshire Replacement Local Development Plan Delivery Agreement timetable, as amended, for submission to Welsh Government (attached as Appendix 2).
- 3.2 That Council authorises the Lead Member for Highways, Planning and Sustainable Travel in consultation with the Head of Planning & Public Protection to agree any future amendments required to the Denbighshire Replacement Local Development Plan Delivery Agreement.
- 3.3 That Council confirms that it has read, understood and taken account of the Well-being Impact Assessment (Appendix 3) as part of its consideration.

4. Report details

- 4.1 Having an up-to-date LDP is a fundamental part of the plan-led system, in accordance with Section 69 of the 2004 Act, LPAs must commence a review of their LDPs no more than four years following adoption. The first stage of the review process is to prepare and consult on the LDP Review Report. The Denbighshire LDP Review Report indicated that a full Replacement LDP was required. A draft Delivery Agreement for Denbighshire's Replacement Plan was prepared setting out the proposed timetable for producing the replacement Local Development Plan and the Community Involvement Scheme, which outlines the approach to community engagement. The Review Report and draft Delivery Agreement were subject to consultation, approved by Council on 5th December 2017 and subsequently submitted to Welsh Government on 13th December 2017.
- 4.2 Following submission to Welsh Government, the Cabinet Secretary wrote to both Denbighshire County Council and Conwy County Borough Council inviting a positive response to her invitation to submit proposals for the production of a Joint LDP by the 28th February 2018. The letter considered that the production of a Joint LDP would not impact on the preparation time, would improve savings, increase staff capacity/resilience and ensure links to the preparation of Strategic Development Plan (SDP). Welsh Government also insisted that all work on the replacement Denbighshire LDP was stopped until their suggestion for producing a Joint LDP was given serious consideration. The Cabinet Secretary also made a similar request to 11 other authorities.
- 4.3 Joint meetings were held between DCC, CCBC and Welsh Government and a joint response to Welsh Government approved in accordance with the Council's urgent decision making process as set out in its Constitution and in consultation with Cabinet

Members, following cancellation of Cabinet due to adverse weather conditions. The response sent to the Cabinet Secretary recommended that DCC and CCBC should produce separate LDPs but increase collaboration on joint evidence base where possible and develop complementary strategies. It was proposed that this would provide a positive way forward and ensure that the timing of the replacement LDPs was not impacted.

4.4 Subsequent correspondence from the Cabinet Secretary has confirmed that Local Authorities can now progress this round of LDP reviews on an individual basis (received 29th March 2018 and attached as Appendix 1). Moving forward, Welsh Government and the Planning Inspectorate (through the Examination process) will be looking for evidence of improved collaborative working and officers will ensure that opportunities for collaborative working are maximised. The Cabinet Secretary has requested the receipt of Delivery Agreements within 3 months from the date of the letter and expects Delivery Agreements to demonstrate that plan preparation can be achieved within 3.5 years from formal commencement of the process. The plan preparation process formally commences once Welsh Government have approved the Council's Delivery Agreement and this has been published by the Council.

4.5 The intervention by Welsh Government has led to a delay to work on the replacement LDP of around 6 months, which needs to be reflected in the timetable for the replacement LDP. It is therefore necessary to amend the Delivery Agreement timetable previously agreed by Council and submitted to Welsh Government in December 2017. A draft revised timetable is attached as Appendix 2, with proposed changes highlighted. Welsh Government have advised that there is no requirement to amend the remainder of the Delivery Agreement or Review Report previously submitted. The draft amended timetable demonstrates that plan preparation can be achieved within 3.5 years from formal commencement of the process, in line with Welsh Government requirements as set out in the Cabinet Secretary's letter but it is anticipated that it may not be possible to adopt the Replacement LDP before the current LDP expires, as a result of this delay.

4.6 Formal work on the Replacement LDP can start as soon as Welsh Government approve the Delivery Agreement. The timetable and progress will be kept under review and the Strategic Planning Group will play a key role in leading the delivery of the replacement LDP and championing the replacement LDP through its development.

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

The relevant Corporate Priorities are:

- Everyone is supported to live in homes that meet their needs
- Communities are connected and have access to services and goods locally, online or through good transport links
- The Council works with people and communities to build independence and resilience

- The environment is attractive and protected, supporting well-being and economic prosperity
- Younger people want to live and work here and have the skills to do so.

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

This report seeks approval to submit to Welsh Government the amended Replacement LDP Delivery Agreement timetable and the costs for this will be met from existing budgets. The costs of undertaking the Review and producing a replacement LDP will be assessed in detail over the coming months. Budget for the review has been accrued on annual basis and will be available for this work.

7. What are the main conclusions of the Well-being Impact Assessment?

On-going Wellbeing Impact Assessment will inform the development of the replacement LDP, alongside Sustainability Appraisal. Wellbeing Impact Assessment has been undertaken on the contents of the draft Delivery Agreement and its conclusions are broadly neutral or positive. The draft Delivery Agreement sets out a timetable for engagement and consultation and also how this is to take place. Many of the outcomes will be dependent upon the nature of the material consulted upon but the draft Delivery Agreement aims to ensure that everyone can have a say and that their comments will be responded to.

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

Discussions have taken place with Conwy County Borough Council and Welsh Government and a joint meeting was held on 2nd February 2018.

9. Chief Finance Officer Statement

The costs of undertaking the Review and producing a replacement LDP will be assessed in detail over the coming months. There is a specific Council LDP Reserve set-up for this purpose to which the Planning and Public Protection service makes an annual contribution of £20k. This Reserve has been specifically established to help meet the costs associated with any review and replacement LDP.

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

The Draft Replacement LDP Delivery Agreement approved by Council in December 2017 includes a detailed risk assessment. In summary, the main risks identified include staff resources, changing legislation and national policy and timetable delays due to unexpectedly high volumes of consultation response or lack of consensus. The draft Replacement LDP Delivery Agreement builds in flexibility to allow for unexpected delays and robust project planning will help to minimise these risks.

11. Power to make the Decision

Planning and Compulsory Purchase Act 2004
 Planning (Wales) Act 2015



Ein cyf/Our ref: qa1317543

Cllr Hugh Evans
Leader of Denbighshire County Council
County Hall
Wynnstay Road
Ruthin
LL15 1YN

29 March 2018

Dear Cllr Evans,

Re: Local Development Plan (LDP) Review

In December 2017, I wrote to you inviting proposals for Joint LDPs to come forward, highlighting opportunities to maximise efficiencies around plan preparation, as well the effectiveness of policy based outcomes for local communities and business.

The invitation was made in response to numerous comments expressed in the Annual Performance Report (APR) where Local Authorities (LAs) have cited reductions in budgets, skills, capacities and experience to planning departments. Collectively, reductions in LAs future planning resources, both financially and capacity, are having an adverse effect on reviewing adopted LDPs. Consequently, taking the extra step beyond current joint working to the preparation of a Joint LDP would provide a greater ability to optimise the plan preparation process, as well as delivering better outcomes across broader geographical and functionally linked areas.

Following the deadline of 28 February, it is extremely disappointing my invitation has not received a positive response. However, it is reassuring all responses received have indicated LAs consider they have sufficient resources and capacity to review their respective LDP individually.

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1NA

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400
Gohebiaeth.Lesley.Griffiths@llyw.cymru
Correspondence.Lesley.Griffiths@gov.wales

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

The reassurances received from LAs sufficient resources are available to commit to plan review and adhere to timetables throughout the whole process, instils sufficient confidence for me to enable LAs to progress this round of LDP reviews on an individual LA basis. However, having been reassured this is the case, I will be expecting receipt of Delivery Agreements (DAs) within 3 months from the date of this letter, to ensure plan coverage is maintained. I will also expect DAs to demonstrate that plan preparation can be achieved within 3.5 years from formal commencement of the process, with a single additional slippage period of 3 months. This will be monitored through the Annual Performance Reporting (APR) process. I should state quite clearly due to the reassurances received I will not be minded to agree any further extensions to the DA beyond the initial agreement itself.

I remain convinced better planning outcomes can be achieved by working together, however, LAs assert this can be achieved by improved collaborative working stopping short of formal joint LDPs. I have asked the Planning Inspectorate to give special consideration to collaborative working and planning outcomes when LDPs are examined.

Finally, Local Government reform could have an impact on the preparation of your LDP. Should the National Assembly agree to reform Local Government in the future and your LDP has not reached the Deposit Stage (Regulation 17, Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 as amended) your LA may have to re-commence the process.

A handwritten signature in black ink, reading 'Lesley Griffiths'. The signature is written in a cursive style with a large, sweeping flourish at the end.

Lesley Griffiths AC/AM

Ysgrifennydd y Cabinet dros Ynni, Cynllunio a Materion Gwledig
Cabinet Secretary for Energy, Planning and Rural Affairs

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

2. TIMETABLE

2.1 Key Stages of Preparation

2.1.1 The timetable for the Local Development Plan is divided into:

- Definitive stages – up to and including the statutory deposit stage, for which definite dates can be included
- Indicative stages – after the deposit stage, for which estimated dates can be included. These will be reconsidered following the deposit stage.

2.1.2 It is proposed that a tolerance of 2 months be allowed to provide some flexibility, before triggering the need for a formal amendment to the timetable.

2.1.3 The following timetable ~~assumes~~ reflects submission of the draft Review Report to Welsh Government by December 2017. The final Review Report ~~will~~ determines the main areas of the Plan where engagement needs to be focussed. The timetable anticipates 2.5 years to submission of the Replacement Local Development Plan to Welsh Government. The Planning Inspectorate has previously advised that the binding Inspector’s Report can be expected to be received by the Local Authority within approximately one year from submission of the Plan.

2.1.4 Table 2 – Replacement Local Development Plan Timetable

DEFINITIVE STAGES	STEPS	START	END
Review Report	<ul style="list-style-type: none"> • Consider conclusions of Annual Monitoring Report and review & update evidence base • Prepare Review report & background documents & seek WG informal view • Publish Review Report & supporting documents for public consultation (8 weeks) • Submit to Welsh Government 	June 2017	December 2017
Delivery Agreement	<ul style="list-style-type: none"> • Prepare & publish Delivery Agreement for public consultation (8 weeks) • Agree revised Delivery Agreement with Welsh Government 	June 2017	December 2017 May/June 2018

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

<p>Sustainability Appraisal scoping report</p>	<ul style="list-style-type: none"> • Review baseline information • Review indicators and objectives • Consider responses and revise • Council Approval • Publish 	<p>June 2017</p>	<p>December 2017</p>
<p>Pre-Deposit Public Participation</p>	<ul style="list-style-type: none"> • Continue to update evidence base • Review site assessment criteria • Invite candidate site submissions & maintain register of sites • Review Local Development Plan vision and objectives • Review Strategic Options and Preferred Strategy • Evaluate any sites submitted against the site criteria • Review original Sustainability Appraisal of the Options and Strategy proposed and recommend changes or improvements • Wellbeing Impact Assessment • Prepare Pre-deposit Local Development Plan document and Candidate Site Register, Review Report, Information Papers, Well-being Impact Assessment, Delivery Agreement, Test of Soundness self-assessment and Initial Sustainability Appraisal Report. 	<p>December 2017</p>	<p>August 2018 February 2019</p>

