

To: Members of the County Council

Date: 4 September 2018

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Dear Councillor

You are invited to attend a meeting of the **COUNTY COUNCIL** to be held at **10.00 am** on **TUESDAY, 11 SEPTEMBER 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 URGENT MATTERS AS AGREED BY THE CHAIR

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

4 CHAIRMAN'S DIARY (Pages 5 - 6)

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

5 MINUTES (Pages 7 - 12)

To receive the minutes of the meeting of County Council held on 3 July 2018 (copy attached).

6 NORTH WALES FIRE AND RESCUE AUTHORITY: 2019-20 FINANCIAL UPDATE AND CONSULTATION

Presentation by the North Wales Fire and Rescue Authority.

7 MEMBER TRAINING AND DEVELOPMENT (Pages 13 - 16)

To consider a report by the Democratic Services Manager (copy attached) to provide an update in respect of mandatory and discretionary training and possible sanctions.

8 ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE (Pages 17 - 20)

To consider a report by the Head of Legal, HR and Democratic Services (copy attached) to inform members of the work of the Corporate Governance Committee for the municipal year 2017/18.

9 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 21 - 24)

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

MEMBERSHIP

Councillors

Councillor Peter Scott (Chair)

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

Councillor Meirick Lloyd Davies (Vice-Chair)

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

Gwyneth Kensler
Geraint Lloyd-Williams
Richard Mainon

Emrys Wynne
Mark Young

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Agenda Item 4

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

<u>Dyddiad/Date</u>	<u>Digwyddiad/Event</u>	<u>Lleoliad/Location</u>
26/06/18	'Dipyn o Sioe' Cyngerdd Ysgolion ardal 'A bit of a Show' Rhyl area concert	Y Rhyl / Rhyl
27/06/18	Diwrnod y Lluoedd Arfog a Diwrnod Cenedlaethol Milwyr Wrth Gefn Armed Forces Day and National Reserves Day	Rhuthun / Ruthin
28/06/18	Cygerdd Ysgolion – Gwyl Rhuthun Schools Concert – Ruthin Festival	Rhuthun / Ruthin
29/06/18	Seremoni Torri Tir - Ysgol Gatholig 3-16 Newydd yn y Rhyl Turf Cutting ceremony – New 3-16 Cathool School in Rhyl	Y Rhyl / Rhyl
30/06/18	Derbyniad VIP Diwrnod Cenedlaethol y Lluoedd Arfog National Armed Forces Day VIP Reception	Llandudno
01/07/18	Gwasanaeth Dinesig Cadeirydd Sir y Fflint Chairman of Flintshire's Civic Service	Y Fflint / Flint
05/07/18	Ddathliad Rhyngwladol gyda gwesteion arbennig CALAN International Celebration with special guests CALAN (Mynychodd yr Is-Gadeirydd / Vice-Chair attended)	Llangollen
06/07/18	Agoriad swyddogol Campfa Awyr Agored Rhuddlan yng Nghae Chwarae Admiral Official Opening of Rhuddlan Fresh Air Gym at Admiral's Field	Rhuddlan
08/07/18	Gwasanaeth Dinesig Maer Rhuthun Mayor of Ruthin's Civic Service	Rhuthun / Ruthin
12/07/18	Seremoni Ddinasyddiaeth Citizenship Ceremony	Rhuthun / Ruthin
13/07/18	Dathliadau Ysgol Rhewl Ysgol Rhewl Celebrations	Rhewl
19/07/18	Lansiad Arddangosfa Tom Pryce yn Amgueddfa Dinbych Tom Pryce Exhibition Launch at Denbigh Museum	Dinbych / Denbigh
22/07/18	Gwasanaeth Dinesig Maer y Rhyl Mayor of Rhyl's Civic Service (Mynychodd yr Is-Gadeirydd / Vice-Chair attended)	Y Rhyl / Rhyl
22/07/18	Garddwest Elusennol Maer y Rhyl Mayor of Rhyl's Charity Garden Party (Mynychodd yr Is-Gadeirydd / Vice-Chair attended)	Y Rhyl / Rhyl

