

To: Members of the County Council

Date: 9 October 2019

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 OCTOBER 2019** 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 - 14)

To receive the minutes of the meeting of County Council (copy attached) held on 10 September 2019.

6 IMPLEMENTATION OF AN ALTERNATIVE DELIVER MODEL (ADM) FOR VARIOUS LEISURE RELATED ACTIVITIES/FUNCTIONS: COMPOSITION OF BOARD OF DIRECTORS (Pages 15 - 38)

To consider a joint report by the Corporate Director: Economy and Public Realm and the Head of Legal, HR & Democratic Services (copy attached) to seek Council's approval of the composition of the Board of Directors of the Company.

7 WELSH GOVERNMENT: NATIONAL DEVELOPMENT FRAMEWORK 2020-2040: CONSULTATION DRAFT (Pages 39 - 64)

To consider a report by the Planning Officer (copy attached) to provide Council with information on the Welsh Government: National Development Framework 2020-2040: Consultation Draft.

8 UPDATES TO THE COUNCIL CONSTITUTION (Pages 65 - 128)

To consider a report by the Legal Services Manager (copy attached) to provide the Council with an annual update and advise of proposed changes that need to be made to the Council Constitution.

9 ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE (Pages 129 - 134)

To consider a report by the Head of Legal, HR & Democratic Services (copy attached) for Council to consider the work of the Corporate Governance Committee for the municipal year 2018/2019.

10 ANNUAL REPORT OF THE COUNCIL'S SCRUTINY COMMITTEES 2018/2019 (Pages 135 - 164)

To consider a report by the Scrutiny Co-ordinator (copy attached) for Council to consider the Annual Report of the Scrutiny Committees for 2018/2019.

11 REVIEW OF POLLING DISTRICTS AND POLLING PLACES (Pages 165 - 178)

To consider a joint report by the Democratic Services Manager and the Electoral Services Officer (copy attached) to seek Council's agreement to the Polling Districts and Polling Places as detailed in Appendix 1 of the report.

12 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 179 - 184)

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

MEMBERSHIP

Councillors

Councillor Meirick Lloyd Davies (Chair)

Councillor Alan James (Vice-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
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
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
Eryl Williams
Huw Williams
Emrys Wynne
Mark Young

COPIES TO:

Press and Libraries
Town and Community Councils

This page is intentionally left blank

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>
25/08//19	Sioe Awyr y Rhyl Rhyl Air Show	Y Rhyl / Rhyl
01/09/19	Sul Dinesig Maer Llanelwy Mayor of St. Asaph's Civic Sunday	Llanelwy / St. Asaph
03/09/19	Digwyddiad Diwrnod y Llynges Fasnachol - Codi baner Merchant Navy Day Event – Flag raising (Is-Gadeirydd wedi mynychu/Vice-Chair attended)	Rhuthun / Ruthin
06/09/19	Cyngerdd/Concert - Côr y Porthmyn	Rhuddlan
09/09/19	Diwrnod y Gwasanaethau Brys - Codi baner Emergency Services Day – Flag raising	Rhuthun / Ruthin
12/09/19	Seremoni Ddinasyddiaeth Citizenship Ceremony	Rhuthun / Ruthin
14/09/19	Cyngerdd Elusennol Maer Dinbych Mayor of Denbigh's Charity Concert	Dinbych / Denbigh
15/09/19	Gorymdaith Brwydr Prydain Battle of Britain Parade	Y Rhyl /. Rhyl
22/09/19	Gwasanaeth Dinesig Maer Prestatyn Mayor of Prestatyn's Civic Service (Is-Gadeirydd wedi mynychu/Vice-Chair attended)	Prestatyn
26/09/19	Ymweliad Ysgol i Neuadd y Sir School Visit to County Hall	Rhuthun / Ruthin
01/10/19	Ymweliad Ysgol i Neuadd y Sir School Visit to County Hall	Rhuthun / Ruthin
03/10/19	Cyngerdd Croesawu Eisteddfod yr Urdd I Sir Ddinbych Concert Welcoming the Urdd Eisteddfod to Denbighshire	Y Rhyl / Rhyl
04/10/19	Dawns-Ginio Elusennol Maer Wrecsam Mayor of Wrexham's Charity Dinner Dance	Wrecsam / Wrexham

This page is intentionally left blank

COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN on Tuesday, 10 September 2019 at 10.00 am.

PRESENT

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

ALSO PRESENT

Chief Executive (JG), Head of Legal, HR & Democratic Services (GW), Head of Highways and Environmental Services (TW), Flood Risk Manager (WH), and Committee Administrator (SLW)

1 APOLOGIES

Apologies for absence were received from Councillors Jeanette Chamberlain-Jones, Peter Evans, Martyn Holland, Huw Jones, Pat Jones, Barry Mellor, Pete Prendergast, Andrew Thomas, Tony Thomas, Cheryl Williams and Emrys Wynne

2 DECLARATIONS OF INTEREST

Councillor Tony Flynn declared a personal interest in Item 6, East Rhyl Coastal Defence Scheme, as he owns 2 commercial properties and 3 residential properties in the centre of Rhyl.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent matters.

At this juncture, Members were informed a question would be put forward as follows:-

Councillor Mabon ap Gwynfor raised the following question:

“Three County Councils in Wales are planning to de-invest (divest) their pensions scheme from fossil fuel-related companies. As part of the Welsh and Council plans here to tackle climate change, what plans does the Cabinet have for the Clwyd Pension Scheme to de-invest from fossil fuel Companies”?

Response by the Lead Member for Finance, Performance and Strategic Assets, Councillor Julian Thompson-Hill:

“Denbighshire County Council as a standalone body would be too small to run our own pension scheme. As such, we are a member of the Clwyd Pension Fund which is made up of ourselves, Wrexham, Flintshire (who administers the scheme) and a number of other smaller Town & Community Councils together with a few other administrative bodies. As such, we are part of the Committee, however, we can influence the direction of the Committee.

We have a member on the Committee who oversees the pension fund, Councillor Huw Jones, who is unwell at the moment, but I know he plays a full and active role in that Committee.

The Clwyd Pension Fund has an investment strategy and that essentially says subject to the duty it has in order to ensure that current and future pensioner liabilities are actually met that they will make selective investments in environmental areas, things like clean technology and energy, environmental infrastructure, forestry and things along those lines.

The Policy is reviewed on a continuous basis and in the process of going through a review structure at the moment and the Funds Investment Consultants are considering how they can incorporate climate change risks within the revised strategy whilst achieving what it has to do in terms of duty to pensioners.

Currently, approximately 1.2% of the fund is invested in fossil fuels, which is a comparatively small element of the overall investments. It is not something we can directly control as it is not directly under our remit, but we will continue to influence that through the management structure in place.

They do attend Corporate Governance Committee on a semi-regular basis, so we can address through that process.

That is the legal position but the first call is to address the producer duty to meet our liabilities to current and future pensioners”.

4 CHAIRMAN'S DIARY

A list of civic engagements undertaken by the Chair and Vice-Chair for the period 6 June 2019 to 17 August 2019 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 Full Council held on 2 July 2019 were submitted.

Matters Arising:

Page 8 (item 6 (i)) – Councillor Mabon ap Gwynfor expressed his disappointment that there was not more assistance available to small Community Councils.

Page 9 – (item 6 (ii)) – Councillor Glenn Swingler queried the update given on progress of the second band of the 21st Century Schools Programme.

Councillor Huw Hilditch-Roberts clarified the position that scoping was going ahead but had to be presented to various Committee prior to being presented at Full Council.

Page 10 – Notice of Motion – Councillor Graham Timms requested an update.

The Head of Legal, HR and Democratic Services confirmed that the membership of the Working Group had been agreed by the political groups. There was a potential date for the initial meeting of 19 September 2019 but he would contact all members on the Group prior to that date to confirm.

Councillor Brian Jones expressed his disappointment at the fact that one of the Members who had put forward the Notice of Motion had refused his seat on the Working Group.

Page 16 – (item 12) – the Head of Legal, HR and Democratic Services advised Full Council that unfortunately neither the Chair or Vice-Chair of the Corporate Governance Committee were available to present the report, and therefore, it would be deferred to the Full Council meeting taking place on 15 October 2019.

Page 17 – (item 14) Councillor Rhys Thomas raised the issue of the Implementation of Alternative Delivery Model (ADM) for various leisure related functions and activities being moved on the Forward Work Programme from the September meeting to the 15 October meeting.

The Head of Legal, HR and Democratic Services clarified that it was a sequencing issue and the item had to be presented at Cabinet first on 24 September and then to Full Council in October.

RESOLVED that, subject to the above, the minutes of Full Council held on 2 July 2019 be confirmed as a correct record and signed by the Chair.

6 EAST RHYL COASTAL DEFENCE SCHEME

The Lead Member for Waste, Transport and the Environment introduced the East Rhyl Coastal Defence Scheme report (previously circulated) to inform members about a proposed coastal defence scheme in East Rhyl, which would provide an appropriate standard of flood protection for around 1,650 properties.

It was stated that the likelihood of severe flooding was more acute at East Rhyl than any other location in Denbighshire. An investigation into the 2013 floods showed that properties could be flooded during a 1 in 20 year event.

The East Rhyl Coastal Defence Scheme was the Council's highest priority coastal defence scheme. The cost of the project was estimated at £27.5million.

The scheme was to be funded utilising the Local Government Borrowing Initiative model. The grant rate for coastal defence works was 75%, therefore, the project would be entirely funded by the Council, with 75% of the costs refunded by the Welsh Government (WG) over a 25 year period through the Revenue Support Grant. Due to the size of the scheme, the Council would probably have to borrow the majority of the funding, although there was £2m of general funding currently earmarked for the scheme.

WG would not consider requests for an increase in the grant where costs had increased above the grant approved sum. In order to achieve adequate cost certainty for the East Rhyl scheme, it was decided to procure the design and construction phases of the scheme using the Scape Public Sector Procurement Framework. In August 2016, a delivery agreement was made with the Framework Partner, Balfour Beatty. As a result of the early contractor involvement, there was confidence that the scheme could be carried through to completion within the current cost estimate.

The Scape Framework supported the use of local supply chains. This was controlled through a "Supply Chain Charter" and assessed against Key Performance Indicators (KPI's). For example, a minimum of 40% of the project expenditure should be within a 20 mile radius and 75% within a 40 mile radius. Balfour Beatty had engaged extensively with local sub-contractors and suppliers, only looking further afield when resources were not locally available or could not provide value for money.

The scheme had previously been considered and supported by the Corporate Executive Team, Strategic Investment Group and Cabinet together with public drop in sessions which had been held in October and November 2018.

The most significant risk associated with the project was that the terms of the WG loan would result in a long term revenue burden for the Council (25 years).

The proposed scheme involved the placement of 128,000 tonnes of rock armour in front of the existing sea defences as well as 600 metres of new sea defence wall and promenade. Three improved beach access points would also be provided. It was proposed that the construction would commence in April 2020 and be completed by December 2022.

In-depth discussions took place and the following points were raised:

- Concerns were raised regarding the length of the loan and possible increase in interest rates. It was confirmed that the interest rate on the borrowing would be fixed for the 25 year period.
- The risk of the project running over budget was raised. It was confirmed that a great deal of work had taken place with the contractor from the beginning of discussions of the project to attempt to alleviate an overspend but they would never be able to eliminate the financial risk. A Project Board was to

be set up to oversee the scheme and to monitor the spending. At this juncture, Councillor Joan Butterfield requested that Councillor Barry Mellor sit on the Project Board.

- Members expressed concern regarding the displaced water and it was confirmed that the scheme would not increase the risk of flooding in other areas of the coast.
- The question was raised as to whether sea defences were a statutory requirement. The Flood Risk Engineer clarified that in terms of the Council's statutory duty around coastal defence, Denbighshire County Council (DCC) were a Coast Protection Authority and had duties under the Coast Protection Act. The statutory function was as a coast protection authority but did not necessarily involve protecting properties. However, DCC took the opportunity to utilise the availability of funding for the defence scheme.
- Members queried whether work was to begin regarding other flood areas within Denbighshire. It was confirmed that a number of at risk areas were currently being reviewed and would be brought to Members attention in the future.
- Sand dunes as natural flood defences were raised. It was confirmed that sand dredging had been looked into as an alternative process but that was not always as successful. The Flood Risk Manager was a member of the Liverpool Bay Coastal Group and agreed to distribute minutes of the Group to all members.
- TAN15 (Technical Advice Note – development and Flood Risk) – WG consultation was to commence at the end of September 2019 and the Flood Risk Manager would ensure Members were kept informed.

The Leader, Councillor Hugh Evans, stated this would be a priority for the Council. He did express concern if the scheme were to go over budget as WG would not support the additional spend. Therefore, he requested an additional recommendation that as a council, it would not accept the WG's position that they would not provide extra financial support if the scheme were to go over budget.

The Leader also stated that it should be made clear the council were understanding the risk and commitment for 25 years.

The Leader moved that the following two recommendations be added to the report, seconded by Councillor Gwyneth Kensler:

- (i) Council confirms it understands the risks and the financial commitment involved in the project, and
- (ii) Council resolves to approach the Welsh Government for additional funding should costs overrun.

At this juncture, Councillor Joan Butterfield requested a recorded vote.

The Head of Legal, HR and Democratic Services stated that at least one sixth of the Members' present would have to be in agreement with the recorded vote. More than one sixth of those present stood in agreement to the recorded vote.

At this juncture (11.25 a.m.) there was a 25 minute break.

The meeting reconvened at 11.50 a.m.

The recorded vote took place as follows:

In favour of the recommendations – Councillors Mabon ap Gwynfor, Brian Blakeley, Joan Butterfield, Ellie Chard, Ann Davies, Gareth Davies, Meirick Lloyd Davies, Hugh Evans, Bobby Feeley, Tony Flynn, Rachel Flynn, Hugh Irving, Alan James, Brian Jones, Tina Jones, Gwyneth Kensler, Geraint Lloyd-Williams, Richard Mainon, Christine Marston, Melvyn Mile, Bob Murray, Paul Penlington, Arwel Roberts, Anton Sampson, Peter Scott, Glenn Swingler, Rhys Thomas, Julian Thompson-Hill, Graham Timms, David G. Williams, Eryl Williams, Huw Williams, and Mark Young.

Against the recommendations – None

Abstain – None

In favour – 33

Abstain – 0

Against – 0

Therefore, it was:

RESOLVED that:

- (i) Council confirms that it has considered the content of the Wellbeing Impact Assessment (attached at Appendix 1);*
- (ii) Council supports the proposal to progress the scheme to the construction phase, using the grant aid funding model set out by the Welsh Government;*
- (iii) Council delegates authority to a Coastal Defence Project Board to deliver the scheme, as long as the final costs does not exceed £27.5m. The project should be brought back to Council should the final target cost exceed £27.5m;*
- (iv) Council confirms it understands the risks and the financial commitment involved in the project; and*
- (v) Council resolves to approach the Welsh Government for additional funding should costs overrun.*

7 ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE

Due to neither the Chair nor Vice-Chair being able to attend Full Council, it was agreed to defer the Corporate Governance Annual Report to the 15 October 2019 Council meeting.

RESOLVED that the Annual Report of the Corporate Governance Committee be deferred until 15 October 2019 meeting.

8 COUNTY COUNCIL FORWARD WORK PROGRAMME

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

It was confirmed that a Special Council meeting would take place on 19 September 2019, for the appointment of the new Head of Finance.

15 October, 2019 – Corporate Governance Annual report to be added following being deferred at the meeting today.

RESOLVED that, *subject to the above, the Council and Council Briefing Forward Work Programmes be approved and noted.*

The meeting concluded at 12.05 p.m.

This page is intentionally left blank

Report To: Council

Date of Meeting: 15th October 2019

Lead Member / Officer: Cllr Bobby Feeley and Cllr Julian Thompson- Hill

Report Author: Graham Boase Corporate Director: Economy and Public Realm
Gary Williams Head of Legal, HR and Democratic Services

Title: Implementation of an Alternative Delivery Model (ADM) for various leisure related activities/functions: Composition of Board of Directors

1. What is the report about?

This report is about the composition and appointment of the Board of Directors of Denbighshire Leisure Limited (the Company)

2. What is the reason for making this report?

The reason for this report is to seek Council's approval of the composition of the Board of Directors of the Company, the appointment of a number of the Directors, and the method by which the remaining Directors will be appointed.

3. What are the Recommendations?

- 3.1 That Council approves the composition of the Board of Directors of the Company as set out in paragraph 4.8 of the report, and formally appoints the Lead Member for Well-being and Independence, the Lead Member for Education and Children's Services and the Managing Director as directors of the Company
- 3.2 That the Council appoints one Councillor who is not a Cabinet member to be a director of the Company
- 3.3 That the Council approves the proposed recruitment process for the appointment of two Independent Directors and appoints three Councillors to sit on the recruitment panel as set out in paragraph 4.7 of the report
- 3.4 That Council confirms that it has read, understood and taken account of the Well-being Impact Assessment (Appendix 1, Ref no 564), as part of its consideration.

4. Report details

- 4.1 On 30th May 2019 Council approved the creation of a not for profit Local Authority Trading Company Limited by Guarantee as an alternative delivery model for the provision of leisure services on behalf of the Council.

- 4.2 At that meeting Council also approved the appointment of the Corporate Director: Economy and Public Realm as a Director of the company in order that there be at least one Director as required by law upon incorporation.
- 4.3 The Full Business Case that was presented to Council on 30th May provided a suggested Board composition which included the role of Finance Director. Further work on the governance of the company has suggested that there is no requirement for a Finance Director to be appointed to the Board and that the proper financial expertise, advice and control of the company can be provided otherwise than by creating such a position on the Board.
- 4.4 It is important that the Board of Directors has the appropriate mix of skills to maximise the business potential of the Company's operations. The monitoring and oversight of the Company's performance against the Council's requirements for the delivery of the in scope services, will be the function of the Strategic Governance Board as referred to in the Business Case and Member Agreement, both of which documents were approved by Cabinet.
- 4.5 There is no statutory requirement as to the size of the Board of Directors. The suggestion contained within the Business Case was that there be a Board of seven Directors. It is proposed that certain of the positions on the Board of Directors will be filled as a consequence of holding a particular employment or office i.e. Corporate Director, Managing Director, Lead Member for Well-being and Independence, and Lead Member for Education, Children's Services and Public Engagement.
- 4.6 There is a need to identify and appoint the remaining Board members. In addition to the Lead Member for Well-being and Independence, and the Lead Member for Education, Children's Services and Public Engagement, it is suggested that there be an additional non-cabinet member Directorship, with business experience and/or an interest in the leisure sector; this appointment should be made with the relevant skills and abilities in mind. The role description for directors has been circulated to all political groups by officers via group leaders and nominations sought for the non-cabinet member directorship of members considered suitable for this role. All nominees were required to submit their nomination, setting out the reasons why they meet the role description to the Head of Legal, HR and Democratic Services by 12 noon on Friday 11th October 2019. Officers have circulated the submitted nominations and associated information in advance of the Council meeting. Council is asked to elect a member to this role.
- 4.7 In respect of the remaining two Director positions to be filled, it is suggested that these could be filled by independent persons recruited by open advertisement. It is proposed that one of these roles be advertised with an emphasis on persons with a commercial leisure/ finance background, and the second with an emphasis on persons with a community development/leisure background. It is proposed that the Independent Directors be recruited in a similar way to that of Independent Members of the Council's Standards Committee. This involves an external advertisement and the establishment of a recruitment panel consisting of three elected members nominated by Council, together with the Managing Director, the Corporate Director and support from HR, to shortlist and then interview prospective candidates. The recruitment panel would then make a recommendation of an appointment to Council for approval.

4.8 The Board of Directors could therefore be composed of the following:-

Corporate Director: Economy and Public Realm

Lead Member for Well-Being and Independence

Lead member for Education, Children's Services and Public Engagement

Managing Director

Independent Director x 2, and

A non-Cabinet member

4.9 A role description for the Directors is attached as Appendix 2

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

The decision will not impact adversely on the Corporate Priorities, as the LATC will be contracted by the Council to provide the existing services associated with the in scope activities/functions.

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

The costs associated with the Board of Directors will be the cost of providing Directors Indemnity Insurance. There will also be the cost of the remuneration of the Independent Directors. It is proposed that the Independent Directors will receive the same attendance payments as Co-opted members of Scrutiny, independent members of Standards Committee and the lay member of Corporate Governance Committee as set by the Independent Remuneration Panel for Wales.

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

7.1 The WIA was carried out by a multidisciplinary group of officers representing Leisure, HR, Finance, Business Support, Support Services, Community Wellbeing, Corporate Property, Strategic Planning & Performance and Project Management.

7.2 Overall the impact of the project was assessed as neutral, reflecting that at this stage the consideration is about an alternative way of delivering a defined set of activities/functions, it is not about delivering different or alternative activities/functions.

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

8.1 External consultation

Discussion with legal and VAT experts who are providing expertise to the project.
Other local authorities who have established ADMC's for their lessons learnt.

Welsh Audit Office for advice.

'Local Partnerships' an external organisation who have provided guidance in respect of the process.

Rhyl Town Council in respect of their interest within SC2
Trade Unions in respect of the impacts on staff.
Arts Council for Wales in respect of grant funding

8.2 Internal Consultation

Cabinet Briefing, Cabinet, Members Budget Workshop where the Project has been shared informally, and a Member Workshop specifically about the ADM.

All MAGs

Reports to SLT in respect of the Project Brief, and the restructuring of services required should the project be approved.

Staff briefings which included face to face information sharing with all Managers within FAHS, a written staff briefing to all leisure related staff, and Middle Managers across the Council, face to face staff briefings with all leisure staff, and formal consultation with all staff affected by any restructuring of services.

9. Chief Finance Officer Statement

The appointment of the Board of Directors of the new Denbighshire Leisure Limited is a necessary step towards setting up the governance structures of the new company. The proposed structure is supported. All costs have been taken into account as part of the current Business Case.

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

10.1 There are risks associated with the implementation of the ADM and these are included within the business case. The key risks are as stated below and the detailed risk register for the project is included in Appendix 3.

- Changes in National Legislation in the future could prevent the anticipated business rate savings from being fully realised.
- The VAT savings cannot be fully achieved through a non for profit LATC model and/or charitable status is required for those to be fully realised, which increases the regulated regime and associated cost.
- There are unforeseen additional one-off or on-going costs with the establishment of the ADM not have not been taken into account at the implementation stage.
- The ADM is not as financially successful as hoped and any resultant additional costs fall back on the Council to fund and/or the Company is unable to make the adequate reinvestment into its day to day business activities due to lack of funds.

11. Power to make the Decision

s2 Local Government Act 2000

s95 Local Government Act 2003

Local Government (Best Value Authorities) (Power to Trade) (Wales) Order 2006

Implementation of an Alternative Delivery Model Company

Well-being Impact Assessment Report

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

Assessment Number:	564
Brief description:	The project seeks to implement a Council owned, not for profit Local Authority Trading Company limited by guarantee, (LATC), for the delivery of various leisure related facilities, activities and functions, which potentially will include some further service provision where a compelling rationale can be established.
Date Completed:	17/04/2019 12:44:43 Version: 2
Completed by:	Sian Price
Responsible Service:	Business Improvement & Modernisation
Localities affected by the proposal:	Whole County,
Who will be affected by the proposal?	Residents within DCC Visitors to DCC Users of the facilities DCC schools DCC Members DCC staff members impacted by the change Rhyl Town Council LIME Funders Audit Office Regulators Trade Unions Tenants
Was this impact assessment completed as a group?	Yes

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

★ ★ ★ ★ (3 out of 4 stars) Actual score : 23 / 30.

Implications of the score

At the project business case stage there is clarity regarding the potential financial benefits associated with the establishment of an LATC(LATC), and this will assist the Council to sustain its leisure services as far as is practical, in what is a challenging financial climate.

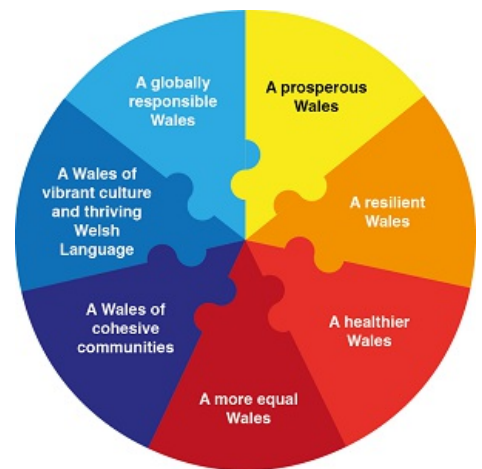
It is anticipated that residents will notice no change to their existing provision. However, this is subject to future WG settlements, which will affect the ability of the council to support service delivery everywhere.

Summary of impact

Well-being Goals

- A prosperous Denbighshire
- A resilient Denbighshire
- A healthier Denbighshire
- A more equal Denbighshire
- A Denbighshire of cohesive communities
- A Denbighshire of vibrant culture and thriving Welsh language
- A globally responsible Denbighshire

- Neutral
- Neutral
- Neutral
- Neutral
- Neutral
- Neutral
- Neutral



Main conclusions

Overall the impact of this project was assessed as neutral. In the main, this project is seeking to implement an LATC for the operation of Leisure related facilities functions and activities, in order to benefit from the specific savings that can only be derived through the establishment of an LATC, and to enable any commercial endeavours to be pursued, with a view to raising income. It is anticipated that the service to users will be unchanged, unless the council has to make further significant savings in the future, and the opportunities for the LATC to raise income, have not materialised sufficiently to net the effect of a reducing council budget. If this were the case then this service could be affected in the same way as any other service offered by the council. The Council will contract with the LATC for the delivery of services and through the contract management the Council to safeguard its aims and objectives. Each year there will be a process whereby the subsidy and associated benefits are agreed and this will enable the contract to be adapted to meet any emerging needs.

This wellbeing impact assessment for the Project Brief was assessed by DCC's Critical Friend's Review Group who provided valuable observations and comments for consideration. These

comments were considered when updating the wellbeing impact assessment at the business case stage.

Evidence to support the Well-being Impact Assessment

- We have consulted published research or guides that inform us about the likely impact of the proposal
- We have involved an expert / consulted a group who represent those who may affected by the proposal
- We have engaged with people who will be affected by the proposal

THE LIKELY IMPACT ON DENBIGHSHIRE, WALES AND THE WORLD

A prosperous Denbighshire

Overall Impact	Neutral
Justification for impact	There is potential for change within the areas of economic development, quality skills and quality jobs for the long term. The positive/negative impacts in respect of these three areas are dependent on the ability of the LATC to maximise its commercial potential and be alert to the opportunities that enable it to access more, or different training to develop its workforce to further support the business, and provide a quality experience to service users. The likelihood is that the project will initially follow the existing practices until the opportunities for change and betterment are identified. The staff within DCC and the LATC will enjoy the same terms and conditions and will legally need to be treated equitably.
Further actions required	An LATC will be alert to the opportunities to contribute to the prosperity of Denbighshire. Through the contract management of the LATC, the council would seek to safeguard its aims and objectives. Consideration needs to be given in respect of knowledge migration as a result of the project, and factored into the project plan.

Positive impacts identified:

A low carbon society	No known impact
Quality communications, infrastructure and transport	No known impact
Economic development	There may be things that an LATC can do, over and above what the Council can do, to provide a greater economic benefit.
Quality skills for the long term	There could be better access to free training if it is not Council operated, however this will depend on what is available to LATC's. That said staff within the LATC and DCC will be on equal terms and conditions and should expect equal access to their training needs
Quality jobs for the long term	If the LATC established does well, this could impact favourably on the number of quality jobs required to operate the service.
Childcare	None

Negative impacts identified:

A low carbon society	No known impact
Quality communications, infrastructure and transport	No known impact
Economic development	If the LATC established does not perform as well as hoped, or there is less budget to support it, or people have less money to spend, then there may be negative impacts.

Quality skills for the long term	It is unknown whether any staff TUPE'd to the LATC could still access DCC training.
Quality jobs for the long term	Equally if the company is not very successful there will potentially be a smaller number of quality jobs available.
Childcare	None

A resilient Denbighshire

Overall Impact	Neutral
Justification for impact	No change is anticipated as a result of the introduction of an LATC. The aim of this project is to continue the existing practices. The LATC will still be able to access the preferential energy rates brokered by the Council. The buildings will still be owned by the Council and maintained through the capital plan which will include access to any energy saving initiatives as applicable. There is no change anticipated in the way in which the buildings are used and therefore no anticipated biodiversity impacts.
Further actions required	The LATC will be alert to the opportunities to contribute to the resilience of Denbighshire. Through the contract management of the LATC the council would seek to safeguard its aims and objectives.

Positive impacts identified:

Biodiversity and the natural environment	No known impact
Biodiversity in the built environment	No known impact
Reducing waste, reusing and recycling	No known impact
Reduced energy/fuel consumption	No known impact
People's awareness of the environment and biodiversity	No known impact
Flood risk management	No known impact

Negative impacts identified:

Biodiversity and the natural environment	No known impact
Biodiversity in the built environment	No known impact
Reducing waste, reusing and recycling	No known impact
Reduced energy/fuel consumption	No known impact

People's awareness of the environment and biodiversity	No known impact
Flood risk management	No known impact

A healthier Denbighshire

Overall Impact	Neutral
Justification for impact	The LATC will have the ability to adapt easily to maximise any opportunities to contribute to a healthier Denbighshire. If the LATC is successful in attracting a proportion of its income elsewhere, there is potentially additional funding to reinvest in the LATC which could contribute to health benefits, or a lower subsidy expected for the Council will could ease the pressure on other areas of Council funding, which could be health related.
Further actions required	The LATC will be alert to the opportunities to contribute to a healthier Denbighshire. Through the contract management of the LATC the Council will safeguard its aims and objectives.

Positive impacts identified:

A social and physical environment that encourage and support health and well-being	No known impact
Access to good quality, healthy food	No known impact
People's emotional and mental well-being	No known impact
Access to healthcare	No known impact
Participation in leisure opportunities	Potentially there are more opportunities via a separate company, as it can both seek and be more responsive to opportunities, that enhance the offer to residents.

Negative impacts identified:

A social and physical environment that encourage and support health and well-being	No known impact
Access to good quality, healthy food	No known impact
People's emotional and mental well-being	No known impact
Access to healthcare	No known impact

Participation in leisure opportunities	No known impact
---	-----------------

A more equal Denbighshire

Overall Impact	Neutral
Justification for impact	The LATC will be required to comply with the Council's guidelines, and will adopt and adhere to policies based on the Council's in this respect. Initially it is likely that the LATC will need a period to become established before looking at further opportunities. The LATC will be aware of price sensitivity and how this will affect the numbers of users who access the services offered. The specification for the services procured from the LATC will be based on what is currently offered, and hence access to specific user groups will be safeguarded.
Further actions required	The LATC will be alert to the opportunities to contribute to the equality of Denbighshire. The contract management of the LATC will ensure that the Council can safeguard its aims and objectives in the future.