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

<p>Pre-Deposit Consultation</p>	<ul style="list-style-type: none"> • Publish the Pre-deposit Local Development Plan documents including the Candidate Site Register, Review Report, Information Papers, Well-being Impact Assessment and Initial Sustainability Appraisal Report • Statutory Consultation (8 weeks) • Consider Responses & amendments to Pre-deposit Local Development Plan documents • Prepare Initial Consultation Report following consultation • Agree Preferred Option/Strategy and Sustainability Appraisal 	<p>October 2018 April 2019</p> <p>Statutory consultation - October 2018 April 2019</p>	<p>April 2019 July 2019</p> <p>Statutory consultation - November 2018 May 2019</p>
<p>Local Development Plan Deposit consultation</p>	<ul style="list-style-type: none"> • Review more detailed policies & allocations for the Deposit Plan not included at Pre-deposit stage • Review Sustainability Appraisal of Deposit Local Development Plan policies • Review and update 1st Plan Habitats Regulations Assessment Screening & Assessment • Review and update the Pre-deposit Local Development Plan Well-being Impact Assessment • Prepare & publish Deposit Local Development Plan document & 	<p>May August 2019</p> <p>Statutory consultation - October 2019 January 2020</p>	<p>November 2019 February 2020</p> <p>Statutory consultation - November 2019 February 2020</p>

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

	<p>Sustainability Appraisal Report, Habitats Regulations Assessment, Candidate Sites Register, Review Report, initial Consultation Report, Alternative Sites Register, Information Papers</p> <ul style="list-style-type: none"> • Statutory consultation (8 weeks) 		
INDICATIVE STAGES			
Submission	Submit revised Local Development Plan and supporting document to Welsh Government and the Planning Inspectorate		Spring 2020 Autumn 2020
Examination	Independent examination led by Planning Inspectorate		Autumn 2020 – Autumn 2021
Adoption	Adopt revised Local Development Plan		Spring 2021 Autumn 2021
Annual Monitoring Report	Prepare, publish and submit Annual monitoring Report		Annually

2.1.5 The timetable anticipates adoption of the replacement Plan in ~~Spring~~ Autumn 2021, ~~prior to~~ after the expiration of the current adopted Local Development Plan in June 2021.

2.1.6 **Table 3 - Consultation/Notification methods for each key stage of preparation**

Consultation/notification Stage	Method
Publication of the Review Report, Delivery Agreement and Sustainability Appraisal	<ul style="list-style-type: none"> • Website • Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups) • Press release • Web access available at public libraries • Documents available at libraries and one-stop-shops

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

<p>Invite candidate site submissions</p>	<ul style="list-style-type: none"> • Website • Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups) • Press release
<p>Pre-deposit Plan consultation</p> <p>Deposit Plan consultation</p> <p>Submission to Welsh Government for Examination</p> <p>Publication of the Inspector’s Report</p> <p>Adoption</p>	<ul style="list-style-type: none"> • Website • Written notification by email/letter to mailing list consultees (including those listed in Appendix 3 – consultation groups) • Press release • Web access at public libraries • Documents available at libraries and one-stop-shops

2.2 Resources

2.2.1 Responsibility for the Local Development Plan preparation sits within the Strategic Planning and Housing Team of Denbighshire’s Planning & Public Protection Service. The Team is comprised of a manager, ~~five~~ **four** planning officers (three part-time ~~and~~ **one** full-time ~~and one fixed term contract post~~), two strategic housing officers and one technical support officer. The team’s Strategic Housing officers are not directly involved in the preparation of the Local Development Plan but will have a significant input in the housing elements of the Local Development Plan.

2.2.2 The Strategic Planning and Housing Team also co-ordinate and administer a steering group of elected Members, which meets on a 4-6 weekly basis providing input and a steer on the content and process for the Local Development Plan and any other planning policy documents (eg Supplementary Planning Guidance, Site Development Briefs etc). This steering group is not a decision-making body but makes recommendations to Planning Committee and Council where the process requires formal approval or decisions.

2.3 Risks

2.3.1 There are various risks to the ensuring adherence to the timetable set out above and these are identified in Appendix 2. These risks may be from internal or external sources and include those over which the Local Authority may have limited influence. Possible mitigation measures have been identified for each of the risks and it is proposed that a

Denbighshire Replacement Local Development Plan – Draft Delivery Agreement Timetable

tolerance of two months be built into the timetable to allow for flexibility without formal amendment to the Delivery Agreement.

2.4 Monitoring and Review

2.4.1 Delivery Agreement

2.4.2 The Delivery Agreement will be reviewed if:

- The Plan preparation process falls more than 2 months behind schedule
- Significant changes are required to the Community Involvement Scheme
- Significant changes occur in the resources available to carry out Plan preparation.

2.4.3 Within three months of the end of the Deposit consultation period, an updated timetable showing definitive dates for the indicative stages of the Plan process will be submitted to Welsh Government for agreement.

2.4.4 Local Development Plan

2.4.5 Denbighshire County Council will produce an Annual Monitoring Report (AMR) in October each year following adoption of the replacement Local Development Plan, which will assess how effectively the policies and proposals of the Local Development Plan are performing and highlight any need for modifications. Once produced, the AMR will be published on the Council's website.

2.4.6 Following adoption of the Local Development Plan, a review should take place within 4 years but may commence earlier if significant changes in national policy or local context occur or significant issues arise from the AMR.

Draft Delivery Agreement for Replacement Local Development Plan

Wellbeing Impact Assessment Report

This report summarises the likely impact of a proposal on the social, economic, environmental and cultural well-being of Denbighshire, Wales and the world.

Assessment Number:	266
Brief description:	Delivery Agreement (DA) sets out the timetable and community involvement scheme for the replacement Local Development Plan. Proposal is to report back on results of the consultation with any necessary amendments to the documents.
Date Completed:	30/10/2017 12:01:07 Version: 3
Completed by:	Lara Griffiths
Responsible Service:	Planning & Public Protection
Localities affected by the proposal:	Whole County,

IMPACT ASSESSMENT SUMMARY AND CONCLUSION

Before we look in detail at the contribution and impact of the proposal, it is important to consider how the proposal is applying the sustainable development principle. This means that we must act "in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs."

Score for the sustainability of the approach

Could some small changes in your thinking produce a better result?

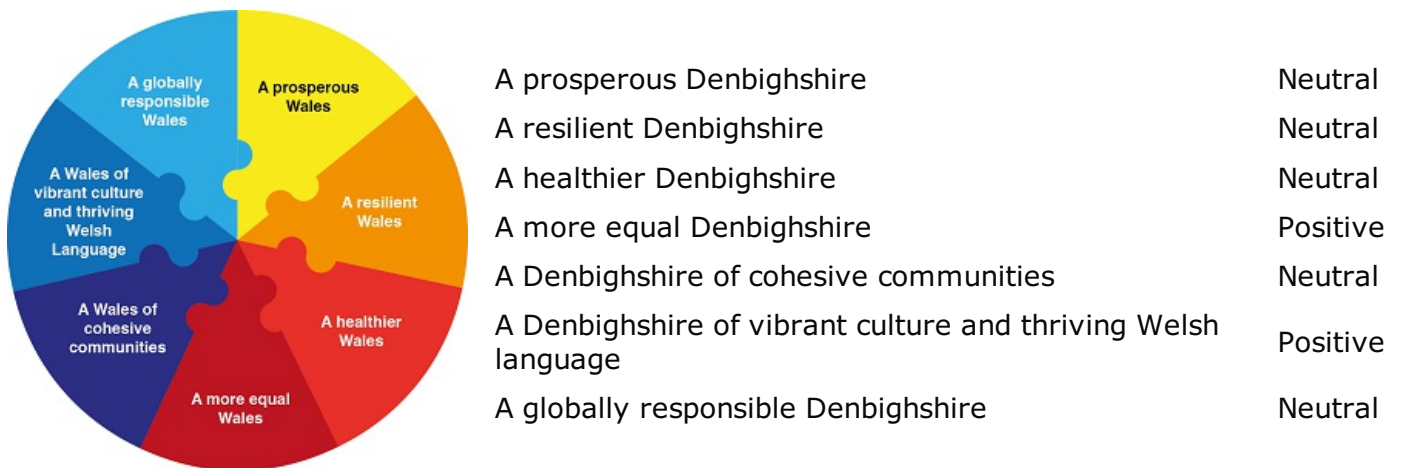


(3 out of 4 stars)

Actual score : 23 / 24.

Summary of impact

Wellbeing Goals



Main conclusions

The conclusions are broadly neutral or positive. the Delivery Agreement sets out a timetable for engagement and consultation and also how this is to take place. The document itself is to be consulted upon. Many of the outcomes will be dependent upon the nature of the material consulted upon but the DA aims to ensure that everyone can have a say and that their comments will be responded to.

THE LIKELY IMPACT ON DENBIGHSHIRE, WALES AND THE WORLD

A prosperous Denbighshire

Overall Impact	Neutral
Justification for impact	As much use as possible will be made of electronic means of engagement and consultation but some events will be held that will require travel.

Positive consequences identified:

The DA promotes electronic means of communication and seeks to make best use of the new consultation portal which may reduce the need to travel to consultation events. Documents will be deposited at libraries and one-stop shops to enable multi purpose visits.

Unintended negative consequences identified:

Consultation events will still need to be held to facilitate face to face discussion and to ensure people who choose not to use electronic means of communication can have their views heard. Consultation portal was not available for this consultation.

Mitigating actions:

Consider holding events that combine with events already happening to minimise the number of separate journeys people may need to make.

A resilient Denbighshire

Overall Impact	Neutral
Justification for impact	Impacts will be influenced by whether it is possible to link to other events.

Positive consequences identified:

Making all documentation available electronically will enable shorter print runs and reduce the use of paper.
By trying to link consultation events to other events multi purpose trips may be generated.

Unintended negative consequences identified:

A number of paper copies will need to be produced to supply libraries and one stop shops and to have at consultation events. If not all used there may some wasted printing.
May not always be possible to link to existing events and separate journeys may be generated.

Mitigating actions:

Use of the consultation portal should assist in coordinating events.

A healthier Denbighshire

Overall Impact	Neutral
Justification for impact	Impacts will depend upon the content of the consultations.

Positive consequences identified:

Events will be held in locations accessible by a range of modes of transport including walking and cycling.

Engagement and consultation can make people feel that their views matter and have been heard which can boost emotional and mental well being.

Unintended negative consequences identified:

People may choose to drive to events regardless of whether venues are accessible by other means. The LDP can be controversial and the allocation of sites can create a considerable amount of distress for individuals. Some decisions cannot be influenced and this can be hard for people to accept.

Mitigating actions:

Promote how to access venues by means other than the car as much as possible. Be very clear in what is being consulted upon and what can and cannot be influenced. Ensure decision making is transparent to reassure communities that all processes are fair.

A more equal Denbighshire

Overall Impact	Positive
Justification for impact	Community involvement scheme highlights that extra efforts will be made to engage with different groups in society.

Positive consequences identified:

Delivery Agreement makes reference to engaging with groups that represent specific groups including those with protected characteristics. All venues to be accessible. A variety of different consultation and engagement techniques will be used to make the process as accessible as possible. Representors are not discriminated against on the basis of any protected characteristics.

Unintended negative consequences identified:

Mitigating actions:

Younger people are less likely to engage with the process. Hold specific events to target this group.

A Denbighshire of cohesive communities

Overall Impact	Neutral
Justification for impact	Some people may be happy with the outcome of engagement and consultation, others will not be.

Positive consequences identified:

Community engagement and consultation is at the heart of the LDP delivery agreement. The process enables communities to have a say in shaping future development in their areas. A common cause can build community cohesion.