16/08/18	Sioe Dinbych a Fflint/Denbigh and Flint Show (Mynychodd yr Is-Gadeirydd / Vice-Chair attended)	Dinbych / Denbigh
29/08/18	#GweithreduNidGeiriau #DeedsNotWords (Mynychodd yr Is-Gadeirydd / Vice-Chair attended)	Trefnant
02/09/18	Gwasanaeth Dinesig Maer Llanelwy Mayor of St. Asaph's Civic Service	Llanelwy / St. Asaph

COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN on Tuesday, 3 July 2018 at 10.00 am.

PRESENT

Councillors Mabon ap Gwynfor, Brian Blakeley, Joan Butterfield, Jeanette Chamberlain-Jones, Ellie Chard, Ann Davies, Gareth Davies, Meirick Davies (Vice-Chair), Hugh Evans, Peter Evans, Bobby Feeley, Rachel Flynn, 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, Pete Prendergast, Arwel Roberts, Peter Scott (Chair), Glenn Swingler, Andrew Thomas, Rhys Thomas, Tony Thomas, Julian Thompson-Hill, Graham Timms, Cheryl Williams, David Williams, Huw Williams, Emrys Wynne and Mark Young

ALSO PRESENT

Corporate Director: Communities (NS) (substitute for the Chief Executive), Head of Legal, HR & Democratic Services (GW), and Committee Administrator (SLW)

1 APOLOGIES

Apologies for absence were received from Councillors Merfyn Parry, Paul Penlington, Anton Sampson, Joe Welch and Eryl Williams

2 DECLARATIONS OF INTEREST

Councillors Brian Blakeley and Ellie Chard both declared a personal interest in Item 3 (Question asked by Councillor Arwel Roberts) as they are Governors at Ysgol Tir Morfa, Rhyl.

Councillor Gwyneth Kensler declared a personal interest in Item 3 as she was the ex-Chair of Governors of Ysgol Plas Brondyffryn.

Councillor Gwyneth Kensler also declared a personal interest in item 6 as she was on the Court of Bangor University.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent items.

At this juncture, Councillor Arwel Roberts raised a question:

What are the arrangements for provision of Welsh medium education in Ysgol Tir Morfa and Ysgol Plas Brondyffryn?

Response by the Lead Member for Education, Children and Young People, Councillor Huw Hilditch-Roberts:

The needs of children in Ysgol Tir Morfa and Ysgol Plas Brondyffryn are individual and a number of pupils have significant issues with communication and they rely on visual aids to assist them. Both schools do their best to support through the medium of Welsh as appropriate. However, across the region, it is recognised that there is more work to be done and as a result, GwE have established a Task & Finish Group sitting under the Welsh Strategic Group, to look at this across all special schools in the north, and this, eventually, will strengthen the offer across the whole region.

Councillors Brian Blakeley and Ellie Chard declared a personal interest regarding the question as they were both Governors at Ysgol Tir Morfa, Rhyl.

Councillor Gwyneth Kensler declared a personal interest regarding the question as she was the ex-Chair of Governors of Ysgol Plas Brondyffryn.

4 CHAIRMAN'S DIARY

A list of civic engagements undertaken by the Chair for the period 16 May 2018 to 24 June 2018 had been circulated prior to the meeting.

The Chair stated it had been a busy time and one of the highlights had been attending the Armed Forces Day in Llandudno which had been a great success.

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

5 MINUTES

The minutes of Full Council held on 15 May 2018 were submitted.

Matters Arising:

Page 12 - Councillor Huw Jones expressed his gratitude to all who had supported his Notice of Motion (item 10) regarding the school uniform grants. The Welsh Government had made the decision that grants would now be available.

Page 14 - Councillor Mabon ap Gwynfor expressed his concerns regarding item 12 (Notice of Motion re: Kingdom Security) as a decision had been made to refer the matter to Scrutiny but at a recent meeting of Cabinet, the Portfolio Holder had stated that a decision had already been made not to renew the contract with Kingdom Security. He again expressed his concern as he personally thought this brought the Council into disrepute as the correct processes had not been followed.

