

To: Members of the Partnerships  
Scrutiny Committee

Date: 7 February 2019

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Dear Councillor

You are invited to attend a meeting of the **PARTNERSHIPS SCRUTINY COMMITTEE** to be held at **10.00 am** on **THURSDAY, 14 FEBRUARY 2019** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams  
Head of Legal, HR and Democratic Services

**PLEASE NOTE THAT THERE IS A BRIEFING FOR ALL ELECTED MEMBERS AT 9.15 A.M. IMMEDIATELY PRIOR TO THE MEETING.**

## **AGENDA**

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

#### **1 APOLOGIES**

#### **2 DECLARATION OF INTERESTS (Pages 5 - 6)**

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 MINUTES OF THE LAST MEETING (Pages 7 - 16)**

To receive the minutes of the Partnerships Scrutiny Committee meeting held on 20 December 2018 (copy attached).

**5 ENVIRONMENTAL ENFORCEMENT PROVISION (Pages 17 - 34)**

To consider a report by the Built Environment and Public Protection Manager (copy attached) the purpose of which is to consult with members on the draft specification for the contract for providing environmental crime enforcement contract. The report also outlines how the Council intends to deliver and manage the new environmental enforcement contract.

**10.05am – 10.50am**

**6 DENBIGHSHIRE CCTV PARTNERSHIP UPDATE (Pages 35 - 52)**

To consider a report by the Head of Planning and Public Protection (copy attached) which provides an update on the Partnership, its governance arrangements and effectiveness in delivering a service. The report also outlines the work underway to develop a more sustainable future for the service and seeks members' support for its continued development.

**10.50am – 11.30am**

**BREAK - 11.30am – 11.45am**

**7 SUPPORT FOR YOUNG CARERS IN DENBIGHSHIRE (Pages 53 - 56)**

To consider a report by the Early Help Programme Manager (copy attached) which examines the work being undertaken corporately to support Young Carers across the County with a view to ensuring that the Council's aspirations and vision for Young Carers, as laid out in the Corporate Plan and the Carers Strategy, are on track to be delivered.

**11.45am – 12.15pm**

**8 SCRUTINY WORK PROGRAMME (Pages 57 - 76)**

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

**12.15pm – 12.30pm**

**9 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

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

**12.30pm – 12.40pm**

## **MEMBERSHIP**

### **Councillors**

Councillor Jeanette Chamberlain-  
Jones (Chair)

Joan Butterfield  
Gareth Davies  
Hugh Irving  
Pat Jones  
Christine Marston

Melvyn Mile  
Andrew Thomas  
Rhys Thomas  
David Williams  
Emrys Wynne

### **COPIES TO:**

All Councillors for information  
Press and Libraries  
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## LOCAL GOVERNMENT ACT 2000

### Code of Conduct for Members

### DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

a \*member/co-opted member of

*(\*please delete as appropriate)*

**Denbighshire County Council**

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

*(\*please delete as appropriate)*

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

*(See the note below)\**

Signed

Date

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

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## **PARTNERSHIPS SCRUTINY COMMITTEE**

Minutes of a meeting of the Partnerships Scrutiny Committee held in Conference Room 1a, County Hall, Ruthin on Thursday, 20 December 2018 at 10.00 am.

### **PRESENT**

Councillors Jeanette Chamberlain-Jones (Chair), Gareth Davies, Pat Jones, Christine Marston, Melvyn Mile, Andrew Thomas, Rhys Thomas and Emrys Wynne

**Cabinet Lead Members** – Councillor Tony Thomas attended for agenda item 5.  
Councillor Mark Young attended for agenda item 6.

**Observer** - Councillor Graham Timms

### **ALSO PRESENT**

Corporate Director: Economy & Public Realm (GB)(substitute for Corporate Director: Communities (NS) ); AONB Officer (HS); Countryside & Heritage Services Manager (HR); Community Partnership Manager (ST); Scrutiny Coordinator (RE), and Committee Administrator (SLW).