Positive impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation	No known impact
People who suffer discrimination or disadvantage	No known impact
Areas with poor economic, health or educational outcomes	No known impact
People in poverty	No known impact

Negative impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation	No known impact
People who suffer discrimination or disadvantage	No known impact
Areas with poor economic, health or educational outcomes	No known impact
People in poverty	No known impact

A Denbighshire of cohesive communities

Overall Impact	Neutral
Justification for impact	There will be an onus on the LATC to consult with its users as it does now. DCC will still canvass opinion from its residents, and will retain the ability to alter its contract with any company to reflect any requirements that it identifies. The LATC will be wholly Council owned, and there will be no rebranding and hence no negative impact is anticipated for the end user. The LATC will be alert to the opportunities to contribute to the cohesive communities of Denbighshire.
Further actions required	The LATC will be alert to the opportunities to contribute to the communities of Denbighshire. The council would seek to safeguard its aims and objectives through the contract management of the LATC.

Positive impacts identified:

Safe communities and individuals	No known impact
Community participation and resilience	No known impact
The attractiveness of the area	No known impact
Connected communities	No known impact
Rural resilience	No known impact

Negative impacts identified:

Safe communities and individuals	No known impact
Community participation and resilience	No known impact
The attractiveness of the area	No known impact
Connected communities	No known impact
Rural resilience	No known impact

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact	Neutral
Justification for impact	The LATC will be subject to the Council's guidelines in this respect. The LATC will be alert to the opportunities to contribute to the vibrant culture and thriving Welsh Language of Denbighshire.
Further actions required	The LATC will be alert to the opportunities to contribute to the culture and Welsh language of Denbighshire, and the Council can monitor this requirement through the contract management arrangements that will be established.

Positive impacts identified:

People using Welsh	No known impact
Promoting the Welsh language	No known impact
Culture and heritage	No known impact

Negative impacts identified:

People using Welsh	No known impact
Promoting the Welsh language	No known impact
Culture and heritage	No known impact

A globally responsible Denbighshire

Overall Impact	Neutral
Justification for impact	The LATC will be alert to the opportunities to contribute to a more globally responsible Denbighshire. The council would seek to safeguard its aims and objectives within any model that is set up.
Further actions required	The LATC will be alert to the opportunities to contribute to the global responsibility of Denbighshire. The council would seek to safeguard its aims and objectives through the contract management of the LATC.

Positive impacts identified:

Local, national, international supply chains	No known impact
Human rights	No known impact
Broader service provision in the local area or the region	No known impact

Negative impacts identified:

Local, national, international supply chains	No known impact
Human rights	No known impact
Broader service provision in the local area or the region	No known impact

Appendix 2 Director's role & responsibilities

Role Summary:

- Non-executive directors are full and equal members of the Board of Directors, which considers key strategic and managerial issues to ensure that the Company meets its obligations set out in the terms of authorisation.
- Non-executive directors will provide inspirational leadership and an experienced voice to guide the company to operate in a commercial manner and to take commercial opportunities forward.
- Non-executive directors will use their skills and experience to contribute across three key areas of responsibility: developing a commercial approach to formulating the Company's business strategy; ensuring accountability; shaping organisational culture.
- Non-executive directors provide expert advice and challenge to the Board of Directors, drawing on their experience.
- Non-executive directors act as ambassadors for the Company and must ensure that the highest standards of probity, integrity and governance are maintained

Job Description

Main Responsibilities

- 1 Formulating Strategy
 - 1.1 Identify and advise upon new challenges, initiatives and market opportunities, and to develop and refocus strategic plans.
 - 1.2 Contribute to setting the Company's strategic aims, ensuring that the necessary financial and human resources are in place for the Company to meet its objectives and that performance is effectively monitored and reviewed.
 - 1.3 Ensure that a compelling vision for the future is articulated and underpinned by clear objectives to deliver the agreed plans.
- 2 Ensuring Accountability

- 2.1 Commit to working to, and encouraging within the Company, the highest standards of probity, integrity, corporate governance and contribute to ensuring that the Company's internal governance arrangements conform to best practice and statutory requirements.
- 2.2 Monitor the performance of the Company and ensure that appropriate action is taken to remedy problems as they arise.
- 2.3 Seek assurance where remedial action has been required to address performance concerns.
- 2.4 Provide rigorous but effective and constructive challenge as a Board member.
- 2.5 Ensure that the Company complies with its Articles of Association, and Member Agreement, its Constitution, and operates within its statutory powers and any other applicable legislation and regulations.
- 2.6 Ensure that there is a clear organisational structure that clarifies responsibility for delivering quality performance from the Board of Directors to the point of service delivery and back to the Board of Directors.
- 2.7 Ensure the Company meets its commitments to service users and achieves its targets.
- 2.8 Ensure that financial controls and systems of risk management are robust, in accordance with schemes of delegation, and that the Board of Directors receives accurate, timely and up to date information to discharge its financial and risk management stewardship responsibilities.
- 2.9 Participate in the appointment and remuneration of the Managing Director.

3 Shaping Organisational Culture

- 3.1 Through appropriate behaviours, ensure that the Company's culture reflects its values
- 3.2 Demonstrate through action, a commitment to: quality of service; openness and transparency; ambition; responsiveness
- 3.3 Challenge discrimination, promote equality of access and quality of services.

Risks

Risks

00003 NNDR savings

Description	Changes in National legislation in the future could prevent the business rates savings from being fully realised.
Date Last Reviewed	30/09/2019
Mitigating Action	Maintain a watching brief for any changes to legislation being considered, and assess the financial impacts relative to this project both pre and post implementation.
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Acceptance
Trend	Same
Likelihood & Impact	D1
Risk Closure Date	31/03/2020
Owners	Steve Gadd

00004 VAT savings on income from in scope facilities and activities

Description	The anticipated vat savings cannot be fully achieved through a not for profit Local Authority Trading Model, (LATC), and/or charitable status is required for these to be fully realised, which increases the regulatory regime and associated cost.
Date Last Reviewed	03/10/2019
Mitigating Action	<ul style="list-style-type: none"> Undertake a comprehensive review of the vat savings that can be achieved relative to the in scope facilities, and fully assess the legality to achieve them through an LATC, and advise if charitable status is required. If charitable status is required, assess the additional cost associated with the one off implementation, and the ongoing cost associated with the additional regulatory regime for this form of company.
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	E2
Risk Closure Date	31/07/2019
Owners	Jamie Groves

00005 Unforeseen additional one off costs to implement the project

Description	There may be unforeseen additional one-off costs associated with the establishment of an LATC that have not been taken into account within the project budget.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> Undertake detailed project planning with relevant personnel to fully scope what needs to be done, and as far as possible confirm the cost of the resource required to complete each milestone. Further to the above process, establish a project contingency relative to the confidence in the detail of the planning.

Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	D3
Risk Closure Date	30/04/2020
Owners	Steve Gadd

00006 Unforeseen additional ongoing revenue costs

Description	There may be unforeseen additional revenue costs associated with managing the on- going relationship between the Council and an LATC.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> As part of the detailed project planning process undertake a full consideration of items that will incur an ongoing cost and build into the revenue budget implications prior to the approval of the project costs. Consider adding a contingency for any items where there is an unknown element.
Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	C3
Risk Closure Date	31/07/2019
Owners	Steve Gadd

00007 The LATC is not as successful as initially anticipated

Description	The LATC fails or is not as financially successful as hoped, and any resultant additional costs /prudential borrowing loans fall back on the Council to fund, and/or the Company is unable to make adequate reinvestment into its day to day business activities due to lack of funds.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> Business Plan for the LATC was scrutinised to ensure that it was realistic in terms of the assumptions and cash flow, and to fully understand the positioning of the LATC relative to the market, and the requirement from the Council. Satisfy ourselves that proactive risk management is being undertaken by the LATC Proactive contract management to provide a level of challenge and support throughout, and to have early warning of any issues that arise. Preparation of management scenarios/strategies that can be deployed should this eventuality arise. Recruitment of Board members with suitable expertise & appropriate constitution of the Board Audit regime- internal/ external
Risk	Economic/Financial/Market
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	D2
Risk Closure Date	30/04/2021

Owners	Graham Boase
00008 Council's governance arrangements and control	
Description	The Council's governance arrangements are inadequate to control and monitor the LATC's financial and operational performance
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> Establishment of a Board for the LATC and provide training for the Directors to enable them to fully understand the remit of their role and their responsibilities. Pre mortem undertaken to assess potential areas whereby issues could arise Develop a comprehensive specification of services required and robust contract documents to ensure that, where possible, every eventuality is covered. Put formal contract management arrangements in place, and through the contract monitoring meetings, strive to develop a working relationship that promotes honesty and trust between the Council and the LATC. Establishment of a Strategic Governance Board to provide the Council with an extra layer of control and accountability.
Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Reduction
Trend	Same
Likelihood & Impact	D3
Risk Closure Date	31/03/2021
Owners	Steve Gadd

00009 External grant funding income

Description	There are external grant funding bodies who provide revenue funding to sustain some of the in scope facilities and activities; these include the Arts Council for Wales and Sport Wales. Should the grant funding cease or be reduced either due to the financial climate or the proposed change to the delivery model, the additional costs will fall to the LATC, or the Council in the event that the LATC is unable to finance any funding gaps.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> Revenue Grant funding scoped and assessed by facility/function Relationship between DCC, grant funders and the LATC to be covered within the contract, and the relationships managed through the contract management process to ensure that DCC retains influence. Manage funders outcomes through the contract mananegment process Stakeholder engagement with funders at all stages of the project implementation Potentially remove any facility from the scope of the LATC if it puts the funding at risk.
Risk	Economic/Financial/Market
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	D3
Risk Closure Date	28/02/2020
Owners	Graham Boase

00010 DCC becomes a 'shadow' Director

Description	The Council is at risk of becoming a 'shadow' Director inadvertently, by implicitly tasking or expressly directing Officers or Members to vote a particular way at Board meetings or that the LATC Director's themselves operate with the Council in mind, rather than the Company first and foremost. The Council could then be liable then for the acts of the Company and this is a business risk the Council should ensure does not happen.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Following appointments to the LATC Board, Directors to receive initial and ongoing training in their new role to be aware of their responsibilities to the LATC, and the priorities/behaviours of Directors where they fulfill both a Council role and an LATC Board role. • Officers within the Council to be aware that they should not place undue pressure on LATC Board members. • The Strategic Governance Board to be made aware of this risk and associated liabilities, which potentially extends to personal liability for which we won't have personal Directors liability insurance. • Adopt a non partisan approach and be mindful
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	D3
Risk Closure Date	31/03/2021
Owners	Gary Williams

00011 Suitable Directors

Description	The LATC is likely to be more successful if it has Directors with the necessary skill sets and experience to direct the company and provide effective decision making.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Job specifications to be created for Directors • Council's selection committee to be involved in the selection of Directors • Effective training to be provided • Indemnity insurance in place for Directors • Recruitment of Director with suitable and relevant leisure industry experience
Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Reduction
Trend	Same
Likelihood & Impact	D4
Risk Closure Date	29/11/2019
Owners	Judith Greenhalgh

00012 Brexit

Description	There is potential for the outcome of the BREXIT negotiations to impact on the project. Potentially this could include changes to legislation, policy, finances etc, but this is an unknown quantity at present.
Date Last Reviewed	30/09/2019
Mitigating Action	Watching brief on the negotiations and potential impacts, and development of management strategies as required.
Risk	Legal & Regulatory

Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Acceptance
Trend	Same
Likelihood & Impact	D3
Risk Closure Date	31/03/2020
Owners	Graham Boase

00013 Sport North Wales reorganisation

Description	<p>Sport North Wales are currently reorganising the way in which their funding is distributed, which may result in one partner organisation taking the lead for the region in the future. In this scenario officers working for Local Authorities and other partner organisations who are funded by Sport Wales would be TUPED to the 'Lead' organisation for the region. Within DCC, if this happens and the Lead organisation is not the LATC, this could mean that officers from Strategic Leisure will be TUPED to the LATC, and then potentially TUPED to a new Lead organisation which if instigated is likely to be within the next three years; this is not considered best practice but can be done if necessary.</p> <p>Depending on how the reorganisation looks, it is likely that there will be a different working relationship in respect of the strategic leisure function in the future, whereby the selected Lead organisation will be responsible for the delivery of Strategic Leisure activities within DCC and will have a working relationship with both the Council and the LATC.</p> <p>This will require a separate consideration if and when it happens, which will result in time and cost to make any necessary alterations to the arrangements established between the LATC and the Council to reflect the changes made.</p>
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> DCC /LATC to be represented at all the Sport North Wales regional meetings both to influence and inform of the latest developments
Risk	Technical/Operational/Infrastructure
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Reduction
Trend	Same
Likelihood & Impact	D4
Risk Closure Date	31/03/2022
Owners	Graham Boase

00015 SC2 Business Case

Description	<p>The original business case for SC2 was approved at Council in February 2017 but was developed further as the facility moved toward opening, including a change to the 'dry' offer of the 'TAG Active' attraction and a revised pricing structure. The original business case approved by council included a projected financial deficit in the first four years of operation. The revised business case has not been reported back to cabinet or council but, with the changes noted shows the facility potentially breaking even. However, both the original and latest business cases were speculative as they had been produced before the facility opened. The financial position continues to be monitored closely however there are still large costs such as NNDR and energy that are currently still estimates and the full picture with regard to income performance over the summer is yet to be fully analysed. A more robust analysis of the ongoing risk should be known towards the end of September.</p>
Date Last Reviewed	30/09/2019
Mitigating Action	Retain a watching brief and periodically undertake an analysis of the actuals against the projections.
Risk	Economic/Financial/Market
Active	Yes

Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Reduction
Trend	Same
Likelihood & Impact	B3
Risk Closure Date	31/03/2020
Owners	Steve Gadd

00017 LATC non adherence to law and regulation

Description	<p>The LATC is subject to company law, eu procurement legislation and Teckal requirements, state aid, data protection and freedom of information regimes, and other such regulatory obligations, a breach of which could result in a challenge and/or substantial fine.</p> <p>Given that the LATC is a wholly owned Council company the Council could be disadvantaged by any such action.</p> <p>There is a personal liability for Directors</p>
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Personal liability insurance for Directors (subject to limitations) • Effective Corporate Governance • Contractual obligations for staff employed by the LATC, and disciplinary action • Effective contract management • Audit regime
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same
Likelihood & Impact	B3
Risk Closure Date	31/03/2021
Owners	Judith Greenhalgh

00018 Head of Service chooses not to become Managing Director of LATC

Description	<p>It is assumed that the current Head of Service will TUPE to the LATC and and take on the Managing Director role.</p> <p>It is possible that the Head of Service could choose not to take up this new role and elect to stay in his existing role, or even be offered a better opportunity elsewhere and leave the Authority.</p>
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Make interim arrangements • Recruitment campaign
Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	No
Corporate Risk	No
Mitigation Strategy	Acceptance
Trend	Same
Likelihood & Impact	D4
Risk Closure Date	30/09/2019

Owners	Graham Boase
00019 Trust status and covenants relative to in scope facilities	
Description	There are historical trusts and covenants relative to some of the in scope facilities which could impact on time and cost relative to getting the lease arrangements completed.
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Detailed legal searches and enquiries • Consultation with trustees • Best interest statement, and demonstrate the way in which the facility is operated meets to Trusts aims and objectives • Possible negotiation or insurance indemnities
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Acceptance
Trend	Same
Likelihood & Impact	D4
Risk Closure Date	20/12/2019
Owners	Gary Williams

00021 Staff changes

Description	Potential that changes to key project personal could impact on the project implementation
Date Last Reviewed	30/09/2019
Mitigating Action	<ul style="list-style-type: none"> • Adopted Project team structure to enable project information to be shared • For key areas there is duplication within the disciplines to ensure continuity • Management of files and documents- use of project 'drive' and VERTO for storing key project documentation
Risk	Organisational/Management/Human Factors
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Reduction
Trend	Same
Likelihood & Impact	D5
Risk Closure Date	30/04/2020
Owners	Graham Boase

00023 Land Transaction Tax

Description	There is a possibility that Land Transaction Tax will be payable on the premises leased to the LATC.
Date Last Reviewed	30/09/2019
Mitigating Action	Review options re form of leases. Obtain taxation advice from Welsh Revenue Authority
Risk	Legal & Regulatory
Active	Yes
Key Risk?	Yes
Corporate Risk	Yes
Mitigation Strategy	Avoidance
Trend	Same

Likelihood & Impact	D1
Risk Closure Date	11/10/2019
Owners	Gary Williams

Welsh Government: National Development Framework 2020 – 2040; Consultation Draft

Report to	County Council
Date of Meeting	15/10/2019
Lead Member	Cllr Mark Young, Lead Member for Planning, Public Protection and Safer Communities
Report Author	Karsten Brußk, Planning Officer

1. What is the report about

This report is about the publication of Welsh Government’s ‘National Development Framework 2020 – 2040, Consultation Draft: 7th August – 1st November 2019. It briefly introduces the document and outlines potential implications for the Council that may arise from national policy contained in the consultation document.

2. What is the reason for making this report?

To provide Council with information on the content of the Welsh Government (WG) consultation document because it is not only going to have an impact on the production of the next Local Development Plan for the County but also becomes an important source of national policy for decision-making on planning applications and appeals.

Officers have worked across Council departments on the draft consultation response (see Appendix 1).

3. What are the recommendations?

Council agree the response to the draft NDF consultation (as attached in Appendix 1); with any amendments, and the Lead Member for Planning, Public Protection and Safer Communities submit the finalised consultation response to Welsh Government on behalf of Denbighshire County Council under delegated powers.

4. Report Details

Once the finalised version is published by Welsh Government (WG) in September 2020, the National Development Framework 2020 – 2040 (NDF) will form the development plan for the whole of Wales, setting out the land use implications of key policy and objectives at national level. It does not only show where nationally significant developments and large-scale renewable energy projects are going to take place but also where Welsh Government expects growth to be facilitated by lower tier plans: Strategic Development Plans (SDPs) at regional level and Local Development Plans (LDPs) at local level. There are currently no SDPs in Wales.

Unlike the Wales Spatial Plan, the NDF forms part of the statutory Development Plan for the County which means that planning applications have to be determined by Planning Committee on policy and site designations contained in the LDP and the NDF. That implies that both plans must be in conformity. Since the NDF is likely to be published before the adoption of the next Denbighshire LDP, the LDP Examination will also focus on compliance with the higher tier plan. Members are therefore encouraged to consider the draft NDF when discussing planning proposals for the emerging LDP.

Welsh Government proposes the demarcation of the Welsh territory into three regions: North Wales, Mid and South West Wales, and South East Wales. Enforcing collective planning at the regional level, it will be mandatory for local planning authorities to produce Strategic Development Plans (SDPs) for their respective region (see draft NDF policy 16). This could be a single or multiple plans. There is currently no information on the availability of resources and finances from WG to produce SPGs. Members may recall the letter (see Appendix 2) from the former Cabinet Secretary Lesley Griffiths, dated 13th December 2017, which invited Denbighshire County Council (DCC) to consider producing a SPG with its neighbouring authorities. The invitation was not taken up in North Wales.

The purpose of SDPs is to focus on larger than local matters; such as housing growth requirements and broad spatial distribution, regionally important employment sites and addressing the need of Gypsy and Travellers. They are currently defined and set by individual local planning authorities. These matters will continue to be addressed in Local Development Plans until a SDP has been adopted for the region. Welsh Government envisages the earliest an SDP would be adopted is 2025; this is likely to be in South East Wales / Greater Cardiff.

The NDF must be read alongside Planning Policy Wales because both documents set out national policy on an all-Wales basis. The consultation document is subdivided into five sections which follows a sequential structure:

- 1) Introduction: Section explains purpose of the NDF and how the spatial strategy fits with wider Welsh Government policy;
- 2) Challenges & Opportunities: Section broadly identifies and explains the main challenges and opportunities facing Wales over the period 2020 – 2040;
- 3) NDF Outcomes: Section sets out how the NDF is addressing the previously identified challenges and opportunities;
- 4) Spatial Strategy: Section sets out major patterns of development and areas of change that are needed nationally to deliver the outcomes; and
- 5) The Regions: Section sets out the ambitions and policies for national growth in the three identified regions of Wales. It highlights key locations for significant developments.

Welsh Government's 'Estimates of housing need in Wales' indicates a need for an additional 114,000 homes across Wales between 2018 and 2038 (see draft NDF, p.30). Specifically for North Wales, it is anticipated that there is a need for 19,400 dwellings for the same period and over the first five years, i.e. 2018/19 to 2022/23, 51% of them should be affordable homes (see draft NDF, p. 51). It should however be noted that the lifetime of the NDF is from 2020 to 2040, which suggests that the figures are subject to change prior to publication of the finalised document. Draft Development Plan Manual Edition 3, paragraphs 5.28 and 5.33, highlight the fact that the housing need requirement must be addressed for the entire plan period.

New large-scale employment and housing growth will primarily be delivered in the following three 'National Growth Areas': (1) Cardiff, Newport and the Valleys; (2) Swansea Bay and Llanelli; and (3) Wrexham and Deeside. Those three areas are supplemented by a network of 'Regional Growth Areas' that were identified for every region. These areas are depicted in the Spatial Strategy of the NDF (see draft NDF pp. 24-25) together with major transport infrastructure, National Parks and AONBs (see Appendix 3).

Acknowledging the diversity of rural areas, the draft NDF concedes in delegating planning for rural areas to lower tier plans (see draft NDP policy 4), i.e. SDPs and LDPs. National policy does however set the framework for the protection of National Parks and Areas Of Outstanding Natural Beauty, and accepts a degree of landscape change from renewable energy development in specifically-designated rural areas.

The NDF introduces 'Wales Energy Priority Areas' for large scale energy development in support of WG objective to increase the generation of renewable energy. These new areas for on-shore wind generation and solar energy over 10 mega watts are going to replace the Technical Advice Note 8 'Planning for Renewable Energy' Strategic Search Areas. Supporting information on the draft NDF indicates that three 'Priority Areas' are in or adjacent to the County boundary (see Appendix 4): (1) 'Clocaenog Forest' but with extension to the south; (2) south of Abergele; and (3) north west of Wrexham. Members should note that the site boundaries are part of the current consultation. Local communities are encouraged to make representations on this subject as part of the current consultation.

Brief summary of proposals for the North Wales region (but not an exhaustive list):

- Primary growth area: Wrexham and Deeside;
- Secondary growth area: built up coastal arc from Caernarfon to Prestatyn;
- There is a need to deliver up to 19,400 homes until 2038, 51% needs to be affordable over the initial 5 years (2018 – 2023);
- Production of Strategic Development Plan that facilitates the delivery of the North Wales Growth Deal and supports key economic sectors;
- Introduction of the 'North Wales Metro' with improved links to North West England; and
- Support for Anglesey Energy Island and Trawsfynydd project.

The draft NDF has been discussed at Strategic Planning Group, Cabinet Briefing and Planning Committee and comments made have been incorporated into the Council's draft consultation response. It was agreed at Cabinet Briefing that a report should be presented to Council for further discussion on the 15th October 2019. Any additional comments made at this meeting will inform the finalised response. It is intended that the final response will be signed off via a Lead Member Delegated Decision prior to submission to Welsh Government by 1st November 2019.

Further information on the draft NDF can be found on the Welsh Government website: <https://gov.wales/draft-national-development-framework>

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

Once the NDF has been published by Welsh Government, it will not only be part of the adopted Development Plan for the County but also inform the production of the next Local Development Plan by setting additional national policy and outlining the spatial framework for locating large-scale development.

Submitting the Council's consultation response has no immediate effect on the Corporate Priorities but the NDF will set out where Welsh Government will focus future growth and investments in Wales. This is likely to inform the formulation and delivery of future Corporate Priorities and Council Strategies, for example the Economic and Community Ambition Strategy and the Local Development Plan.

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

Providing input to inform the finalised consultation response on behalf of the Council will not incur any cost.

7. What are the main conclusions of the Well Being Impact

Assessment?

A Well-being Impact Assessment is not required because no decision is sought on Council policy, strategy, work procedure or programme. Members are only being asked to note the content.

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

The draft NDF has been discussed at the Strategic Planning Group meeting (2/09/2019), Cabinet Briefing (9/09/2019) and Planning Committee (9/10/2019). Members were concerned about the lack of information and aspiration for rural areas, and the loss of influence on local decision-making due to the introduction of Strategic Development Plans.

9. Chief Finance Officer Statement

It is not anticipated that any costs will be incurred in submitting the finalised consultation response to Welsh Government on behalf of Denbighshire County Council. However if any arise they will need to be contained within existing revenue budgets.

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

If the Council was not to engage in the Welsh Government consultation it would miss the opportunity to voice support / objection to national policy that will have an effect on the production of the next LDP, decision-making at Planning Committee, and future Council priorities.

11. Power to make the Decision

Appendix 2(b) to Section 13 of the Council's Constitution

Consultation Response Form

Your name	Lead Member for Planning, Public Protection and Safer Communities at Denbighshire County Council
Your address	PO Box 62 Ruthin LL15 9AZ
Preferred contact details (email/phone/post)	Planning & Public Protection Services Phone: 01824 706916 Email: planningpolicy@denbighshire.gov.uk
<u>Organisation (if applicable)</u>	Denbighshire County Council

1. NDF Outcomes (chapter 3)

The NDF has proposed 11 Outcomes as an ambition of where we want to be in 20 years' time.

- Overall, to what extent do you agree or disagree the 11 Outcomes are a realistic vision for the NDF?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- To what extent do you agree with the 11 Outcomes as ambitions for the NDF?

Agree with all of them	Agree with most of them	Agree with some of them	Agree with none of them	<i>Don't know</i>	<i>No opinion</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you disagree with any of the 11 Outcomes, please tell us why:

The 11 Outcomes reflect Welsh Government (WG) policy set out in many strategies and plans. There is however no information on how WG intends to monitor progress towards achieving any of them; i.e. the NDF Monitoring Framework is missing.

2. Spatial Strategy (policies 1 - 4)

The NDF **spatial strategy** is a guiding framework for where large-scale change and nationally important developments will be focused over the next 20 years.

- To what extent do you agree or disagree with the spatial strategy and key principles for development in...

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
Urban areas (Policies 1, 2 & 3)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rural areas (Policy 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you have any comments on the spatial strategy or key principles for development in urban and rural areas, please tell us:

National policy on supporting urban centres and town centre regeneration is generally welcomed but could also be included in Planning Policy Wales.

Considering the fact that SDPs and LDPs are produced by Local Planning Authorities (LPAs) and not Welsh Government, policy wording suggest greater freedom for LPAs in planning for rural areas. Nevertheless, the NDF sets policy on Energy Priority Areas, Nature Conservation, National Parks and AONBs etc., which are all outside any urban centres or highly populated agglomerations.

3. Affordable Housing (policy 5)

The NDF sets out the approach for providing affordable housing, encouraging local authorities, social landlords, and small and medium-sized construction and building enterprises to build more homes.

- To what extent do you agree or disagree with the approach to increasing affordable housing?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you disagree, in what other ways can the NDF approach the delivery of affordable housing?

The delivery of Affordable Homes is generally welcomed to address identified need. It must however be kept in mind that local (planning) authorities heavily rely on Welsh Government support to fund the delivery.

Clarification is necessary with regard to the statistical information, which is used in the supportive text. Do the figures refer to the identified housing need and are they to be understood as a policy requirement? Moreover, should the housing need figures to be included in the document at all because they neither encompass the entire Plan period 2020 – 2040 nor will they be up-to-date when the NDF gets published?

4. Mobile Action Zones (policy 6)

- To what extent do you agree or disagree the identification of mobile action zones will be effective in encouraging better mobile coverage?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you disagree, in what other ways can the NDF improve mobile phone coverage in the areas which currently have limited access?

Comment

Whilst the thrust of policy is acceptable, Welsh Government has not provided any

details on location / boundaries / extend of individual Mobile Action Zones. Having none in place at the date of publication renders the policy superfluous. Policy delivery strongly depends on private mobile infrastructure providers to deliver necessary infrastructure.

Potential grid infrastructure improvements should be mapped in conjunction with mobile action zones and implementation of both should be streamlined to mitigate incompatibility, restrictions and constraints.

DRAFT

5. Low Emission Vehicles (policy 7)

- To what extent do you agree or disagree that policy 7 will enable and encourage the roll-out of charging infrastructure for ultra-low emission vehicles?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- If you disagree, in what other ways can the NDF enable and encourage the roll-out of charging infrastructure for ultra-low emission vehicles?

Changing the Building Regulations or introducing legislation to impose a statutory requirement on developers to:-

- Liaise with the national grid providers so that any new development incorporates sufficient electricity infrastructure including a sufficient level of voltage.
- The level of infrastructure and voltage can be defined for specific developments but should be considered at the outset rather than as an afterthought.
- If there is an insufficient level of voltage supply to new developments i.e. 80 kV, electric charging points cannot be utilised even if they are provided as they require 100 kV.
- Install electric vehicle charging points on new developments.
- The scale, number and accessibility of such charging points could be defined for specific developments.

Design guidance is insufficient to force developers to take this step. The imposition of conditions by local planning authorities cannot overcome the hurdle of sufficient voltage being provided to sites.

6. Green Infrastructure (policies 8 & 9)

- To what extent do you agree or disagree with the approach to maintaining and enhancing biodiversity and ecological networks?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Renewable Energy and District Heat Networks (policies 10-15)

- To what extent do you agree or disagree with the NDF's policies to lower carbon emissions in Wales using...

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know	No opinion
Large scale wind and solar developments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District heat networks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- If you disagree with the NDF's approaches to green infrastructure, renewable energy or district heat networks, what alternative approaches should we consider to help Wales to enhance its biodiversity and transition to a low carbon economy?

Policy 8 – Is policy limited to Green Barriers as identified for individual regions? Otherwise it would be beneficial to share information on identified sites with local planning authorities that are currently in the process of reviewing their LDPs.

Statutory intervention through amending the Building Regulations or introducing new legislation is the only means of ensuring that non-renewable energy developers comply with incorporating low carbon initiatives and renewable energy. The requirement of a 20% profit margin for development results in viability arguments being introduced where there is no imposed duty. This limits the abilities of planning authorities to deliver policy 14 and 15.

Comments on Policies 10 – 15

- Priority Area maps should be displayed on an OS base map with the local authority areas shown so that the locations and jurisdictions can be identified. At least with the maps used for the strategic search areas (SSAs) in TAN 8 this was possible.
- Please clarify within the NDF that the Priority Areas will replace the SSAs and the SSAs will no longer be utilised.
- AONBs are not shown on Map 2 – Environmental Designations – it is believed it would be wise to demonstrate the location of AONBs for clarity.
- Policy 10, in reference to applications demonstrating “localbenefits have been maximised” – can this definition be refined or can it be clarified that applications will be required to comply with the definitions or policies on “local” and “local benefits” set out in Local Development Plans or SPGs.
- Policy 11 – “no unacceptable adverse effects” – is this being defined or again can reference be made to Local Development Plans, SPGs in order to

- seek clarity?
- vi. Policy 12 – Can LPAs define buffer areas around AONBs or National Parks or is “close to” being defined?
 - vii. Policies 10, 11 and 13 should include significant deforestation as an unacceptable adverse effect particularly given Policy 9 in respect of the National Forest.
 - viii. Policy 15 – district heat network in mixed use developments – does this exclude single use developments? There is potential in large residential sites and these appear to have been excluded.

8. The Regions (policy 16)

- To what extent do you agree or disagree with the principle of developing Strategic Development Plans prepared at a regional scale?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The NDF identifies three overall regions of Wales, each with their own distinct opportunities and challenges. These are North Wales, Mid and South West Wales, and South East Wales.