Unintended negative consequences identified:

The LDP can be controversial and individuals within a community may have different views leading to conflict. Not all decisions can be made by the community and sometimes they may not like the final outcome of the process. This can create disillusionment with the Council and the LDP process overall.

Mitigating actions:

Ensure that everyone has the opportunity to have a say. Be clear and respond to each comment made. Ensure the process is transparent and fair even if not everyone is happy with the final outcome.

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact	Positive
Justification for impact	All engagement and consultation material will be produced bilingually. People can choose to respond in either Welsh or English and all representations will be treated equally.

Positive consequences identified:

All material will be available bilingually.
All material will be available bilingually.

Unintended negative consequences identified:**Mitigating actions:**

A globally responsible Denbighshire

Overall Impact	Neutral
Justification for impact	Although the wider Local Development Plan may have wider impacts the Delivery Agreement itself does not.

Positive consequences identified:**Unintended negative consequences identified:****Mitigating actions:**

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Report to:	County Council
Date of Meeting:	15 May 2018
Report Authors:	Scrutiny Chairs and Vice-Chairs Group/ Scrutiny Coordinator
Presented by:	Councillor Hugh Irving (Chair of the Scrutiny Chairs and Vice-Chairs Group 2017/18)
Title:	Annual Report of the Council's Scrutiny Committees 2017/18

1. What is the report about?

The Scrutiny Committees' Annual Report to Council for 2017/18

2. What is the reason for making this report?

- 2.1 To present to Council the Scrutiny Committees' annual report on their activities during 2017/18.
- 2.2 To comply with Section 7.4.4 of the Council's Constitution which stipulates that scrutiny committees must report annually to full Council on their work and make recommendations for future work programmes and amended working methods if appropriate.

3. What are the Recommendations?

That Council considers the Annual Report of the Scrutiny Committees for 2017/18 and comments accordingly.

4. Report details

- 4.1 The Constitution of Denbighshire County Council stipulates that the Authority's Scrutiny Committees will report annually on their activities during the year to County Council.
- 4.2 This year's Annual Report is the Scrutiny Committees' first report on its activities during the current Council's term of office. The report provides the reader with a brief introduction on what scrutiny is and how scrutiny operates, along with an overview of the work the committees and their members have undertaken during the course of the year. It also includes information on how residents can participate and contribute to the scrutiny process. A copy of the draft report can be seen at Appendix 1 to this report. Upon approval the report will be translated and be made available on the Council's website.
- 4.3 In previous years the Annual Report has focussed on Scrutiny's work in delivering the Council's corporate priorities and Corporate Plan. With the formation of a new Council in May 2017 the 2017/18 year has been a period of establishing and

learning. Now that the Council has agreed its new corporate priorities and adopted its Corporate Plan for the period 2017-2022 Scrutiny will commence its regular monitoring of its delivery.

- 4.4 During 2017/18 scrutiny has undertaken a mix of pre-decision and post-decision scrutiny work, with individual committees focussing their work on a number of specific areas, such as corporate performance, partnership arrangements, and community and economic benefit. Details of the topics which have been examined by Scrutiny can be found in the sections on the individual committees in the attached report. Throughout the course of the year Scrutiny has participated in consultation exercises and invited a number of external or partner organisations to meet with committees to discuss areas of common interest or concern.
- 4.5 Public engagement and encouraging residents to interact with Scrutiny continues to be a challenge in Denbighshire, as elsewhere in Wales. It is an aspect of its work which Scrutiny will continue to try and improve during the forthcoming year. For this purpose, as in previous years, the Annual Report contains a form which enables the general public to suggest areas or services for scrutiny's consideration.
- 4.6 When considering a request for a matter to be scrutinised, be it a request from an elected member, an officer or from the general public, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) applies the following criteria to determine whether the item merits scrutiny:
- is it a matter of public interest?
 - does Scrutiny have the ability to influence or change things?
 - does it relate to an underperforming service?
 - does the matter affect a large number of residents or a large geographical area?
 - is anyone else looking at it?
- 4.7 In 2014 the Wales Audit Office's (WAO) undertook a national study into scrutiny in Wales. This study, called *Good Scrutiny? Good Question!* concluded that there was a need to strengthen scrutiny's role across local government and public services in general. It also stressed the benefits of using scrutiny as a means for engaging with residents and service-users in order to take better decisions which lead to better outcomes for residents. During 2017/18 the WAO undertook a further national study on Scrutiny. The main focus of this study, called *Fit for the Future*, was to examine how Scrutiny had responded to the recommendations in the *Good Scrutiny? Good Question!* report and how it had adapted to the requirements of the Well-being of Future Generations (Wales) Act 2015, including the duties placed upon it in relation to scrutinising the Public Services Board (PSB). The conclusions of this review are still awaited.
- 4.8 As a result of the initial national WAO report a set of '*Outcomes and Characteristics for Effective Scrutiny*' were developed and adopted on a Wales-wide basis. The aim of these characteristics is to support the delivery of better outcomes, through better decision making, based on better engagement with residents and stakeholders. Towards the end of the 2017/18 municipal year Scrutiny undertook an evaluation exercise to assess its effectiveness against these characteristics and to identify areas which require strengthening. Questionnaires were issued to all county councillors, co-opted members and to senior officers who regularly attend and interact with

Scrutiny. A summary of the evaluation's main conclusions are contained in the Annual Report. The Scrutiny Chairs and Vice-Chairs Group will analyse the results of the evaluation exercise along with suggestions received on how Scrutiny can be strengthened, and the findings of the WAO review during the early part of 2018/19 with a view to identifying improvement actions and incorporating them into the Scrutiny Improvement Plan.

- 4.9 During 2018/19 work will start in earnest on monitoring the Council's delivery of its new corporate priorities and its Corporate Plan. The work of the recently re-established 'Future of In-house Adult Social Care Task and Finish Group' will continue, with its proposals for how to deliver quality social care services in future being presented to Performance Scrutiny Committee prior to recommendations being made to Cabinet. Scrutiny will also continue to robustly challenge the conclusions of Wellbeing Impact Assessments (WIAs) undertaken when developing policies to ensure that the proposals are sustainable and will support the delivery of the goals and principles of the Well-being of Future Generations (Wales) Act 2015.
- 4.10 Preliminary work has been undertaken during 2017/18 on the potential benefits of establishing joint scrutiny committee arrangements between Denbighshire County Council and Conwy County Borough Council for the purpose of fulfilling Scrutiny's duties in relation to scrutinising the PSB. This work should be brought to a conclusion during 2018/19.
- 4.11 Scrutiny committees will continue to invite partner organisations and other public sector bodies to meet with them during the forthcoming year to examine how services and outcomes to residents can be improved through effective partnership. In May 2018 the initial impact of the introduction of Universal Credit on residents and on council services will be considered by Communities Scrutiny Committee. A number of partner organisations have been invited to attend this meeting. During the summer a Welsh Government representative will attend a meeting of Performance Scrutiny Committee to discuss capital funding for highways projects, whilst Partnerships Scrutiny Committee will continue to meet on a regular basis with Betsi Cadwaladr University Health Board representatives to discuss health and social care issues.

5. 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, residents' wishes and within budget.

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

- 6.1 The publication of the Annual Report forms part of the regular committee reports despatch to county councillors and other recipients, therefore there are no additional costs entailed with its publication. The Annual Report upon approval will be available on the Council's intranet and website.
- 6.2 Any costs incurred with respect to the work of task and finish groups will be met from within the existing budgets

- 7. What are the main conclusions of the Well-being Impact Assessment? The completed Well-being Impact Assessment report can be downloaded from the [website](#) and should be attached as an appendix to the report**

A Well-being Impact Assessment (WBIA) is not required for this report as no decision or change of policy is being sought. The Annual Report is presented solely to inform councillors and residents of the Scrutiny Committees' work during the preceding twelve months and as a means of outlining potential future areas of work.

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

Members of the Scrutiny Chairs and Vice-Chairs Group (SCVCG) have been involved with the process for drafting the Annual Report and its proposed contents.

- 9. Chief Finance Officer Statement**

There are no significant financial implications resulting from this report. As mentioned in paragraph 6 above any costs relating to the production of the Report will be contained within existing budgets, as will any costs arising from the establishment of task and finish groups.

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

No risks have been identified with respect to the consideration of the Committees' Annual Report.

- 11. Power to make the Decision**

Section 7.4.4 of the Council's Constitution stipulates that the Council's scrutiny committees must report annually to full Council on their workings with recommendations for their future work programme and any amended working methods if appropriate.

Contact Officer:

Scrutiny Coordinator

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ANNUAL REPORT OF THE SCRUTINY COMMITTEES

2017- 2018

CONTENTS

	Page
What is Scrutiny?	3
Scrutiny in Action	3
How does scrutiny work in Denbighshire?	3
Scrutiny Chairs and Vice-Chairs Group	4
New Council	4
A time of establishing and learning	5
Additional work	7
Improving outcomes for residents	7
External organisations	10
Looking forward	10
The Scrutiny Committees	12
Communities Scrutiny Committee	13
Partnerships Scrutiny Committee	17
Performance Scrutiny Committee	21
How can residents participate in Scrutiny?	25
Scrutiny request form	27
Flowchart on a topic's suitability for scrutiny	29
Scrutiny referral and interface chart	30

What is scrutiny?

Scrutiny is a key component of the Council's political structure. Many of the Council's important decisions are taken by Cabinet, a group of eight councillors to whom the County Council has given its powers to take decisions relating to policies and procedures on its behalf.

The term 'scrutiny' derives from the Latin word 'scrutinium/scrutari' which means 'to search'. In the context of local government Scrutiny's role is to research and examine policies and decisions to assess whether they could be improved or strengthened to deliver better services for residents and visitors to Denbighshire. Scrutiny is often referred to as the Council's 'critical friend', its purpose is to provide constructive criticism in order to continually seek improvements to services, secure better decisions and realise better outcomes.

Scrutiny committees cannot take decisions, but they can influence policies, review decisions taken by Cabinet and Officers, make recommendations, and examine a range of topics that affect residents, local businesses and visitors to the county.

Scrutiny in Action

Scrutiny should at all times work in an impartial way. It should not be influenced by party politics, its focus should be on improving the lives of residents and on securing better outcomes for the county area.

Whilst Scrutiny Committees have an active role to play in developing policies and reviewing performance, they also have the responsibility of holding the Cabinet and other decision makers to account on the decisions they make.

If a Scrutiny Committee believes that an issue should be looked at in more depth before a decision is implemented, it can request a review under the "Call-In" procedure which will allow Scrutiny Committees to formulate alternative proposals.

How does scrutiny work in Denbighshire?

Scrutiny acts as a 'critical friend' to the Council's leadership, driving improvements not only to services delivered by the Council itself, but to services delivered in partnership with other public services in the area by enabling the concerns of the public to be heard.

The Council's scrutiny work is undertaken by three thematic, cross-cutting scrutiny Committees, meeting approximately every 7 weeks and comprising of 11 members from all political parties/groups on the Council. The three committees in Denbighshire are:

- 🌐 Communities Scrutiny Committee
- 🌐 Partnerships Scrutiny Committee
- 🌐 Performance Scrutiny Committee

When examining education matters representatives appointed by the Church in Wales and the Catholic Church, along with representatives elected by parent governors, also serve on the committees. When dealing with education matters these representatives have full voting rights.