The Lead Member, Councillor Tony Thomas responded that he had issued a statement to all Councillors with an apology and the process was clear for the November end of contract discussions.

The Monitoring Officer clarified that the matter had been to Scrutiny Committee in June 2018 and full option proposals would be presented to Cabinet in September 2018. The matter would not be referred back to Council as it would be a Cabinet decision.

RESOLVED that, subject to the above, the minutes of Full Council held on 15 May 2018 be confirmed as a correct record and signed by the Chair.

6 GROWTH VISION AND STRATEGY FOR THE ECONOMY OF NORTH WALES: GOVERNANCE AGREEMENT

At this juncture, Councillor Gwyneth Kensler declared a person interest as she sat on the Court of Bangor University.

The Leader, Councillor Hugh Evans, introduced the report (previously circulated) to seek Council's approval of the Governance Agreement in so far as it related to non-executive arrangements.

The Growth Vision for the Economy of North Wales had been adopted in September 2016 by Cabinet and similarly adopted by the Cabinets of the other five Local Authorities in the region.

Cabinet approved the terms of the Governance Agreement at its meeting on 26 June 2018 insofar as they related to the executive arrangements and recommended that Council approved the non-executive arrangements.

A statutory joint committee model had been adopted as the preferred one for governance of work on the Bid. The members of the committee were the six North Wales Local Authorities, together with Bangor University, Wrexham Glyndwr University, Coleg Cambria and Grwp Llandrillo Menai (the Universities and Colleges were together known as "the Advisers"). The regional committee had adopted the working title of "The North Wales Economic Ambition Board".

The Board had two phases of Bid development to manage. Phase 1 leading to the agreement of a Growth Deal with Governments, was the Bid preparatory and development stage which would run until mid-2019. Phase 2 post agreement of the Bid which would run from mid-2019 and would be the Bid implementation and delivery stage.

It was stipulated that the report did not attempt to present the content of the developing Growth Deal Bid in depth as the prime purpose was to present the Governance Agreement for adoption. A more comprehensive second Governance Agreement would be drafted for Phase 2.

A further report would be presented to Council in either September or October 2018 which would contain details of the final draft Growth Deal Bid for review and consent prior to the stage of reaching Heads of Terms with both Governments.

Discussions took place which referred to Phase 2 of the Growth Deal Bid and members were requested to concentrate on the details within the report which were relevant to Phase 1 of the Bid.

The most important decisions for the six North Wales Local Authorities would be taken locally. During Phase 1 of the Bid it was proposed that the proposals of the Board for the Bid would be subject to local scrutiny through the most appropriate scrutiny committee in each council, rather than introduce a form of regional scrutiny.

Each council were to submit a sum of £50k with each Adviser paying a sum of £25k. Details of the financial contributions of the parties would be detailed within Phase 2 of the Bid.

It was confirmed that there was commitment from both Westminster and the Welsh Government to the Growth Deal Bid.

RESOLVED that:

- *Progress on the development of the Growth Deal Bid is noted and welcomed.*
- *Council approves all of the non-executive arrangements set out in the Governance Agreement, i.e. the arrangements for Scrutiny.*
- *Council be presented with the final draft Growth Deal Bid for review and consent in September/October prior to the stage of reaching Heads of Terms with both Governments.*
- *Delegated authority be given to the Chief Executive, Corporate Director: Economy and Public Realm and Head of Legal, HR & Democratic Services, in consultation with the Leader to finalise the terms of the Governance Agreement substantially in accordance with the draft attached to the report.*
- *Council approve the inclusion in the Constitution of the executive arrangements approved by Cabinet along with the non-executive arrangements relating to Scrutiny.*

7 NOTICE OF MOTION

Councillor Emrys Wynne put forward the following Notice of Motion for consideration by Full Council:

This Council calls on the County Council to show leadership to the rest of Denbighshire by committing to become a plastic free county within two years.

This council will not use single use plastic.

We also call on the Council to contact the County's goods suppliers, calling on them to consider their use of plastic.