9. North Wales (policies 17-22)

We have identified Wrexham and Deeside as the main focus of development in North Wales. A new green belt will be created to manage the form of growth. A number of coastal towns are identified as having key regional roles, while we support growth and development at Holyhead Port. We will support improved transport infrastructure in the region, including a North Wales Metro, and support better connectivity with England. North West Wales is recognised as having potential to supply low-carbon energy on a strategic scale.

- To what extent do you agree or disagree with the proposed policies and approach for the North Region?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

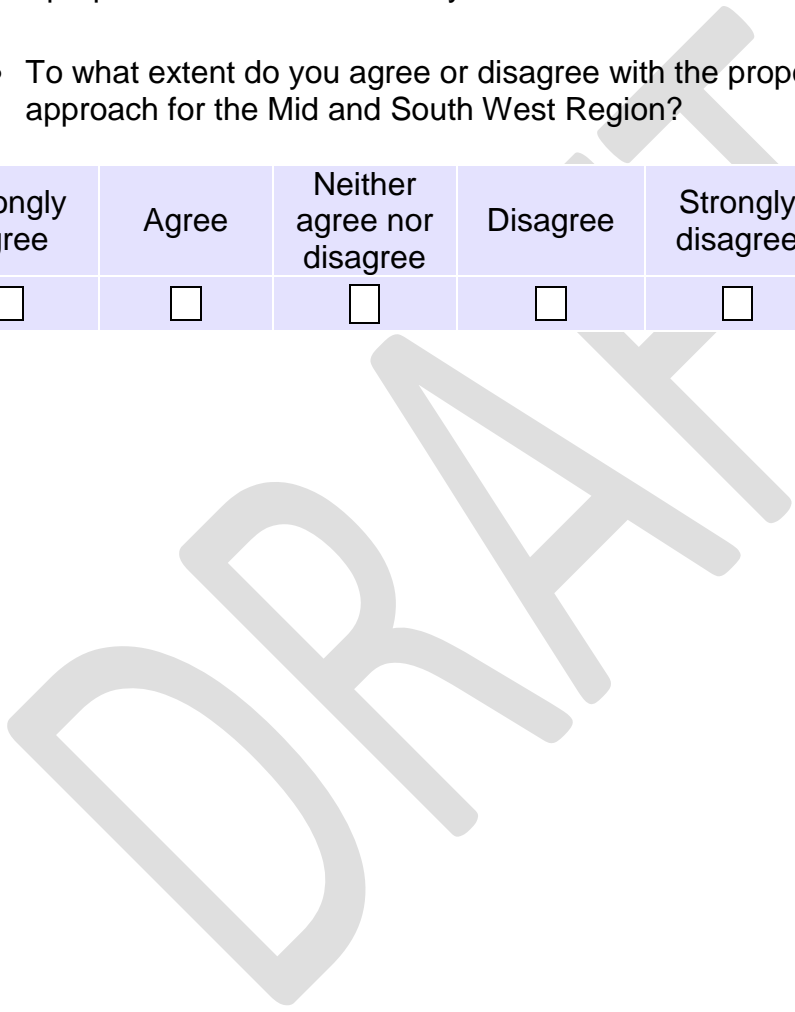
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

10. Mid and South West Wales (policies 23-26)

Swansea Bay and Llanelli is the main urban area within the region and is our preferred location for growth. We also identify a number of rural and market towns, and the four Haven Towns in Pembrokeshire, as being regionally important. The haven Waterway is nationally important and its development is supported. We support proposals for a Swansea Bay Metro.

- To what extent do you agree or disagree with the proposed policies and approach for the Mid and South West Region?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



11. South East Wales (policies 27-33)

In South East Wales we are proposing to enhance Cardiff's role as the capital and secure more sustainable growth in Newport and the Valleys. A green belt around Newport and eastern parts of the region will support the spatial strategy and focus development on existing cities and towns. Transport Orientated Development, using locations benefitting from mainline railway and Metro stations, will shape the approach to development across the region. There is support for the growth and development of Cardiff Airport.

- To what extent do you agree or disagree with the proposed policies and approach for the South East Region?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	<i>Don't know</i>	<i>No opinion</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have any comments about the NDF's approach or policies to the three regions, please tell us. If you have any alternatives, please explain them and tell us why you think they would be better.

Welsh Government charged Cardiff University with conducting research into the potential number of Welsh regions: 'Identification of Regional Areas for the National Development Framework - Final Report to Welsh Government'.

The recommendation was 'Four regions are ultimately proposed (Figure 20)' (Paragraph 9.4) and 'Based on this research, it is difficult to justify such a large Central Wales region as identified in the WSP, particularly to the North and South. As previously noted, the connection between Ceredigion and Powys is not consistently strong. Pembrokeshire as a separate region would also be difficult to justify, as no regional maps produced for this research and only one sub-regional map suggest Pembrokeshire as a separate region.' (Paragraph 10.3) Neither of these research recommendations has been carried forward into the draft NDF. This suggest that political considerations outweigh (scientific) research / credible evidence.

The principle of regional development in Wales, including the introduction of Strategic Development Plans (SDPs), is welcomed and supported. There is however a strong objection to making the production of SDPs mandatory for every Local Planning Authority. It should be for Denbighshire County Council and its neighbouring local authorities to decide whether, how, and what matters are part of the regional plan. Will Welsh Government provide additional funding to support the production of SDPs?

The introduction makes reference to the Welsh National Marine Plan and further reference should be noted in respect of the policies where competing priorities or

interests arise, particularly Policies 17, 18, 20 and 22.

Policy 22 - Denbighshire is noted as having an important role in providing limestone in the NDF. It should be noted that the only active limestone quarry situated outside of the AONB is in Denbigh. All other active quarries are within the AONB, adjacent to SSSIs and confined to an area to the south of Mold at Eryrys, Llanarmon yn Ial and Maeshafn. A significant amount of the limestone resource within Denbighshire is within the AONB and therefore increased extraction without impact on the AONB is not possible.

Policy 18 identifies the coastal arc from Caernafon to Deeside as the focus for managed growth; including Rhyl and Prestatyn. How does this approach align with Welsh Government and Natural Resources Wales policy on directing development away from areas of flood risk?

DRAFT

12. Integrated Sustainability Appraisal

As part of the consultation process, an Integrated Sustainability Appraisal (ISA) was conducted to assess the social, economic and environmental impacts of a plan. The report identified a number of monitoring indicators, including health, equalities, Welsh language, the impact on rural communities, children's rights, climate change and economic development.

- Do you have any comments on the findings of the Integrated Sustainability Appraisal Report? Please outline any further alternative monitoring indicators you consider would strengthen the ISA.

n/a

13. Habitats Regulations Assessment

As part of the development of the NDF, a Habitats Regulations Assessment (HRA) was undertaken. The purpose of the HRA process is to identify, assess and address any 'significant effects' of the plan on sites such as Special Areas of Conservation and Special Protection Areas for birds.

- Do you have any comments on the Habitats Regulations Assessment report?

n/a

14. Welsh Language

We would like to know your views on the effects that the NDF would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favorably than English.

- What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

Please also explain how you believe the proposed NDF could be formulated or changed so as to have:

- I. positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and
- II. no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

15. Further comments

- Are there any further comments that you would like to make on the NDF, or any alternative proposals you feel we should consider?

Welsh Government is committed to review the NDF every 5 years. The draft NDF does however does not contain any information on Monitoring – Indicators, Triggers, Review actions.

16. Are you...?

Providing your own personal response	<input type="checkbox"/>
Submitting a response on behalf of an organisation	<input checked="" type="checkbox"/>

Responses to the consultation will be shared with the National Assembly for Wales and are likely to be made public, on the internet or in a report. If you would prefer your response to remain anonymous, please tick here	<input type="checkbox"/>
--	--------------------------

DRAFT

Appendix 2

Lesley Griffiths AC/AM

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



Llywodraeth Cymru
Welsh Government

Ein cyf : Our ref : QA1282787

Leader and Chief Executive of the Council

13 December 2017

Dear Colleague,

Invitation to Local Planning Authorities to prepare a Strategic Development Plan (SDP)

The Planning (Wales) Act 2015 included the legislation necessary to produce Strategic Development Plans (SDPs). SDPs allow larger than local issues such as housing, employment and infrastructure which cut across a number of Local Planning Authorities (LPAs) boundaries to be considered in an integrated and comprehensive way.

The role of the planning system in delivering excellent outcomes for Wales at national, regional and local levels has never been more prominent. Our new National Strategy: Prosperity for All acknowledges the key role the planning system must play by recognising planning decisions as a critical lever to deliver the central goal of prosperity for all. It notes planning decisions affect every area of a person's life. They determine where homes are built, where services are provided, the quality of the local environment, the promotion of sustainable economic growth and access to open space. The right planning system is critical in delivering the objectives of the strategy – this includes ensuring better LDPs and SDPs are produced in the future.

SDPs have the potential to reduce complexity and repetition currently contained in LDPs and make more effective use of resources. The ability to pool resources, reduce preparation costs, undertake more joint technical work, utilise existing skills and expertise and rationalise issues crossing administrative boundaries should not be lost. SDPs are also necessary to provide a robust framework for the delivery of the land use implications of existing and emerging City Deal and Growth Deal proposals.

My vision for the development plan system is to achieve the most expedient way of maintaining LDP coverage through the production of Joint LDPs, while encouraging and facilitating a strategic approach through SDPs to deal with issues of regional importance. This is not about setting up parallel or competing plans, rather a streamlined suite of plans that complement and integrate as one.

To date, no proposals have been forthcoming. I consider preparing SDPs on a consistent basis for each of the three regions of South East, Mid and West and North Wales will ensure the most efficient use of resources, maintain an effective decision making framework and deliver high quality planning outcomes. **I am therefore inviting proposals for SDPs, based on the 3 regional footprints, to come forward.**

Yours sincerely,



Lesley Griffiths AC/AM

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



Ein cyf : Our ref: QA1282787

Arweinydd a Phrif Weithredwr y Cyngor

B Rhagfyr 2017

Annwyl Gyfaill,

Gwahoddiad i Awdurdodau Cynllunio Lleol baratoi Cynllun Datblygu Strategol

Roedd Deddf Cynllunio (Cymru) 2015 yn cynnwys y ddeddfwriaeth angenrheidiol i greu Cynlluniau Datblygu Strategol. Mae'r Cynlluniau yn caniatáu i faterion mwy na materion lleol megis tai, cyflogaeth a seilwaith sy'n cynnwys nifer o ffiniau Awdurdodau Cynllunio Lleol i gael eu hystyried mewn dull integredig a chynhwysfawr.

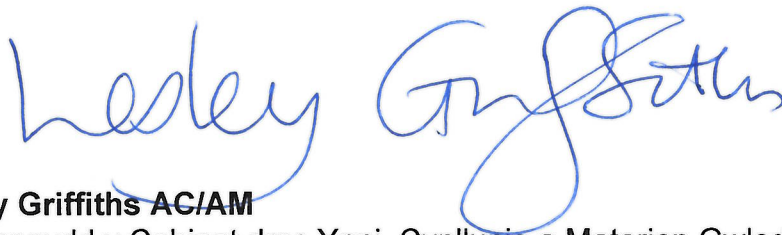
Nid yw swyddogaeth y system gynllunio wrth ddarparu canlyniadau rhagorol i Gymru ar lefelau cenedlaethol, rhanbarthol a lleol erioed wedi bod mor amlwg. Ein Strategaeth Genedlaethol newydd: Mae Ffyniant i Bawb yn cydnabod y swyddogaeth allweddol sydd gan y system gynllunio i gydnabod penderfyniadau cynllunio fel dull hollbwysig o ddarparu'r nod canolog o ffyniant i bawb. Mae'n nodi bod penderfyniadau cynllunio yn cael effaith ar bob agwedd ar fywyd person. Maent yn penderfynu ble y caiff tai ei hadeiladu, ble y darperir gwasanaethau, ansawdd yr amgylchedd lleol, hyrwyddo twf economaidd cynaliadwy a mynediad i fannau agored. Mae'r system gynllunio iawn yn hollbwysig wrth ddarparu amcanion y strategaeth - mae hyn yn cynnwys sicrhau bod Cynlluniau Datblygu Lleol a Chynlluniau Datblygu Strategol yn cael eu datblygu ar gyfer y dyfodol.

Mae gan Gynlluniau Datblygu Strategol y posibilrwydd o leihau y cymhlethdod a'r ail-adrodd sydd o fewn Cynlluniau Datblygu Lleol i wneud defnydd mwy effeithiol o adnoddau. Ni ddylid colli'r gallu i gronni adnoddau, lleihau costau paratoi, cynnal mwy o waith technegol ar y cyd, defnyddio sgiliau ac arbenigedd presennol a rhesymoli materion sy'n mynd ar draws ffiniau gweinyddol. Mae Cynlluniau Datblygu Strategol yn angenrheidiol hefyd er mwyn cynnig fframwaith cadarn ar gyfer darparu goblygiadau defnydd tir cynigion presennol a newydd Bargeinion Dinesig a'r Bargeinion Twf.

Fy ngweledigaeth ar gyfer y system cynllunio datblygiadau yw sicrhau'r dull mwyaf hwylus o gynnal Cynlluniau Datblygu Lleol drwy gynhyrchu Cynlluniau Datblygu ar y Cyd, tra'n annog a hwyluso dulliau strategol drwy'r Cynlluniau Datblygu Strategol i ddelio gyda materion sydd o bwys rhanbarthol. Nid yw hyn yn golygu sefydlu cynlluniau ar y cyd neu gynlluniau sy'n cystadlu, yn hytrach, cyfres syml o gynlluniau sy'n ategu ac yn integreiddio fel un.

Mae pedwar prosiect wedi'u cymeradwyo hyd yma. Rwy'n teimlo y bydd paratoi Cynlluniau Datblygu Strategol yn gyson ar gyfer pob un o'r tri rhanbarth, y De-ddwyrain, y Canolbarth a' Gogledd a'r Gorllewin a Gogledd Cymru yn sicrhau y defnydd mwyaf effeithiol o adnoddau, gan gynnal fframwaith effeithiol ar gyfer gwneud penderfyniadau a sicrhau canlyniadau cynllunio o safon uchel. **Rwyf felly'n gwahodd cynigion ar gyfer Cynlluniau Datblygu Lleol, yn seiliedig ar y 3 model rhanbarthol.**

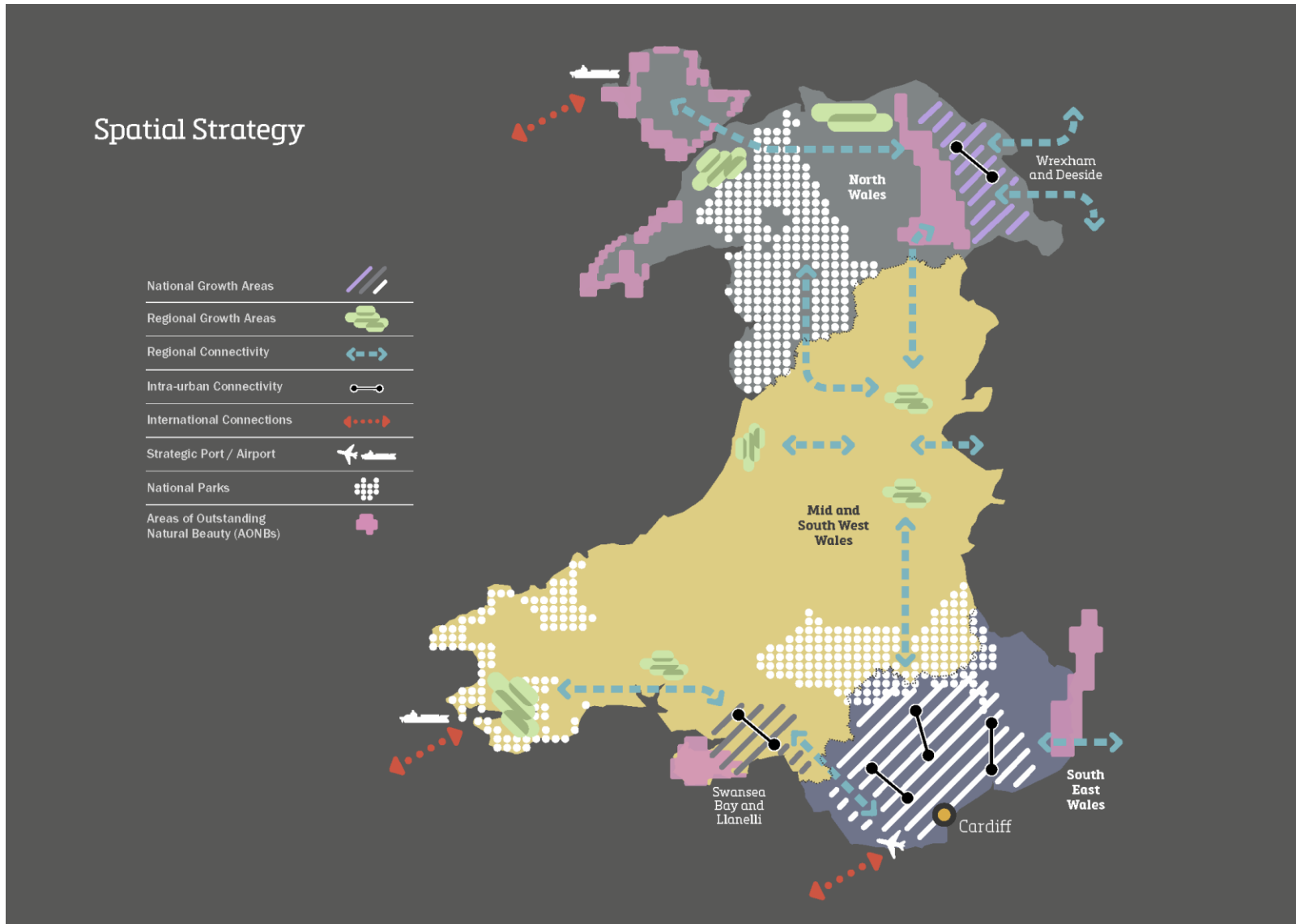
Yn gywir,



Lesley Griffiths AC/AM

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

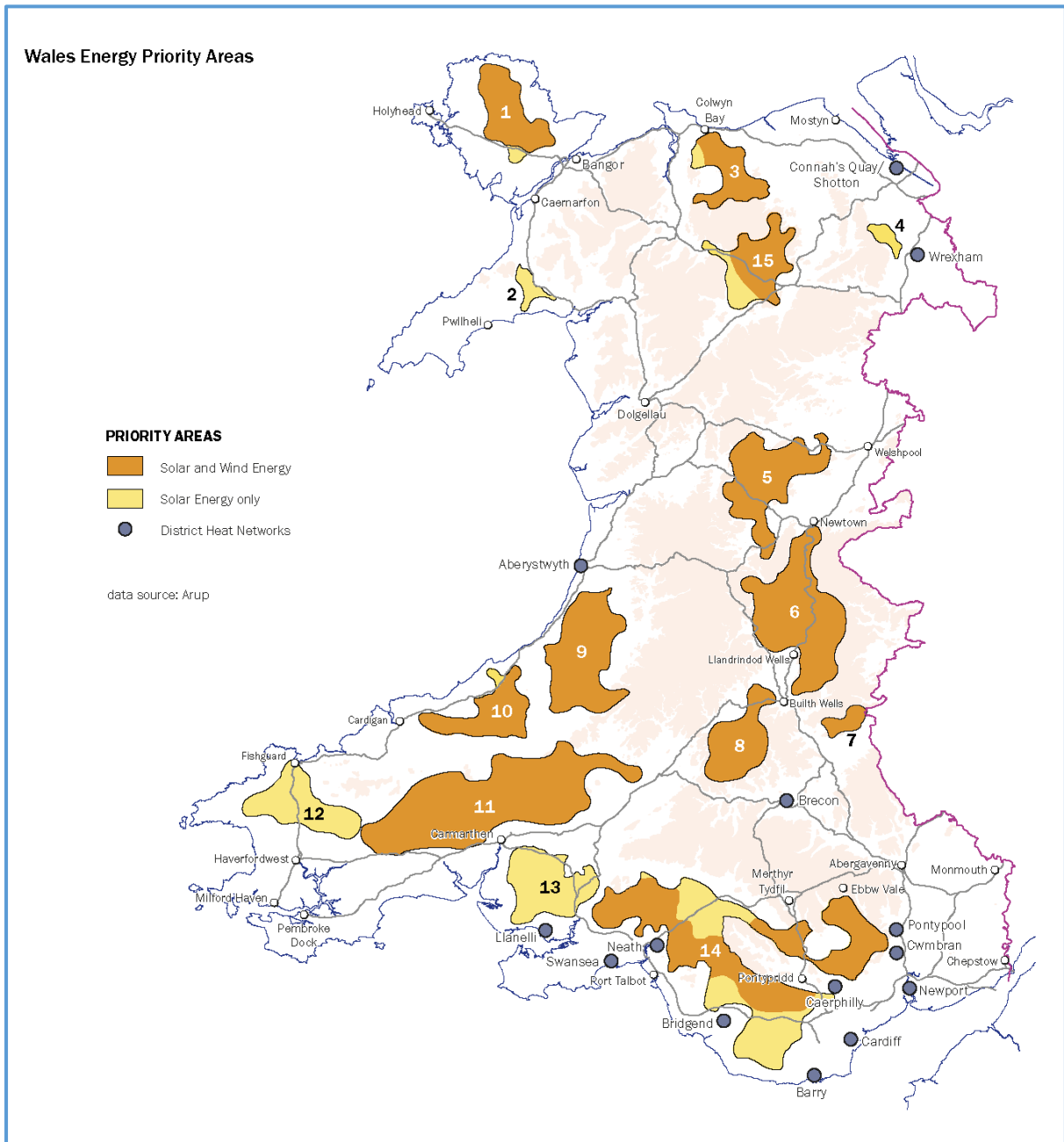
Appendix 3: Wales Spatial Strategy



Source: National Development Framework 2020 – 2040, Consultation Draft: 7 August – 1 November 2019, p 25

This page is intentionally left blank

Appendix 4: Wales Energy Priority Areas



Source: National Development Framework 2020 – 2040, Consultation Draft: 7 August – 1 November 2019, p 42

This page is intentionally left blank

Report To:	Council
Date of Meeting:	15 October 2019.
Lead Member / Officer:	Gary Williams, Monitoring Officer
Report Author:	Lisa Jones, Legal Services Manager
Title:	Updates to the Council Constitution

1. What is the report about?

To provide the Council with an annual update and to also advise of the proposed changes that need to be made to the Council Constitution.

2. What is the reason for making this report?

The Corporate Governance Committee terms of reference require any intended changes to the Council Constitution to be considered first before formal adoption by the full council, and the Committee receives a report on the Constitution at least once per year given its importance to the overall governance framework of the Council. The Committee considered a report on the Constitution at its meeting on 11th September and recommended that the changes set out in Appendices 1 and 2 to this report be approved by Council.

3. What are the Recommendations?

- 3.1 That the Council notes the changes made to the Constitution as set out in paragraph 4.1 of the report.
- 3.2 That the Council approves the changes to the Scheme of Delegation as set out in Appendices 1 and 2 to this report.

4. Report details

4.1 The Monitoring Officer is satisfied that the Constitution is fit for purpose and confirms that the Constitution has been amended to take into account the following:

- Section 5.2 relating to the form and composition of Cabinet has been amended to reflect the resolution of council on 19th February 2019
- Corporate Governance Committee Terms of Reference following the Committee being consulted which was approved by Full Council on the 19th February 2019.
- Responsibility for Executive Functions – Cabinet Member portfolio changes have been made following changes made by the Leader of the Council.
- Combined two existing Committees to form the Joint Consultative

Committee for Health & Safety and Employee Relations in accordance with a Council resolution made on 28th March 2019

- Council Members Schedule of Remuneration kept up to date.

4.2 The Council needs to consider the changes that need to be made to the Scheme of Delegation in respect of changes being made as a result of the SLT restructure:

- Officer Scheme of Delegation – the proposed scheme is attached as Appendix 1 dealing with the transfer of certain housing related functions; the transfer of certain asset and estates functions and the responsibility in respect of leisure functions being silent and dealt with under the Cabinet scheme.
- Cabinet Scheme of Delegation as Appendix 2 – an express provision setting out that these functions sit with the relevant lead member.

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

An up to date, transparent and lawful scheme of delegation contributes to effective decision making.

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?

No well-being impact assessment is required for this decision.

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

The report has been considered by the Corporate Governance Committee at its meeting on 11th September 2019. The SLT restructure is a consequence of the creation of an Alternative Delivery Model for Leisure Services approved by Council on 30th May 2019

9. Chief Finance Officer Statement

There are no direct financial consequences of this report. However it is important that the Council has an up to date, fit for purpose Constitution which forms a key element of the council's governance framework

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

There are no identified risks but it will be a risk to some activities if a valid scheme of delegation is not in place.

11. Power to make the Decision

The Local Government Act 2000 requires all Councils to adopt a Constitution, which

will need to set out that which Council delegates to Officers.

This page is intentionally left blank

SCHEME OF DELEGATION FOR OFFICERS

1. Definition

- 1.1 In this scheme, 'Chief Officer' means the Chief Executive, Corporate Director and Head of Service.
- 1.2 'Departmental Delegated Scheme' means that scheme which is held and managed by the Chief Officer and sets out the sub-delegations (where appropriate) made by that Chief Officer to those Officers who form part of his or her service (whether employed on a permanent or temporary basis; under a shared service or collaborative arrangement with another body or in the public interest such as authorizing police officers to issue fixed penalty notices or under contractual or commissioned arrangements delivered by a third party) or where there is indirect responsibility for the delivery of some of that service, in the event the officer receiving the sub-delegation does not sit within that particular Chief Officer's service.
- 1.3 Any reference to an Act in this scheme includes reference to any amendment thereto, or re-enactment thereof, of any order or secondary legislation made under it.
- 1.4 Function or power means all relevant functions, powers and duties of the Council, whether under any specific legislation identified in the scheme or not expressly referred to in it, but by implication, given the nature of the function itself as the case may be.
- 1.5 Any reference to a Chief Officer or officers being delegated to carry out or perform any functions in this scheme shall be deemed to include a reference to performing any other functions, even if not specifically referred to, which are necessary or incidental to, or required to facilitate or be conducive to the performance of the function in question.
- 1.6 Subject to any specific restriction in writing, a function or power which may be discharged by a Chief Officer or Officer, may also be discharged by any person formally acting up into that post or interim post holders.
- 1.7 Subject to any specific restriction in writing, a function or power which may also be discharged by any person who is deputizing (whether on a full, part time or an absence basis) for that post.
- 1.8 Any interpretation of this Scheme of Delegation shall be in accordance with the Council's wish that the powers granted to officers under the scheme shall not be construed restrictively.

2. General Provisions

- 2.1 Under this scheme, each Chief Officer is authorised to act on behalf of the Council in relation to any matter within the service areas for which they are responsible. Any exercise of delegated powers shall comply with, and be subject to :-
 - 2.1.1 Any statutory provisions
 - 2.1.2 The Councils overall policy and budget framework

- 2.1.3 Protocol on Member/Officer Relations, the Officers Code of Conduct and where appropriate in liaison with local members.
 - 2.1.4 The Constitution and relevant Rule of Procedure
 - 2.1.5 Financial Regulations
 - 2.1.6 Contract Procedure Rules
 - 2.1.7 The duty of achieving Best Value and Continuous Improvement
 - 2.1.8 Agreed arrangements for recording the decisions.
 - 2.1.9 The taking of and compliance with any legal or other professional advice.
 - 2.1.10 Have regard to sustainability generally and the well-being of current and future generations.
 - 2.1.11 Having regard to the Council's obligations under the Welsh Language Standards and its Welsh Language Policy.
- 2.2 Where the exercise of delegated powers is likely to affect more than one service, the Chief Officer must consult with any other Chief Officer whose service may be so affected.
- 2.3 Without prejudice to his/her delegated powers or to that of the relevant Committee, and in appropriate circumstances only, each Chief Officer should, when exercising his/her powers : -
- 2.3.1 keep the Cabinet fully informed, in particular members of the Cabinet who are the Portfolio Holders for the service area in question and also have due regard to any comments made in the relevant scrutiny committee regarding the matter in question.
 - 2.3.2 ensure, where appropriate, that he/she consults with/or informs the local member(s) in advance;
 - 2.3.3 ensure that he/she consults with/or informs, where appropriate, the Chief Executive. Before exercising a delegated power, each Chief Officer must consider whether the decision is one that should be referred to the appropriate Committee for input or referred to the Cabinet, or appropriate Committee or sub-Committee.
- 2.4 In deciding whether to refer a matter to the Cabinet, Committee or sub-Committee the Chief Officer shall have regard to the following considerations:-
- 2.4.1 day to day decisions on technical or professional issues will normally be taken without reference to Members.
 - 2.4.2 the views of the local member, Portfolio Holder and Chief Executive must be taken into account, where appropriate.

2.4.3 if a decision is likely to have a significant impact on the Councils' profile, is likely to attract unfavourable comment in the news media, or may have substantial financial implications there will be a presumption in favour of referring it to members.

2.5 Functions are not delegated where:

2.5.1 they are reserved by law or by this Constitution to the Council

2.5.2 they may not by law be delegated to an Officer

2.5.3 they are reserved to a Cabinet Member or Members.

2.6 The powers listed in this Scheme shall be construed in conjunction with any powers delegated by any Committee.

2.7 The Chief Executive and Directors are authorised, in the absence of or inability to act of the Chief Officers reporting to them, to exercise all powers delegated from time to time to those Chief Officers except where specifically prevented from so acting by limitation of statute, professional qualification or where other arrangements have been made in the relevant delegation.

2.8 The Chief Executive and Directors are authorised to take or authorise in consultation with the relevant Committee or Sub-Committee Chair or Vice-Chair, or in their absence the Chair or Vice-Chair of the Cabinet, any action on any matter within the Terms of Reference of the relevant Committee or Sub-Committee which they consider to be of such urgency that it cannot await a meeting of that Committee or Sub-Committee provided that such action shall be reported for information to the next available meeting of the relevant Committee or Sub-Committee.

2.9 The Chief Executive and Directors are authorised to take or authorise in consultation with the Chair and Vice-Chair of the Cabinet, any action on any matter within the Terms of Reference of the Cabinet which they consider to be of such urgency that it cannot await a meeting of the Cabinet provided that such action shall be reported for information to the next available meeting of the Cabinet.

2.10 The relevant Director and each Head of Service is responsible for ensuring compliance with the Data Protection Act 2018, Freedom of Information Act 2000, Environmental Information Regulations 2004, Human Rights Act 1998, the Health and Safety at Work etc. Act 1974 and the Safeguarding of Vulnerable Groups Act 2006 (as amended by the Protection of Freedoms Act 2012) in so far as his/her service is concerned, including compliance with any decision of the Councils' Freedom of Information Exemptions Panel.

3. General Delegations

3.1 Each Chief Officer (having consulted with the relevant Portfolio Holder where appropriate) is authorised to take any action necessary to protect or promote the Councils interests, subject to the restrictions in 2 above.

- 3.2 Without prejudice to the generality of the provisions in 2 above, this includes exercising his/her professional judgment to take such decisions as are necessary to implement the Councils policies and to promote the management and delivery of the services which are his/her responsibility.
- 3.3 Any powers granted to a Chief Officer may be discharged either in his/her absence by such Officers as may be authorised by him/her in accordance with any general or specific instructions given. In the absence of the Chief Officer, any Officer appointed by him/her to deputise on his/her behalf may also authorise the exercise of delegated powers, subject to any statutory provision preventing any deputy from acting. For the avoidance of doubt such authorizations may not be granted to persons who are not Officers of the Council unless there is an arrangement facilitating joint working with the relevant person's employing authority. Such authorisations under this paragraph shall include authorization to issue and sign statutory notices in the name of the relevant chief officer or other person with delegated functions.