Scrutiny Chairs and Vice-Chairs Group

The Chairs and Vice-Chairs of the three scrutiny committees serve on the Council's Scrutiny Chairs and Vice-Chairs Group along with the Chair and Vice-Chair of the Corporate Governance Committee (the Council's Audit Committee) and the Chair of the Democratic Services Committee. This Group acts as a co-ordinating group for the committees' work. Requests for items to be considered by a scrutiny committee are examined by this Group to determine whether they meet the criteria for Scrutiny, or whether they would benefit from being considered by another forum or group. The flowchart on page 29 of this report illustrates this process whilst the 'Interface Chart' on page 30 demonstrates how Scrutiny fits in and interacts with other committees, groups and forums. The Scrutiny Chairs and Vice-Chairs Group also ensures that committees' work programmes are balanced and that subjects are not duplicated. It also has a role to play in supporting and strengthening the Council's scrutiny function through the identification of best practice and helping to implement any necessary changes to scrutiny practices.



New Council

In May 2017 local authority elections were held across Wales. Denbighshire, similar to the majority of local councils, welcomed a number of new councillors to its ranks.

As the political make-up of the Council changed so did each political group's proportion of members on the scrutiny committees.

In previous years Scrutiny in Denbighshire had focussed its efforts on supporting the work to deliver the Council's Corporate Plan. With the formation of a new Council work began in earnest to develop new corporate priorities and a new Corporate Plan for the period 2017 to 2022, the term of the new Council. As part of the work to ensure that the priorities and plan are delivered during the Council's term of office measures have been developed to gauge progress with its delivery. Scrutiny has been consulted on the proposed performance monitoring framework for the Plan to ensure that it helps support the Plan's delivery by 2022. From now on, throughout the Council's term of office, Scrutiny will regularly monitor the Plan's delivery.

Scrutiny has, and will during the new Council term continue to examine matters which are considered to be important or urgent. As mentioned earlier, to ensure that matters of importance are brought to scrutiny's attention a procedure is used by the Scrutiny Chairs and Vice-Chairs Group to filter requests received. The same procedure is used regardless of who submitted the request, a councillor, an officer or a member of the public. This procedure enables scrutiny to consider the most important ones and to refer any non-urgent or more local ones to other groups or individuals to address. How requests are made and dealt with is explained at the end of the report (see pages 25 to 30).

As in previous years, during 2017-18 the Council's three scrutiny committees have dealt with a mixture of pre-decision and post-decision scrutiny as well a wide range of other business, including performance monitoring, and policy development. It has also participated in consultation exercises undertaken by other organisations.

Information on the work undertaken by each committee can be found under the section on the individual committees later in this report.



A time of establishing and learning

Following the May 2017 local authority elections, Denbighshire like other local authorities saw a number of experienced councillors re-elected, but also welcomed a

number of new councillors who were elected for the first time. Consequently, the first year of a new Council's term of office is very much a year of establishing and learning. A Council Leader has to be elected and then a Cabinet is appointed before all other committees, including Scrutiny Committees, can be established. To support councillors in their roles on the different committees a number of different types of training and developments events were held.

To enable councillors and co-opted members to understand Scrutiny's role and purpose in the Council's governance arrangements an 'Introduction to Scrutiny' event was held for all councillors at the start of the Council's new term. This was followed during the course of the year with specific skills training sessions on 'Scrutiny Chairing' and 'Effective Scrutiny'. The latter event was aimed at supporting scrutiny members to work effectively as a team for the purpose of improving outcomes for residents. Certain aspects of the Council's work are extremely complex and may be difficult for the lay person to understand. One such area is educational performance, particularly the statistical information relating to educational attainment. Due to the complexities involved with understanding school performance information a training session was held on 'School Performance Data', how to interpret it and use it effectively when challenging performance with a view to raising standards and consequently improving outcomes for pupils.

Apart from the training required to help both new and returning councillors to understand their roles, the first year of a new Council is also one where new plans and strategies are developed and approved, plans such as the Council's Corporate Plan and the Public Services Board's (PSB) Well-being Plan. Consequently, Scrutiny's role in relation to supporting and monitoring their delivery cannot start in earnest until these plans have been approved. Therefore the monitoring of their delivery will commence during 2018-19. This year Scrutiny has been involved in the early stages of both Plans' development, as a statutory consultee on the PSB's Well-being Plan and in examining the way success in delivering the Corporate Plan will be measured.

County Council and Planning Committee meetings in Denbighshire have been webcast (broadcast on the Council's website) for some time. Since the start of the new Council Cabinet meetings have also been webcast on a regular basis. On 22nd March 2018 the Council webcast a scrutiny committee meeting for the first time, when the proceedings of Communities Scrutiny Committee's meeting were broadcast. Whilst there is no intention at present to broadcast all scrutiny committee meetings individual meetings may be webcast. The Scrutiny Chairs and Vice-Chairs Group will decide which meetings will be webcast.



Additional Work

Whilst Scrutiny members attend formal committee meetings and examine topics or areas in detail as a team, they also undertake scrutiny work outside of formal committee meetings, some of this work is undertaken on an individual basis in their role as their Committee's representative on various Council boards or groups. Each of the three committees have nominated representatives to serve on a variety of internal 'groups'. On these groups representatives are tasked with working with officers to discharge corporate functions and to try and continually improve services despite government funding cuts. Through these groups, i.e. the Strategic Investment Group (SIG), the School Standards Monitoring Group (SSMG) scrutiny members are able to shape, influence, develop and monitor policy through alternative means, complementing the work undertaken by the committees at their regular meetings.

In addition to the above a representative from each scrutiny committee serves on the Council's Service Performance Challenge Groups (where services' performance and priorities are reviewed). If there are concerns regarding the performance of a specific service the Chair of Performance Scrutiny Committee or the committee's performance lead may meet with the relevant Head of Service and appropriate officers to examine matters in closer detail. If concerns still persist the matter can then be referred to the scrutiny committee for detailed examination by the entire committee.

Members who serve on these various groups regularly report back to their Committee on their discussions, findings and conclusions.

During the previous Council's term of office a Task and Finish Group was established to explore potential solutions for the future delivery of adult social care services which meet the requirements of the Social Services and Well-being (Wales) Act 2014. This Act places an emphasis on improving outcomes for residents whilst supporting their independence. The Group was re-established during the latter part of 2017/18 in order to continue the work and deliver the vision.

Improving Outcomes for Residents:

The aim of scrutiny is to improve outcomes for residents. In 2014 the Auditor General for Wales published a national report, 'Good Scrutiny? Good Question!'¹ That report concluded that whilst local authorities were enthusiastic to learn and improve their approach to scrutiny, they were struggling to demonstrate the impact of scrutiny. It concluded that when particularly tough decisions need to be taken, the importance of effective scrutiny should not be underestimated. As a result of this study a national set of 'Outcomes and Characteristics for Effective Scrutiny' were agreed. These

¹ The following link will take you to the Auditor General for Wales' report 'Good Scrutiny? Good Question' (2014): https://www.wao.gov.uk/system/files/publications/WAO_Scrutiny_Report_English_2014.pdf

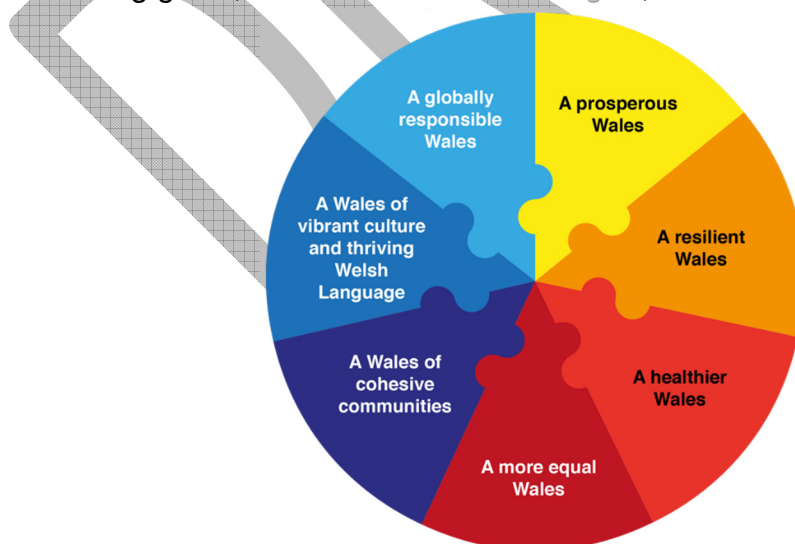
characteristics, which are divided into three specific categories, are essential components of effective scrutiny. They are:

- Better outcomes
- Better decisions
- Better engagement

During late 2017 and early 2018 the Auditor General undertook a further national review of scrutiny across Wales. The purpose of this review, called 'Fit for the Future', was to assess how Scrutiny responded to the recommendations in the 2014 report and how well placed it is to respond to future challenges - including the pressures on public finances and the increased expectations for councils and other public authorities to work together on a regional basis.

This review also explored Scrutiny's effectiveness in adapting to the requirements of the Well-being of Future Generations (Wales) Act 2015, including how it fulfills its duties with respect of scrutinising the new Public Services Boards. The introduction of the Well-being of Future Generations (Wales) Act 2015 is one of biggest changes in legislation which has impacted on scrutiny's work in recent years. Its aim is to improve the social, economic, environmental and cultural well-being of Wales by requiring all public bodies (which includes local authorities) to think more long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach when making decisions. The aim is to help create a Wales that we all want to live in, now and in the future. The Act puts in place seven well-being goals, all of which are inter-linked and dependent on each other.

The Well-being goals, and the links between them, are illustrated below.



More information about them and the Act can be found on the 'Future Generations Commissioner for Wales' website by following the link below:

<https://futuregenerations.wales/>

Scrutiny routinely as part of its work is expected to robustly challenge the conclusions of Well-being Impact Assessments presented to them in relation to proposals, policies, service changes etc.

The findings of the latest Wales Audit Office/Auditor General review are yet to be published. Following the report's publication the Scrutiny Chairs and Vice-Chairs Group will consider the conclusions and any recommendations that are made.

As part its work to further improve scrutiny in the Council the Scrutiny Chairs and Vice-Chairs Group has recently undertaken an evaluation of the effectiveness of the Council's scrutiny function. This evaluation is based on the 'Outcomes and Characteristics for Effective Scrutiny' referred to earlier.

At the end of the new Council's first year of office the main conclusions drawn from the annual evaluation exercise were that Scrutiny:

- had a clear and valued role in the Council's improvement and governance arrangements (94% of respondents stated this);
- was generally councillor-led (76% of respondents thought that this was the case);
- received effective support from the Corporate Management Team (91% of respondents were of this opinion); and
- had the dedicated officer support it requires to undertake effective independent research on its behalf (94% of respondents were of this view);

Amongst the areas identified for improvement were:

- the need to provide training on scrutiny specific skills on a regular basis;
- communication with the public and encouraging residents to engage with scrutiny on matters of concern or interest;
- to explore the potential of webcasting more scrutiny committee meetings; and
- the need for Scrutiny to communicate the outcomes of its work effectively and regularly with councillors who are not members of a scrutiny committee, officers and the public.

The Scrutiny Chairs and Vice-Chairs Group, as part of its work, will devise solutions to address the above areas and to progress any recommendations made by the Wales Audit Office. It will incorporate them into its programme of work to continually strengthen scrutiny in Denbighshire for the benefit of residents.

External Organisations

With an increased expectation from Welsh Government (WG) for public services to be delivered either in partnership with external organisations or commissioned from external providers, scrutiny has in recent years adapted its work to be more externally focussed. During the past year a number of external organisations have been invited to attend scrutiny meetings to discuss progress with joint initiatives, or areas of concern for the Council or residents.