To consider the use of plastic when contracting to external companies.

Plastic straws will be exempt from this policy because of the needs of people with disabilities and swallowing difficulties.

Councillor Wynne expressed his concerns and the reasons why he had put forward the Notice of Motion in the hope of cross-party support

Councillor Mabon ap Gwynfor seconded the proposal of the Notice of Motion put forward by Councillor Emrys Wynne.

Councillor Brian Blakeley explained Councillors had made a commitment in Rhyl to be plastic free in the future. He then went on to request an amendment to the Notice of Motion. He requested that the Notice of Motion included the use of plastic straws due to the fact that outlets utilised a large amount of plastic straws which were adding to the problem. Biodegradable straws were available for disabled people or those with swallowing difficulties.

Councillor Bob Murray seconded the amendment to the Notice of Motion.

The Head of Legal, HR & Democratic Services explained the amendment would need to be voted on prior to continuing with further discussions or amendments.

At this juncture, a vote took place on the amendment and the results were as follows:

- (i) In favour of the amendment to include plastic straws – 19
- (ii) Abstain – 3
- (iii) Against the amendment – 20

Following the vote it was stated that the amendment put forward by Councillor Brian Blakeley had failed.

At this juncture, Councillor Huw Williams put forward a further amendment as follows:

“We support the Notice of Motion in principle for the reduction in plastic but for Scrutiny to do work on it and a report to come back to Council”.

Councillor Barry Mellor seconded the amendment to the Notice of Motion.

At this juncture, a vote took place on the amendment and the results were as follows:

- (i) In favour of the amendment to go to Scrutiny for additional work – 33
- (ii) Abstain – 2
- (iii) Against the amendment – 7

Following the vote it was stated that the amendment put forward by Councillor Huw Williams had been passed.

As the amendment had been passed, it would then become the substantive motion and a debate took place prior to the vote.

Members agreed the use of single use plastic was a global problem but locally, the council needed to act and were unanimously in agreement for the item to be discussed at Scrutiny as a great deal of work would be involved.

At this juncture, a vote took place on the substantive motion as amended and the results were as follows:

- (i) In favour of the substantive motion as amended – 38
- (ii) Abstain - 1
- (iii) Against the amendment – 1

Therefore, it was:

RESOLVED that the Council supports in principle the reduction in the use of plastic but asks that it be referred to Scrutiny for detailed consideration and a further report back to Council.

8 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 Growth Deal Bid would be presented at Full Council either in September or October 2018.

Member Training had also been added to the September 2018 work programme.

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

THE MEETING CONCLUDED AT 11.55 A.M.

Report To:	Council
Date of Meeting:	11 September 2018
Lead Member:	Councillor Mark Young, Lead Member for Corporate Standards
Report Author:	Steve Price, Democratic Services Manager
Title:	Member Training and Development

1. What is the report about?

This report provides an update on member training issues.

2. What is the reason for making this report?

On the 10th April 2018 Council considered a report on member training and development and agreed that a further report be submitted in respect of mandatory and discretionary training and possible sanctions.

3. What are the Recommendations?

That Council debates member training and development and outlines its approach in respect of mandatory and discretionary training and potential sanctions for non-attendance at 'mandatory' training; specifically:

- (i) The training courses which all members will have to complete;
- (ii) The training courses which will be mandatory only for members who are undertaking a particular role (e.g. as a member of a committee or in a senior leadership role such as in Cabinet or a chair of a committee etc);
- (iii) The period of time allowed to members to complete each mandatory training course; and
- (iv) The sanctions or other measures which will be applied to members who have not completed the mandatory training applicable to them in the timescales set by the Council.

4. Report details

- 4.1 Feedback from members after the 2008 elections indicated that the initial training programme for the new Council was inadequate; whilst members in 2012 felt that there was too much training being offered at the start of that Council. As a result the training provided since the 2017 elections has been aimed to be somewhere in between the two previous programmes in terms of intensity and scope.
- 4.2 In April members 'commended the excellent standard of the in-house training which had been provided' [during this new Council term].