It shall be the responsibility of the Chief Officer to maintain an up to date list of Departmental Delegations where this is appropriate. Where a Chief Officer holds such a Departmental Scheme of Delegation, this shall be provided to the Monitoring Officer on an annual basis and changes notified within 25 days to enable the Monitoring Officer to keep the central register updated.

- 3.4 Authority to serve requisitions for information under the Local Government (Miscellaneous Provisions) Act 1976 or other enabling legislation.
- 3.5 Each Chief Officer is authorised to manage assets, vehicles and equipment belonging to the Service for which he/she has responsibility.
- 3.6 Each Chief Officer is authorised to act on financial matters, in accordance with the Financial Regulations and Contract Procedure Rules.
- 3.7 In consultation with Head of Legal, HR and Democratic Services. Where appropriate, each Chief Officer is authorised to act in relation to staffing matters in accordance with any relevant HR Policies and to appoint staff below Chief Officer level.
- 3.8 Each Chief Officer is entitled to submit planning applications in pursuance of approved schemes (but not the determination of the application)
- 3.9 To approve fees and charges, (and subject to any limit on such charge or fee set by statute) including any subsidies and concessions, in accordance with the policy adopted by Cabinet on the setting of Fees and Charges. Decisions on these matters are subject to the agreement of the Head of Finance and Property, and subject to the provisions of the Local Government Act 2003 in respect of lawful charging and trading provisions. (this does not include fees and charges that are set by the Planning and Licensing Committees or Housing Rents which are set by reference to Housing Rents Setting Policy or subsequent amendment)
- 3.10 All Chief Officers may approve the submission of bids for grant funding and to accept any grant offered, subject to any funding requirement from the Council being contained within existing budgets. Where such a funding requirement cannot be afforded from existing budgets, the consent of the Head of Finance and Property must be obtained before a bid is made or a grant is accepted. Where appropriate, the advice of the

Head of Legal, HR and Democratic Services should be sought on the terms and conditions of acceptance or submission of a grant.

- 3.11 In accordance with any policy adopted by the Cabinet on grants, to determine grants to other bodies or individuals (including determining parameters or criteria for decisions by Officers on such grants).
- 3.12 Subject to any specific restriction in writing, a function or power which may be discharged by a Chief Officer, may also be discharged by any person who holds a post which is a successor post to that of the original Chief Officer following any reorganisation, restructure or similar process including any changes made to the job titles of Chief Officer posts.
- 3.13 Any reference in this Scheme to any legislation or to any Council procedure or rule shall be deemed to include a reference to any successor legislation, procedure or rule as may be introduced or enacted by way of substitution, revision or amendment. This provision shall be interpreted as in addition to the provisions of paragraph 1.6
- 3.14 All Chief Officers exercise their delegated authority within their own area. However, due to the urgency of the circumstances, where the matter cannot wait and it is not practicable for a Corporate Director to exercise their authority under 2.7, another Chief Officer may carry out the delegation where there are not specific restrictions on them doing so.
- 3.15 If the Council acquires a new function it may be necessary for this to be reported to the Cabinet so that a decision can be taken on any new delegations to officers. However, in the absence of such a decision, the Chief Officer with responsibility for the relevant services shall be deemed to have full delegated authority to discharge the function on the Council's behalf in accordance with these General Provisions and Functions unless it is a function reserved to the Cabinet or a Committee of the Council.
- 3.16 In the event of a local government reorganisation, where an officer of any transferor authority was, before reorganisation day, specifically authorised to enter into a contract, prepare and execute a document (subject to contract procedural rules) or take any other action; if that contract is not entered into, document not executed, or as the case may be, action not taken before reorganisation day, the officer of the Council holding the corresponding office shall, on and after reorganisation day, be deemed to have the authority previously granted to the former officer.

4. To The Chief Executive (Head of Paid Service)

- 4.1 Any decision, whether it is normally the responsibility of the Cabinet, Cabinet committee or individual Cabinet Member, where the decision has to be taken immediately in response to a major civil emergency as defined in the Major Emergency Management Plan.
- 4.2 Authorising Officers to undertake particular roles on behalf of the Council, where such authorisation is an executive function and has been delegated to the Head of Paid Service.

- 4.3 To represent the views of the Council in responding to consultations with the Council by any outside body.
- 4.4 As Returning Officer, to apply the annually agreed uplift in respect of election fees for local government purposes in consultation with colleagues in other authorities in North Wales.
- 4.5 Carrying out the following functions imposed on the Council by emergency planning regulations:-
- Civil Defence (General Local Authority Functions) Regulations 1993 - preparation, exercise and implementation of plans for civil defence purposes, including complying with directions from the designated Minister
 - Public Information for Radiation Emergencies Regulations 1992 - supplying information to the public in the event of a radiation emergency involving transport of radioactive substances
 - Pipelines Safety Regulations 1996 - preparation of and charges for a plan in respect of a major accident hazard pipeline
 - Control of Major Accident Hazards Regulations 1999 - preparation, testing and charges for off-site emergency plan for major accident hazards
- Radiation (Emergency Preparedness and Public Information) Regulations 2001 - preparation of, testing and charges for off-site emergency plan and supplying information to the public in the event of radiation emergencies involving premises.
- 4.6 To act on a day to day basis, as appropriate, as the Head of Paid Service and in the following areas:-
- Strategic Development and Leadership
 - Management of the Council as a whole
 - Performance Management of the Council as a whole
 - Service Modernisation and Continuous Improvement
 - Major Projects
 - Communication with the Media
 - Medium and Major Corporate Risks
 - External Relationships
 - Civil Contingency
- 4.7 To act as an Authorised Officer for the purposes of the Regulation of Investigatory Powers Act 2000, in particular in respect of the acquisition of confidential private information within the meaning of this Act.

- 4.8 In consultation with the Leader of the Council, to give instructions for the flying of the relevant flag or flags on Council Offices on significant occasions either high in celebration or half mast as appropriate.
- 4.9 In the absence or inability of the Chief Executive to act he/she will designate a Corporate Director to exercise the above delegations and other functional responsibilities as he/she deems appropriate.
- 4.10 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

5. not used

6. To the Head of Finance and Property

- 6.1 To undertake all duties assigned to him or her by Financial Regulations which relate to the provision of his/her service*
- 6.2 To act as Chief Finance Officer under s.151 of the Local Government Act 1972 and any other statutory functions assigned to the s.151 Officer.
- 6.3 To be the Proper Officer for the purpose of s.114 Local Government and Finance Act 1988 and the power to appoint a deputy to act in their absence.
- 6.4 To be the proper Officer for the purposes of s.115 and 146 Local Government Act 1972.
- 6.5 The right to sign a certificate that contracts comply with the Local Government (Contracts) Act 1997 and that a lease or contract does not constitute credit arrangements. *
- 6.6 Subject to a policy for such writing off having been established, to write to determine whether repayment of a grant may be waived, subject to the agreement of the Lead Member for Finance, where the amount of the repayment waived in an individual case exceeds 10k.
- 6.7 Nominate authorised officers under the Social Security Administration Act 1992 or subsequent amendment.
- 6.8 Nominate authorised officers under the Social Security Administration (Fraud) Act 1997.
- 6.9 Authorising Officers to appear on the Authority's behalf to conduct proceedings in the Magistrates Court under s.223 Local Government Act 1972.
- 6.10 Organising the Council's banking arrangements.
- 6.11 Authorising leasing arrangements.

- 6.12 Authorising the use of electronic financial systems to transfer money.
- 6.13 To institute and conduct civil proceedings for the recovery of monies owed to the Council in consultation with the Head of Legal, HR and Democratic Services.
- 6.14 To act as the Councils' Money Laundering Officer for the purposes of the Money Laundering Regulations 2003.
- 6.15 To act on a day to day basis in the following areas: -
- Accountancy (including Revenue budgeting and final accounts and Capital budgeting and final accounts)
 - Risk Management and Insurance
 - Creditor Payments
 - The Pension Scheme including the teacher's pension scheme
 - Treasury Management (including investments and borrowing for revenue and capital purposes and investment for funds for which the Council is custodian)
 - Payroll (including car allowances, expenses, employee benefits, income tax, national insurance and all other deductions)
 - Car Leasing/Purchase Scheme
 - Tax matters including the Councils income tax and VAT.
 - Council Mortgage Interest rate calculations
 - Revenues and Benefits
- 6.16 Determining the instalment dates for Council Tax and NNDR payments for financial years beginning in and after 2004.
- 6.17 To secure the safe custody of policies and to make claims under the Council's insurances.
- 6.18 To act as an Authorising Officer under the Regulation of Investigatory Powers Act 2000.
- 6.19 To authorise the write off of bad debts up to the amounts noted in the Financial Procedure Rules.
- 6.20 Authorising and managing petty cash payments.
- 6.21 Authorising the use of electronic financial systems to transfer money.
- 6.22 To act as the Proper Officer in respect of the Proceeds of Crime Act 2002 and any regulations made thereunder.
- 6.23 To secure the safe custody of policies and to make claims under the Council's insurances.
- 6.24 To authorise investment decisions following recommendations from Strategic Investment Group and their terms of reference.

- 6.25 To have responsibility for the operation, maintenance and strategy in respect of all Council facilities, assets, housing, leisure and library buildings and public conveniences, catering, civic arrangements relating to facility management and council allotments.
- 6.26 To act as the proper officer representing the Corporate Landlord and in the absence or inability of the Head of Facilities, Assets and Housing, such powers shall be delegated to the Deputy Officer (Lead Officer – Corporate Property and Housing Stock).
- 6.27 To negotiate and settle rentals and other terms for short term licences, easements and wayleaves, including those required by statute upon terms agreed by statutory formula or otherwise, subject to appropriate consultation with Local Members.
- 6.28 In consultation with the Corporate Director: Economy and Public Realm, to negotiate the acquisition and/or disposal of land for all purposes, in conjunction with the Councils Asset Management Group and/or the Strategic Investment Group and subject to the results thereof being reported to all Members for information, where appropriate.
- 6.29 To value all property assets of the Council
- 6.30 To value properties for mortgage or grant and for other approved purposes, including the property assets of elderly persons entering the care of Social Services, where their assets are taken into consideration.
- 6.31 To recommend and negotiate rents and rent reviews and appropriate terms for all managed property, including any agricultural estate land and buildings, but not any property falling within the purview of the Housing department.
- 6.32 To negotiate and agree lease agreements, including rent reviews leased by and to the Council, subject to reports to any Asset Management Group and to Members, where appropriate.
- 6.33 To take action upon reports concerning mortgage defaulters.
- 6.34 To manage all allotment sites including the allocation of and the taking of action against tenants of untidy allotments.
- 6.35 To exercise the following powers in respect of property matters in consultation with and on terms and conditions agreed by the Head of Legal, HR and Democratic Services: -
 - 6.35.1 Disposals of freehold interest in land up to the market value is up to £30k, to include disposals at an undervalue.
 - 6.35.2 Disposals of freehold interest in land, including disposals at an undervalue (taking into account any local policy adopted), where the market value is between £30,001 and £1,000,000 (one million) in consultation with the S.151 Officer, the Monitoring Officer and the Lead Member.

- 6.35.3 To undertake all other disposals, following a decision by the Cabinet or the Lead Member in accordance with their delegated functions.
- 6.35.4 Granting leases at market value, or under market value (taking into account any local policy adopted), up to a rental commitment of £1,000,000 for the term; including renewal of leases not longer than the original lease. This delegation includes (but not limited to) all matters to do with agricultural estate leases and tenancies, and all other tenancies, wayleaves, easements, licences, change of user or assignments. This delegation includes powers to terminate tenancies and licences, and to sign tenancy agreements and licences, except:
- a) granting tenancies for agricultural estate. Officers to conduct interviews and make recommendations to the Lead Member.
 - b) Notices to quit for tenants of agricultural estate, such decision to be taken by the Lead Member on advice from Officers.
- 6.35.5 Acquisitions of land by freehold or leasehold, up to a market value or rental commitment for the term of the lease up to £30,000 if funding is available.
- 6.35.6 Acquisitions of land by freehold or leasehold, up to a market value or rental commitment for the term of the lease from £30,001 and £1,000,000; if funding is available and in consultation with the Lead Member, S.151 Officer and the Monitoring Officer.
- 6.35.7 Purchase of land/easements for highway and drainage schemes and the making of stopping up orders, subject to a) the cost of the acquisitions being available within the capital funding scheme or b) in cases where the acquisition is in order to facilitate the disposal of land and property under 6.31.1, the cost being covered by the capital receipts being generated.
- 6.35.8 The renewal of any lease or tenancy, subject to budget provision being available to continue to pay charges under the lease or tenancy.
- 6.35.9 To undertake all other acquisitions and taking of leases or tenancies, following a decision by Cabinet or the Lead Member in accordance with their delegated functions.
- 6.35.10 Miscellaneous powers in respect of property:
- The Service of Statutory Notices
 - Appropriation of property between services.
 - Lodging and settlement of rating appeals, including representation in the Valuation Tribunal
 - Other property management and emergency matters including granting consent for tenants improvements, reallocation and apportionment of milk quota and settlement of end of tenancy and dilapidation claims.
- 6.36 Authorising Officers to appear on the Authority's behalf to conduct proceedings in the Magistrates Court under s.223 Local Government Act 1972.

- 6.37 To act in accordance with any powers set out in the Council's Contract Procedure Rules.
- 6.38 To have overall responsibility pursuant to the Health and Safety At Work etc. Act 1974 including carrying out any risk assessments and taking steps to minimise such risks to health and safety, or designating an appropriate Officer for such purposes in accordance with the Management of Health and Safety at Work Regulations 1999.
- 6.39 To issue Certificates of Approval of Works carried out for works of improvement, repair, conversion and adaptations under Part I of the Housing Grants, Construction and Regeneration Act 1996, including payments by instalments.
- 6.40 To deal with all matters arising from applications for grants under Part 1 of the Housing Grants, Construction and Regeneration Act 1996 including approval and rejection of applications, subject to consultation with the Head of Finance and Property in respect of financial aspects, and to any financial allocation available for this purpose in any one year not being exceeded.
- 6.41 To deal with all aspects of approval and payments for unforeseen work above currently agreed limits in respect of House Renovation Grants.
- 6.42 To carry out or arrange for the carrying out of repairs and maintenance of all Council owned properties.
- 6.43 To carry out or arrange for the carrying out of repairs, improvements and adaptations in accordance with the Housing Capital programme or revenue estimates.
- 6.44 To authorise legal proceedings for nuisance in consultation with the Head of Legal, HR and Democratic Services and the Local Member(s)
- 6.45 To exercise functions under the Anti-Social Behaviour Act 2003 or the Anti Social Behaviour Crime and Policing Act 2015 on behalf of the Council in its capacity as landlord, to deal with instances of anti-social behaviour.
- 6.46 In consultation with Local Members and the Lead Member to approve, where there are no objections, future disposal schemes in accordance with the Council's policy for the fencing in of open plan gardens on Council housing estates.
- 6.47 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

*may be exercised by the deputy s.151 Officer in the absence of the s.151 Officer.

7. To the Head of Legal, HR and Democratic Services

- 7.1 To act as the Monitoring Officer under the Local Government and Housing Act 1989.
- 7.2 To authenticate Documents for Legal Proceedings.*
- 7.3 To institute and conduct all civil, criminal and administrative proceedings, (including settlement of claims out of Court) and tribunal hearings of a quasi-judicial nature (other than matters specifically delegated to another Officer).*
- 7.4 To secure the safe custody of policies and to make claims under the Council's insurances in conjunction with the S.151 Officer*
- 7.5 To maintain records, including Minutes and Conveyances, Leases, Mortgages and other securities.*
- 7.6 To authorise the settlement of all claims for compensation whether from tenants, Council employees or other members of the public where such claims are the result of damage caused by Council or allied services and are not covered by insurance.*
- 7.7 To affix the seal and execute documents on behalf of the Council. *
- 7.8 To serve all Notices under the Town and Country Planning Acts not otherwise specifically delegated.*
- 7.9 To issue warrants to the High Sheriff to deliver possession of properties included in confirmed Compulsory Purchase Orders, where the Council have served notice of entry but where the occupiers have refused to grant possession to the Council.*
- 7.10 To take all appropriate legal action to secure the eviction of 'squatters' from Council property that is to say any persons occupying such property without the Council's authority and in contravention of its policies governing the letting of the same, in consultation with the Head of Housing and the Head of Adult Services.*
- 7.11 To enter into Agreements with developers for the adoption of amenity areas on private housing estates.*
- 7.12 To apply to the Court for a Prohibition Order under the provisions of the Food Safety Act, 1990, in consultation with the Head of Planning, Regeneration and Regulatory Services.*
- 7.13 To issue and serve the following Notices under the provisions of the Housing Act, 1985, namely:-*

Notices requiring tenants to complete transactions (Sections 140 and 141).
- 7.14 To undertake and conclude all the necessary legal formalities in connection with the disposal of Council dwellings and to recover possession of Council dwellings in appropriate cases, pursuant to the provisions of the Housing Act, 1985.*

- 7.15 To serve all appropriate notices in connection with the Rents to Mortgage Scheme under the provisions of the Leasehold Reform, Housing and Urban Development Act, 1993. *
- 7.16 To exercise the powers of direction available to the Council under Section 77 of the Criminal Justice and Public Order Act, 1994, and also to make complaints to the Magistrates' Court on behalf of the Authority under Section 78 of the Act. *
- 7.17 To vary the fees payable under Part VA of the Local Government Act 1972 (Access to Information) *
- 7.18 To sign contracts for the acquisition and disposal of interests in land in accordance with the Council's policy. *
- 7.19 To sign and serve requisitions for information under Section 16 of The Local Government (Miscellaneous Provisions) Act, 1976. *
- 7.20 To negotiate, conclude and execute on behalf of the Council any document or agreement required to give effect to any decision taken by the Council, Cabinet, other Committee, Sub-Committee or Officer whether or not specifically so authorised by such decision. *
- 7.21 To exercise the Council's functions relating to the approval of premises under the Marriage Act 1994 and Marriages (Approved Premises) Regulations 1995 and the registration of civil partnerships under the Civil Partnerships Act 2004 in consultation with the Local Member)
- 7.22 To amend the Councils Constitution document to accord with decisions of the Council, Cabinet or Committees.
- 7.23 To authorise a Council Officer to appear on behalf of the Council in proceedings under section 60 of the County Courts Act 1984 and in the Magistrates Court under s.223 of the Local Government Act 1972.
- 7.24 To act as the Proper Officer for the purposes of s100B Local Government Act 1972 i.e. to exclude access by the public to reports in respect of which, in his/her opinion, the meeting is not likely to be open to the public.
- 7.25 In consultation with the members of the Access to Information Panel and the Deputy Monitoring Officer (together forming the FOI Exemptions Panel) to decide whether information may be withheld under exemptions contained in the Freedom of Information Act 2000, the Data Protection Act 1998 or the Environmental Information Regulations 2004 on behalf of the Council.
- 7.26 To act as an Authorising Officer, in particular with regard to the surveillance of Council Staff and act as the Councils' Senior Responsible Officer under the Regulation of Investigatory Powers Act 2000; including reporting annually to the Council's Corporate Governance Committee on its RIPA activities.
- 7.27 To act as the Authority's 'qualified person' under s. 36 of the Freedom of Information Act 2000.

7.28 To act in accordance with any powers set out in the Council's Contract Procedure Rules and generally, as the senior leadership officer for procurement; and in accordance with any obligations set out therein.

7.29 To act on a day to day and be responsible for the strategic and operational delivery of the following areas:-

- Legal Services
- Human Resources
- Elections/Electoral Registration
- Member Support and Services
- Committee and Democratic Services (jointly with the Head of Democratic Services)
- Translation
- Collaborative Procurement Service

* in the absence or inability of the Head of Legal, HR and Democratic Services to act, the Deputy Monitoring Officer/Legal Services Manager or in their absence a Team Leader for the Places or People Team, the Legal and Procurement Operations Manager and Deputy S.151 Officer/Chief Accountant are authorised to exercise these functions.

7.30 To prepare and maintain a list of those posts which are considered to be politically restricted under the provisions of the Local Government and Housing Act 1989.

7.31 To review and update the Council's Constitution from time to time, to include any incidental changes emanating from amended, substituted or new legislation, any restructure of the organisation and where appropriate to reflect the provisions of paragraph 3.15 of this Scheme.

7.32 To ensure the Council's decision making processes are robust.

7.33 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

8. To the Head of Planning and Public Protection

The following delegations relate to public protection and regulatory functions:-

To have the power:-

8.1 To authorise in writing all officers of the Planning and Public Protection department and certain Housing Officers who may from time to time be employed to discharge the specific duties and functions delegated to the Head of Planning and Public Protection, subject to such officers being suitably qualified for the discharge of those duties and functions.

8.2 To undertake inspections (including the inspection of a licence or operator records), authentications, investigations, interviews, sampling, testing (including the testing of

vehicles), prohibitions and applications to court for prohibition orders, seizures (including the removal of plates upon expiry or revocation), detentions, recording, service of notices, (including suspension notices), notifications, waivers, transfers, authorisations, licensing, registrations and legal proceedings as are within the purview of the Planning and Public Protection department, including certain Housing Officers under the legislation applicable to it and set out below (as a non-exhaustive list), together with any regulations made thereunder, and any amendments or additions made to it, or any subsequent new or current functions which can properly be regarded as incidental to the functions of the Planning and Public Protection department and to exercise all other relevant powers or duties, including powers of entry provided under such legislation.

Legislation

Accommodation Agencies Act 1953

Activity Centres (Young Persons Safety) Act 1995

Administration of Justice Act 1970

Agriculture (Miscellaneous Provisions) Act, 1968, 1972 and 1976

Agriculture Act, 1970

Agriculture Produce (Grading and Marking) Act, 1928

Animal Boarding Establishments Act, 1963

Animal Health Act 1998

Animal Health Act 2002

Animal Health Act, 1981

Animal Health and Welfare Act, 1984

Animal Welfare Act 2006

Anti Social Behaviour Crime and Policing Act 2014

Anti Social Behaviour Act 2003

Anti-Terrorism, Crime and Security Act 2001

Banking Act, 1987

Breeding and Sale of Dogs (Welfare) Act 1999

Breeding of Dogs Act, 1973 and 1991

Building Act, 1984

Burial Act 1857

Business Names Act, 1985

Cancer Act, 1939

Caravan Sites Act 1968

Caravan Sites and Control of Development Act, 1960

Celluloid and Cinematographic Film Act, 1922

Children and Families Act 2014
Children and Young Persons (Protection from Tobacco) Act, 1991
Children and Young Persons Act 1933
Christmas Day (Trading) Act 2004
Cinemas Act, 1985
Civic Amenities Act 1967
Civil Contingencies Act 2004
Clean Air Act, 1993
Clean Neighbourhoods and Environment Act 2005
Companies Act 2006
Companies Act, 1985
Consumer Credit Act, 1974
Consumer Credit Act, 2006
Consumer Protection Act, 1987
Consumer Rights Act 2015
Contaminated Land (Wales) Amendment Regulations 2012
Contaminated Land (Wales) Regulations 2006
Control of Horses (Wales) Act 2014
Control of Pollution (Amendment) Act, 1989
Control of Pollution Act, 1974
Copyright, Designs and Patents Act, 1988
Copyright, Etc and Trade Marks (Offences and Enforcement) Act, 2002
Corporate Manslaughter and Corporate Homicide Act 2007
County Courts Act 1984
Court and Legal Services Act, 1990
Crime and Disorder Act 1998
Criminal Attempts Act, 1981
Criminal Justice Act, 1988
Criminal Justice and Public Order Act 1994
Criminal Procedures and Investigations Act 1996
Crossbow Act, 1987
Dangerous Dogs Act, 1991
Dangerous Wild Animals Act 1976 (Modification) (No.2) Order 2007
Dangerous Wild Animals Act, 1976

Defective Premises Act 1972
Development of Tourism Act, 1969
Disability Discrimination Act 1995
Dog (Fouling of Land) Act 1996
Dogs (Amendment) Act 1928
Dogs Act, 1906
Energy Act, 1976
Energy Conservation Act, 1981
Enterprise Act 2002
Environment Act, 1995
Environmental and Safety Information Act, 1968
Environmental Protection Act, 1990
Estate Agents Act, 1979
European Communities Act, 1972
Explosives (Age of Purchase) Act, 1976
Explosives Act, 1875 and 1923
Factories Act, 1961
Fair Trading Act, 1973
Farm and Garden Chemical Act, 1967
Financial Services and Markets Act 2000
Fire Safety and Safety at Places of Sports Act 1987
Firearms Act 1968
Fireworks Act 2003
Fireworks Act, 1951
Food and Environmental Protection Act, 1985
Food Hygiene Rating (Wales) Act 2013
Food Safety Act, 1990
Forgery and Counterfeiting Act, 1981
Fraud Act 2006
Gambling Act 2005
Guard Dogs Act, 1975
Hallmarking Act 1973
Health Act 2006
Health and Safety at Work, etc. Act, 1974
Healthy Eating in Schools (Wales) Measure 2009

Hire Purchase Act, 1964
Home Safety Act 1961
Homelessness Act 2002
House to House Collections Act 1939
Housing Act 1985
Housing Act 1985 (as amended by the Local Government and Housing Act 1989)
Housing Act 1996
Housing Act 1996 (including amendments made under the Anti Social Behaviour Act 2003)
Housing Act 2004
Housing Grants Construction and Regeneration Act 1996
Housing (Wales) Act 2014
Insurance Brokers (Registration) Act, 1977
Insurance Companies Act, 1982
Intellectual Property Act 2014
Intoxicating Substances (Supply) Act, 1985
Knives Act, 1997
Landlord and Tenant Act 1985
Litter Act 1983
Law of Property (Miscellaneous Provisions) Act, 1989
Legislative and Regulatory Reform Act 2006
Licensing Act 2003
Local Government (Miscellaneous Provisions) Act, 1976 and 1982 (as amended)
Local Government (Wales) Act 1994
Local Government Act 1972
Local Government Act 2003
Local Government and Housing Act 1989
London Olympic and Paralympic Games Act 2006
Magistrates Court Act, 1980
Malicious Communications Act, 1988
Medicines Act, 1968
Mines and Quarries (Tips) Act 1969
Mines and Quarries Act, 1954
Mobile Homes (Wales) Act 2013
Mock Auctions Act, 1961

Motor Cycles Noise Act, 1987
Motor Vehicles (Safety Equipment for Children) Act, 1991
National Assistance (Amendment) Act 1951
National Assistance Act 1948
National Assistance Act 1951
Noise Act 1996
Noise and Statutory Nuisance Act 1993
Nurses Agencies Act, 1957
Offices, Shops and Railway Premises Act, 1963
Olympic Symbol etc (Protection) Act 1995
Opticians Act, 1989
Performing Animals (Regs) Act, 1925
Pet Animals Act, 1951
Petroleum (Consolidation) Act, 1928
Petroleum (Consolidation) Regulations 2014
Plant Health Act, 1967
Poisons Act, 1972
Police and Criminal Evidence Act 1984
Police, Factories, Etc (Miscellaneous Provisions) Act 1916
Pollution Prevention and Control Act 1999
Prevention of Damage by Pests Act, 1949
Prices Act, 1974 and 1975
Proceeds of Crime Act 2002
Property Misdescriptions Act, 1991
Protection Against Cruel Tethering Act, 1988
Protection from Eviction Act 1977
Protection from Harassment Act 1997
Protection of Animals (Amendment) Act, 1954
Protection of Animals (Anaesthetics) Act, 1954
Protection of Animals Act 2000
Protection of Animals Act, 1911 and 1934
Psychoactive Substances Act 2016
Public Health (Control of Diseases) Act, 1984
Public Health Acts, 1875, 1936 and 1961
Radioactive Substances Act 1993

Rag Flock and Other Filling Materials Act, 1951
Refuse Disposal (Amenity) Act 1978
Registered Designs Act, 1949
Regulation of Investigatory Powers Act 2000
Regulatory Enforcement and Sanctions Act 2008
Regulatory Reform (Fire Safety) Order 2005
Riding Establishments Acts, 1964 and 1970
Road Traffic (Consequential Provision) Act, 1988
Road Traffic (Foreign Vehicles) Act, 1972
Road Traffic Act, 1988 and 1991
Road Traffic Offenders Act, 1988
Safety of Sports Grounds Act 1975
Scotch Whisky Act, 1988
Scrap Metal Dealers Act 2013
Scrap Metal Dealers Act, 1964
Slaughter of Poultry Act, 1967
Smoke-Free Premises etc. (Wales) Regulations 2007
Social Services and Well Being Act (Wales)2014
Solicitors Act, 1974
Sunbeds (Regulation) Act 2010 (Wales) Regulations 2011
Sunbeds (Regulations) Act 2010
Sunday Trading Act, 1994
Telecommunications Act, 1984
The European Communities Act 1972
The Products of Animal Origin (Import and Export) Regulations 1996 (as amended)
The Tobacco Advertising and Promotion Act 2002
The TSE (Wales) Regulations 2002 (As amended)
The Violent Crime Reduction Act 2006
Theatres Act, 1968
Theft Act, 1968 and 1978
Timeshare Act, 1992
Town Police Clauses Act, 1847
Town Police Clauses Act, 1889
Trade Descriptions Act, 1968
Trade Marks Act, 1994

Trading Representation (Disabled Persons) Act, 1958 and 1982
 Trading Schemes Act, 1996
 Trading Stamps Act, 1964
 Transport Act, 1982
 Unsolicited Goods and Services Act, 1971 (as amended)
 Vehicle (Crime) Act 2001
 Vehicle (Excise) Act, 1971
 Video Recordings Act, 1984
 Water Act 2003
 Water Act, 1989
 Water Industry Act, 1991
 Water Resources Act 1991
 Water Resources Act 1991 (Amendment) (England and Wales) Regulations 2009
 Weights and Measures Act, 1985
 Weights and Measures etc. Act, 1976
 Wildlife and Countryside Act, 1981
 Young Persons (Employment) Acts, 1938 and 1964
 Zoo Licensing Act, 1981

- 8.3. To arrange burials under Section 46 of the Public Health (Control of Disease) Act, 1984.
- 8.4 To discharge the duties imposed on the Council under the provisions of Section 149 of the Environmental Protection Act, 1990, and any amendments made thereon or any regulations made thereunder.
- 8.5 To ensure the appointment of a suitably qualified person who shall be designated The Chief Inspector of Weights and Measures for the Authority.
- 8.6 In consultation with the Head of Legal, HR and Democratic Services to authorise and commence legal proceedings in respect of those matters for which the Head of Service has operational responsibility including the decision to prosecute the obstruction of an authorised Officer exercising properly delegated powers under this scheme.
- 8.7 To nominate others to accompany officers in the course of their duty, as provided in the relevant legislation.
- 8.8 To provide a consumer advice and assistance service under the provisions of the Weights and Measures Act, 1985.
- 8.9 To authorise in writing Officers of the Planning and Public Protection department to issue Fixed Penalty Notices under Section 88 of the Environmental Protection Act, 1990, subject to those Officers being suitably trained to carry out the duties authorised.
- 8.10 To authorise in writing Officers of the Planning and Public Protection department to issue fixed penalty notices under Section 43 of the Anti Social Behaviour Act 2003 (graffiti) and

Section 8 of the Noise Act 1996 (excessive noise), subject to such Officers being suitably trained and qualified to carry out the duties authorised.