Amongst the external organisations who participated in the scrutiny process during 2017-18 were the Betsi Cadwaladr University Health Board (BCUHB) and GwE (the regional school improvement service). Whilst Scrutiny does not have powers to compel external organisations to attend committee meetings to discuss matters of concern, most organisations accept an invitation to attend scrutiny to explain their plans or the rationale behind their decisions.

To date the Welsh Government, GwE, Betsi Cadwaladr University Health Board and the Welsh Ambulance Services Trust (WAST) have accepted invitations to attend scrutiny meetings during the forthcoming year, whilst plans are afoot to extend invitations to Dŵr Cymru Welsh Water and Natural Resources Wales (NRW) to a meeting later in the year.

Looking forward

From April 2018 onwards the majority of areas in Denbighshire is subject to the new **Universal Credit** welfare benefit. Although the Council has been planning for the introduction of this new benefit for some time the actual impact of its introduction on residents and on Council services is yet unknown. As a result Scrutiny has decided to monitor the impact of its introduction with a view to identifying problems or pressures as early as possible during the introductory phase. This work will start during May 2018 when representatives from various organisations, such as Citizens Advice Denbighshire (CAD), Department for Work and Pensions (DWP), Civica and various Council services will attend a meeting of Communities Scrutiny Committee to examine whether additional steps need to be taken to support residents and services to manage the impact of the benefit's introduction.

As mentioned earlier the Well-being of Future Generations (Wales) Act 2015 requires public bodies within the Council's geographic area to work together effectively for the purpose of improving the well-being of residents and the area in general. To facilitate this to happen legislation stipulated that a Public Services Board (PSB) for the area had to be established. As a number of the partner organisations on the PSB work across both Conwy and Denbighshire county areas, and had worked together over a number of years on the former joint Conwy and Denbighshire Local Services Board (LSB), it was decided that a joint Conwy and Denbighshire PSB would be established to take over from the LSB.

In addition to requiring the establishment of PSBs the Act also requires local authorities to designate a specific scrutiny committee to scrutinise the work of the PSB for its area, and to fulfil certain duties laid out in the legislation. In Denbighshire Partnerships Scrutiny Committee is the designated scrutiny committee. However, now that the PSB is a statutory board which has certain duties to deliver across both Conwy and Denbighshire consideration is being given by both councils to the merits of establishing a joint scrutiny committee, comprising of elected councillors from both councils, for the purpose of scrutinising the PSB. Proposals in relation to this are currently being developed and both councils hope to conclude the work during the forthcoming year.

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The Scrutiny Committees

As 2017-18 was a year when the Council's vision and strategy for its term of office was being developed the Authority's three scrutiny committees focussed their attention on a number of thematic areas, and on monitoring the delivery of core services and business. A summary of the areas examined by each committee can be found on the following pages.

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Communities Scrutiny Committee



Cllr. Huw Williams (**Chair**)



Cllr. Graham Timms (**Vice-Chair**)



Cllr. Brian Blakeley



Cllr. Meirick Lloyd Davies



Cllr. Rachel Flynn



Cllr. Tina Jones



Cllr. Merfyn Parry



Cllr. Anton Sampson



Cllr. Glenn Swingler



Cllr. Andrew Thomas



Cllr. Cheryl Williams

Communities Scrutiny Committee has during the course of the year focussed its attention on **car parks, tourism** and **matters relating to schools**.

Car parks: the Committee considered the possibility of permitting disabled blue badge holders to park free of charge in the county's car parks. However, it was recommended instead to afford blue badge holders an additional one hour parking time on top of the period purchased on their parking ticket, regardless of whether they parked in a designated disabled bay or not in Council operated car parks. It was felt that permitting additional time would help blue badge holders to undertake all their business within a reasonable timeframe.

Having accessible, clearly sign-posted and well-maintained car parks is crucial if the county's towns and local businesses are to thrive. The Council has undertaken a thorough review of car parks across the county and drawn up a strategy for future investment in its car parks. Scrutiny has during the year examined this strategy and will continue to monitor its delivery during the forthcoming year to ensure that it is delivered and benefits residents, businesses and visitors.

Tourism: is a mainstay of the local economy with thousands of tourists visiting all parts of the county all year round. Permission has recently been granted for 'brown tourist signs' for the Vale of Clwyd to be erected on the grass verges of the A55. Scrutiny has been consulted on the proposed designs for these signs. Whilst scrutiny welcomed the proposal to erect these signs it also felt that they should be supplemented by signs on the county's own highway network to direct tourists to places of interest and to local businesses the length and breadth of the county. As a result further work is being done to draw up a tourist signage strategy for Denbighshire. It is hoped that this work, in addition to the installation of brown tourist information signs on the A55 and the Council's investment in its car parks which are a gateway to tourists to the county, will support and boost the local economy. The Committee also examined the work of the Tourism Team in promoting and marketing the county as a tourist and events location and how the Team's work complements the Council's overall economic development strategy for the county.



Schools: during the term of the previous Council a comprehensive review of primary education in a number of areas within the county was undertaken, the largest and most complex review centred on the Ruthin area. The purpose of the review was to address the number of surplus school places in the area. This review resulted in a number of schools being recommended for closure, with schools or school facilities being built funded jointly by the Council and by Welsh Government through its 21st Century Schools programme. A number of the decisions to close or reorganise primary schools in the area attracted local opposition and resulted in adverse media coverage for the Council. Communities Scrutiny Committee during the year examined the impact of the decisions to close schools and the opening of new state of the art facilities on the communities concerned.

As the programme of building new schools and relocating pupils is still continuing the Committee has agreed to continue with its examination of the impact for the next couple of years. A consequence of the school re-organisation programme was that a number of former school buildings became redundant and surplus to requirements. As the Committee had concerns that these unused building could be at risk of vandalism etc. it examined the Council's plans for managing and dealing with redundant school sites. It wanted assurances that every effort was being made to dispose of them at the earliest opportunity whilst having regard to the wishes of the local community. Another aspect affecting schools which the Committee was consulted on during the year was the Council's draft Learner Transport Policy. Stemming from the discussion on that policy the viability of developing a procedure to enable primary schools to apply to change the secondary school cluster to which they belonged was examined.



Ysgol Glan Cwyd



Ruthin's new school at Glasdir

In addition to the above thematic areas the Committee also examined a corporate procedure for dealing with trees across the county and the progress made in implementing an action plan to manage the nuisance caused by seagulls.



It also considered the findings of a statutory report, required under Section 19 of the Flood and Water Management Act 2010, on the July 2017 floods in the north of the county. As a result of considering this report representatives from Natural Resources Wales (NRW) and Dŵr Cymru Welsh Water will be invited to attend a meeting of the Committee during 2018-19 to discuss water management and flood alleviation matters.

More information about the Committee and its work can be found by following the link below:

<https://moderngov.denbighshire.gov.uk/mgCommitteeDetails.aspx?ID=271&LLL=0>

Partnerships Scrutiny Committee



Cllr. Jeanette Chamberlain-Jones (**Chair**)



Cllr. Emrys Wynne (**Vice-Chair**)



Cllr. Joan Butterfield



Cllr. Gareth Lloyd Davies



Cllr. Hugh Irving



Cllr. Pat Jones



Cllr. Christine Marston



Cllr. Melvyn Mile



Cllr. Andrew Thomas



Cllr. Rhys Thomas



Cllr. David Williams

During 2017-18 **Partnerships Scrutiny Committee** has continued to monitor the effectiveness of a number of **partnership arrangements** with which the Council is involved as well as scrutinising various **health and social care** projects and initiatives. In addition to the above the Committee has also fulfilled its duties as the Council's designated Crime and Disorder scrutiny committee and as the designated committee to scrutinise the Public Services Board (PSB).

Partnership arrangements: following the Council's decision a few years ago to withdraw from delivering a CCTV service in towns in the north of the county a partnership was established between the county council, town councils and North Wales Police to deliver a CCTV service. The partnership's effectiveness in delivering the service were examined by the Committee in June 2017 as were proposals to enter into an agreement with Cheshire West and Chester Council to deliver the service in future. Further consideration of the effectiveness of the new partnership arrangements with Cheshire West and Chester will be the focus of the Committee's work during the summer of 2018. As the Council's statutory crime and disorder scrutiny committee Partnerships has examined the Conwy and Denbighshire Community Safety Partnership's (CSP) delivery of its priorities for 2016-17. It also examined its priorities and action plan for 2017-18. With the establishment of the Conwy and Denbighshire Public Services Board (PSB) came the responsibility for the Committee to be the Council's designated PSB Scrutiny Committee. In undertaking this role during the year the Committee was consulted, and provided observations and recommendations, on the Board's draft Well-being Plan 2018 – 22. From now on it will examine the Board's progress in delivering the Well-being Plan.



Health and social care: Health and social care matters generally entail a lot of partnership working between the Council, Health Board, voluntary sector and private business. Consequently health and social care matters feature regularly on the committee's business agenda. During the course of the year the Committee has examined the Director of Social Services' Annual report for 2016 -17 and commented on the priority areas identified for the Service for 2017 – 18. Similarly it has been consulted, and provided observations, on the Carers Strategy 2016 – 19, the Homelessness Strategy and Prevention Plan, proposals to introduce Support Budgets for People Eligible for a Care and Support Plan, and examined the Council's performance in relation to Adult Safeguarding.

In addition the Committee has examined the progress made in developing community arrangements to support patients' timely discharge from hospital and the progress made in developing pooled budgets for certain health and social care services. It has also monitored the progress and performance of the Single Point of Access (SPoA) service, which is the residents' initial port of call to access health and social care support services. Committee members have also met with representatives from the Betsi Cadwaladr University Health Board (BCUHB) to seek assurances regarding the development of the new community hospital and associated facilities for North Denbighshire in Rhyl, the temporary closure of beds on fire risk grounds at Denbigh Infirmary and their on-going commitment to the Healthy Prestatyn initiative. During the forthcoming year Members will consider the independent inquiry reports on the Tawelfan Ward at Ysbyty Glan Clwyd and any implications to the Council following the publication of the their findings.



Site of North Denbighshire community hospital development

To find out more information about the Committee and its work follow the link below:

<https://moderngov.denbighshire.gov.uk/mgCommitteeDetails.aspx?ID=268&LLL=0>

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Performance Scrutiny Committee



Cllr. Huw Ll Jones (**Chair**)



Cllr. Hugh Irving (**Vice-Chair**)



Cllr. Ellie Chard



Cllr. Ann Davies



Cllr. Martyn Holland



Cllr. Geraint Lloyd-Williams



Cllr. Bob Murray



Cllr. Arwel Roberts



Cllr. Peter Scott



Cllr. David Williams



Cllr. Eryl Williams

Performance Scrutiny Committee has specific responsibilities relating to monitoring the **corporate aspects** of the Council's work as well as the **performance** of specific services in delivering their services and **improving the lives of residents**

Corporate responsibilities: in fulfilling its corporate role the Committee has examined the new framework that will be used to measure the Council's performance in delivering its new Corporate Plan for 2017 – 22. From now on the Committee will regularly use the framework to monitor the Council's progress and success in delivering the Plan. With a view to identifying service shortfalls and weaknesses in service delivery the Committee has regularly examined the Council's performance in dealing with complaints in line with its 'Your Voice' Corporate Complaints Procedure and also the Council's customer feedback procedure. The Council, similar to other organisations of all sizes, faces a variety of risks to its business delivery on a daily basis. Performance Scrutiny Committee on a twice yearly basis considers the risks identified in the Council's Corporate Risk Register along with the measures taken to mitigate against their potential impact. The Council's draft Equality Plan was also examined by the Committee during the year. At Cabinet's request the Committee examined aspects of a procurement exercise undertaken to appoint an agency to supply the Council with temporary staff. Cabinet wanted assurances that the exercise had been effectively managed and that the agency put forward to Cabinet for approval would realise value for money for the Council.