Mandatory Training 2014

- 4.3 In 2014 the previous Council decided that the following 'generic' mandatory training would be attended by all members:
- Code of Conduct
 - Safeguarding / Corporate Parenting / Child Protection
 - Finance
 - Equalities
 - Induction (structure of Council, Constitution and Data Protection).
- 4.4 In addition Council decided that some role specific mandatory training, over and above the generic mandatory training shown above, must be attended by members undertaking the relevant roles (though other members could attend too if they wished to do so).
- Chairing skills (for Chairs and Vice-Chairs of all Committees)
 - Scrutiny (Chairing) *for the Scrutiny Committee chairs*
 - Group Leaders
 - Cabinet (to include public speaking and talking to the media)
 - Planning Committee
 - Licensing Committee
- 4.5 The Previous Council did not set any sanctions (other than that for the Planning Committee) if a member failed to undertake mandatory training.

Mandatory Training 2018

- 4.6 All members are required under the Council's Code of Conduct to attend Code of Conduct training and all members have done so. Owing to the importance of decisions made at the Planning Committee being taken by members with appropriate knowledge of planning legislation and policies, the previous Council's requirement for all planning Committee members to complete 2 planning training sessions each year has been carried forward. The sanction for non-compliance is that a member who has not undertaken the necessary training would not vote on planning matters. Planning Committee members have again responded well to these requirements.
- 4.7 This new Council is now asked to confirm its own 'mandatory' training requirements for all members and for those in certain roles. In April's Council meeting the areas below were highlighted as being recommended or suggested to be mandatory:
- Code of Conduct (*training is a requirement under the Code of Conduct*)
 - Planning Committee (*adherence as mandatory training has been maintained; training has been mandatory for Planning Committee members only*)
 - Licensing Committee (*for Licensing Committee members only*)
 - Finance
 - Corporate Parenting
 - Safeguarding
 - Data Protection

- 4.8 Any training identified as being 'mandatory' may need to be repeated or offered at appropriate times to enable members to fulfil their obligations, and this commitment of resources is a material consideration when considering how many areas should be mandated. E-learning for members is being developed and will offer modules including safeguarding and domestic violence. In some instances e-learning modules will be a cost-effective and convenient way for members to access training.

Sanctions

- 4.9 Councillors are office holders elected by their constituents and not employees of the Council. This distinction means that the measures available to enforce adherence by officers to mandatory training will not necessarily be available for members.
- 4.10 The Council could however take certain measures including:
- (a) Agree a clear expectation that certain roles will not be available to members who have not undertaken the necessary training. A current example is that members of the Planning Committee who have failed to complete two planning-related training sessions each year will not vote on planning issues.
 - (b) The publication of either all training attendance records on the Council's website or just those relating to mandatory training.
 - (c) Reporting on member compliance with their mandatory training to a public committee. This could be the Council's Standards Committee or its Corporate Governance Committee. These reports would be available on the Council's website and the committee could call members to account for their non-compliance at a public meeting.

Personal Development Reviews

- 4.11 Personal development reviews have been offered to all members and those reviews will be arranged over the coming months for members who have accepted or who now wish to accept them. It is important to note that personal development reviews are not performance appraisals; they are one way to identify and support a councillor's training and development needs.

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

This report does not directly contribute to the Corporate Priorities though appropriately trained and supported elected members will contribute to the Council's performance at strategic, policy development and decision-taking levels.

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

The majority of the training plan is provided by the Council's officers. This does not require extra funding but does require officer time and will be a factor in the size and complexity of the training programme that can be delivered. For some training areas external facilitation is required which would need to be contained within the member training budget.

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

This report does not require an Assessment.

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

In addition to full Council's debate in April 2018 outlined in this report, the Democratic Services Committee considered an overview of the issues on the 23rd March 2018. Whilst aware that Council would be asked to determine issues of mandatory training and any sanctions, the Committee was supportive of the training plan and asked for personalised training records to be made available to each member as well as providing access to information about future training topics.