- 8.11 To authorise in writing Officers of the Planning and Public Protection Services department to issue fixed penalty notices under Section 59 (offences under dog control order) and Section 73 (offences relating to audible intruder alarms) of the Clean Neighbourhoods and Environment Act 2005, subject to such Officers being suitably trained to carry out the duties authorised; or in the alternative and subject to any thresholds under the Contract Procedure Rules of the Council to enter into arrangements with third party suppliers to exercise such functions his or her behalf.
- 8.12 To undertake the gathering of evidence, issuing of Fixed Penalty Notices and allied action including legal proceedings in respect of offences relating to litter under the Environmental Protection Act 1990.
- 8.13 To issue Variations of Authorisations under Sections 10 and 11 of the Environmental Protection Act, 1990 and permits under Regulation 17 of the Pollution Prevention and Control Regulations 2000, which do not involve a substantial change in consultation with the Local Members.
- 8.14 To act as the Home Authority Officer for the Council.
- 8.15 To authorise designated Officers of the Planning and Public Protection department for the Purposes of Enforcement of the Intoxicating Substances (Supply) Act 1985 and the Psychoactive Substances Act 2016.
- 8.16 To maintain registers of Licences issued and to approve the grant or refusal of licences (and renewals if permitted under the legislation) under the following Acts, subject to any licence or decision that is reserved to the Licensing Committee as set out in Part 3 of the Constitution and within Council Policy:-
- Police, Factories etc. (Miscellaneous Provisions) Act, 1916
- and House to House Collections Act, 1939 (House to House and Street Collections)
- Charities Act 1992 (or such other legislation as may replace or supersede such Act)
- Local Government (Miscellaneous Provisions) Act 1982 (power to renew sex shop and cinema licence where no representations received and the power to deal with Street Trading Consent applications, in consultation with the Chair of Licensing Committee if no representations received).
- 8.17 To undertake inspections, investigations, interviews, service of notices, notifications, waivers, transfers, authorisations, licensing, registrations and legal proceedings as are within the purview of the Licensing Committee under the relevant legislation applicable thereto and to exercise all other relevant powers, including powers of entry provided under such legislation.
- 8.18 To approve the grant of licences under the Town Police Clauses Act, 1847 and 1889 and the Local Government (Miscellaneous Provisions) Act, 1976 Part II in respect of hackney carriages and private hire vehicles, operators and drivers in accordance with the Council's policies and to act as the Council's authorised officer for the purpose of Part II of the Act.
- 8.19 To refuse applications for Private Hire Vehicle Licences.

- 8.20 To enforce any provisions of the Licensing Act 2003.
- 8.21 To approve each advertisement to be displayed on Denbighshire Hackney Carriages.
- 8.22 To appoint Proper/Alternate Proper Officers for medical matters under all sections of the Public Health (Control of Diseases) Act 1984 and associated regulations.
- 8.23 To enforce the powers contained in the Products of Animal Origin (Third Country Imports) (Wales) Regulations 2009 and any other regulations made in relation to this function under the enabling legislation of the European Communities Act 1972
- 8.24 Power to appoint Officers as Inspectors under Section 19 (1) of the Health and Safety at Work, etc. Act, 1974.
- 8.25 Not used.
- 8.26 Powers in respect of registration and enforcement of motor salvage operators contained in The Vehicles (Crimes) Act 2001 (as remains in force) and the Scrap Metal Dealers Act 2013.
- 8.27 To enforce the powers contained in The Caravan Sites Act 1968
- 8.28 To license premises for acupuncture, tattooing, cosmetic piercing, electrolysis .and semi-permanent skin colouring
- 8.29 To authorise in writing Officers of the Planning and Public Protection department to issue Penalty Notices under the Smoke-Free Premises etc. (Wales) Regulations 2007, subject to those Officers being suitably trained to carry out the duties authorised.
- 8.30 To authorise the enforced sale of empty properties under the provisions of Part III of the Law of Property Act 1925 and Local Land Charges Act 1975.
- 8.31 Undertake inspections, investigations, interviews, recording, service of notices and legal proceedings as are applicable to the Licensing Act 2003, together with any regulations made thereunder, and any amendments or additions thereto and to exercise all other relevant powers, including powers of entry provided under such legislation, and to maintain registers of Licences issued thereunder.
- 8.32 The power to suspend and revoke licenses in respect of hackney carriages, private hire vehicles, private hire vehicle operators and hackney carriage/private hire vehicle drivers.
- 8.33 Approve all applications for the grant or transfer of a premises licence or club premises certificate where there are no relevant representations.
- 8.34 Approve all applications for a personal licence, variation of a designated premises supervisor or notices given in respect of an activity taking place under the authorisation of a temporary event notice where there is no police objection.
- 8.35 Determine whether a complaint is irrelevant, frivolous, vexatious, excluded or repetitive.
- 8.36 Determine all requests to be removed as a designated premises supervisor.

- 8.37 Determine whether a Hearing should take place pursuant to the Licensing Act 2003 if all parties are in agreement that no Hearing is necessary.
- 8.38 Request information from a party to clarify a point to be considered at a Hearing pursuant to the Licensing Act 2003 (Hearings) Regulations 2005.
- 8.39 To determine the following applications under the Gambling Act 2005 where no representations are received or where representations are withdrawn:
- Application for a premises licence
 - Application for a variation to a licence
 - Application for a provisional statement
 - Application for club gaming/club machine permits
- 8.40 To determine the following matters:
- Applications for permits other than club gaming/club machine permits
 - The cancellation of licensed premises gaming machine permits
 - Consideration of temporary use notice
- 8.41 To determine applications for a transfer of a licence where no representations are received from the Gambling Commission.
- 8.42 To give consent for the operation of loudspeakers under Schedule 2 of the Noise and Statutory Nuisance Act 1993.
- 8.43 To exercise the authority's functions under the Anti Social Behaviour Act 2014 (with the exception of the making of a Public Space Protection Order which shall be made by the relevant Lead Member).
- 8.44 To exercise the Authority's powers to deal with dangerous structures under the Building Act 1984.
- 8.45 To lodge objections in consultation with the Chair and Vice-Chair of the Licensing Committee and the Local Member regarding a Vehicle Operating License.
- 8.46 The following delegations relate to Planning or other Applications:-
- 8.46.1.1 All types of planning or other applications on which Officers are recommending approval where 3 or less individual written objections have been received from different neighbours/residential properties raising material planning objections.
 - 8.46.1.2 All types of planning or other application on which Officers are recommending refusal.
 - 8.46.1.3 All types of prior determinations, neighbouring authority notifications, the need for Environmental Impact Assessments (screening and scoping opinions) and other notifications.

- 8.46.1.4 Authority to enter into agreements or obligations which arise from planning applications decided under delegated powers and power to discharge or modify such agreements or obligations.
- 8.46.1.5 Compliance cases which have been investigated by a Planning Compliance Officer and require no further action.
- 8.46.1.6 Authority to issue a notice under Section 215 of the Town and Country Planning Act 1990.
- 8.46.1.7 Authority to take all enforcement action authorized under the Town and Country Planning Act 1990, the Planning Hazardous Substances Act 1990 and the Planning (Listed Buildings and Conservation Areas) Act 1990 and the Planning and Compensation Act 2004 including (but without prejudice to the generality of the foregoing) the issue, variation and withdrawal of enforcement notices and listed contravention notices, breach of condition notices, completion notices, hazardous substances contravention notices, building preservation notices, urgent works notices and the carrying out of works in default and the recovery of expenses in connection therewith.
- 8.46.1.8 Decide the type of planning appeal, subject to consultation with the Local Ward Member(s), and undertake to defend the Council's position in accordance with the Protocol for Member Involvement in Planning Appeals.
- 8.46.1.9 To submit observations on behalf of the Council on external consultations or draft documents
- 8.46.1.10 Minor amendments to the terms of a Section 106 legal agreement where the substance of the authorised terms has not significantly altered, submit to informal consultation with the Local Ward Member(s).
- 8.46.1.11 Minor amendments to the working of planning conditions/notes to applicants on applications approved at Planning Committee, including minor amendments to Committee authorized enforcement notices where the substance of the suggested condition/note to applicant/notice has not significantly altered, subject to informal consultation with the Local Ward Member(s).
- 8.46.1.12 To submit observations on behalf of the Council on the following pre-application stages of major renewable energy infrastructure projects:
- Responding to the Infrastructure Planning Commission (IPC's) environmental impact assessment (EIA) scoping opinion consultation.
 - Responding to the developer's consultation on the draft Statement of Community Consultation (SoCC).
 - Responding to the IPC's consultation on the adequacy of the developer's pre-application consultation.
- 8.46.1.13 .To make and serve Tree Preservation Orders and deal with applications for works to trees having a Tree Preservation Order or works to Trees in Conservation Areas. To confirm unopposed Tree Preservation Orders.

8.46.2 To carry out the following functions:

Listed Buildings*

- (i) To determine applications for internal works only to buildings listed as of Special Architectural or Historic Interest of Grade II.
 - (ii) To pass to CADW, with observations on behalf of the Council, applications for alterations/extensions to buildings listed Grade II.
 - (iii) To determine applications for demolition of unlisted buildings in Conservation Areas in consultation with CADW.
 - (iv) To determine within the guidelines laid down by the Council, applications for grant aid in respect of buildings of special architectural or historic interest.**
- 8.46.3 To determine deemed consent applications under the Planning (Hazardous Substances) Act, 1990 in consultation as necessary with the relevant Chief Officer with such Housing responsibilities.
- 8.46.4 To determine, following notification, whether the prior approval of the Council will be required for the demolition of buildings which are not already protected by listed building and conservation area legislation and in cases where it is determined that approval is required to approve the application unless objections to the proposal have been received.*
- 8.46.5 To determine applications for Certificates of Lawfulness of Existing Use or Development and Certificates of Lawfulness of Proposed Use or Development under Sections 191 and 192 respectively of the Town and Country Planning Act, 1990, in consultation with the Head of Legal HR and Democratic Services.*
- 8.46.6 To serve Breach of Condition Notices under Section 187A of the Town and Country Planning Act, 1990, subject to prior consultation with the Chair and Vice-Chair of the Planning Committee and the Local Member in line with the Member Officer Protocol. *
- 8.46.7 To deal with and respond to Telecommunication Development Notifications, in consultation with the Chair and Local Member whether or not objections are received.*
- 8.46.8 To pass or reject all plans deposited under Building Regulations for the time being in force, or s.16 Building Act 1984. ***
- 8.46.9 To arrange for the protection or demolition of dangerous structures, including the service of Notices under Section 77 and 78 of the Building Act, 1984. ***
- 8.46.10 To serve Notices, where appropriate under the relevant provisions of the Building Act 1984 and/or Section 16 of the Local Government (Miscellaneous) Provisions Act 1976 (including the service of notices in respect of demolitions under s.81 of the Building Act 1984 ***

- 8.46.11 Not used.
- 8.46.12 Not used.
- 8.46.13 To arrange and approve the numbering of houses and the naming of streets providing, where legislative provisions allow ***
- 8.46.14 To issue the standard completion certificates to certify that completed works are in accordance with Building Regulations.***
- 8.46.15 To negotiate and establish appropriate Building Control and Pre-Planning Application Advice fees and charges in response to market forces***
- 8.46.16 To take enforcement action in respect of non-compliance with the Building Regulations for the time being in force. ***
- 8.46.17 To determine applications under the Hedgerow Regulations 1997.*
- 8.46.18 To authorise other Officers to have the powers of entry under Section 95 of the Building Act, 1984 and Sections 196A, 214B and 324 of the Town and Country Planning Act, 1990.
- 8.46.19 To authorise other Officers to have the powers of entry under Section 88 of the Planning (Listed Buildings and Conservation Areas) Act, 1990 and Section 36 of the Planning (Hazardous Substances) Act, 1990.
- 8.46.20 To determine whether proposed developments require Appropriate Assessments and the giving of opinions on tests of likely significance, under the European Habitat Directive 1992, the Conservation (Natural Habitats, & c.) Regulations 1994 and any associated legislation/regulations, following consultation with the Chair of the Planning Committee and relevant Local Members. **
- 8.46.21 To review annually the commuted sum payable for future maintenance of public open spaces in new housing developments and to set a new sum if it is deemed appropriate.
- 8.46.22 To vary or revoke Tree Preservation Orders subject to prior consultation with and the agreement of the Local Member(s).**
- 8.46.23 To make all necessary arrangements to set up and convene meetings of the Design Panel and to expand the membership of the Panel as considered appropriate. **
- 8.46.24 To update from time to time:
- (a) the Building Cost Multipliers and Contributions as shown in the Council's approved Local Planning Guidance Note on Developer Contributions to Schools in line with Government advice,** and
 - (b) the list of schools with a current shortage of places based on the Denbighshire Schools Organisation Plan.**

8.46.25 To exercise all the functions of the Council in respect of high hedges under the provisions of Part 8 of the Anti-Social Behaviour Act 2003 and any Regulations made thereunder, including authority to charge the maximum fee permissible under the relevant Regulations in connection with complaints made to the Council, or any concessionary rate in accordance with Council policies.**

In the absence or inability to act of the Head of Planning and Public Protection, these delegations may be exercised in accordance with the service's departmental delegations as agreed by the Head of Planning and Public Protection or by:

- * the Development Manager
- ** the Strategic Planning and Housing Policy Manager
- *** the Built Environment Manager

In the absence or inability to act of the Head of Planning and Public Protection and the other three officers referred to above that these delegations may be exercised by the Corporate Director – Economy and Public Realm.

8.47 To issue Certificates of Approval of Works carried out for works of improvement, repair, conversion and adaptations under Part I of the Housing Grants, Construction and Regeneration Act 1996, including payments by instalments

8.48 To deal with all matters arising from applications for grants under Part 1 of the Housing Grants, Construction and Regeneration Act 1996 including approval and rejection of applications, subject to consultation with the Head of Finance and Property in respect of financial aspects, and to any financial allocation available for this purpose in any one year not being exceeded.

8.49 To deal with all aspects of approval and payments for unforeseen work above currently agreed limits in respect of House Renovation Grants.

To carry out the following functions in respect of car parks and highways:

8.50 To have responsibility for the management of the enforcement function for parking contraventions, both on-street and off-street and any other contraventions covered by the road traffic and traffic management legislation, including responsibility for setting parking charges and penalty charge levels.

8.51 To waive or amend car parking charges for special promotions.

8.52 To take all necessary action to provide additional temporary car parks as required, in consultation with the Local Member(s).

8.53 In consultation with the Local Member(s) to undertake all necessary action following consideration of objections to Off Street Parking Places Orders.

8.54 To act on a day to day basis and within the Scheme in the following areas relating to highways:-

- Agreements, deposits, licences, consents and enforcements under the Highways Act 1980 and all other relevant highways legislation.
- Recovery of charges for licences for highway works
- Service of all appropriate notices in respect of highway matters
- Delegated functions under the Trunk Road Agency Agreement in accordance with the North East Wales Trunk Road Agency Partnership Agreement
- Under Part VII A of the Highways Act 1980 and any adopted highway within the County, after consultation with the relevant Cabinet and Local Members.
- Authority to determine the programme of revenue works (other than those included in the Council's capital programme and pre-programme schedules) for each financial year and to execute those works.
- Authority to comment on behalf of the Council on proposals or draft Orders initiated by other public authorities for the extinguishment or diversion of highways or public footpaths.
- To authorise the letting of contracts for works associated with highways, transportation and drainage, general engineering, land remediation, land reclamation, and building and construction, in accordance with Financial Regulations and the Contract Procedure Rules.
- In consultation with the Head of Legal, HR and Democratic Services to sign and serve notices, give consents and take any other action, including authorising prosecutions for offences, as may be appropriate under any statute, including specifically the Highways Act, 1980, or any other legislation relating to the Highway or other functions, duties and powers within the purview of the Highway Services department, and additionally, in consultation with the Head of Environment in so far as Local Rights of Way (as defined by Section 60(5) of the Countryside and Rights of Way Act 2000) are concerned.
- To undertake such functions as are within the purview of the Highway Services department and as are required of the Council under the Joint Trunk Road Agency Agreement with the National Assembly for Wales.
- To determine the commuted sum to cover the cost of maintenance, for a 10 year period, to be levied on developers who, as part of a development, create a highway verge.
- To select contractors to undertake works in relation to the various categories of work falling within the purview of the Highways and Infrastructure department from the approved Select List of Contractors, and acting on behalf of other clients using the department for such works, in accordance with Financial Regulations.
- To have the power to authorise (in writing) persons to enter onto land pursuant to, and for the purposes of, Sections 289 and 291 of the Highways Act 1980.
- To set the level of charges for the issuing of consents for highway works and obstructions and other matters pursuant to the Local Authorities (Transport Charges) Regulations 1998 and to apply discretionary annual adjustments to such charges in line with inflation.
- To set the level of charges for the issuing of consents for highway works and obstructions and other matters pursuant to the Local Authorities (Transport

Charges) Regulations 1998 and to apply discretionary annual adjustments to such charges in line with inflation.

- To arrange for the making of temporary traffic regulation orders under the Road Traffic Regulation Act 1984 as amended.
- To approve the making of orders under S.21 Town Police Clauses Act 1847, following consultation with Local Members.
- Safe routes to schools
- Road safety, education and training
- Adoption of roads
- Traffic Regulations and/or Orders
- The undertaking of statutory consultations with the Police in relation to proposed Traffic Orders.
- Disabled Parking Orders.
- Provision of road markings, rails, barriers and signs not requiring Assembly approval.

In respect of economic and business development:

- 8.55 To authorise the establishment of a Business Loan Scheme in consultation with the s.151 Officer, Corporate Director: Economy and Public Realm; and in line with the terms of reference (where applicable) of the Council's Strategic Investment Group.
- 8.56 To authorise the establishment of a Business Development Grant Scheme in consultation with the s.151 Officer and the Corporate Director: Economy and Public Realm and in line (where applicable) with the terms of reference of the Council's Strategic Investment Group.
- 8.57 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

9. To the Head of Customers, Communications and Marketing

- 9.1 To act on a day to day basis and within this scheme in the following areas:
- Housing
 - Customer Services
 - One Stop Shops
 - Communications (external)
 - Marketing
 - Media Relationships
 - Partnerships

- Library Services and Standards

- 9.2 To institute and conduct civil proceedings for the recovery of monies (whether from tenanted premises or otherwise) owed to the Council in consultation with the Head of Legal, HR and Democratic Services.
- 9.3 To make home loss payments under the provisions of the Land Compensation Act 1973 (amount calculated by statutory formula related to rateable value)
- 9.4 To make disturbance payments under the provisions of the Land Compensation Act 1973.
- 9.5 To take action upon reports concerning mortgage defaulters.
- 9.6 Authorising Officers to appear on the Authority's behalf to conduct proceedings in the Magistrates Court under s.223 Local Government Act 1972.
- 9.7 To act in accordance with any powers set out in the Council's Contract Procedure Rules.
- 9.8 Authority to accept or reject gifts, bequests or loans to the Council's Museum Service within the terms of the Policy
- 9.9 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.
- 9.10 To authorise in writing all officers of the Housing Services department who may from time to time be employed to discharge the specific duties and functions delegated to the Head of Customers, Communication and Marketing, subject to such officers being suitably qualified for the discharge of those duties and functions.
- 9.11 To undertake inspections, investigations, interviews, sampling, prohibitions, seizures, detentions, recording, service of notices, (including suspension notices), notifications, waivers, transfers, authorisations, licensing, registrations and legal proceedings as are within the purview of the Housing department under the legislation applicable thereto set out below, together with any regulations made thereunder, and any amendments or additions thereto and to exercise all other relevant powers, including powers of entry provided under such legislation set out below in a non exhaustive list:

Legislation

Accommodation Agencies Act 1953

Administration of Justice Act 1970

Anti Social Behaviour Act 2003

Children and Young Persons Act 1933

County Courts Act 1984

Crime and Disorder Act 1998

Health Act 2006

Homelessness Act 2002

Housing Act 1985 (as amended by the Local Government and Housing Act 1989)

Housing Act 1996 (including amendments made under the Anti Social Behaviour Act 2003)

Housing Act 2004

Housing (Wales) Act 2014

Housing Grants, Construction and Regeneration Act 1996

Local Government Act 1972

National Assistance Act 1948

National Assistance (Amendment) Act 1951

Noise Act 1996

Noise and Statutory Nuisance Act 1993

Protection from Eviction Act 1977

Social Services and Well Being (Wales) Act 2014

- 9.12 To administer the housing needs register (waiting list, transfer list etc.)
- 9.13 To let Council dwellings and to nominate to other social landlords including temporary non-secure lets, waiting list applicants, transfers, exchanges, key workers, tied tenancies and mobility schemes.
- 9.14 To make determinations in respect of applicants considered unsuitable to be a tenant.
- 9.15 To sign and serve all relevant notices under the Housing Act, 1985 (and any other relevant Housing Acts) pertaining to:-
- The setting and collection of rents and charges
 - Varying terms and conditions of tenancies
 - All matters under the 'Right to Buy' Provisions (not otherwise specifically delegated)
 - Consultation with tenants
 - Right to Repair
 - Compensation for tenants' improvements
- 9.16 To authorise legal proceedings for nuisance in consultation with the Head of Legal, HR and Democratic Services and the Local Member(s)
- 9.17 To authorise Housing Officers to exercise the right of audience in the County Court under Section 60(2) of the County Courts Act 1984.
- 9.18 To exercise functions under the Anti-Social Behaviour Act 2003 or the Anti Social Behaviour Crime and Policing Act 2015 on behalf of the Council in its capacity as landlord, to deal with instances of anti-social behaviour.
- 9.19 In consultation with Local Members and the Lead Member to approve, where there are no objections, future disposal schemes in accordance with the Council's policy for the fencing in of open plan gardens on Council housing estates.

- 9.20 To sign and serve all relevant Notices to Quit, Notices Seeking Possession and, in consultation with the Head of Legal, HR and Democratic Services, authorise legal proceedings for Possession, Costs and Warrants of Execution and to secure the eviction of Secure, Secure Contracted, Demoted and Introductory tenants (if relevant) or such occupational tenancy under the Renting Homes (Wales) Act 2014
- 9.21 To review decisions to seek an order for possession of dwelling houses let under introductory and demoted tenancies, in accordance with the Introductory Tenants (Review) Regulations 1997 and the Demoted Tenancies (Review of Decisions) (Wales) Regulations 2005 and the Renting Homes (Wales) Act 2014 and Housing (Wales) Act 2014.
- 9.22 To act as the Authorised Officer under the Housing Act 2004 and Housing (Wales) Act 2014.
- 9.23 To provide a Certificate of Housing Authority under the Schedule 15 Part iv of the Rent Act 1977
- 9.24 To issue a Certificate of Housing Authority under Schedule 4 Rent (Agriculture) Act.

10. To the Head of Highways and Environmental Services

- 10.1 To have power to operate cleansing and waste and grounds maintenance responsibilities within the purview of the Environment Department from time to time under the following legislation as amended or re-enacted or substituted with new legislation
- Control of Pollution Act 1974
 - Criminal Damage Act 1971
 - Environment (Wales) Act 2016
 - Environmental Protection Act 1990
 - Litter Act 1983
 - Local Authority (Goods and Services) Act, 1970
 - Local Government (Miscellaneous Provisions) Act 1976
 - Local Government Act 1988
 - Local Government Planning and Land Act 1980
 - Refuse Disposal (Amenity) Act 1978
 - Town and Country Planning Act 1990
 - Transport Act 1968
- 10.2 To initiate Horticultural schemes within the Council's estimates.
- 10.3 To organise floral displays for Civic and Charitable functions.

- 10.4 To manage all cemeteries controlled by the Council.
- 10.5 To supervise and manage the Countryside Service and Country Parks including maintenance of park, amenity areas and children's playgrounds and all other outdoor recreation facilities, including pavilions and changing accommodation incidental thereto.
- 10.6 To exercise the Council's powers to deal with dangerous trees pursuant to Section 23 and Section 24 of the Local Government (Miscellaneous Provisions) Act 1976.
- 10.7 To make arrangements for the collection of domestic and commercial waste and for its safe disposal.
- 10.8 To prepare a plan of the Council's arrangements for recycling and to provide litter bins
- 10.9 To grant consents to Community Councils for the placing of litter bins within the highway.
- 10.10 To institute action for the cleansing of street litter and refuse, including publicity for litter campaigns.
- 10.11 In consultation with the Head of Legal, HR and Democratic Services, to authorise the institution of legal proceedings in respect of those matters for which the Head of Environment has operational responsibility.
- 10.12 To maintain the public register for the principal litter authority.
- 10.13 To take action to control abandoned vehicles and trolleys, to remove fly posting and graffiti.
- 10.14 To classify various types of waste for collection and disposal and streets requiring cleansing
- 10.15 The prohibition of street parking to facilitate street cleansing.
- 10.16 With the Head of Planning and Public Protection to control and monitor closed disposal sites to prevent pollution or environmental nuisance.
- 10.17 To carry out the Council's functions and duties in connection with the collection, reclamation, recycling and disposal of waste, street cleaning and litter, including the negotiation of terms for commercial waste collection.
- 10.18 To determine in consultation with Local Members applications for the temporary use of land under the control of the Environment Department for periods not exceeding one year.
- 10.19 To exercise, on behalf of the Council, the powers and duties arising from the statutory provisions relating to the service of notices for those functions for which he has responsibility including the amount of Fixed Penalty Notice to be levied under this scheme.

- 10.20 To approve from time to time the scale of charges recommended by the Council's Refuse Collection Contractor for the commercial refuse collection service and the price of charges recommended by the Refuse Collection Contractor for the sale or rental by the contractor of commercial refuse containers
- 10.21 To exercise the power to authorise the erection of stiles, etc, on footpaths and bridleways pursuant to Section 147 of the Highways Act 1980 in consultation with the Local Members concerned.
- 10.22 In consultation with the Head of Legal, HR and Democratic Services, to take action under Section 130 (protection of public rights in respect of highway) and Section 149 (removal of items deposited on a highway) of the Highways Act 1980, in relation to highways which are Local Rights of Way as defined in Section 60(5) of the Countryside and Rights of Way Act 2000.
- 10.23 To authorise in writing Officers of the Environment department to issue Fixed Penalty Notices under Section 33(1)(a) and Section 88 of the Environmental Protection Act, 1990, subject to those Officers being suitably trained to carry out the duties authorised.
- 10.24 To undertake the gathering of evidence, issuing of Fixed Penalty Notices and allied action including legal proceedings in respect of offences relating to litter and waste under the Environmental Protection Act 1990
- 10.25 To approve applications for grant aid under the Environmental Community Grants Scheme (or equivalent) in consultation with the appropriate Local Member(s).
- 10.26 To determine individual applications for an additional refuse bin for households of 5 or more persons.
- 10.27 To act on a day to day basis, and within the scheme of delegation in the following areas:-
- Agreements, deposits, licences, consents and enforcements under the Highways Act 1980 and all other relevant highways legislation.
 - Recovery of charges for licences for highway works
 - Recovery of costs for public footpath orders
 - Decisions on footpath diversion orders where there are no objections.
 - Enforcement in respect of deposits and obstructions on the highway
 - Highway nuisance
 - Surveys of public rights of way
 - Operation of the Councils' Advance Payment Code
 - Service of all appropriate notices in respect of highway matters
 - Drainage in respect of the highway
 - Delegated functions under the Trunk Road Agency Agreement in accordance with the North East Wales Trunk Road Agency Partnership Agreement

- Maintenance of Highways (including Rights of Way)

10.28 Authority to determine the following applications:-

- Under the New Roads and Street Works Act 1991
- The deposit of contractors skips on the highway
- To obtain consent under Section 1 of the Local Government (Miscellaneous Provisions) Act 1976 in respect of erection of flagpoles and the positioning of cut or tub trees on the highway
- In respect of proposed public footpath Orders where they are unopposed
- Under Part VII A of the Highways Act 1980 and any adopted highway within the County, after consultation with the relevant Cabinet and Local Members.
- From Public Utilities to undertake work on the highway
- In relation to activities in pedestrianised areas and adopted highways, in consultation with Local Members.
- Unopposed applications for stopping up orders.
- To authorize the making of road traffic regulation orders and to determine residents parking schemes, disabled parking spaces, parking orders, waiting restrictions, weight limits, speed limits, bus and other priority lanes and traffic calming measures.

10.29 Authority to take action under section 230 Highways Act 1980, in relation to urgent repairs to private streets.

10.30 Authority to determine the programme of revenue works (other than those included in the Council's capital programme and pre-programme schedules) for each financial year and to execute those works.

10.31 Authority to comment on behalf of the Council on proposals or draft Orders initiated by other public authorities for the extinguishment or diversion of highways or public footpaths.

10.32 To receive all notices and information from water undertakers, and to maintain the registers in accordance with the Reservoirs Act 1975.

10.33 To undertake all necessary action under the Reservoirs Act 1975 in connection with enforcement.

10.34 In consultation with the Local Member to select bus stop sites and to select suitable sites for the erection of bus shelters, and grant consent to Community Councils for the erection of bus shelters within the highway under Section 4 of the Local Government (Miscellaneous Provisions) Act 1953.

10.35 To authorise the letting of contracts for works associated with highways, transportation and drainage, general engineering, land remediation, land reclamation, and building and construction, in accordance with Financial Regulations and the Contract Procedure Rules.

- 10.36 To arrange for the making of permanent traffic regulation orders under the Road Traffic Regulation Act 1984 as amended and to consider objections to permanent traffic regulation orders in consultation with the Local Members.
- 10.37 In consultation with the Head of Legal, HR and Democratic Services to sign and serve notices, give consents and take any other action, including authorising prosecutions for offences, as may be appropriate under any statute, including specifically the Highways Act, 1980, or any other legislation relating to the Highway or other functions, duties and powers within the purview of the Highway Services department, and additionally, in consultation with the Head of Environment in so far as Local Rights of Way (as defined by Section 60(5) of the Countryside and Rights of Way Act 2000) are concerned.
- 10.38 To undertake inspections (including the inspection of a licence or operator records), authentications, investigations, interviews, sampling, testing (including the testing of vehicles), prohibitions, seizures (including the removal of plates upon expiry or revocation), detentions, recording, service of notices, (including suspension notices), notifications, waivers, transfers, authorisations, licensing, registrations and legal proceedings as are within the purview of the Highways and Environmental Services department under the legislation applicable and incidental to its functions, together with any regulations made thereunder, and any amendments or additions made to it, or any subsequent new functions which can properly be regarded as incidental to the functions of the department and to exercise all other relevant powers or duties, including powers of entry provided under such legislation.
- 10.39 To grant consent to Community Councils for the placing of seats within the highway under section 5 of the Parish Councils Act 1957.
- 10.40 To grant consent to the Post Office for the erection of post boxes within the highway, in consultation with Local Members.
- 10.41 To grant consent for the erection of telephone kiosks within the highway in consultation with Local Members.
- 10.42 To undertake such functions as are within the purview of the Highway Services department and as are required of the Council under the Joint Trunk Road Agency Agreement with the National Assembly for Wales.
- 10.43 To exercise the powers of the Council under Section 15 of the Clwyd County Council Act, 1985 where appropriate.
- 10.44 To authorise entry into Agreements under Section 278 of the Highways Act, 1980 where appropriate.
- 10.45 To authorise the making of applications to the Magistrates Court for the stopping up or diversion of highways under Section 116 of the Highways Act, 1980, in consultation with the Local Member(s).
- 10.46 In consultation with the Local Member(s) to undertake all necessary action following consideration of objections to Off Street Parking Places Orders.