Performance: educational attainment is key if the Council is to realise its ambition of developing a strong sustainable economy where young people want to work and flourish. As in previous years the Committee has continued to examine in detail the teacher assessment and external examination results as well as the support provided to pupils and schools by the Council and the regional school improvement service GwE. The Committee also examined the Council's Behaviour Management Policy and its application across the county's schools in light of the number of short term exclusions from the county's schools as it wanted assurances that pupils were supported to achieve their potential and had access to the right skills to see them achieve their potential.



Library services are highly regarded and valued by residents. Libraries across the county have in recent years extended the types of services available and delivered within library buildings and on-line, with Wi-Fi services now available at all county libraries. During the year the Committee has examined the Library Service's performance in delivering services against the all-Wales standards. It has also monitored the Service's progress in transforming libraries into community hubs whilst retaining the traditional element of the service. It will continue to monitor this work during the forthcoming year.



St Asaph Library

Improving the lives of residents: a well maintained highways network impacts on the well-being of residents and the local economy. Proposals for developing a strategy for maintenance and investment in the county's highways network were considered and supported by the Committee. The Committee acknowledged the difficulty faced by the Council in attempting to maintain the county's roads with diminishing financial resources from central government. On this basis it has invited representatives from the Welsh Government to meet with the Committee during the summer of 2018 to discuss the matter.

During the term of the previous Council the Committee considered the findings of a task and finish group established to devise effective solutions for delivering adult social care in the county, as the Welsh Government expects local authorities from now on to focus the delivery and commissioning of services on improving well-being, promoting independence, increasing resilience whilst reducing social isolation. This work is continuing and Performance Scrutiny Committee in the spring of 2018 formulated recommendations to Cabinet, on the basis of the re-established Task and Finish Group's work, on how best to deliver social care services at Rhyl's Hafan Deg Day Centre in future by transferring the facility over to a private provider and commissioning services from that provider, subject to strict contract monitoring of the services provided.

By following the link below you will be able to find more information about the Committee and its work:

<https://moderngov.denbighshire.gov.uk/mgCommitteeDetails.aspx?ID=269&LLL=0>

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How can residents participate in Scrutiny?

Would you like scrutiny to look at a particular matter?

You can raise a matter for consideration by one of Denbighshire County Council's scrutiny committees by filling out the Scrutiny Request Form (overleaf). The Chairs and Vice-Chairs of the three scrutiny committees meet periodically to decide how to allocate the work of the scrutiny committees and will consider if any matter raised should be examined in detail by one of the committees, or if another course of action should be pursued. This can range from a referral to the service responsible, to full scrutiny of the matter by one of the scrutiny committees, or even the establishment of a specialist 'task and finish group' to investigate and report on a particular matter.

Would you like to attend a meeting of a scrutiny committee?

Denbighshire County Council's scrutiny committee meetings are generally open to the public, and residents of Denbighshire and the general public are encouraged to attend. A list of upcoming scrutiny committee meetings and the matters to be discussed are available on the 'Scrutiny' page of the Council's website.

If you wish to take part in the discussion on a particular matter you will require the permission of the Chair of the committee (further details below).

Occasionally some items being discussed by a committee will contain confidential information and cannot be discussed in the usual public forum. Any such items (referred to as 'Part Two (II)') will be clearly identified when the meeting papers are published, and the Chair of the committee meeting discussing a 'Part II' item will make it clear that the meeting should continue without the press and public in attendance in order to avoid divulging confidential information.

Would you like to speak to a committee on an item being discussed?

Members of the public are very welcome to attend scrutiny committee meetings but will require the permission of the Chair of the committee if they wish to speak or make representations at a committee meeting. If you wish to submit evidence to a committee, or address members on your experience in relation to a subject under discussion, please contact the Scrutiny Co-ordinator in advance of the meeting so that this can be arranged and any paperwork can be circulated to members of the committee.

Occasionally scrutiny committees may wish to 'co-opt' an individual with particular experience or expertise to become a temporary member of the committee or ask them to contribute to an inquiry as an expert witness.

Keeping up to speed with decisions made by Denbighshire's scrutiny committees

You can keep track of what is being discussed at each scrutiny committee meeting, as well as any other public Council meeting, by visiting the 'meetings' page of the Council's website. The latest 'work programme' for each of the scrutiny committees is available with the meeting papers for each meeting and the confirmed agenda for each meeting will usually be available 5 - 7 days before the meeting is due to take place.

The minutes of previous scrutiny meetings and a record of the decisions made are also available on the Council's website.

Further advice or information is available by contacting the Scrutiny Co-ordinator, Rhian Evans on rhian.evans@denbighshire.gov.uk (01824 712554) or the Democratic Services Officer, Karen Evans, on karen.a.evans@denbighshire.gov.uk (01824 712575).

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SCRUTINY REQUEST FORM

Is there something you would like scrutiny to have a look at?

Please give a brief description of the topic you would like to be considered by one of the Scrutiny Committees and why you think it should be considered

Would you like to attend a meeting of a Scrutiny Committee?

YES/NO

It would be useful if you could give us the following details so that we may respond to your request

Your name:
Address:

Postcode:
Email:
Telephone number:

PLEASE RETURN THIS FORM TO: SCRUTINY CO-ORDINATOR, LEGAL, HR AND DEMOCRATIC SERVICES, COUNTY HALL, WYNNSTAY ROAD, RUTHIN LL15 1YN or e-mail it to rhian.evans@denbighshire.gov.uk

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Consideration of a topic's suitability for scrutiny

Proposal Form/Request received

(careful consideration given to reasons for request)



Does it stand up to the PAPER test?

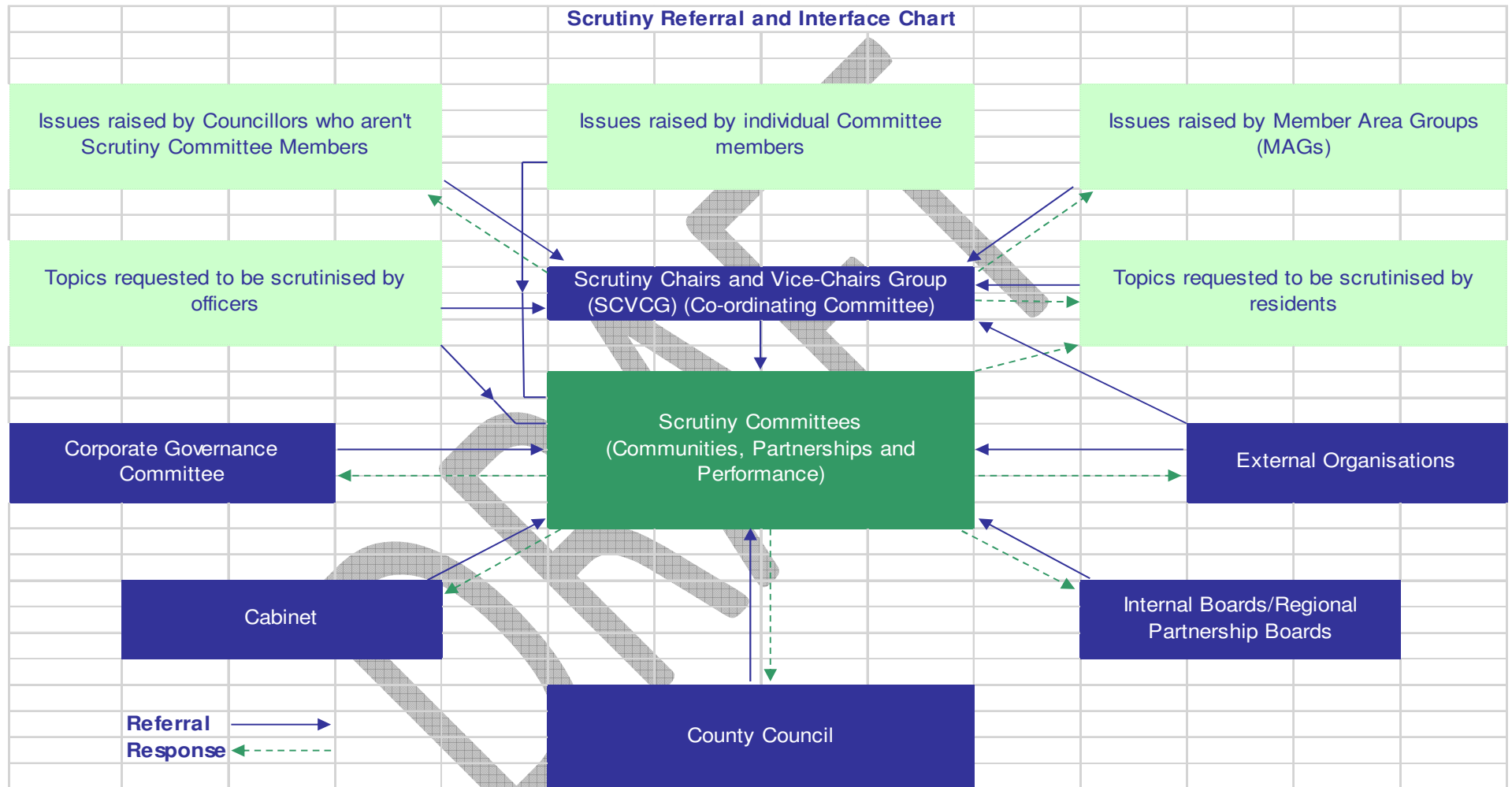
- **P**ublic interest – is the matter of concern to residents?
- **A**bility to have an impact – can Scrutiny influence and change things?
- **P**erformance – is it an underperforming area or service?
- **E**xtent – does it affect a large number of residents or a large geographic area?
- **R**eplication – is anyone else looking at it?

YES

NO

No further action required by scrutiny committee. Refer elsewhere or request information report?

- Determine the desired outcome(s)
- Decide on the scope and extent of the scrutiny work required and the most appropriate method to undertake it (i.e. committee report, task and finish group inquiry, or link member etc.)
- If task and finish route chosen, determine the timescale for any inquiry, who will be involved, research requirements, expert advice and witnesses required, reporting arrangements etc.



anyone wishing to request that a matter be considered for scrutiny should contact the Scrutiny Co-ordinator or the Democratic Services Officer to obtain the relevant referral form (contact details are shown on the page 26)

Report To:	Council
Date of Meeting:	15 May 2018
Lead Member / Officer:	Councillor Mark Young / Democratic Services Manager
Report Author:	Steve Price and Kath Jones
Title:	Committee Timetable 2019, Annual Review of Political Balance and Appointment of Scrutiny Chairs

1. What is the report about?

This report contains information and requests decisions on committee-related issues.

2. What is the reason for making this report?

It is necessary for Council to approve a timetable for 2019 in line with Council's decision to maintain an 18 month timetable, to enable meeting venues and resources to be confirmed, to publicise the timetable and to populate the Members' diary. As the new municipal year starts in May it is also appropriate for Council to consider changes in political balance and be aware of how Scrutiny chairing arrangements work.