9. Chief Finance Officer Statement

The Member's budget underspent by £53k in 2017/18 due to delays in appointment of Cabinet and Committee Chairs following the Council elections. Cabinet agreed for these funds to be carried forward into 2018/19 in order to fund cost pressures within the service area including training requirements and the determinations of the Independent Remuneration Panel for Wales Annual Report. A full review of the budget has taken place to set a sustainable annual budget for 2018/19 and it is currently estimated that £31k of this underspend is required.

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

Training and development is intended to equip members with the skills and knowledge required for the different roles. Without this in place there is a greater risk in some areas of successful challenges to decisions or referrals to the Public Services Ombudsman, and to poorer performance generally.

11. Power to make the Decision

Local Government (Wales) measure 2011.

Report To:	County Council
Date of Meeting:	11 th September 2018
Lead Member / Officer:	Barry Mellor, Chair Corporate Governance Committee
Report Author:	Gary Williams, Head of Legal, HR and Democratic Services
Title:	Annual Report of the Corporate Governance Committee

1. What is the report about?

The report is about the work of the Corporate Governance Committee (the Committee) for the Municipal Year 2017/18

2. What is the reason for making this report?

To inform all Members of the work of the Committee.

3. What are the Recommendations?

3.1 That Members note the content of the report.

4. Report details

- 4.1 The Council is statutorily required under the provisions of the Local Government Wales Measure 2011 to have an Audit Committee. The Committee is the Council's designated committee for this purpose. The statutory role of the Audit Committee is to review and scrutinise the authority's financial affairs, make reports and recommendations in relation to the authority's financial affairs, review and assess the risk management, internal control and corporate governance arrangements of the authority and make reports and recommendations to the authority on the adequacy and effectiveness of those arrangements. The Committee is required to oversee the authority's internal and external audit arrangements, and review the financial statements prepared by the authority. The Committee is also the body that is responsible for keeping the Constitution under review.
- 4.2 The Council's Constitution provides that the membership of the Committee is made up of six elected Members on a politically balanced basis. There is no statutory requirement for the Committee to be politically balanced. There is a statutory requirement to have at least one independent lay member of the Committee and the current lay member is Mr. Paul Whitham whose term of office will expire on the date of the next local government elections in 2022.
- 4.3 Each meeting of the Committee is attended by the Council's s151 Officer, Monitoring Officer and Head of Internal Audit or their representatives. In addition each meeting is attended by officers of the Wales Audit Office.
- 4.4 This is the first Annual Report of the Committee since the local government elections in 2017. The Committee recognises that it has been learning together about its roles

and responsibilities during this period. During the period covered by this report, the Committee has received a number of internal annual reports on matters relating to governance. These have included:

- 4.4.1 Annual Governance Statement Report - this report provides the self-assessment report on the Council's governance and improvement arrangements for 2016-17, which incorporates the Council's 'annual governance statement'. There were no significant governance issues to report. Any less significant issues were included in the Governance Improvement Action Plan which is monitored by the Committee.
- 4.4.2 Corporate Health and Safety Annual Report – this is a report from the Corporate Health and Safety Officer to provide assurance to the Committee that accidents and incidents are reported and monitored; that activity is planned in line with information provided by service hazard and gap analysis; and that training is delivered as required. The overall assessment of DCC's implementation of H&S systems and of employee involvement in H&S are both medium assurance (yellow). This means that H&S management systems are generally developed and recorded. Significant hazards are generally identified and managed to minimise risk. Employees are generally involved in the development and use of H&S management systems.
- 4.4.3 Senior Information Risk Officer (SIRO) Annual Report – the Senior Information Risk Owner (SIRO) has an explicit responsibility to ensure that information held by the Council is managed safely, effectively and in accordance with legislation. This report provides Members with information as to any data protection breaches that may have occurred and whether there are any issues or trends that require further action to be taken. The report sets out statistical data regarding requests for information under the Freedom of Information legislation and the number of complaints made to the Information Commissioner's Office. There had been no serious breaches during the reporting period.
- 4.4.4 Whistleblowing Annual Report – the Council's Whistleblowing Policy requires that an annual report be provided to the Committee on the number and outcome of concerns raised under the policy and whether there are any trends or issues that require further action to be taken. There were no concerns raised under the policy during the reporting period.
- 4.4.5 Regulation of Investigatory Powers Act (RIPA) Annual Report – the Council's RIPA policy deals with the conduct of surveillance activity by the Council and requires an annual report on the number of authorisations issued for directed surveillance activity covered by the relevant legislation in order that the Committee can be assured that the Council is operating within the parameters set by legislation. No authorisations had been issued for directed surveillance activity during the reporting period.