- 10.47 To determine the commuted sum to cover the cost of maintenance, for a 10 year period, to be levied on developers who, as part of a development, create a highway verge.
- 10.48 To select contractors to undertake works in relation to the various categories of work falling within the purview of the Highways and Infrastructure department from the approved Select List of Contractors, and acting on behalf of other clients using the department for such works, in accordance with Financial Regulations.
- 10.49 To have the power to authorise (in writing) persons to enter onto land pursuant to, and for the purposes of, Sections 289 and 291 of the Highways Act 1980.
- 10.50 To set the level of charges for the issuing of consents for highway works and obstructions and other matters pursuant to the Local Authorities (Transport Charges) Regulations 1998 and to apply discretionary annual adjustments to such charges in line with inflation.
- 10.51 To authorise in writing Officers of the Highways and Infrastructure department to act for the purposes of enforcing Schedule 4 of the Environmental Protection Act 1990.
- 10.52 To serve written notices in accordance with the provisions of Part II of the Traffic Management Act 2004 on any Works Promoter or Contractor directly employed by the Council to prohibit or suspend planned works on any road within the County for any period of time where such prohibition secures the expeditious movement of traffic within the County.
- 10.53 To have the overall responsibility pursuant to the Transport Act 1968 for the proper operation and maintenance of the Council's transport fleet and to hold the relevant Operators Licence, or to designate an appropriate officer for such purpose.
- 10.54 To operate the testing of private hire and hackney carriage vehicles as well as operating a MOT service.
- 10.55 To exercise the function of making Public Path Extinguishment Orders under Section 118 of the Highways Act 1980 in consultation with the Local Members.
- 10.56 (i) To exercise the function of making Public Path Diversion Orders under Section 119 of the Highways Act 1980 and Section 257 of the Town and Country Planning Act 1990 in consultation with the Local Members.
- (ii) To formally abandon Public Path Diversion Orders made under Section 119 of the Highways Act 1980 or Section 257 of the Town and Country Planning Act 1990, subject to the Local Member having no objection to the proposal with the power to decide proposals to which the Local Member objects remaining with the Council.
- 10.57 To enter into Public Path Creation Agreements under Section 25 of the Highways Act 1980 on behalf of the Council.
- 10.58 To exercise the function of determining applications for Definitive Map Modification Orders, in consultation with the Local Members concerned (except in respect of 'legal event orders' under Section 53(3)(a) of the Wildlife and Countryside Act 1981) and the Head of Legal, HR and Democratic Services.

- 10.59 To exercise the power to authorise the erection of stiles, etc, on footpaths and bridleways pursuant to Section 147 of the Highways Act 1980.
- 10.60 In consultation with the Head of Legal, HR and Democratic Services, to take action under Section 130 (protection of public rights in respect of highway) and Section 149 (removal of items deposited on a highway) of the Highways Act 1980, in relation to highways which are Local Rights of Way as defined in Section 60(5) of the Countryside and Rights of Way Act 2000.
- 10.61 To decide applications for free and assisted transport to schools and colleges (except pupils with special educational needs) in accordance with the Council's policies relating to home to school transport.
- 10.62 To set the level of charges for the issuing of consents for highway works and obstructions and other matters pursuant to the Local Authorities (Transport Charges) Regulations 1998 and to apply discretionary annual adjustments to such charges in line with inflation.
- 10.63 To arrange for the making of temporary traffic regulation orders under the Road Traffic Regulation Act 1984 as amended.
- 10.64 To approve the making of orders under S.21 Town Police Clauses Act 1847, following consultation with Local Members.
- 10.65 To exercise all the powers of the Council under the Land Drainage Act 1989 including the service of notices under the Act.
- 10.66 To administer the provisions of the New Roads and Street Works Act 1991 in respect of Streets, Street Works and Undertakers.
- 10.67 To determine applications (in consultation with the Head of Planning and Public Protection) for licences under s.115E of the Highways Act 1980 to use the highway for the provision of facilities for refreshments.
- 10.68 To have the overall responsibility pursuant to the Transport Act 1968 for the proper operation and maintenance of the Council's transport fleet and to hold the relevant Operators Licence, or to designate an appropriate officer for such purpose.
- 10.69 To have overall responsibility in respect of the Council's Corporate Health and Safety department.
- 10.70 To have the power to establish and operate a Sustainable Drainage (SuDS) Approval Body (SAB) in accordance with Schedule 3 'Sustainable Drainage' of the Flood and Water Management Act 2010; and to implement all standards and obligations required under guidance and regulations made, or to be made, thereunder, including associated charging, fees and levies, required to deliver the activity.
- 10.71 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

11. To the Corporate Director: Communities

- 11.1 To act as the Council's Statutory Director of Social Services in accordance with Section 6 of the Local Authorities Social Services Act 1970 and in Part 8 of the Social Services and Well Being (Wales) Act 2014 in relation to the Council's Social Services functions and be accountable for the effective delivery of such functions having regard to the duties in Part 2 of the Social Services and Well Being (Wales) Act 2014
- 11.2 The overall performance and strategic management responsibility for Social Services is delegated to the Corporate Director: Communities as the Statutory Director.
- 11.3 As Statutory Director to maintain an overview of the full range of social services activities within the Authority and as the Officer responsible for the quality of services provided to fulfil the authority social services function including the following core responsibilities as set in Statutory Guidance on the Role and Accountabilities of the Director of Social Services 2009 and any subsequent Statutory Guidance or Code of Practice issued under s.145 of the Social Services and Well Being (Wales) Act 2014

- **Providing clear professional leadership across Social Services**

- Through the published Annual Report to Council, to ensure vision, strategic direction, priorities and improvement plans for social services are clear and help fulfil corporate plans and that awareness of the Director of Social Services role is raised amongst Councillors and what information Councillors can expect to receive in relation to the discharge of specific social services functions and the wider activities to promote well being of people with care and support needs
- To ensure coherence and integrated leadership across social services and education. .
- As a Member of the Regional Social Services Programme Board
- To engage in regional and national social services networks e.g. through ADSS, SSIA, NWSSIC.
- To ensure engagement of users of social services in bringing the Council closer to the community – shaping the delivery of priorities and services across the Council.
- To contribute to the vision and direction of the Council and ensure services seek to promote the well being of people with care and support needs.

- **Having direct access and reporting to, and advising, the Chief Executive and Councillors on Social Services matters and on the direction and actions the authority should take in fulfilling its Social Services responsibilities.**

- To brief and advise Council, Cabinet, Scrutiny and the Chief Executive on high risk issues relating to social services, the contribution of social services to corporate programmes and the impact of corporate programmes on vulnerable groups.
- As Statutory Director to report to the Cabinet, Lead Member and Scrutiny Committees in relation to the planning, delivery and performance of the

Councils' social services functions, and to be accountable for the oversight and co-ordination of such functions.

- To ensure the governance and relationship with the Chief Executive is subject to periodic review.
 - To ensure Councillors have clear advice on the level of resources required to enable the Council to effectively deliver its social services functions.
 - To identify and advise Councillors on priorities, challenges and risks across all aspects of social services including staffing issues affecting the Council's ability to discharge its statutory functions.
 - Briefing the Chief Executive and Councillors on high profile cases or matters likely to be of public concern.
 - To report to the Council on the detail of any inspection report
- **Ensuring that strong performance management arrangements are in place across Social Services and reporting at a corporate level and to Members on the authority's performance in respect of these;**
 - To receive defined performance and quality information on a monthly basis to enable overall performance management and quality assurance.
 - To intervene when financial position, performance or quality are below expected standards and improvement activity is not sufficiently timely or effective.
 - To undertake annual performance appraisals of the social services heads of service.
 - To be a principal point of contact with the Welsh Government and professional leads, the service and workforce regulators, audit and inspection bodies.
 - To be responsible for the reporting and communicating directly with the Welsh Government and the Care and Social Services Inspectorate for Wales; and the development and maintenance of productive relationships with other sectors and agencies as the lead officer on social services matters
 - To be responsible for ensuring the Chief Executive and Councillors that statutory functions laid on the Council have been carried out, and that proper information management and accurate records are kept;
 - To advise Councillors on strategies for improving methods of intervention, service provision, practice and use of resources.
 - To provide leadership on strategies to manage risk and co-operate with the full range of partners to work with families at the 'edge of care'.
 - To ensure strategic arrangements are in place to provide for co-operation across the Council and with partners to effectively provide care and support services for all Looked After Children.
 - **Ensuring that the authority has proper safeguards to protect vulnerable children and young people, adults and older people, and reporting at a corporate level and to Members on their effectiveness,**
 - Ensuring the effective operation and partnership working of the Local Safeguarding Children Board and Denbighshire Adult Protection Committee

- To carry ultimate accountability across the Council for safeguarding children including ensuring safe employment practices and safeguarding arrangements within the Council and relevant partners.
- To oversee and report to Councillors on the operation, monitoring and improvement of child and adult safeguarding systems within the Council
- As a member of the Corporate Parenting Forum
- **Fulfilling overall responsibility for Social Services workforce planning, training and professional development.**
 - Ensuring employment arrangements for social care staff comply with Care Council Codes of Practice and that the overarching personnel and safe recruitment policies are in place and adhered to
 - To ensure integration of the social care workforce agenda with wider corporate and partnership workforce development agendas and collaborative workforce learning
 - To ensure high standards across the whole social care workforce and a whole sector workforce plan is in place.
 - To advise Councillors, partners and other providers where workforce shortfalls inhibit the Council's capacity to discharge statutory responsibilities; setting out actions necessary to rectify any such situation.
- **Ensuring that there are adequate arrangements in place for Social Services to work effectively with others, both within and outside the Authority, in fulfilling its Social Services functions and in contributing to the achievement of wider policy objectives.**
 - As a member of the LSB.
 - To act as Lead Officer for liaison with the NHS and the wellbeing agenda;
 - As a CPG member
 - As Lead Officer for regional social care and health/social care collaboration projects.
 - To lead and support continuous engagement and co-operation with inspectorates by all local authority officers.
 - To develop effective arrangements to promote co-operation and interagency working.
 - To ensure the Council and its partners develop a strategic approach to prevention, including developing a co-operative approach to the planning, development, procurement and delivery of services.
 - To ensure that preventative services are provided or arranged specifically to address the care and support needs identified by the population assessment.

- To ensure effective information, advice and assistance services are available in supporting individuals to achieve their well being outcomes.

- 11.4 To act as an Authorised Officer under the Regulation of Investigatory Powers Act 2000.
- 11.5 To keep the Statutory Director of Education apprised of key corporate decisions/actions which will impact or have possible implications for their Statutory Officer role.
- 11.6 To act as the Emergency Planning Lead for Social Services.
- 11.7 To act as Welsh Language lead in respect of the Welsh Language Standards Regulations 2015
- 11.8 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

12. To the Head of Community Support Services

- 12.1 The strategic and operational delivery and/or securing by the Council of Personal Social Services for Adults and Homelessness services.
- Adult services, including mental health, learning disabilities, older people, acquired brain injury and physical disabilities;
 - Performance and Financial Management, including complaints and representations relating to social services for adults;
 - Inter-agency and Partnership Working;
 - Commissioning and contracting across all adult services.
 - To act as Lead Officer in respect of Workforce Planning and Development across both Adult and Children’s Social Services.
 - The management of the complaints services across both Adult and Children’s Services in accordance with any relevant complaints procedures and Directions.
 - The safeguarding of vulnerable adults or adults at risk, in accordance with the current statutory and policy framework.
- 12.2 In particular, to exercise those functions of the Council which relate to personal social services for adults under the appropriate Sections of the following Acts as amended or re-enacted as set out in the below non exhaustive list, having regard to any Statutory Guidance, Directions and Regulations issued thereunder:-
- Accommodation Agencies Act 1953
 - Administration of Justice Act 1970
 - Anti Social Behaviour Act 2003
 - Care Act 2014
 - Care Standards Act 2000

- Carers (Equal Opportunities) Act 2004
- Carers (Recognition and Services) Act 1995
- Carers Act 2000
- Carers and Disabled Children Act 2000
- Children and Young Persons Act 1933
- Chronically Sick and Disabled Persons Act 1970
- Community care (Delayed discharge) Act 2003
- County Courts Act 1984
- Crime and Disorder Act 1998
- Criminal Justice Act 1991
- Data Protection Act 1998
- Disabled Persons (Employment) Act 1958
- Disabled Persons (Services, Consultation and Representation) Act 1986
- Health Act 1999
- Health Act 2006
- Health and Social Care Act 2001 and 2008
- Health and Social Services and Social Security Adjudication Act 1983
- Health Services and Public Health Act 1968
- Homelessness Act 2002
- Housing (Wales) Act 2014
- Housing Act 1985
- Housing Act 1985 (as amended by the Local Government and Housing Act 1989)
- Housing Act 1996 (including amendments made under the Anti Social Behaviour Act 2003)
- Housing Act 2004
- Housing Grants, Construction and Regeneration Act 1996
- Local Government Act 1972
- Local Government Act 2000
- Mental Capacity Act 2005
- Mental Health (Wales) Measure 2010
- Mental Health Act 1983 and 2007
- National Assistance (Amendment) Act 1951
- National Assistance Act 1948
- National Health Service (Wales) Act 2006
- National Health Service Act 1977 and 2006
- National Health Service and Community Care Act 1990
- Nationality, Immigration and Asylum Act 2002
- Noise Act 1996
- Noise and Statutory Nuisance Act 1993

- Protection from Eviction Act 1977
 - Public Health (Control of Disease) Act 1984
 - Safeguarding of Vulnerable Groups Act 2006
 - Social Care Charging (Wales) Measure 2010
 - Social Security Administration Act 1992
 - Social Services and Well Being Act 2014
 - Supplementary Benefits Act 1976
 - Violence against Women, Domestic Violence and Sexual Violence (Wales) Act 2015
 - Well Being of Future Generations (Wales) Act 2015
- 12.3 To act as the Senior Responsible Person for the purposes of the Care Standards Act 2000 and be the Lead Officer for DAPC and line manage POVA Co-Ordinator in accordance with 'In Safe Hands' guidance
- 12.4 In consultation with the Head of Finance and Property and the Corporate Director Communities, to approve fee increase, within budgetary resources, for residential and nursing home provision following approval by Cabinet of the methodology of setting the fee.
- 12.5 The setting and administration of all charges levied in respect of social services for adults including the waiving of charges and subject to any limit on such charge or fee, set by statute.
- 12.6 The provision of improvements and adaptations to a disabled persons' home under section 2(1)(e) of the Chronically Sick and Disabled Persons Act 1970.
- 12.7 In consultation with the Head of Legal, HR and Democratic Services to institute proceedings in a Court or other Tribunal under the following Acts as amended or re-enacted.
- Health and Social Services and Social Security Adjudications Act 1983 Section 22
 - Insolvency Act 1986 Section 339,
 - Mental Capacity Act 2005
 - Mental Health Act 1959 Section 131
 - Mental Health Act 1983 Sections 29 and 30, Part V and VII and Section 130
 - National Assistance Act 1948 Section 47 and 56(3)
 - Recovery in the County Court for debt matters arising from the provision of services rendered under Section 21 and 29 National Assistance Act 1948
 - The High Courts' jurisdiction in respect of vulnerable adults who lack capacity.

Any other function of the Council in relation to the provision of personal social services for adults which involves an application to a Court or other Tribunal including the prosecution of offences or which requires the execution of any document having effect in law.

- 12.8 To approve a Panel of suitable and willing persons to act as members in respect of independent reviews on complaints under procedures established under the National Health Service and Community Care Act 1990.
- 12.9 To respond at the formal stage on behalf of the Authority on complaints dealt with under proceedings established under the National Health Service and Community Care Act 1990.
- 12.10 To act as Guardian and decide upon the reception of persons into Guardianship of the Council under Section 7 and 37 of the Mental Health Act 1983.
- 12.11 To approve a package of Community Care in excess of the gross cost of Residential Placement for the registration category of the person concerned when the cost can be met by the budget holder.
- 12.12 To appoint Approved Mental Health Practitioners.
- 12.13 To respond on behalf of the Authority at the appeal stage following independent reviews and complaints under social services complaints procedures
- 12.14 To exercise the power to appoint Proper/Alternative Proper Officers for medical matters under the National Assistance Act 1948 and the National Assistance (Amendment) Act 1951.
- 12.15 To make decisions on consent under s.30 to 31(2) of the Anti Social Behaviour Act 2003 on dispersal of groups and removal of persons under 16 to their place of residence (jointly with the Head of Children and Family Services in respect of those under 16 who form part of such groups).
- 12.16 To keep the Statutory Director of Social Services apprised of key corporate decisions/actions which will impact or have possible implications for the Statutory Officer role.
- 12.17 To consult and keep apprised of key corporate decisions/actions relevant to the Councils' Older Peoples Champion and Lead Member, where appropriate.
- 12.18 To ensure service users are engaged in shaping priorities and delivery of adult social services.
- 12.19 To engage in regional and national networks relating to Adult Services.
- 12.20 To develop the annual Service Business Plan and contribute to ACRF
- 12.21 To develop and manage service risk registers and undertake any corporate Service Challenge process.
- 12.22 To commission and receive regular management information to enable strategic planning and operational management of the services.
- 12.23 To have overall responsibility for the annual budget agreed for Adult Services.
- 12.24 To report annually to Scrutiny and Council on adult protection procedures.
- 12.25 To act as Lead Officer for specific health/social care integration projects;

- 12.26 To be a CPG member;
- 12.27 To administer the Council's functions and responsibilities towards the Homeless under the provisions of the Housing Act 1985 and the Housing (Wales) Act 2014
- 12.28 To consider and determine any requests received by the Council pursuant to Section 8 of the Homelessness Act 2002 and the Housing Wales Act 2014 calling for a review of the suitability of accommodation offered by the Council.
- 12.29 To act as Lead Officer for regional social care and health/social care collaboration projects.
- 12.30 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

13. To the Head of Education and Children's Services

- 13.1 To act as the Statutory Director of Education appointed under s.532 of the Education Act 1996 or any re-enactment of that provision.
- 13.2 The strategic and operational management responsibility for Education and Children's Services is delegated to the Head of Education and Children's Services.
- 13.3 As Statutory Director for Education to maintain an overview of the full range of education services within the Authority and as the Officer responsible for the quality of services provided to fulfil the authority's education functions.
- 13.4 As Statutory Director to report directly to the Corporate Director: Communities and to report to Cabinet, Lead Members and Scrutiny and other relevant Committees in relation to the planning, delivery and performance of the Councils Education functions and be accountable for the oversight and co-ordination of such functions.
- 13.5 To be responsible for the reporting and communicating directly with the Welsh Government and (Estyn) on education matters and the development and maintenance of productive relationships with other related sectors and agencies.
- 13.6 To keep the Statutory Director of Social Services (Corporate Director: Communities) apprised of key corporate decisions/actions which will impact or have possible implications for their Statutory Officer role.
- 13.7 To grant and revoke licences to children of compulsory school age regarding child performances in accordance with the Children and Young Persons Act 1963 and the Children's (Performance) Regulations 1968 and any statutory modification thereof.
- 13.8 To supervise, prohibit and/or restrict the employment of children of compulsory school age pursuant to the Education Act 1996.
- 13.9 To act as the Statutory Lead Director for Children and Young People's Services under s.27 of the Children Act 2004.

- As Statutory Lead Director for Children and Young People to maintain an overview of the full range of children and young peoples' services and activities within the Authority and as the Officer responsible for the quality of services provided to fulfil the authority function including the following core responsibilities
- **Ensuring effective cross sector partnership arrangements to improve the wellbeing of children and young people.**
 - As an LSB Member.
 - Ensuring planning for children, young people and their families is seen as a corporate and cross sector activity embedded in the achievement of agreed corporate and public sector priorities.
 - Ensuring planning is increasingly harmonized across North Wales, in conjunction with other Lead Directors.
- **Production and publication of children and young people's plan.**
 - Ensuring Denbighshire's Big Plan meets statutory requirements relating to children and young people's planning.
- **Clear governance arrangements for partnership planning, a focus on outcome measures and regular performance management.**
 - Ensuring effective mechanisms are in place to deliver jointly agreed outcomes for children and young people.
 - Leading the inspection processes relating to Children and Young Peoples' Partnership activity.
- **Attention to implementation of the UN Convention on the Rights of the Child**
 - Championing children's rights across the Council, including the right of children and young people to have their voices heard.
 - Ensuring that the participation of children and young people is embedded in formal and informal education settings.

13.10 Jointly with the Head of Finance and Property, to suspend the right of the governing body to have a delegated budget in circumstances permitted by the legislation.

13.11 To monitor and evaluate the performance of schools.

13.12 To deal with nominations for Local Education Authority governors, making an appointment in instances where a single suitable nomination is received for any vacancy or otherwise reporting to the Cabinet (or Lead Member as appropriate) for determination and appointment.

13.13 To establish temporary governing bodies.

13.14 To make necessary arrangements for the election of parent governors, teacher and staff governors and to determine any questions arising from the election process.

- 13.15 To consider any resolutions sent to him/her from an annual parents meeting and to respond accordingly.
- 13.16 To manage governor training.
- 13.17 To act on behalf of the Local Education Authority in any consultations initiated by the governors of any school, in relation to the times of school sessions and, if he/she considered it appropriate to do so, to require the governors to include his/her written comments on the proposals in the next governors' report to be prepared by the governors.
- 13.18 To determine and deal with all arrangements for the admission of pupils to community and voluntary controlled schools in accordance with the Council's policy, including authority to:-
- publicise information for parents of admission arrangements.
 - comply with parental preferences, with certain exceptions.
 - determine allocations of pupils to community and voluntary controlled primary and secondary schools, subject to the parental right of appeal.
- 13.19 To make arrangements to enable parents to appeal against decisions regarding admissions.
- 13.20 To appear or make written representations on behalf of the Authority in any appeal against a refusal to admit.
- 13.21 To respond to changes in pupil numbers by making appropriate accommodation available.
- 13.22 Subject to such determination being in accordance with an approved plan or policy, to determine whether to publish any statutory notices (other than in respect of closure of schools) and to take action on advertised proposals in light of any representations received and also to determine the Authority's decision in respect of school organisational proposals and school closure proposals in respect of which either there has been no objections or any objections received have been resolved.
- 13.23 To undertake any inspections, interviews, investigations, seizures, services of notices, notifications, authorisations, registrations and legal proceedings as are within the purview of the department under the Education Reform Act 1988, together with any regulations made thereunder, any amendments or additions thereto and to exercise all relevant powers of entry if provided.
- 13.24 To determine applications and provide, where applicable, milk, meals and refreshments in accordance with the Council's policy.
- 13.25 To act on behalf of the LEA in any consultations initiated by the governors of any school, in relation to the times of school sessions, and if he/she considered it appropriate to do so, to require the governors to include his/her written comments on the proposals in the next governors' report to be prepared by the governors.

- 13.26 To appoint sufficient education practitioners and governors in accordance with the arrangements who may be called upon to be required to serve as members on future independent Appeal Panels.
- 13.27 To investigate complaints made under section 409 of the Education Act 1996
- 13.28 To determine any matters relating to the Councils policy regarding charges and remissions and to authorise the recovery of any sums owed to the Council.
- 13.29 To approve the acceptance of gifts on trust for education purposes.
- 13.30 To determine, where necessary in consultation with the trustee, applications received for financial support from charitable trust funds where the Authority is either itself trustee, or where the fund is administered on behalf of trustees.
- 13.31 To respond to changes in pupil numbers by making appropriate accommodation available.
- 13.32 To monitor the curriculum in all maintained schools and report on it as necessary
- 13.33 To set by agreement with schools, targets for pupil attainment.
- 13.34 To prepare a written statement of action to be taken in light of the report following an inspection of a maintained school.
- 13.35 To intervene to prevent the breakdown or continuing breakdown of discipline at a school, or where there is concern about standards of management.
- 13.36 To ensure that the performance management of teachers and head teachers is carried out according to Welsh Government directions and regulations and to monitor and evaluate the provision and performance of schools.
- 13.37 To investigate complaints made under Section 409 of the Education Act 1996.
- 13.38 To make or approve arrangements for the provision of work experience for pupils in their last year of schooling.
- 13.39 To manage and operate the Education Psychology Service.
- 13.40 To arrange appeals against exclusions and redirect excluded pupils.
- 13.41 To make arrangements to encourage and assist pupils to take advantage of the provisions for medical and dental inspections and treatment made for them.
- 13.42 To ensure cleanliness of pupils and to serve a notice on parents requiring cleanliness where appropriate.
- 13.43 To manage all aspects of schools without delegated budgets.
- 13.44 To inspect and maintain schools for the purposes of a Local Education Authority function.

- 13.45 To authorise persons at educational establishments to exercise the power of removal of persons from school premises who are causing a nuisance or disturbance.
- 13.46 To authorise Officers to appear on behalf of the Local Education Authority in proceedings being conducted in the Magistrates Court by Section 547 of the Education Act 1996 or any re-enactment of that provision.
- 13.47 To consider any resolutions sent to him/her from an annual parents meeting and to respond accordingly.
- 13.48 To deal with the staffing matters of community voluntary controlled and community special schools where the decision is that of the LA (rather than the governing body).
- 13.49 To determine the school term and holiday dates including in service training days for any community, community special or voluntary controlled schools.
- 13.50 To exercise powers under the Education Acts in accordance with the Code of Practice, to identify, assess and arrange provision for pupils special educational needs, including the admission of pupils to out of county schools (including non maintained special schools and independent schools providing for pupils with special education needs) and transport where appropriate, in accordance with the Council's Transport Policies.
- 13.51 To provide aids for use by pupils with special needs
- 13.52 To authorise officers to represent the Education Authority in tribunal proceedings dealing with special educational needs.
- 13.53 To make arrangements for the provision of suitable education otherwise than in school, in accordance with Section 319 of the Education Act 1996.
- 13.54 To make arrangements for the provision of suitable education at school or otherwise for children of compulsory school age who, by reason of illness, exclusion from school or otherwise, may not receive it unless such arrangements were made.
- 13.55 To recoup the costs of providing education for persons not belonging to the Council's own area.
- 13.56 To exercise the powers of the Education Authority, with the exception of initiating legal proceedings, under the Education Act 1996 and the Children Act 1989 in respect of school attendance orders, non school attendance and education supervision orders.
- 13.57 To ensure the provision of statutory youth services jointly with the Head of Facilities Assets and Housing. .
- 13.58 Jointly with the Statutory Director of Education to grant and revoke licences to children of compulsory school age regarding child performances in accordance with the Children and Young Persons Act 1963 and the Children's (Performance) Regulations 1968 and any statutory modification thereof.
- 13.59 To supervise, prohibit and/or restrict the employment of children of compulsory school age pursuant to the Education Act 1996.

- 13.60 To manage the provision of the youth support services in pursuance of the Learning and Skills Act 2000 in consultation with the Head of Facilities Assets and Housing.
- 13.61 To exercise those functions of the Council which relate to Children and Young People under the Crime and Disorder Act 1998 (as amended or re-enacted).
- 13.62 To give directions to admit a child to a specified school.
- 13.63 To undertake any inspections, interviews, investigations, seizures, services of notices, notifications, authorisations, registrations and legal proceedings as are within the purview of the department under the Education Reform Act 1988, together with any regulations made thereunder, any amendments or additions thereto and to exercise all relevant powers of entry if provided.
- 13.64 To exercise powers under the Education Act 2002 s.29(5) in respect of health and safety directions to governing bodies where the local authority is the employer.
- 13.65 To ensure all relevant Officers (and volunteers if relevant) are subject to the provisions (including any vetting and barring procedures) of the Safeguarding Vulnerable Groups Act 2006 and any subsequent amendment or regulations made under it.
- 13.66 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.
- 13.67 To maintain a Standing Advisory Council on Religious Education (SACRE) in accordance with the Councils Constitution.
- 13.68 To review and make Instruments of Government for maintained schools within the County where there is no disagreement with the draft Instrument.
- 13.69 To authorize persons at educational establishments to exercise the power of removal of persons from school premises who are causing a nuisance or disturbance
- 13.70 To determine questions as to who are to be considered parents of registered pupils.
- 13.71 The strategic and operational delivery and/or securing by the Council of personal social care services for children and young people including:
- appropriate contact and referral arrangements for service users and other agencies
 - family support services to “children in need”
 - child protection (safeguarding) services, including responsibilities under the United Nations Convention on the Rights of the Child.
 - domiciliary care for children and young people who are disabled
 - accommodation services for looked after children including fostering and residential care

- the full range of services required of an adoption agency whether through any Regional Adoption Service, or not as the case may be
- planning, commissioning contracting and performance management services
- strategic planning in conjunction with partner agencies
- the management of complaints and representation
- Partnership working including a role in the Local Safeguarding Children Board
- Ensuring the workforce needs of Children's Services are identified and reflected in the workforce plans and that effective staffing structures are in place.

13.72 In particular, to exercise those functions of the Council which relate to personal social services for children and young people, under the appropriate Sections of the following Acts as amended or re-enacted having regard to any Statutory Guidance issued thereunder:

Adoption & Children Act 2002

Adoption (intercountry Aspects) Act 1999

Anti Social Behaviour Act 2003

Care Standards Act 2000

Carers (Equal Opportunities) Act 2004

Carers (Recognition and Services) Act 1995

Carers Act 2000

Carers and Disabled Children Act 2000

Childcare Act 2006

Children & Young Persons Act 1969

Children (Leaving Care) Act 2000

Children Act 1989

Children Act 2004

Criminal Justice Act 1991

Data Protection Act 1998

Disabled Persons (Employment) Act 1958

Disabled Persons (Services, Consultation and Representation) Act 1986

National Health Service and Community Care Act 1990

Nationality, Immigration and Asylum Act 2002

Public Health (Control of Disease) Act 1984

Safeguarding of Vulnerable Groups Act 2006

13.73 The administration of all charges levied in respect of personal social services for children and young people including the waiving of charges.

13.74 The provision of financial assistance under sections 17 & 24 of the Children Act 1989 and the Children (Leaving Care) Act 2000.

13.75 In consultation with the Head of Legal, HR and Democratic Services to institute proceedings in a Court or other Tribunal under the following Acts as amended or re-enacted:

- Adoption and Children Act 2002
- Children Act 1989 Sections 25, 31, 34, 39, 43, 44, 45, 48(9), 50, 70, 94, 100, 102 and Schedule 2 Paragraph 19 and Schedule 3 Paragraph 6(3).

Any other function of the Council in relation to the provision of personal social services which involves an application to a Court or other Tribunal including the prosecution of offences or which requires the execution of any document having effect in law.

13.76 To respond at the formal stage on behalf of the Authority on complaints dealt with under proceedings established under the Children Act 1989

13.77 To agree the accommodation of children under the Children Act 1989 and the provision of support generally under Part 3 Children Act 1989.

13.78 To give the necessary consents to appropriate matters relating to children the subject of Care Orders to the Authority including the giving of consent for medical treatment and obtaining passports and holiday consent for children the subject of Care Orders.