3. What are the Recommendations?

- (i) That Council approves the draft committee timetable for 2019;
- (ii) That Council re-appoints the existing chair and membership of the Democratic Services Committee for the 2018/19 municipal year, subject to any changes notified by the Groups; and
- (iii) That Council considers the political balance of the committees.

4. Report details

4.1 Committee Timetable

The new municipal year begins with the Annual Meeting of Council in May. The current timetable of committee meetings continues until the end of 2018 and will be extended until the end of 2019 in accordance with Council's request to maintain an 18 month timetable. The draft timetable for 2019 is attached as appendix 1 and also contains a committee-by-committee explanation of the factors behind the identification of suitable dates for each meeting.

4.2 Annual Review of Political Balance

The Council is required to consider at least annually how the membership of its committees relates to the political balance of the Groups. Changes to the membership of committees

and the strength of the political groups mean that not all committees are currently politically balanced, and these are shown in appendix 2.

At the time of writing this report the actions recommended in the tables in appendix 2 are relevant. The actual membership of each of the committees is shown in appendix 3 for information.

4.3 Democratic Services Committee

Section 11 of the Local Government (Wales) Measure 2011 requires the Council to appoint a committee to review the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions, and to make reports and recommendations to the authority in relation to such provision.

The members of the Democratic Services Committee must be appointed by Full Council. There are to be no co-opted members. Under the Measure there may be no more than one member of the Cabinet on the Committee (who cannot be the Leader), but Council in May 2012 decided that the membership would be 11 councillors and would not include members of the Cabinet.

The Committee must be politically balanced and Council must appoint its chair who must not be a member of any of the political groups represented on the Cabinet. For Denbighshire, this means that the chair will be a member of the Labour or Plaid Cymru groups. The existing chair is Councillor Alan James.

The existing members of the Democratic Services Committee are shown in appendix 3.

4.4 Appointment of Chairs of Scrutiny Committees

According to the principles for allocating Scrutiny chairs in the 2011 Local Government (Wales) Measure the Groups represented in the Cabinet (Independents and Conservatives) will be entitled to 1 of the 3 scrutiny chairs, and it will be for those groups to decide amongst themselves which of their eligible members will be a chair. The Labour and Plaid Cymru Groups are entitled to appoint 1 scrutiny chair each.

Neither the Measure nor the associated statutory guidance make provisions for changing or re-appointing scrutiny chairs, except where the political make-up of Cabinet changes or where a scrutiny chair is vacated for some reason. The appointment of chairs for the new municipal year is therefore a matter for the political groups to consider and to report any changes.

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

The decisions and information arising from this report are central to the functioning of the democratic and committee systems which are essential elements of the Council's governance arrangements and contribute to the Council's corporate priorities.

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

The costs of maintaining a committee system are covered within existing budgets but the Council in 2015 made a commitment through its *Freedom and Flexibilities* process to reduce the number of committee meetings being held to save the associated costs. Services throughout the Council may contribute to the meetings included in the timetable, usually by contributing information, reports and officer time.

7. What are the main conclusions of the Well-being Impact Assessment?

A Well-being Impact Assessment is not required for this report.

The annual timetable of meetings is an established process and meets the aims of well-being and equality legislation. The principal 'service users' are the members of the committees and supporting officers although the press and public are also able to attend most meetings or view webcast meetings online. The level of interest or engagement of individuals or groups is likely in large part to depend on the topic under consideration.

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

Council and the political groups within the Council are being consulted on the issues raised in this report. Officers supporting the work of the different committees have been consulted on the committee timetable to identify viable dates for meetings.

9. Chief Finance Officer Statement

There are no additional costs arising from the recommendations in this report.

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

Failure to confirm councillors' roles and membership of committees would be detrimental to the Council's governance arrangements.

11. Power to make the Decision

Schedule 12 of the Local Government Act 1972; Local Government and Housing Act 1989; Local Government (Wales) Measure 2011.

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DRAFT SCHEDULE OF MEETINGS 2019

Appendix 1

KEY

	WEEKEND OR BANK HOLIDAY
	SCHOOL HOLIDAY

2019	M	T	W	T	F		M	T	W	T	F		M	T	W	T	F		M	T													
JAN		1	2	3	4		7	8	9	10 AMG	11		14 CABINET BRIEFING	15	16 PLANNING	17	18		21	22 CABINET	23 CORPORATE GOVERNANCE	24 COMMUNITIES	25		28	29 COUNCIL	30	31 PERFORMANCE					
FEB					1		4	5 SACRE	6 LJCC	7	8 CHS&W COMMITTEE		11 CABINET BRIEFING	12	13 PLANNING	14 PARTNERSHIPS	15		18	19 COUNCIL	20	21	22		25	26 CABINET	27	28					
MAR					1		4	5 LICENSING	6 CORPORATE GOVERNANCE	7 AMG	8		11 CABINET BRIEFING	12	13 PLANNING	14 COMMUNITIES	15 STANDARDS		18	19 WEI, SH LANGLAGE	20	21 PERFORMANCE	22		25	26 CABINET	27	28	29 DEMOCRATIC SERVICES				
APR	1	2	3	4 PARTNERSHIPS	5		8	9 COUNCIL	10 CORPORATE GOVERNANCE	11	12		15 CABINET BRIEFING	16	17 PLANNING	18	19		22	23	24	25	26		29	30 CABINET							
MAY			1	2 PERFORMANCE	3 CHS&W COMMITTEE		6	7	8	9 COMMUNITIES	10		13 CABINET BRIEFING	14 ANNUAL COUNCIL	15	16 AMG	17		20	21	22 PLANNING	23 PARTNERSHIPS	24		27	28 CABINET	29	30	31				
JUNE		3 COUNCIL BRIEFING	4 LJCC	5 CORPORATE GOVERNANCE	6	7 STANDARDS		10 CABINET BRIEFING	11	12 PERFORMANCE	13 LICENSING	14		17	18	19 PLANNING	20	21	24	25 CABINET	26 SACRE	27	28										

COMMITTEE TIMETABLE 2019

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
COUNTY COUNCIL 10 a.m.	29	19		9	14 Annual Meeting		2	SUMMER RECESS	10	15		3
COUNCIL BRIEFING 2 p.m.			18			3					11	
CABINET 10 a.m.	22	26	26	30	28	25	30		24	22	19	17
CABINET BRIEFING 1 p.m.	14	11	11	15	13	10	15		9	7	4	2
PLANNING 9.30 a.m.	16	13	13	17	22	19	17		4	9	13	11
PERFORMANCE SCRUTINY 9.30 a.m.	31		21		2	13	18		26		28	
COMMUNITIES SCRUTINY 9.30 a.m.	24		14		9		4		5	24		12
PARTNERSHIPS SCRUTINY 9.30 a.m.		14		4	23		11		12		7	19
CORPORATE GOVERNANCE 9.30 a.m.	23		6	10		5	10		11		20	
LICENSING 9.30 a.m.			5			12			18			4
LICC 2 p.m.		6				4				3		

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
SACRE 10 a.m.		5				26				16			
STANDARDS 10 a.m.			15			7			6			6	
DEMOCRATIC SERVICES COMMITTEE 10 a.m.			29								4		
CORPORATE HEALTH, S&W 10 a.m.		8			3		19					8	
WELSH LANGUAGE STEERING COMMITTEE 10 a.m.			19				9					12	
ASSET MANAGEMENT GROUP 9.30 a.m.	10		7		16		25		19		14		

OTHER MEETINGS IN 2019

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CONWY & DENBIGHSHIRE JOINT ADOPTION PANEL 9.30 a.m. DATES TBC												
FOSTERING PANEL	23	27	27	24	22	26	24	28	25	23	27	11
AONB JOINT COMMITTEE 10 a.m.			8			21					22	

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
AONB PARTNERSHIP 10 a.m.			22			14				18		
PUBLIC SERVICES BOARD			25									
SCRUTINY CHAIRS & VICE CHAIRS GROUP 2 p.m.	31		14	25								
MEMBER AREA GROUPS												
DENBIGH TUES 2 p.m.	15		12		7		16			1		10
RHYL MON 2 p.m.		4		8		17			16		25	
PRESTATYN & MELIDEN TUE 6 p.m.		12		16		18			3		5	
ELWY THUR 2 p.m.	10		14		9		11			10		12
RUTHIN MON 10 a.m.		18		22		24			23		18	
DEE VALLEY MON 2 p.m.	21		25		20		29			14		9

CYCLE OF MEETINGS – 2019

Meetings scheduled so as to avoid school holidays for formal meetings where possible and week of the Royal Welsh Show (22 – 25 July) and Royal Welsh Winter Fair (25 – 26 November)

COUNCIL – 8 MEETINGS [meets at 10.00 a.m. on Tuesdays]

29 January – needs to meet before end Jan to approve Council Tax Reduction Scheme

19 February – needs to meet before end of Feb to approve Council Tax Levels

9 April

14 May – ANNUAL COUNCIL

2 July

10 September

15 October – brought forward a week to accommodate Cabinet on 22 October thereby avoiding holding Cabinet in half term (29 October)

3 December

COUNCIL BRIEFINGS [meets at 2.00 p.m. on Mondays]

To be scheduled for the 3 months there are no council meetings – Mondays 2.00 p.m.

18 March

3 June

11 November

CABINET – MONTHLY [meets at 10.00 a.m. on Tuesdays]

To be scheduled near the end of the month where possible.

22 January

26 February (in half term school holidays can't schedule week earlier as would clash with Council and also present difficulties for finance report)

26 March

30 April

28 May – (in half term school holidays – could be brought forward a week but would only leave 3 weeks between the April and May meetings)

25 June

30 July – falls in school holiday time but the week before (23 July) also falls in school holiday time and week of the Royal Welsh show. To bring forward two weeks to 16 July would cause difficulties for the timing of the regular finance report and leave 10 weeks until the next Cabinet meeting scheduled for 24 September

24 September

22 October – brought forward a week to avoid half term

19 November – brought forward a week to avoid clash with Royal Welsh Winter Fair (25 – 26 November)

17 December – week earlier than usual due to Christmas period.

CABINET BRIEFINGS – MONTHLY [meets at 1.00 p.m. on Mondays leading up to a Cabinet meeting to complement the cycle of Cabinet meetings]

14 January

11 February

11 March

15 April

13 May

10 June

15 July

9 September

7 October

4 November

2 December

PLANNING COMMITTEE – MONTHLY [meets at 9.30 a.m. on Wednesdays]

16 January

13 February

13 March

17 April – falls in Easter holidays – could be brought back a week to 10 April but would then leave only 3 weeks between previous meeting and 6 weeks until the next. The following week is also Easter Holidays and to move to the following week would be 1 May and 3 weeks until the next meeting on 22 May

22 May

19 June

17 July

August Recess – there are 8 (now 7) weeks between the Planning meetings in July and September. There is scope to move Planning forward to 24 July or 31 July but both are in summer school holidays and 24 July also falls within the week of the Royal Welsh Show

4 September (brought forward from original suggestion of 11 September to accommodate Corporate Governance Committee to sign off final accounts)

9 October

13 November

11 December

CORPORATE GOVERNANCE COMMITTEE – 7 MEETINGS A YEAR [usually meets at 9.30 a.m. on Wednesdays]

The Corporate Governance Committee meets in July to consider the draft statement of accounts. Usually meets near end of September to approve statement of accounts but needs to be signed off by 15 September 2019 so will need to meet early September.