4.5 The Committee also receives a number of reports relating to financial matters each year. These have included:

- 4.5.1 Statement of Accounts – each year the Committee is required to approve the Council's statement of accounts in order that they may be signed off by the

Chair of the Committee and the s151 Officer. There is a large amount of information involved in the accounts and the draft is presented to the Committee in one meeting before summer recess and the final statement of accounts is presented for approval in September each year in order that the committee has sufficient opportunity to examine the documentation and scrutinise it. The accounts were approved.

4.5.2 Treasury Management – the Committee receives two reports each year on the treasury management functions of the Council. The reports present details of capital financing, borrowing, debt rescheduling and investment transactions during the reporting period. The reports also deal with the risk implications of treasury decisions and transactions and compliance with treasury limits and Prudential Indicators. The Committee reviews the Annual Treasury Management Strategy prior to its approval by Council.

4.5.3 Schools in Financial Difficulty – the Committee received a report to explain the Council's policy and approach to working with schools in financial difficulty. The policy follows a number of escalation steps, one of which is for individual schools and governors to report to the Committee.

4.6 The Committee also receives external regulatory reports. During this reporting period the Committee has received the following reports:

4.6.1 Wales Audit Office Annual Improvement Report - this report was presented to the Committee and Full Council and is a summary of audit work by the WAO, including studies on Governance, Information management and the use of resources. No significant recommendations for change were made, and the report was overall very positive about the Council. There were six 'proposals for improvement', which were presented to Council together with the actions in respect of each of these.

4.6.2 WAO Annual Audit Letter – the Committee received the WAO's annual audit letter, the key messages in which were that Denbighshire County Council complied with its responsibilities relating to financial reporting and use of resources, that WAO was satisfied that the Council has appropriate arrangements in place to secure economy, efficiency and effectiveness in its use of resources and that their work to date on certification of grant claims and returns had not identified significant issues that would impact on the 2016-17 accounts or key financial systems.

In addition the Committee receives reports on the WAO's programme of work.

4.6.3 Domiciliary Care Services Actions update – the Committee received an update on the response to the Denbighshire County Council report following the CSSIW National Review of Domiciliary Care in Wales, an external regulatory report that had been presented in the previous municipal year.

4.6.4 Homelessness Prevention Action Plan Update – The Committee received an information report on the progress of the Homelessness Prevention Action Plan, incorporating actions required by the Denbighshire Homelessness Strategy 2017-21; the Denbighshire Supporting People / Homelessness Prevention Annual (Commissioning) Plan, and the recommendations of the

Welsh Audit Office report: 'How Local Government Manages Demand – Homelessness' (January 2018) to provide assurance that the service had responded to recommendations received from the WAO.

4.7 The Committee also receives regular reports from the Chief Internal Auditor on the progress made against the Internal Audit Plan which is approved by the Committee. Members of the Committee also receive copies of internal audit reports. The reports which have “low” assurance are considered at Committee and the action plans to address any concerns are scrutinised and monitored by the Committee. Audit reports that have been considered, or have had action plans monitored by the Committee during the reporting period include, Corporate Safeguarding, Information Management and IT Management in Schools, Corporate Fleet Management and Public Conveniences.

4.8 The Committee has also received reports reviewing other corporate issues including the Strategic Risk Management Framework and the Council’s preparations for the introduction of the General Data Protection Regulation (GDPR)

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

The Committee’s work in scrutinising the Council’s financial affairs, risk management and corporate governance controls assists the Council in delivering the Corporate Priorities.