13.79 To decide upon recommendations of the Foster Care and Adoption Panels.

13.80 To respond on behalf of the Authority at the appeal stage following independent reviews and complaints under the procedures established under the Children Act 1989

13.81 To make arrangements for the provision of suitable education at school or otherwise for children of compulsory school age who, by reason of illness, exclusion from school or otherwise, may not receive it unless such arrangements were made.

13.82 To give consent to private law orders including residence orders and special guardianship where appropriate.

13.83 Power to exercise the functions and make decisions in relation to the Fostering Services for Children- Payment for Skills 2005 Policy in respect of:

- Fostering allowance rates
- Festival, Birthday and Holiday allowances
- Weekly residence order allowances
- Freezing/unfreezing levels of allowances and fees to foster carers registered on the Foster Carers Register.

13.84 To make decisions on dispersal of groups and removal of persons under 16 to their place of residence under the Anti Social Behaviour, Crime and Policing Act 2015 /Anti Social Behaviour Act 2003 as appropriate.

13.85 Leadership and improvement of the well being of children as defined in s.25 (2) Children Act 2004

- 13.86 To keep the Statutory Director of Social Services apprised of key corporate decisions/actions which will impact or have possible implications for the Statutory Officer role.
- 13.87 To act as Senior Responsible Person for the purposes of the Care Standards Act 2000 and Lead Officer for child protection and safeguarding systems in accordance with 'Working Together' guidance.
- 13.88 To be the Lead Officer for the LSCB.
- 13.89 To be the Lead Officer for the Corporate Parenting Forum.
- 13.90 To engage in regional and national networks relating to Children's Services.
- 13.91 To report annually to Scrutiny and Council on the effectiveness of child protection procedures.
- 13.92 To have overall responsibility for the annual budget agreed for Children Services.
- 13.93 To develop the annual Service Business Plan and contribute to ACRF.
- 13.94 To develop and manage service risk registers and undertake any corporate service challenge process.
- 13.95 To commission and receive regular management information to enable strategic planning and operational management of services.
- 13.96 To ensure services are planned and delivered effectively across adults and children services and across children's services and education services.
- 13.97 To ensure that children in need and their families are engaged in shaping priorities and delivery of children's services.
- 13.98 To act as Lead Officer for specific health/social care integration projects affecting children and young people.
- 13.99 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.
- 13.100 To ensure the provision of statutory youth services.
- 13.101 To ensure the provision of facilities and organized leisure time occupation connected with any training and education pursuant to the Council's duties as set out in the Learning and Skills Act 2000 in consultation with the Head of School Improvement and Inclusion.
- 14. To the Corporate Director: Economy and Public Realm**
- 14.1 To act as an Authorising Officer under the Regulation of Investigatory Powers Act 2000

- 14.2 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

15. To the Head of Democratic Services

- 15.1 To act on a day to day basis as Head of Democratic Services and to ensure proactive support to the democratic process and elected members in accordance with the Constitution.
- 15.2 To manage the Council's services for Members and in connection with this to take all necessary steps to secure compliance with the Local Government Act 1972 Part VA (access to meetings and documents of the Council, its Committees and Sub-Committees).
- 15.3 To manage the Council's Democratic Services provision and in particular:
- Provide the Council with support and advice in relation to its meetings, Committees and members of those Committees
 - Any joint committee which the Council is responsible for organising,
 - In relation to the functions of the Authority's scrutiny committees.
- 15.4 To promote the roles of the Authority's Scrutiny Committees.
- 15.5 To carry out duties as required under the Family Absence for Members of Local Authorities (Wales) Regulations 2013.
- 15.6 Any other functions prescribed by the Welsh Ministers to the Head of Democratic Services.
- 15.7 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

16 To the Head of Business Improvement and Modernisation

- 16.1 Ensuring underpinning work to enable production and delivery of effective children and young people's plan is carried out – including ongoing needs assessment, consultation, commissioning.

Ensuring statutory requirements and timescales for children and young people's planning are met

Ensuring effective management and administration of relevant funding streams.

Ensuring outcomes based performance management framework in place for Big Plan and children and young people elements to ensure the impact of partnership is measured.

Ensuring annual completion of National Service Framework Self Assessment Audit Tool.

- 16.2 Preparation for inspection.
- 16.3 Ensuring effective reporting to LSB and appropriate Scrutiny Committee(s) on agreed joint programmes and projects.
- 16.4 Ensuring the voice of children and young people is embedded in the preparation and implementation of the Big Plan and in monitoring impact.
- 16.5 Ensuring corporate engagement and consultation strategies include listening to children and young people.
- 16.6 Ensuring Equality Impact assessments are carried out.
- 16.7 Ensuring Privacy Impact Assessments are carried out.
- 16.8 To act as a member of the Council's Access to Information Panel.
- 16.9 To act as the Council's Senior Information Risk Officer and reporting annually to the Council's Corporate Governance Committee.

Authority to accept or reject gifts, bequests or loans to the Council's Museum Service within the terms of the Policy

Authority to accept or reject gifts, bequests or loans to the Council's Museum Service within the terms of the Policy

- 16.10 To act on a day to day basis and be responsible for the operational and strategic delivery of services in the following areas:-

- Internal Audit
- Access to Information
- Records Management and Archives
- ICT services
- Business Transformation
- Modernisation Agenda
- Corporate Programme Office
- Performance Management
- Partnerships and Communities (including engagement)
- Equalities
- Information Security
- Service planning and strategic plans

- 16.11 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

17 To the Legal Services Manager/Deputy Monitoring Officer

- 17.1 To act as the Council's Data Protection Officer reporting annually in conjunction with the Senior Information Risk Officer (SIRO) to the Corporate Governance Committee.
- 17.2 To keep under review (and ensure relevant staff awareness) any safeguarding practices and procedures including registration (if required) with any Safeguarding Authorities and reporting matters on safeguarding to the Statutory Lead Director for Children and Young People and/or the Statutory Director of Social Services, where appropriate.

Appendix 2

The following underlined statement will be added to the Cabinet Scheme of Delegation at Section 13, Appendix 2(b) page 126 of the Council Constitution :

The Cabinet Member portfolios can be found in Appendix 2 (a) to section 13 above. These will include decisions relating to matters which would otherwise be delegated to an Officer, but which have been referred by that Officer to the Cabinet Member concerned or; where the Council has set up a Council owned vehicle delivering certain specified executive functions on it's behalf, the delegation remains with the Cabinet or Lead Member as the case may be where the Officer Scheme of Delegation is silent.

This page is intentionally left blank

Report To: County Council

Date of Meeting: 15 October 2019

Lead Member / Officer: 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 2018/19

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.

3.2 That the Committee be renamed the Corporate Governance and Audit Committee.

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.

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 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 2017-18, 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 significant data breaches during the reporting period. There had been two minor breaches involving inaccurate address details on correspondence. Both breaches were investigated but not considered sufficiently serious to report to the Information Commissioner.
 - 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 two concerns raised under the policy during the reporting period which emanated from separate areas and were different in nature. There did not appear to be a connection between the two concerns nor any underlying theme that needed to be addressed.
- 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.

4.6 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 Scrutiny, Service User Perspective Review relating to Housing and the Estyn Inspection. 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 2018-19 accounts or key financial systems.

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

4.6.3 Overview and Scrutiny – Fit for the Future – the Committee received a report on The Council's Scrutiny arrangements as part of a national study. The report concluded that the Council's overview and scrutiny function is responding well to current challenges, however limited capacity to support scrutiny may hinder future progress, and there is scope for cabinet members to contribute more actively to scrutiny discussions.

4.6.4 Local Government Use of Data – the Committee received a report on the use of data by the Council as part of a national study. The report found that the Council has the foundations in place to make better use of data but needs to improve how data is analysed and presented to decision makers. The report suggested that – developing a more unified and corporate approach to using data would help to extend the benefits of data-led decisions to all service areas. Updating data sharing protocols and communicating them would help to ensure that managers know when and what they can share, helping to avoid disproportionate risk aversion when it comes to data sharing. Mapping staff who have a role in analysing and managing data to build and develop capacity in data usage and developing its data analysis capacity within existing

resources will help the Council embed data-driven decision-making and generate greater insights into customer demand for services.

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, Health and Safety in schools, Public Conveniences, Project Management of 21st Century Schools, Registration Service, and Joint Procurement Unit.

4.8 The Committee has also undertaken a self-assessment of its own performance compared to current best practice. This assessment was against a checklist from the Chartered Institute of Public Finance and Accountancy (CIPFA) guidance “Audit Committees – Practical Guidance for Local Authorities and Police 2018 Edition.”

There are no significant areas of non-compliance identified in the core functions expected of audit committees or wider functions, however some variances were identified and the terms of reference updated accordingly. Self-assessment responses highlighted training needs which is being arranged with the Welsh Chief Auditors Group for the Chair and internally for all committee members.

4.9 The Committee has also considered its name as part of this assessment and has concluded that the name should include reference to the important function of being the Council’s Audit committee as required by the Local Government (Wales) Measure 2011. The Committee has recommended that it be known as the Corporate Governance and Audit Committee.

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 work of the Corporate Governance Committee is a crucial element of the Council's overall governance framework. It is important that the Council has a designated committee to give proper consideration to financial and regulatory reports, policies and procedures. From a finance perspective, the Committee plays a key role in the scrutiny and approval of the Council's Annual Statement of Accounts and in the scrutiny of the Council's treasury management activity as part of its role in recommending the Annual Treasury Strategy to Council.

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.

This page is intentionally left blank

Report to:	County Council
Date of Meeting:	15 October 2019
Report Authors:	Scrutiny Chairs and Vice-Chairs Group/ Scrutiny Coordinator
Presented by:	Councillor Graham Timms (Chair of the Scrutiny Chairs and Vice-Chairs Group)
Title:	Annual Report of the Council's Scrutiny Committees 2018/19

1. What is the report about?

The Scrutiny Committees' Annual Report to Council for 2018/19

2. What is the reason for making this report?

- 2.1 To present to Council the Scrutiny Committees' annual report on their activities during 2018/19.
- 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 2018/19 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 attached at Appendix 1. It 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. Upon approval the report will be translated and be made available on the Council's website.
- 4.3 The report outlines Scrutiny's important role in relation to supporting the Council's work to deliver its corporate priorities and Corporate Plan, including its regular monitoring of the Plan's delivery
- 4.4 As in previous years during 2018/19 the Scrutiny Committees have 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, the effectiveness of partnership arrangements in delivering services, 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. Scrutiny has also continued to participate in consultation exercises and invited a number of external or partner organisations to meet with the committees to discuss areas of common interest or concern.

4.5 Public engagement and encouraging residents to interact with Scrutiny is generally a challenge in Denbighshire, as it is elsewhere in Wales. Despite the fact that no direct requests were received from members of the public during 2018/19 for items to be scrutinised, residents and others from further afield did engage with Scrutiny in relation to two significant matters. These being the call-in of the Cabinet decision relating to Gypsy and Traveller Site Provision in the county and the Scrutiny Inquiry into the Llantysilio Mountain Fire, which occurred during the summer of 2018. More information on these particular topics can be found in the Annual Report. The level of public interest in these subjects highlights the fact that the public are willing to interact and engage with Scrutiny when the subject matter has a direct impact on their day to day lives. Scrutiny will continue with its current practice of enabling the public to suggest areas or services for scrutiny's consideration through the provision of a 'Scrutiny Request Form', a copy of which can be found in the Annual Report.

4.6 When considering a request from a councillor, an officer or a member of the public for a matter to be scrutinised, 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?

The attached report contains an illustration of the above process, which includes suggested alternative routes for consideration of a topic if the Group deems that it is not suitable for examination by a scrutiny committee.

4.7 Mention was made in last year's Annual Report that the Council was at that time awaiting the publication of a Wales Audit Office (WAO) study on the effectiveness of the Council's scrutiny function in responding to the recommendations of an earlier, 2014, national study on scrutiny, called *Good Scrutiny? Good Question!* The 2014 study concluded that there was a need nationally to strengthen scrutiny's role across local government and public services in general. Also included in the scope of the second study, titled *Fit for the Future*, was an assessment of how Scrutiny in Denbighshire 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). Reference is included in the Annual Report to the conclusions of this review and the Council's response to them.

4.8 In last year's report reference was made to the preliminary work which had taken place with a view to establishing joint scrutiny arrangements between Denbighshire County Council and Conwy County Borough Council for the purpose of fulfilling

Scrutiny's duties in relation to scrutinising the Public Services Board (PSB) for the area. The proposals and the Joint Overview and Scrutiny Committee's draft terms of reference were taken through the democratic processes of both councils and by the end of October 2018 both county councils had formally agreed to the establishment of this joint-committee, the first formal joint scrutiny arrangement for PSBs in North Wales, and one of the first in Wales. The Joint Committee which has 16 members, 8 from each constituent council, held a familiarisation and development event in early 2019 and held its inaugural meeting in May 2019. More information on this Committee and its office holders can be found in the Annual Report.

- 4.9 Also included in the attached report is information on the task and finish/working groups operating under the auspices of the Council's Scrutiny Committees.
- 4.10 Scrutiny committees have to date during 2019/20, and will for the remainder of the municipal year, continue with the practice of inviting partner organisations and other public sector bodies to meet with them to examine how services and outcomes to residents can be improved through effective partnership working. Meetings are already scheduled with representatives from Betsi Cadwaladr University Health Board (BCUHB) to discuss the delivery of health and social care services across the county, the North Wales Trunk Road Agency to discuss highway verge maintenance policies and how they align with the Council's own verge maintenance and bio-diversity policies, and Communities Scrutiny Committee has undertaken to monitor the implementation of the multi-agency recommendations stemming from its inquiry into the Llantysilio Mountain fire.

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 despatched 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 of 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

Tel: 01824 712554

rhian.evans@denbighshire.gov.uk

ANNUAL REPORT OF THE SCRUTINY COMMITTEES

2018- 2019



Cyngor
sir ddinbych
denbighshire
County Council



CONTENTS

	Page
What is Scrutiny?	3
Scrutiny in Action	3
How does Scrutiny work in Denbighshire?	3 - 4
Scrutiny Chairs and Vice-Chairs Group	4 - 5
Scrutiny during 2018/19	6
Performance Scrutiny Committee	7 - 8
Partnerships Scrutiny Committee	9 - 11
Communities Scrutiny Committee	12 - 14
Joint Overview and Scrutiny Committee for the Conwy and Denbighshire Public Services Board	15
Task and Finish Groups	16
Scrutiny Inquiry into the Llantysilio Mountain Fire	17 - 19
Additional work	19
Wales Audit Office reports	20 22
How can residents participate in Scrutiny?	23 – 24
Scrutiny request form	25

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, be they from county councillors, Council officers, residents or the general public 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 the following page illustrates the criteria and process for determining whether a topic is suitable for scrutiny.

During 2018/19 a total of 33 requests for items to be scrutinised were considered by the Scrutiny Chairs and Vice-Chairs Group. Of these 33 requests:

- ❖ 23 were submitted by county councillors
- ❖ 10 by officers
- ❖ 0 by residents/general public (despite the fact that none were submitted directly by the public a number of the requests submitted by county councillors were done so in response to concerns raised with them by their constituents)

The Scrutiny Chairs and Vice-Chairs Group ensures that the scrutiny 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.

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.

Scrutiny's work during 2018/19

As part of their work during the 2018/19 Council year the Council's three Scrutiny Committees have focussed on a number of subjects with a view to supporting the Council to deliver its corporate priorities. The Corporate Priorities are:

- 🌱 **Housing:** ensuring that everyone is supported to live in homes that meet their needs
- 🌱 **Connected Communities:** making sure communities are connected and have access to goods and services locally, online and through good transport links
- 🌱 **Resilient Communities:** making sure that the Council works with people and communities to build independence and resilience
- 🌱 **Environment:** securing an attractive and protected environment which supports well-being and economic prosperity; and
- 🌱 **Young People:** creating a county where younger people will want to live and work and have the skills to do so

By adopting this approach Scrutiny's objective is to improve services to residents and the quality of their daily lives.

Denbighshire County Council's services touch the lives of all of the county's residents, be they young or old, hence the reason why the scrutiny committees have during the course of the year examined the Council's performance in delivering its services. In addition, as service delivery models evolve to meet changing needs, Scrutiny has been involved with shaping new ways of delivering services for the future.

A brief overview of the work undertaken by each committee during the course of the year is summarised on the following pages.

Performance Scrutiny Committee



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



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

This Committee has a key role in monitoring the Council's performance in delivering services. Consequently it regularly reviews the Council's progress in delivering its **Corporate Plan**, and its performance in dealing with complaints under the authority's **Your Voice** complaints procedure.

Twice a year it reviews the Council's **Risk Register** to ensure that the Authority has appropriate measures in place to lessen the impact of any major changes in legislation, national policies or unforeseen events on the Council and on residents.

Acknowledging the pressures caused by an ever increasing demand on social care services and the dwindling availability of financial resources to meet that demand, the Committee has examined the **Director of Social Services Annual Report** on the Service's performance in delivering those services in 2017/18 and its plans to meet new legislative requirements and deliver the services during 2018/19. It also reviewed the performance of **Cefndy Healthcare**, a company which provides valuable employment opportunities for vulnerable people and improves their quality of life, in delivering its business during 2017/18 and examined its business plan for 2018/19.

Whilst a number of local authorities have reduced the number of libraries they operate, or transferred them over to community groups to run, Denbighshire has opted to keep them open and operate them itself. Recognising that modern day libraries mean a lot more than books the Council is currently in the process of developing them into community hubs, where people can go to access a number of services and attend events. The Committee has continued to monitor the Library Service's performance in meeting the Welsh Government's **Library Standards** and the Council's progress in developing them into **Community Hubs**.

The quality of Council's education provision to ensure that all pupils reach their potential and are equipped for the world of employment has also featured on the Committee's work programme during the year, as it has examined both the **Provisional and Verified Examination Results**. As a result of scrutinising the results the Committee raised concerns with Qualifications Wales on the substantial

increase in the 'C' grade threshold for the English examination taken in the summer of 2018 and its detrimental impact on students' educational and career options. The Committee felt that this particular cohort of students had been disadvantaged because Qualifications Wales had not given advance warning of their intention to significantly raise the threshold.

Having regard to the growing concerns about the environment and global warming the Committee has examined the Council's **Draft Fleet Management Strategy** and proposals to develop a sustainable **Highways Management Strategy**

The following link will take you to information about the Committee, its agendas and reports on the Council's website:

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

DRAFT

Partnerships Scrutiny Committee



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



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

Effective and efficient delivery of services in collaboration with various public sector partners is a key feature of this Committee's work.

Welsh Government expects all public sector partners to work effectively together to deliver seamless services to residents to improve their quality of life. This is particularly true when delivering health and social care services to vulnerable people. These types of services need to complement each other and therefore it is crucial that their delivery is integrated wherever possible to ensure that no gap in service provision occurs when one type of service ceases and before another starts.

With a view to ensuring that the county's most vulnerable people are protected and supported the Committee has examined the findings of the **Independent Investigation into the Care and Treatment on Tawel Fan Ward** and discussed these findings and Betsi Cadwaladr University Health Board's (BCUHB) future proposals for dementia care with the Board's Chief Executive and senior officers. It has also examined the Council's **Annual Report on Safeguarding Adults in Denbighshire 2017/18** as well as the services available to homeless people in the county as part of its consideration of the **Homelessness Prevention Action Plan and Draft Commissioning Plan 2019/22**.

Health Board representatives have attended a number of Committee meetings during the year to discuss the Council and local residents' concerns in relation to the delivery of healthcare services in various parts of the county. Amongst the issues examined in detail were the Health Board's plans for delivering services at **Denbigh Infirmary**, as well as healthcare services in the **Ruthin** and Corwen areas. It has continued to monitor the Health Board's progress in delivering its plans to open a new healthcare facility and hospital in Rhyl for the **North Denbighshire** area. Committee members were pleased to receive assurances from Health Board officials that they want to engage with the Council when developing these new facilities in order to support the delivery of integrated health and social care services. Another proposal aimed at delivering better integrated health and social care services which

the Committee has examined during the year is the development of **Pooled Health and Social Care Budgets**. The committee will continue to monitor all these topics during the forthcoming year.

Both the Council and the Health Service are indebted to families and carers for supporting sick and vulnerable residents to live in their own homes for as long as possible, and to remain resilient for as long as they can. These volunteers alleviate both demand and financial pressures on both Health and Social Care Services. It is therefore important that services are available to support Carers in their work and to ensure that they have some time to themselves to unwind and live their own lives. With a view to ensuring that the Council was making adequate provision for them the Committee examined the availability of **Support for Young Carers in Denbighshire** as well as accessibility to **Respite Care Provision for all Carers** across the county.

Every local authority is required to have a designated crime and disorder scrutiny committee, Partnerships Scrutiny Committee is Denbighshire's designated crime and disorder scrutiny committee. In fulfilling that role during the year the Committee examined the Conwy and Denbighshire **Community Safety Partnership's (CSP) Annual Report 2017/18** and the priorities it had identified for 2018/19. Other community safety related matters examined in detail by the Committee during the year were the effectiveness of the **CCTV Partnership** established for the delivery of CCTV services in Rhuddlan, Rhyl and Prestatyn along with proposals for enhancing the service in partnership with Cheshire West and Chester Council. The Committee also had an input into the draft contract specification for the delivery of **Environmental Crime Enforcement Services** in the county in future.

With the Clwydian Range and Dee Valley Area of Outstanding Beauty (AONB) straddling the length of the county's eastern border Denbighshire has a wealth of natural assets, and is home to a wide variety of wildlife and protected habitats. This area attracts tourists from across the world, who in turn boost the local economy. As a result these areas need to be managed carefully to ensure that their ecosystems and habitats are sustainable into the future. To seek assurances that everything possible was being done to secure the future of these areas, both ecologically and financially, the Committee examined the **AONB's Management Plan**, how the Plan complemented the plans of the local authorities who are members of this AONB, and also examined the **current collective work of AONB's across Wales**.

The introduction of the Well-being of Future Generations (Wales) Act 2015 established Public Service Boards (PSB) as statutory bodies. This in turn required councils to designate one of its scrutiny committees as their committee for scrutinising the work of the local PSB. Conwy and Denbighshire councils had established a Joint PSB to cover both counties and until this year each council had its own designated committee to scrutinise its work. With central government placing greater emphasis and pressure on local authorities to work closer together in order to improve outcomes for residents, both Conwy and Denbighshire councils agreed to explore the possibility of establishing a formal Joint Overview and Scrutiny Committee for the purpose of scrutinising the PSB. As Partnerships Scrutiny Committee was Denbighshire's designated PSB Scrutiny Committee it contributed

towards the development of the **Proposals for Establishing a Joint Overview and Scrutiny Committee for the PSB** and the work to compile its terms of reference. It recommended the proposals and draft Terms of Reference to County Council who in due course approved its establishment. The Joint Overview and Scrutiny Committee is the only one in North Wales at present and is amongst one of the first in Wales. Reference to this Committee's work can be found later in this report.

The following link will take you to information about Partnerships Scrutiny Committee, its agendas and reports on the Council's website:

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

DRAFT

Communities Scrutiny Committee



Cllr. Huw Williams (**Chair**)



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

This Committee has an important role in scrutinising matters that affect local communities and residents' daily lives. During 2018/19 the Committee continued to monitor the impact of the introduction of **Universal Credit** had on local residents and Council services, along with the effectiveness of the measures the Council and its partners, in particular Citizens Advice Denbighshire (CAD) and the Department for Work and Pensions, had established to mitigate the effects of the new benefit's introduction.

Proposals on how to **Implement the Welsh Government's Free Childcare Offer** in the county were examined, this led to the Committee asking to examine the **Early Education and Flying Start Commissioning Process**. Amongst other education or school related topics considered by the Committee during the year was the **Impact of the Closure of Ysgol Rhewl** on the pupils, staff and the local community. It also examined and made recommendations on a revised **School Meal Debt Policy**. Having considered matters relating to the non-statutory elements of the Council's **Learner Transport Policy**, it recommended the establishment of a working group to look at this policy in detail. As a result a thorough review of this policy will take place in the forthcoming months to make sure it is fit for purpose for the future.

Compliance with planning permission conditions is a matter on which councillors regularly receive enquiries, therefore the Committee examined the **Performance and Effectiveness of the Council's Planning Compliance Function**. It consequently recommended that a Planning Compliance Charter between the County Council and the area's city, town and community councils should be drawn up to facilitate effective partnership working to support compliance work through prevention and early intervention when non-compliance was suspected.

Tourism has always been an important contributor to Denbighshire's economy, particularly in its coastal areas. However, in recent years there has been a steady growth across the UK in 'staycation' holidays, short breaks and adventure holidays. With a view to ensuring that Denbighshire was utilising its natural assets to maximise

the benefits to its economy from the growth in these type of holidays the Committee examined the Council's **Tourism Strategy** and how the authority worked with other sub-regional, regional and national bodies to promote the county's offer to would-be tourists, and how it supported small businesses to capitalise on the tourist pound.

During the long, hot summer of 2018 thousands of visitors were attracted to the area, which boosted the local economy. Unfortunately, whilst the majority of people were basking in the summer weather one part of the county was dealt a devastating blow when a wildfire ignited on Llantysilio Mountain, near Llangollen, a popular area with tourists. On the basis of its natural habitat and the assemblage of wildlife that live there the mountain is designated as a Site of Special Scientific Interest (SSSI), it also forms part of the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty (AONB). The fire on the mountain burnt from mid-July until late September. The damage caused to the mountain itself was catastrophic, as were its consequences for those who depend on it for a living, whilst the disruption caused to local residents and businesses during the fire event because of the restrictions in place while tackling the fire for an extended period of time were severe. As a result the Committee decided to conduct an inquiry into the incident with a view to establishing what lessons could be learnt from it in order to reduce the risk of further disasters occurring in future, and if something similar were to happen again how best to respond and deal with it. More information about the inquiry and its findings can be seen later in this report.

As the Council is, within the next few years, proposing to change the way it deals with household waste the Committee has looked at the **Proposed New Waste and Recycling Model**. It will continue to monitor and provide observations on the proposed new model as it develops over the forthcoming years.

In response to concerns in the county on handover times from the Ambulance Service to hospital Emergency Departments the Committee met with representatives from the **Welsh Ambulance Service Trust (WAST)** and Betsi Cadwaladr University Health Board **Out of Hours (OOH) Service** to discuss the concerns and examine proposed initiatives to reduce handover times, including how the GP OOHs Service could ease the pressures on Emergency Departments if used properly.

The Committee also gave consideration to matters relating to **County Council Cemeteries**, including future capacity in the county's cemeteries, the maintenance regime for its lawned cemeteries and provided observations on the proposed increases in cemetery fees.

The Council's Call-In Procedure, where non-Cabinet members seek scrutiny to review a Cabinet decision within a specified time following the decision being taken, was invoked once during 2018/19. Communities Scrutiny Committee considered the call-in of the Cabinet decision relating to **Gypsy and Traveller Site Provision** in the county at a meeting on 11 October 2018 and requested that Cabinet reconsider the proposed location for both the residential and transit sites in the county. Cabinet, having received the Scrutiny Committee's observations and recommendations on the matter, decided to confirm its original decision regarding the proposed location for both sites and to proceed to undertake a pre-planning consultation on the proposals.

At the conclusion of the pre-planning consultation exercise the Committee analysed the responses received to the proposals and formally recommended to Cabinet that the residential and transit Gypsy & Traveller sites should not be developed close to each other and that the location of both sites should be determined as part of the ongoing Local Development Plan process. Cabinet eventually approved that planning consent should be sought for developing a residential gypsy and traveller site in St. Asaph, but that the transit site should be developed elsewhere in the county.

The following link will take you to information about the Committee, its agendas and reports on the Council's website:

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

DRAFT

Joint Overview and Scrutiny Committee for the Conwy and Denbighshire Public Services Board

Reference was made earlier in this report to Denbighshire County Council and Conwy County Borough Council's decision to establish a Joint Overview and Scrutiny Committee (JOSC) to fulfil their statutory obligation to scrutinise the work of the local Public Services Board (PSB). In establishing this Joint Committee both councils agreed that it would comprise of 16 members, 8 from each Council reflecting the political balance of their respective authorities. They also approved its terms of reference and agreed that the Chair and Vice-Chair would be appointed for a two year period, with these office holders representing a different local authority. The post of Chair and Vice-Chair of the JOSC will alternate every two years between Conwy and Denbighshire.

Prior to starting a formal schedule of meetings a familiarisation event was held for the new Joint Committee in early 2019, and the JOSC held its inaugural meeting in May 2019. At its first meeting it appointed Councillor Brian Cossey of Conwy County Borough Council as its chair and Councillor Graham Timms of Denbighshire County Council as its Vice-Chair for the 2019/20 and 2020/21 municipal years. It also decided to meet on a quarterly basis and agreed its work programme for the forthcoming year. During 2019/20 the JOSC's work of scrutinising the Public Services Board will start in earnest, focussing in particular on the progress the PSB has made to date in delivering its priorities and how PSB partner organisations contribute to the work of the Board and view the Board's benefits to their organisations.



Cllr. Brian Cossey (**Chair**)



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

The following link will take you to information about the Joint Committee, its agendas and reports on the Council's website:

<https://moderngov.denbighshire.gov.uk/mgCommitteeDetails.aspx?ID=540&LLL=0>

Task and Finish Groups

During 2018/19 Scrutiny has continued its use of Task and Finish Groups to undertake detailed policy development work on its behalf. The long-standing task and finish group examining future delivery models for **Adult Social Care Services** has continued its work during the year and will do so again during 2019/20, as it seeks to find sustainable long-term delivery solutions that will provide fit for purpose social care services for adults that conform with the WG's vision for social care and the well-being of the individual.

Concerns in relation to the **Use of Plastics** and specifically single use plastic was discussed under a Notice of Motion at a County Council meeting. Consequently, Scrutiny was asked to examine the Council's use of plastics and how it could effectively reduce its dependency on plastic. A decision was taken to establish a Task and Finish Group for this purpose. Following its establishment it soon became evident to the Task and Finish Group that the authority's use of plastics was a far more complex area than originally foreseen, consequently this group's work is taking slightly longer than initially anticipated. However, the Group hopes to be in a position to report its findings and recommendations to Performance Scrutiny Committee and then County Council during 2019/20.

Towards the end of the 2018/19 municipal year Communities Scrutiny Committee decided to establish a **Working Group** made up of elected and co-opted education members and officers from the Council's Education Service, Transport Department and other associated services to examine **Denbighshire's Learner Transport Policy**. This Working Group will specifically focus on providing clarity around the Council's annual learner transport budget and the cost of transporting pupils/students to non-statutory education. It will also assess the potential impact and risks of withdrawing free learner transport to non-statutory education. This Group will commence its work in the new academic year, starting in September 2019.

Scrutiny Inquiry into the Llantysilio Mountain Fire

As mentioned earlier in this report the fire on Llantysilio Mountain during the summer of 2018 had a devastating effect on the mountain's habitat, farmers, graziers, local residents and businesses, as well as the area in general. Elected members were keen for Scrutiny to conduct an inquiry into the fire and its short and long term consequences on the local area. The Scrutiny Chairs and Vice-Chairs Group asked Communities Scrutiny Committee to conduct this inquiry.