23 January – need to meet late Jan due to Treasury Management report timescale

6 March

10 April – brought forward 2 weeks earlier than last year in order to avoid school Easter holidays – if the change causes timetabling difficulties for report authors please advise – could move to 1 May as first Wednesday after school holidays or if necessary schedule during school holiday period

5 June

10 July – could move to 24 July but in school holidays and Royal Welsh week, or 31 July which is school holiday time

11 September – needs to meet to approve the statement of accounts before 15 September

20 November

SCRUTINY COMMITTEES – meet 7 times a year on Thursdays

Performance Scrutiny – needs to consider school exams end of September /beginning October and end of January/beginning of February

31 January

21 March

2 May

13 June

18 July

26 September

28 November

Communities Scrutiny Committee

24 January

14 March

9 May

4 July

5 September

24 October

12 December

Partnerships Scrutiny Committee

14 February

4 April

23 May

11 July

12 September

7 November (amended from the 31 October which is half term week)

19 December

Scrutiny Chairs and Vice Chairs Group – to be set by the Group and agreed up to 25 April 2019 (31 January 2019, 14 March 2019 and 25 April 2019)

LICENSING COMMITTEE – meets on a quarterly basis (usually Wednesday)

5 March (Tuesday)

12 June

18 September

4 December

STANDARDS – meets quarterly on Fridays

15 March (rescheduled from 8 March due to a clash with AONB date)

7 June

6 September

6 December

DEMOCRATIC SERVICES – meets twice a year on Fridays

29 March

4 October

CORPORATE HEALTH, SAFETY AND WELFARE COMMITTEE – meets quarterly on a Friday

8 February

3 May

19 July

8 November

LJCC – meets 3 times a year, on different days

6 February (Wednesday)

4 June (Tuesday)

3 October (Thursday)

SACRE – meets once in each school term (3 times a year) on different days in the same academic year

5 February (Tuesday)

26 June (Wednesday)

16 October (Wednesday)

WELSH LANGUAGE STEERING COMMITTEE

Meets 3 times a year

19 Mar (Tuesday)

9 July (Tuesday)

12 Nov (Tuesday)

ASSET MANAGEMENT GROUP

Meets at least 6 times a year at such venues, dates and times as determined by the group – tends to meet every other month on a Thursday. Meeting Room 1, Caledfryn 9.00 a.m. – 1.00 p.m. has been reserved for those meetings)

10 January

7 March

16 May

25 July

19 September

14 November

AONB Joint Committee

8 March

21 June

22 November

PUBLIC SERVICE BOARD

Set by the Board – dates agreed up to 25 March 2019 included in the schedule

CONWY & DENBIGHSHIRE JOINT ADOPTION PANEL

Set by the Panel – awaited – dates currently being arranged but not available at the time of this report

FOSTERING PANEL

Set by the Panel – and included in the schedule

PROGRAMME BOARDS – awaiting timetabling schedule detail

CORPORATE PARENTING FORUM – awaiting timetabling schedule detail.

MEMBER AREA GROUPS (MAG) –

There are 6 MAGs which each meet once every two months with dates included in the schedule.

Political Balance Position

Updated 10 April 2018

The tables below summarise the position for each of the committees. The third column headed *Political Balance* shows the actual number of seats each Group is entitled to have on the committee.

Changes to committee memberships can occur at any time and the Groups are encouraged to ensure that each committee has a full contingent of members throughout the year. A general review of the political balance of the committees is undertaken annually to re-balance committees for the start of the new municipal year in May.

Cabinet	Current Membership	Political Balance
Labour	0	2
Independent	4	2
Conservative	4	3
Plaid Cymru	0	1
Comments: In the event of a political group with 5 or more members declining to take up their seats on the Cabinet the Leader may appoint councillors to fill the vacancies and the rules of political balance do not apply to the filling of those vacancies. Action: None		

Corporate Governance Committee	Current Membership	Political Balance
Labour	2	2
Independent	0	1
Conservative	2	2
Plaid Cymru	1	1
Comments: The membership of the Corporate Governance Committee is 6 councillors politically balanced plus a lay member. The constitutional requirement for the Vice Chair of Council to sit on the Corporate Governance committee and the restriction prohibiting Corporate Governance Committee members from being members of a Scrutiny Committee were removed with the adoption of the new Council constitution. Members of the committee may not be Chair of Council or a Cabinet member. Action: Independent Group to appoint 1 member.		

Communities Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Partnerships Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Performance Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	1	2
Conservative	4	4
Plaid Cymru	3	2
Comments: Independent Group offered 1 vacant seat to the other Groups with Cllr Arwel Roberts joining the Committee as a result.		
Action: None but see comments above.		

Planning Committee	Current Membership	Political Balance
Labour	4	6
Independent	4	4
Conservative	7	7
Plaid Cymru	4	4
Comments: Welsh Government Regulations in 2017 mean that two members representing the same ward cannot both sit on the Planning Committee at the same time. Council agreed in May 2017 for Group Leaders to be given the responsibility for resolving multi-member ward nominations and if there is a failure to agree a single nomination none of the nominations would be accepted onto the Committee.		
Actions: Labour Group to nominate 2 additional members in consultation with the other groups to comply with the 2017 Regulations.		

Licensing Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Democratic Services Committee	Current Membership	Political Balance
Labour	3	3
Independent	1	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: Independent Group to appoint 1 member.		

Welsh Language Steering Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments: This Committee was established by full Council on the 6 December 2016.		
<p>The membership of this committee is 11 councillors, politically balanced, and where possible to include the lead Cabinet member with responsibility for Welsh language issues (the lead member will count towards the political balance calculation). The aim of the Committee is to provide a public forum and steer to support the Welsh language strategy in Denbighshire.</p> <p>Councillor Huw Hilditch-Roberts is the lead member for the Welsh Language and a member of the committee.</p>		
Actions: None		

Local Joint Consultative Committee (LJCC)	Current Membership	Political Balance
Labour	2	2
Independent	1	1
Conservative	2	2
Plaid Cymru	1	1
<p>Comments: The LJCC is an internal consultative forum of employer and trade union representatives on staffing issues. The lead member for HR issues is usually a member of the LJCC and is counted as part of the political balance.</p> <p>Actions: None.</p>		

Corporate Health, Safety and Welfare Committee	Current Membership	Political Balance
Labour	2	2
Independent	2	2
Conservative	3	3
Plaid Cymru	1	1
<p>Comments: The Corporate Health, Safety & Welfare Committee is an internal consultative forum of employer and trade union representatives on health and safety matters.</p> <p>Actions: None.</p>		

Standing Advisory Council for Religious Education (SACRE)	Current Membership	Political Balance
Labour	2	2
Independent	0	2
Conservative	2	3
Plaid Cymru	1	1
<p>Comments: This committee is a statutory committee advising on RE provision in schools.</p> <p>Action: Independent Group to appoint 2 members, Conservative Group to appoint 1 member.</p>		

Appeals and complaints Committee	Current Membership	Political Balance
Labour		3
Independent	1	2
Conservative	4	4
Plaid Cymru	2	2
<p>Comments: This appeal 'committee' is a pool of members which could be called upon in exceptional circumstances where it was felt that a panel involving members would be appropriate, for example in relation to appeals relating to schools.</p> <p>Actions: Labour Group to appoint 3 members, Independent Group to appoint 1 member,</p>		

COMMITTEES/PANELS

CORPORATE HEALTH & SAFETY (8)	L.J.C.C. (6)	SACRE (8)	PLANNING (21)	Welsh Language Steering Committee (11)
Jones, Brian	Chard, Ellie	Chard, Ellie	Davies, Meirick Lloyd	Chard, Ellie
Jones, Huw	Davies, Meirick Lloyd	Flynn, Tony	Evans, Peter	Davies, Ann
Lloyd-Williams, Geraint	Mainon, Richard	Mellor, Barry	Marston, Christine	Flynn, Tony
Mellor, Barry	Williams, Cheryl	Thomas, Tony	Parry, Merfyn	Hilditch-Roberts, Huw
Scott, Peter (chair)	Young, Mark	Wynne, Emrys	Jones, Huw	Penlington, Paul
Thompson-Hill, Julian	Holland, Martyn		Kensler, Gwyneth	Roberts, Arwel
Williams, David			Scott, Peter	Sampson, Anton
Young, Mark			Welch, Joe	Thomas, Tony
				Timms, Graham
				Welch, Joe
			Multi-Member Wards	Wynne, Emrys
			Chard, Ellie - Rhyl South	
			Davies, Ann - Rhuddlan	
			James, Alan - Rhyl West	
			Jones, Brian - Rhyl South East	
			<i>Jones, Pat - Rhyl South West*</i>	
			Jones, Tina - Prestatyn Central	
			Murray, Bob - Prestatyn South West	
			Thomas, Tony - Rhyl East	
			Thompson-Hill, Julian - Prestatyn East	
			Wynne, Emrys - Ruthin	
			Young, Mark - Denbigh Lower	
			<i>*Prendergast, Pete after the Annual Meeting of Council</i>	

POLITICAL GROUPS AND GROUP LEADERS - MAY 2017			
Labour (13)	Independent (10)	Conservative (15)	Plaid Cymru (9)
Blakeley, Brian	Evans, Hugh	Davies, Gareth	Ap Gwynfor, Mabon
Butterfield, Joan (Group Leader)	Evans, Peter	Davies, Ann	Davies, Meirick Lloyd
Chamberlain-Jones, Jeanette	Feeley, Bobby	Flynn, Tony	Jones, Huw
Chard, Ellie	Hilditch-Roberts, Huw	Flynn, Rachel	Kensler, Gwyneth
James, Alan	Mile, Melvyn	Holland, Martyn (Group Leader)	Roberts, Arwel (Group Leader)
Jones, Pat	Parry, Merfyn	Irving, Hugh	Swingler, Glenn
Lloyd-Williams, Geraint	Welch, Joe (Group Leader)	Jones, Brian	Thomas, Rhys
Mellor, Barry	Williams, David	Jones, Tina	Williams, Eryl
Murray, Bob	Williams, Huw	Mainon, Richard	Wynne, Emrys
Penlington, Paul	Young, Mark	Marston, Christine	
Prendergast, Peter		Sampson, Anton	
Timms, Graham		Scott, Peter	
Williams, Cheryl		Thomas, Tony	
		Thomas, Andrew	
		Thompson-Hill, Julian	

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COUNCIL FORWARD WORK PROGRAMME

Meeting	Item (Description / Title)		Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer
COUNCIL BRIEFING 24 May 2018	1	Briefing re: LGR Green Paper			Gary Williams
SPECIAL COUNCIL 11 June 2018		LGR GREEN PAPER			Gary Williams
3 July 2018	1	Hearts for the Arts Award Presentation	A presentation to Denbighshire County Council for winning the Hearts For the Arts Award for Best Local Authority Arts Project Encouraging Community Cohesion	No	Cllr Bobby Feeley / Siân Fitzgerald / Gareth Watson
11 September 2018	1	Real Living Wage	Discussion following Notice of Motion put forward by Cllr Graham Timms at 30/01/18 Council meeting		Richard Weigh
23 October 2018	1	Annual Performance Review	To consider performance over 2017-18 in relation to the Corporate Plan and equalities duties	Yes	Alan Smith / Nicola Kneale

COUNCIL FORWARD WORK PROGRAMME

4 December 2018					

Note for Officers – Full Council Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
<i>June 2018</i>	25 May 2018	<i>July 2018</i>	19 June 2018	<i>September 2018</i>	28 August 2018
<i>October 2018</i>	9 October 2018	<i>December 2018</i>	20 November 2018	<i>December 2018</i>	20 November 2018

Updated 02/05/2018 SLW

Council Work Programme.doc