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

There are no direct costs associated with this report.

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

This report contains no proposal but is, rather, a report on the work done by the Committee over the past year. There is therefore no impact assessment required.

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

The Committee has received and commented upon a draft of this report.

9. Chief Finance Officer Statement

The Committee is a key part of the Council's governance arrangements. Effective scrutiny of significant financial processes, systems and transactions is a vital element of internal control and provides a level of assurance to the wider Council and other stake holders.

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

The risk of not having an effective Corporate Governance or Audit Committee is that there is no oversight of the Council’s corporate governance which is a key component of good performance. Weak corporate governance can contribute to failures in service delivery.

11. Power to make the Decision

There is no decision required as a result of this report.

COUNCIL FORWARD WORK PROGRAMME

Meeting	Item (Description / Title)		Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer
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
	2	Joint Scrutiny of the Public Services Board	To establish a joint Scrutiny Committee with Conwy to scrutinise the PSB	Yes	Steve Price / Rhian Evans
	3	North Wales Growth Bid Priority Projects	To support the regional priorities for the Growth Bid discussions with Government	Yes	Cllr Hugh Evans / Graham Boase
COUNCIL BRIEFING 5 November 2018	1	UK Leisure Framework Annual Report	A presentation from the Head of Facilities, Assets & Housing and Alliance Leisure	N/A	Jamie Groves / Tom Booty / Andy Moreland / Paul Cluett (Alliance Leisure)
	2	BCUHB presentation on its Community Strategy on shaping community hospitals in the county.		N/A	
	3	The National Development Framework	To brief members on the NDF and its relevance to the Local Development Plan	N/A	Cllr Brian Jones / Angela Loftus
4 December 2018	1	Council Tax Premium on long term empty and second homes	Update on how scheme is progressing	Yes	Cllr Julian Thompson-Hill / Paul Barnes

COUNCIL FORWARD WORK PROGRAMME

	2	Real Living Wage	Discussion following Notice of Motion put forward by Cllr Graham Timms at 30/01/18 Council meeting		Richard Weigh
29 January 2019					
19 February 2019					
COUNCIL BRIEFING 18 March 2019	1	Pre-deposit LDP	To brief members prior to seeking full Council approval of the pre-deposit LDP.	N/A	Cllr Brian Jones / Angela Loftus
	2	Rhyl Regeneration Programme re-launch	To update members on the future arrangements regarding the regeneration of Rhyl	Yes	Cllr Hugh Evans / Graham Boase
SPECIAL COUNCIL 28 March 2019	1	LDP	Seeking full Council approval of the LDP	Yes	Cllr Brian Jones / Angela Loftus
9 April 2019					
14 May 2019	1	Review of polling districts and polling places	To consider a statutory review of Denbighshire's polling districts and places.	Yes	Cllr Mark Young / Steve Price / Gareth Evans
	2	Annual report of the Scrutiny Committees	To consider the Annual Report of Scrutiny in line with the Council's constitution.	Yes	Steve Price / Rhian Evans

COUNCIL FORWARD WORK PROGRAMME

	3	North Wales Growth Bid Governance Agreement 2	To approve the governance arrangements in relation to the implementation of the growth deal.	Yes	Cllr Hugh Evans / Graham Boase / Gary Williams
COUNCIL BRIEFING					
3 June 2019					
2 July 2019					
10 September 2019					
15 October 2019					
COUNCIL BRIEFING					
11 November 2019					
3 December 2019					

COUNCIL FORWARD WORK PROGRAMME

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>October 2018</i>	9 October 2018				
<i>December 2018</i>	20 November 2018	<i>January 2019</i>	15 January 2019	<i>February 2019</i>	5 February 2019
<i>April 2019</i>	26 March 2019	<i>May 2019</i>	30 April 2019	<i>July 2019</i>	18 June 2019
<i>September 2019</i>	27 August 2019	<i>October 2019</i>	1 October 2019	<i>December 2019</i>	19 November 2019

Updated 24/08/2018 SLW

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