The Committee decided to examine the fire incident and the multi-agency response to it, as well as assess the impact the fire had on the local area, environment and businesses. Scrutiny felt that a thorough review of these aspects would help identify any lessons learnt to enable practical solutions to be devised to improve multi-agency responses to similar events in future. Elected members were conscious that Denbighshire has extensive areas of moorland and forestry and therefore wanted to make sure that plans were in place to effectively mobilise all partner organisations to act in a coordinated approach when dealing with wildfires and other incidents in future. They also wanted to establish whether land management practices could be improved to help reduce the spread of fires, or to isolate wildfires in future.

As a number of public bodies and organisations, small and large private businesses, and local residents had been involved with, and/or affected by the fire it took some time to gather statements and evidence to enable an inquiry meeting to be held at Llangollen International Pavilion on 20th March 2019.

A range of stakeholders, agencies and organisations involved with the fire incident, those affected by it and those involved with the management and grazing of the land in the area, were invited to attend and address that meeting. It was emphasised to all in attendance that the purpose of the meeting was to receive and exchange information and share experiences of dealing with the fire and its consequences. Throughout the evidence gathering exercise and at the meeting itself it was emphasised that the purpose of the review was **not** in any way to apportion blame on any individual, service, organisation or group with respect of the fire or the response to it, but to better understand and learn from the event to help improve the response and management of similar incidents in future.

At the meeting Committee members were able to ask questions to representatives from the various organisations in attendance and members of the public were also given an opportunity to submit questions to the various organisations taking part in the meeting. Comprehensive replies to any questions raised at the meeting which could not be answered on the day were provided in writing later.

The Committee was extremely encouraged by the way the general public fully engaged with this inquiry. They provided photographic and video evidence of the fire and the damage caused. Detailed daily logs were received from a number of individuals whose lives, properties and livelihoods were severely affected by the fire. The Committee is extremely grateful to all the individuals who engaged with the inquiry and to the following agencies, organisations, private and public bodies that contributed and engaged with the review in one way or another:

- North Wales Regional Emergency Planning Service (NWREPS)
- Natural Resources Wales (NRW)
- North Wales Fire and Rescue Service (NWFRS)
- North Wales Police (NWP)
- The Horseshoe Pass Graziers Association
- Owners of the Llantysilio Estate and their land agents
- Dŵr Cymru Welsh Water
- Hafren Dyfrdwy Water Company
- Llantysilio Community Council
- Denbighshire County Council's:
 - ❖ Countryside Services
 - ❖ Public Protection Service
 - ❖ Highways Service
 - ❖ Communication & Marketing Service

All forms of evidence received were very useful to the Committee to help it understand the public's concerns about the fire and its consequential impact.

The Committee has now concluded its review of the evidence and published its report. Its main conclusions were that:

- the management of the fire incident, in particular communication between all agencies and with the public, would have benefited considerably if a Tactical Co-ordinating Group (TCG) - an established practice under emergency planning procedures for incidents designated as 'major incidents', had been established
- it would be beneficial to have a Regional Wildfire Plan drawn-up to aid co-ordination, communication, and help organisations to understand the extent of each other's capabilities and available resources to respond to these types of fires
- the lack of robust land management on the mountain over a prolonged period of time had contributed towards the length of time that the fire burned. The reason for the absence of robust land management being a combination of changes to agricultural and environmental policies which led to the reduction in the price and demand for Welsh Mountain sheep, which graze this type of terrain, rendering them uneconomical to rear and farm. If these indigenous hefting flocks are lost from the moors and upland areas there is an increasing risk that more natural habitats will be lost to fires in future and the moorlands will become areas of wilderness and lose their healthy bio-diversity and ecosystems, whilst the demise of hefting flocks will see a centuries old way of life lost forever
- regular and effective habitat management activities require to be undertaken in upland areas and this work needs to be co-ordinated between the various agencies, private landowners and graziers. In order to build and maintain effective working relationships between all parties and benefit all who live, work and visit these types of moorland areas the Committee recommended that an Upland/Moorland Management Officer post be established for the purpose of supporting and co-ordinating such activity in future

On the basis of its findings the Committee has written to the WG seeking it to act urgently as part its review of agricultural and environmental policies to make sure that future agricultural policies are aimed at securing the economic and environmental sustainability of upland and moorland areas across Wales by ensuring that sheep farming practices and production, essential components for effective and sustainable land management in these areas are supported to be economically viable. It has also made representations to seek financial assistance to support the urgent work needed on Llantysilio Mountain to try and reverse the damage caused and to re-establish the habitat.

From the Committee's perspective it is pleasing that the three main public agencies, Denbighshire County Council, Natural Resources Wales and North Wales Fire and Rescue Service agreed with the Committee's recommendations. In addition they agreed, in principle, to the establishment of an Upland/Moorland Management Officer post. It is encouraging that discussions are currently underway between these partner organisations on how this key post can be financed and supported for the future.

The Committee's full report which includes its findings, conclusions and recommendations can be found by following the link below:

<https://moderngov.denbighshire.gov.uk/ieListDocuments.aspx?CId=271&MId=5774&LLL=0>

Additional work

As in previous years Scrutiny Committee members have continued with their scrutiny roles outside of the formal committee meeting arena. They have represented their committee at the various Service Challenge meetings and the Council's Strategic Investment Group (SIG) etc. Under the standing business item on all Scrutiny Committee meetings representatives have reported back to their committees on the discussions, recommendations and decisions taken at those meetings.

Wales Audit Office reports

Scrutiny has continued with the practice of receiving national themed reports from the Wales Audit Office (WAO) and examining whether Council services are adapting sufficiently to address national recommendations. During 2018/19 it considered the following WAO reports:

- ❖ [Waste Management Services in Wales](#)
- ❖ [Report on Local Government Services to Rural Communities](#)
- ❖ [Provision of Local Government Services to Rural Communities: Community Asset Transfer](#)

In addition to the above the Auditor General for Wales published a report specifically on Scrutiny in Wales. This report '[Overview and Scrutiny – Fit for the Future?](#)¹', published in June 2018 was a follow-up to the national report '[Good Scrutiny? Good Question!](#)²', published in May 2014. Whilst the 2014 report was a national report, the 2018 report was tailored to each local authority's scrutiny function and local practices.

For the 'fit for the future' study the Wales Audit Office (WAO) undertook a thematic review of scrutiny across Wales. The purpose of the review in the main was to examine the impact of the Well-being of Future Generations (Wales) Act 2015 on the work of scrutiny committees. The WAO also looked at how councils were organising their scrutiny of public service boards and examined how well placed councils were to respond to future challenges. These challenges included the pressure on public finances and the move towards more regional working between local authorities and other organisations.

The WAO's review concluded that Denbighshire County Council's scrutiny function was responding well to current challenges, however limited capacity to support scrutiny may hinder future progress, and there was scope for cabinet members to contribute more actively to scrutiny discussions. The WAO came to this conclusion because:

- a. the Council creates a supportive environment for scrutiny, but limited capacity to support scrutiny may hinder the ability of the scrutiny function to deal with future challenges;

¹ WAO report 'Overview and Scrutiny – Fit for the Future?' – Denbighshire County Council (June 2018): https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=4&ved=2ahUKEwiEgL7AmM3jAhV5REEAHahFANsQFjADegQIBBAB&url=https%3A%2F%2Fmodern.gov.denbighshire.gov.uk%2Fdocuments%2Fs26361%2F587A2018-19_Overview_and_Scrutiny_DCC_Final.pdf%3FLL%3D-1&usg=AOvVaw2bjFi_YH93Vp_mMuB5w24

² WAO Report 'Good Scrutiny? Good Question' (May 2014): https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=2ahUKEwiWt7Xymc3jAhXbSRUIHSCoDf8QFjAAegQIABAC&url=https%3A%2F%2Fwww.audit.wales%2Fsystem%2Ffiles%2Fpublications%2FWAO_Scrutiny_Report_English_2014.pdf&usg=AOvVaw2vtwPAZVS_SYqfJJuFlvJA

b. the overview and scrutiny function was well planned, took a balanced approach to using pre- and post-decision scrutiny and was developing ways to more effectively engage members of the public in scrutiny; and

c. the Council evaluates the effectiveness and impact of the scrutiny function, but there was scope for cabinet members to take a more active role in scrutiny discussions.

Whilst no formal recommendations for improvement were made to the Council by the Auditor General, he did suggest two 'Proposals for Improvement', which were that:

1. *'The Council should review the adequacy of support arrangements, in terms of both the amount and type of support that overview and scrutiny committees may need.'*

The WAO acknowledged that Denbighshire had a clearly defined Scrutiny function that used a number of different approaches to undertake a range of activities. Both officers and members viewed Scrutiny as being effective and having a valuable role in the Council's governance arrangements.

The WAO clarified its reference to the 'adequacy of support arrangements' as follows:

'It is not yet clear what impact changes to the scrutiny of the Public Services Board will have on the Council's current capacity to support scrutiny. But an assessment of the support needs will be part of the Public Services Board scrutiny options paper currently being developed. The Council has previously assessed the level of scrutiny support needed as part of its budget setting. However, the future challenges of regional scrutiny and the Council's plans to increase the scrutiny function's focus on public engagement are likely to place further pressure on existing support capacity going forward. So the Council needs to consider whether the amount and type of scrutiny support it currently has is sufficient to meet future challenges.'

Formal joint Scrutiny arrangements of the Conwy and Denbighshire Public Services Board are now in place, supported by the existing Scrutiny support staff in Denbighshire and Conwy. The WAO was mindful that public services were increasingly being delivered, or planned, regionally and sub-regionally. The complexity of scrutinising regional, multi-organisational public service delivery needs to be addressed by all local authorities.

2. *'Cabinet members should routinely present reports and respond to questions from overview and scrutiny committee members about the Council's policies and decisions, in accordance with statutory guidance.'*

The review was undertaken at the beginning of the new Council term, following the May 2017 elections. By doing this the WAO aimed to help embed effective Scrutiny by councillors from the start of the new electoral cycle, which will run until May 2022.

With a new administration and some new Cabinet members, the WAO found that at the time, experienced Cabinet portfolio holders took a more active role in presenting information and responding to challenge, with scope for these to be adopted more consistently by all Cabinet members.

DRAFT

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).

DRAFT

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

This page is intentionally left blank

Report to	Council
Date of meeting	15 October 2019
Lead Member / Officer	Councillor Richard Mainon / Judith Greenhalgh, Electoral Registration Officer
Report author	Steve Price, Democratic Services Manager and Gareth Evans, Electoral Services Officer
Title	Review of Polling Districts and Polling Places

1. What is the report about?

The Council has a statutory duty to divide its area into polling districts and designate a polling place for each district. It also has a statutory duty to keep these arrangements under review.

2. What is the reason for making this report?

This report considers the outcome of a public consultation process and makes recommendations to Council in order to complete the statutory review process.

3. What are the Recommendations?

That the County Council agrees the existing arrangements for polling districts and polling places as detailed in Appendix 1, subject to authorising:

- a the use of Building 3 (on the Ysgol Glan Clwyd / St Asaph Leisure Centre campus) as the polling station for Polling District BLA if re-modelling works make the building suitable for use as a polling station.
- b the use of Rhyl Rugby Club's Clubhouse on Tynewydd Road, Rhyl for Polling District BRB if it becomes available for use as a polling station.

c the use of the Ruthin Town Council Community Hub at the Old Courthouse, St Peter's Square, Ruthin for Polling District CAA following the closure of Canolfan Awelon.

4. Report details

4.1 A public consultation opened on the 1 July 2019 inviting comments from electors and interested parties on the current arrangements. The consultation closed on the 6 September 2019.

4.2 The County of Denbighshire has 30 electoral wards divided up into 67 polling districts and serviced by 65 polling places. The location and facilities provided by the existing arrangements appear to be well-received by the electorate year on year with very few complaints being received regarding their accessibility or location.

4.3 As a result, the principles underlying the Council's approach to polling districts and polling places outlined in the public consultation were:

(a) to retain the current network of polling districts, places and stations to ensure that as far as possible that all electors have such reasonable facilities for voting as are practicable in the circumstances.

(b) to ensure, as far as practicable, that polling places are accessible to people with disabilities.

(c) any proposed changes to the current structure shown in Appendix 1 should be able to demonstrate wide support within the polling district. For example, the support of at least 30 registered local government electors, in accordance with the aims outlined in subsection (b) of Section 18D of the Electoral Administration Act 2006.

Consultation Responses

4.4 The consultation document highlighted a number of polling districts in Denbigh, St Asaph, Rhyl and Ruthin where representations were actively sought owing to their particular circumstances. Consultees were also entitled to comment on other polling stations and those responses are also shown in Appendix 2 together with any recommendations from Electoral Services.

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

The provision of adequate polling districts and polling places is important for the electors of Denbighshire to engage in the democratic process, and therefore assisting the authority in retaining its connections with the Community.

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

There are no costs arising from the review and recommendations other than staff time.

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

This report and its recommendations do not introduce a new policy or approach in respect of the provision of polling districts and places. Accordingly, this report does not require a Well-being Impact Assessment.

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

The review process requires the Council to publish a notice of holding the review, and consult the Acting Returning Officer for each Parliamentary Constituency in the Council's area. The Council then invites comments on the proposals. The consultation document is published on the Council's website, and also sent to county councillors, local Members of Parliament and the National Assembly for Wales, local political parties and any other interested groups or persons, including those who have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

9. Chief Finance Officer Statement

Cost implications arising from the review are minimal and will be contained within existing resources.

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

The Council is required to confirm its arrangements to comply with legislative duties.

11 Power to make the Decision

Under the Representation of the People Act 1983, the Council has a duty to divide its area into polling districts and to designate a polling place for each district. It also has to keep these arrangements under review. The Electoral Administration Act 2006 introduced a duty on all local authorities in Great Britain to review their polling districts and polling places.

LIST OF POLLING DISTRICTS AND POLLING PLACES WITHIN DENBIGHSHIRE

Polling Place	Polling District	Parliamentary Constituency	Polling Place	Polling District	Parliamentary Constituency
Chapel Vestry, Henllan, LL16 5AR	BA	Vale of Clwyd	Seion Centre, Denbigh, LL16 3PE	BB	Vale of Clwyd
Eirianfa, Denbigh, LL16 3TS	BC	Vale of Clwyd	Denbigh Leisure Centre Campus, LL16 3EX	BDA	Vale of Clwyd
Ysgol Frongoch, Denbigh, LL16 3DP	BDB	Vale of Clwyd	Waen Chapel Vestry, Waen, Bodfari, LL16 4BT	BE	Vale of Clwyd
Cocoa Rooms, Llandyrnog, LL16 4HG	BF	Vale of Clwyd	Rhewl Pavilion, Rhewl, LL15 1TH	BG	Vale of Clwyd
Neuadd Owen, Cefn Meiriadog, LL17 0EY	BH	Vale of Clwyd	Village Hall, Trefnant, LL16 5UG	BI	Vale of Clwyd
Ysgol Bodfari, LL16 4DA	BJ	Vale of Clwyd	The Old School, Tremeirchion, LL17 0UN	BKA	Vale of Clwyd
Parish Hall, Waen, St Asaph, LL17 0AN	BKB & BKD	Vale of Clwyd	The Old School, Cwm, LL18 5SG	BKC	Vale of Clwyd
St Asaph City Council Meeting Room, Roe Park Meadow, St Asaph, LL17 0RD	BLA	Vale of Clwyd	St Asaph Cricket Club Pavilion, LL17 0LU	BLB	Vale of Clwyd
Village Hall, Ronaldsway, Bodelwyddan, LL18 5TE	BM	Vale of Clwyd	Rhuddlan Town Community Centre, Parliament Street, Rhuddlan, LL18 5AW	BN	Vale of Clwyd
Paterson Hall, High St, Dyserth, LL18 6AA	BO	Vale of Clwyd	The Alive Church, 200 Victoria Road, Prestatyn, LL19 7TL	BPA	Vale of Clwyd
Jubilee Community Centre, LL19 7PP	BPB & BPC	Vale of Clwyd	Deva Church, Ffordd Pantycelyn, Prestatyn, LL19 8YE	BPD	Vale of Clwyd
Kings Hall, Kings Ave, Prestatyn, LL19 9AA	BPE	Vale of Clwyd	Prestatyn Leisure Centre Campus, LL19 8RS	BPF	Vale of Clwyd
Caradog House Community Centre, Caradog Road, LL19 7PF	BPG	Vale of Clwyd	Prestatyn Parish Church Hall, LL19 9AF	BPH	Vale of Clwyd
Meliden Community Centre, LL19 8LA	BPI	Vale of Clwyd	Ysgol Dewi Sant, Rhyl, LL18 2RE	BRA	Vale of Clwyd
Rhyl Leisure Centre Campus, Grange Road, Rhyl, LL18 4BY	BRB	Vale of Clwyd	Ysgol Llewelyn, Rhyl, LL18 4EU	BRC	Vale of Clwyd
Botanical Gardens Cafe, Grange Road, Rhyl, LL18 4DA	BRD	Vale of Clwyd	Ffordlas Community Centre, Rhyl, LL18 2HH	BRE	Vale of Clwyd
Rhyl United Reformed Church, LL18 3ST	BRF	Vale of Clwyd	Maes Emlyn Community Rooms, LL18 3SF	BRG	Vale of Clwyd
Wellington Community Centre, Rhyl, LL18 1LE	BRH	Vale of Clwyd	Rhyl Town Hall, Wellington Road, LL18 1AB	BRI	Vale of Clwyd
Awelon Centre, Ruthin, LL15 1BL	CAA	Clwyd West	Llanfrog Community Centre, LL15 1LE	CAB	Clwyd West
Clocaenog Church Hall, LL15 2AT	CB	Clwyd West	Canolfan Cae Cymro, Clawddnewydd, LL15 2ND	CCA	Clwyd West
Derwen Chapel Vestry, LL21 9SG	CCB	Clwyd West	Pwllglas Village Hall, LL15 2PB	CD	Clwyd West
Melin y Wig Community Centre, LL21 9RE	CE	Clwyd West	Salem Chapel Vestry, Cyffylliog, LL15 2DN	CF	Clwyd West
Canolfan Addysg Bro Cinmeirch, Llanrhaeadr, LL16 4NL	CGA	Clwyd West	Caban Y Plwyf / Ysgol Pant Pastynog, Prion, LL16 4SG	CGB	Clwyd West
Church House, Nantglyn, LL16 5PL	CH	Clwyd West	Llanbedr Dyffryn Clwyd Village Hall, LL15 1UP	CI	Clwyd West
Gellifor Chapel Vestry, LL15 1SF	CJ	Clwyd West	St Davids Centre, Eryrys, CH7 4BX	CKA	Clwyd West

Polling Place	Polling District	Parliamentary Constituency	Polling Place	Polling District	Parliamentary Constituency
The Raven Inn, Llanarmon-yn-Ial, CH7 4QE	CKB	Clwyd West	Llanferres Village Hall, CH7 5SP	CL	Clwyd West
Llandegla Memorial Hall, LL11 3AW	CM	Clwyd West	Neuadd Eleanor, Llanfair Dyffryn Clwyd, LL15 2RU	CNA	Clwyd West
Bethel Chapel Vestry, Pentrecelyn, LL15 2HE	CNB	Clwyd West	Llanelidan Village Hall, LL15 2PT	CO	Clwyd West
Bryneglwys Parish Room, LL21 9LP	CP	Clwyd West	Gwyddelwern Community Centre, LL21 9DH	CQ	Clwyd West
Llangollen Town Hall, LL20 8PW	CR	Clwyd South	The Conquering Hero Community Centre, Rhewl, Llangollen, LL20 7YT	CS	Clwyd South
Corwen Sports Pavilion (The Rec), LL21 0DN	CTA	Clwyd South	Carrog Community Centre, LL21 9AS	CTB	Clwyd South
Owain Glyndwr Memorial Hall, Glyndyfrdwy, LL21 8HA	CTC	Clwyd South	Yr Ysgol Isaf, Cynwyd, Corwen, LL21 0HR	CU	Clwyd South
Y Ganolfan, Llandrillo, Corwen, LL21 0TG	CV	Clwyd South			

Section A: Responses to the consultation questions

Polling District	BDB
Current Polling Place	Ysgol Frongoch
City, Town or Community Area	Denbigh Town Council (Lower Ward)
Electoral Ward	Denbigh Lower
Constituency	Vale of Clwyd
Consultation Question :	
Ysgol Frongoch remains open during polling hours, this remains a decision for the school governing body and not the returning officer at any given election. Should consideration be given to using any other accessible venues within the polling district?	
Consultation responses	
1 This does not affect polling station.	
2 In my opinion, schools should not be used as polling stations. There is a leisure centre in Denbigh, which has ample parking and accessible for all.	
3 Yes	
4 Fron Chapel, Rhyl Road would be an ideal location it has a large vestry and kitchen facilities.	
5 Denbigh Town Council Response: Town councillors discussed the agenda item regarding the polling stations. The only suggested alternative if the school was not happy with the arrangements was Capel y Fron, Rhyl Road, Denbigh. This location has been used in the past.	
Electoral Services' Recommendations	
Lower Denbigh electoral ward is split into two polling districts at the junction of Rhyl Road and Ruthin Road.	

Polling District BDA which covers the Ruthin Road area (including Whitchurch Road, Trewen and Ystrad Areas) is served by a polling station located at Denbigh Leisure Centre with an electorate of 1800 electors. Polling District BDB covers the Rhyl Road area (including Colomendy, The Green, Mold Road and Lleweni areas) with an electorate of 1650 electors. The relocation of the polling station from Ysgol Frongoch to Denbigh Leisure Centre would not be more convenient to any electors within the BDB polling district.

Ysgol Frongoch is centrally situated in the polling district with ample off street parking at the adjacent car park next to the School Building at Llys Gwydyr. In 2003 / 2004 the polling station was moved temporarily to Fron Chapel Vestry whilst works were ongoing at the school. Fron Chapel Vestry has no associated parking and only limited on-street parking on Albert Road / Castle View.

For the reasons mentioned above and with no complaints having been received about the use of Ysgol Frongoch, Council is recommended to retain it as the polling place for this district. Being a county council-owned site means that firm arrangements can be made to use it as a polling station at short notice which also favours its retention as a polling station.

Polling District	BLA
Current Polling Place	St Asaph City Council Meeting Room
City, Town or Community Area	St Asaph City Council (East Ward)
Electoral Ward	St Asaph East
Constituency	Vale of Clwyd
Consultation Question :	
The polling place was relocated from St Asaph Youth Centre following the remodelling of the Ysgol Glan Clwyd campus. The meeting room at St Asaph Leisure Centre has now been changed into a leisure facility. Currently there are very few other alternatives within the polling district / ward for locating the polling place. Building 3 at the Ysgol Glan Clwyd / St Asaph Leisure Centre campus is currently empty and awaiting development by Denbighshire County Council. Once the development work has been completed and the building being suitable should the polling place be re-located back to the Ysgol Glan Clwyd campus if possible.	
Consultation responses	

1 Indeed it should. The Council Meeting Room was extremely hard to access. From the main road it is about quarter of a mile to have to walk. Luckily enough it wasn't raining on the day of the last election. As a disabled voter with no access to transport I was unable to vote as I wasn't sent a postal vote, which I should have been as I am registered for

2 Think polling would be safer at Glan Clwyd. Vehicular access at current polling station is poor and dangerous

Electoral Services' Recommendations

The current campus at Ysgol Glan Clwyd and St Asaph Leisure Centre does not offer any accommodation for use as a polling station. However, the redundant Building 3 located next to the Leisure Centre entrance may, once it has been re-modelled, offer suitable accommodation. It would be our intention to move the polling station to Building 3 in the future should it be suitable.

Polling District	BRB
Current Polling Place	Rhyl Leisure Centre Campus
City, Town or Community Area	Rhyl Town Council (Tynewydd Ward)
Electoral Ward	Rhyl South East
Constituency	Vale of Clwyd
Consultation Question :	
Since the last review took place the newly built Rhyl Rugby Clubhouse on Tynewydd Road has been completed. Should the Council look to relocate the polling place to Rhyl Rugby Club?	
Consultation responses	
1 Yes great idea. 2 Yes – <i>two responses saying this.</i>	
3 Most definitely Plenty of parking space.	
4 Don't know.	
5 Yes, if it would be a cheaper venue as I imagine the facilities and parking are as good.	

6 Yes, it has adequate room and parking facilities and probably more accessible for people to 'walk up' as well.

Electoral Services' Recommendations

We agree that the Rhyl Rugby Club's new location is more central within the BRB polling district (the district incorporates the triangular area south of the railway line and north of Grange Road / Dyserth Road up to and including Maes Y Gog, up to the Town Council external boundary). We will explore this further and should Rhyl Rugby Club be accommodating then we would recommend relocating the polling station here. Rhyl Leisure Centre will remain available if needed.

Polling District	CAA
Current Polling Place	Canolfan Awelon
City, Town or Community Area	Ruthin Town Council
Electoral Ward	Ruthin
Constituency	Clwyd West
Consultation Question :	
Awelon and Canolfan Awelon are being re-developed as part of the Ruthin extra care housing project and Canolfan Awelon will not be operational from March 2020.	
Electoral Services staff have identified potentially suitable locations within the polling district for the re-location of the polling place. These are:	
County Hall, Wynnstay Road – would available space at County Hall be suitable for use as a polling place?	
Ruthin Town Hall, Market Street – ground floor hall / marriage room owned by Denbighshire County Council with disabled access.	
The Old Courthouse, St Peter's Square – the old Natwest bank has now been purchased by Ruthin Town Council for the purpose of a Civic and Community Hub. Staff visited the site as part of the Town Council's open day and the property does seem to be a suitable location.	

Consultation responses

1 As chair of the Old Courthouse working group we believe that it would make a suitable polling station in a central and visible location to serve Ruthin. Disabled access does not involve a lift or separate entrance to the main entrance. It would be in accordance with our ambition for the building to be a community hub in the heart of the town.

2 Any of these options

3 The Old Courthouse would be a good central location

4 Not good parking at former Natwest - especially for disabled people. County Hall would seem the most appropriate.

5 Ruthin Town Hall would be the most suitable as older people would be able to park outside with blue badges as opposed to on the town square.

6 The Old Courthouse would be my favoured site

7 Where is the question I'm being asked? If I'm being asked for my preference, it would be the Old Courthouse but it would have been better if that was made clear that that was the purpose of Q5.

8 The old courthouse is a good idea.

9 All have no free parking.

Electoral Services' Recommendations

Most online responses favoured using the new Ruthin Town Council Community Hub at the Old Courthouse on St Peter's Square. The working group at the Old Courthouse is also supportive of this. We therefore recommend that following the closure of Awelon that the Polling Station for Polling District CAA is relocated to the Old Courthouse.

Section B: Additional responses relating to specific polling places

Polling District	CI
Current Polling Place	Llanbedr Dyffryn Clwyd Village Hall
City, Town or Community Area	Llanbedr Dyffryn Clwyd Community Council
Electoral Ward	Llanbedr Dyffryn Clwyd / Llangynhafal
Constituency	Clwyd West
Consultation responses :	
1 Located in village hall suits the villagers.	

Polling District	CKB
Current Polling Place	The Raven Inn, Llanarmon yn Iâl
City, Town or Community Area	Llanarmon yn Iâl Community Council
Electoral Ward	Llanarmon yn Iâl / Llandegla
Constituency	Clwyd West
Consultation responses :	
1 Hapus iawn gyda Tafarn y Raven yn Llanarmon yn Iâl fel ein man pleidleisio (<i>very happy with the Raven Inn in Llanarmon yn Iâl as our polling place</i>)	

Polling District	CP
Current Polling Place	The Parish Room, Bryneglwys
City, Town or Community Area	Bryneglwys Community Council
Electoral Ward	Llanfair Dyffryn Clwyd / Gwyddelwern
Constituency	Clwyd West
Consultation responses :	
1 Many villagers feel that the shop is not a suitable place as it's not private enough. Hopefully the old school can be used in the future – once the dry rot has been sorted out! – as it's DDA compliant and much more private.	

Section C: General responses

Miscellaneous Consultation responses

1 I would simply ask that multi member wards be abolished (at least until the Single Transferable Vote system is introduced). It would be perfectly possible to divide e.g. Ruthin into several single member wards.

2 What is currently provided should not change.

This page is intentionally left blank

COUNCIL FORWARD WORK PROGRAMME

Meeting	Item (Description / Title)	Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer
3 December 2019				
28 January 2020	1	Approval of the Council's 2020 / 2021 Budget	Yes	Cllr Julian Thomson-Hill / Steve Gadd
	2	Council Tax Reduction Scheme 2020 / 2021	Yes	Cllr Julian Thomson-Hill / Steve Gadd
	3	Use of Plastics	Yes	Chair of Performance Scrutiny Committee/Chair of the T&F Group Graham Boase/Heidi Barton-Price/Rhian Evans
	4	Climate Change & Ecological Emergency Working Group report to Council	No	Cllr Graham Timms / Helen Vaughan-Evans
25 February 2020	1	Council Tax 2020 / 2021	Yes	Cllr Julian Thomson-Hill / Steve Gadd
	2	Treasury Management Strategy Statement & Prudential Indicators	Yes	Cllr Julian Thomson-Hill / Steve Gadd
31 March 2020	1	Annual Review of Political Balance	Yes	Cllr Richard Mainon / Steve Price
	2	Arrangements for the election of Chair and Vice Chair of Council	Yes	Gary Williams / Steve Price

COUNCIL FORWARD WORK PROGRAMME

12 May 2020	1	Annual Report of the Scrutiny Committees	To review the Annual Report	No	Chair of the Scrutiny Chairs Group / Rhian Evans / Steve Price
7 July 2020					
8 September 2020					
13 October 2020					
8 December 2020					

FUTURE ITEMS

North Wales Growth Bid Governance Agreement 2	To approve the governance arrangements in relation to the implementation of the growth deal.	Cllr Hugh Evans / Graham Boase / Gary Williams	TBC
Annual Report of the Standards Committee	To consider the Annual Report	Chair of the Standards Committee / Gary Williams	TBC
Annual Report of the Corporate Governance Committee	To consider the Annual Report	Chair of the Corporate Governance Committee / Gary Williams	TBC

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>December 2019</i>	<i>19 November 2019</i>
<i>January 2020</i>	<i>14 January 2020</i>	<i>February 2020</i>	<i>11 February 2020</i>	<i>March 2020</i>	<i>17 March 2020</i>
<i>May 2020</i>	<i>28 April 2020</i>	<i>July 2020</i>	<i>23 June 2020</i>	<i>September 2020</i>	<i>24 August 2020</i>
<i>October 2020</i>	<i>29 September 2020</i>	<i>December 2020</i>	<i>24 November 2020</i>		

Updated 8/10/2019 SLW

Council Forward Work Programme.doc

This page is intentionally left blank

Council Briefing Forward Work Programme

Meeting	Item (Description / Title)		Purpose of Report	Lead member and Contact Officer
11 November 2019	1	Tourism Strategy		Cllr Hugh Evans / Liz Grieve
	2	Housing: A briefing on the Affordable Housing Development Programme	The briefing will include Social Housing, Affordable Housing (Intermediate Rent / Low cost Homeownership) and other developments such as s.106 agreements.	Cllr Tony Thomas / Angela Loftus
	3	Update from North Wales Police	Requested by the Scrutiny Chairs and Vice Chairs Group, an update on policing issues in Denbighshire including 'county lines'.	Cllr Mark Young / Steve Price
9 March 2020	1			
	2			
8 June 2020	1			
	2			
9 November 2020	1			
	2			

Updated 16/08/2019 - SP

Council Briefing Forward Work Programme.doc

This page is intentionally left blank