#### **1 APOLOGIES**

Apologies for absence were received from Councillors Joan Butterfield, Hugh Irving and David Williams

#### **2 DECLARATION OF INTERESTS**

Councillor Christine Marston declared a personal interest in item 5 as she is a member of the AONB Partnership.

Councillor Melvyn Mile declared a personal interest in item 5 as he is the AONB Champion for Llangollen Town Council.

Councillor Emrys Wynne declared a personal interest in item 6 due to his role as a Magistrate.

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

No urgent matters had been raised.

The Committee requested the Chair to convey their best wishes to Councillor Joan Butterfield for a speedy recovery.

#### **4 MINUTES OF THE LAST MEETING**

The minutes of the Partnerships Scrutiny Committee held on 8 November 2018, were submitted.

*RESOLVED that the minutes of the meeting held on 8 November 2018 be received and confirmed as a correct record.*

**5 CLWYDIAN RANGE AND DEE VALLEY AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN AND LA PLANS AND UPDATE ON CURRENT COLLECTIVE WORK BY THE AONBS OF WALES UPDATE**

The Chair welcomed Howard Sutcliffe (Countryside Operations Manager) and Huw Rees (Countryside and Heritage Services Manager) to the meeting for discussion on Clwydian Range and Dee Valley Area of Outstanding Natural Beauty plans.

The Lead Member for Housing, Regulation and the Environment, Councillor Tony Thomas, introduced the AONB Officer's report and appendices (previously circulated) which briefed the Committee on the relationship between the AONB's Management Plan and the Council's various plans and strategies. He also advised that the report updated members on the discussions currently taking place between officers of the five AONBs in Wales, the National Association of AONBs, National Resources Wales (NRW) and Welsh Government (WG), in addition to information on the English review of national parks and AONBs.

Members were informed by the Lead Member and AONB Officer that of the five AONBS in Wales three were located in North Wales, and of those whose entire land area was in Wales the Clwydian Range and Dee Valley AONB was the largest. The AONB's primary purpose was to conserve and enhance the area's landscape in accordance with the requirements of Section 85 of the Countryside and Rights of Way (CROW) Act 2000. As the AONB's geographic area spanned areas of Denbighshire, Flintshire and Wrexham a Joint Committee, on which two Cabinet members from each council served, had been established to ensure that the three local authorities complied with their statutory duties. A further three non-executive members from each council served on the AONB's Partnership group. Despite the fact that the majority of the designated AONB area lay within Denbighshire's boundary all three authorities were equal members of the Joint Committee and contributed an equal amount of money to its budget to cover staffing costs etc. The AONB's Management Plan, which it had a statutory duty to develop and manage, had been produced and published in 2014.

Members were advised that AONB officers worked closely with the Council's Planning Department to ensure that planning applications complied with statutory conservation obligations. They also worked closely with the Council's Countryside Services and its Housing Services in relation to the health and well-being agenda and promoting healthier lifestyles. They emphasised that a number of the AONB's plans aligned with the Council's Corporate Plan and supported the delivery of various corporate priorities - the black grouse, curlew, little terns and heather projects all supported the work to deliver the corporate priority relating to the environment. Whilst funding sourced to undertake work on other projects, such as the square at Llangollen, developing a community shop in the old school in Llandegla and the work of the Raven community pub in Llanarmon-yn-Iâl all contributed towards the realisation of the connected communities and resilient



communities priorities. The delivery of these projects relied heavily on AONB personnel and volunteers.

Responding to members questions the Lead Member, Corporate Director: Economy and Public Realm, Countryside and Heritage Services Manager and the AONB Officer:

- assured the Committee that Denbighshire did benefit from the fact that the Offa's Dyke National Trail spanned the entire length of the AONB area from Prestatyn to Chirk. The fact that there was a railway station at Prestatyn, the end of the Trail if the journey had started from Chepstow was in itself a bonus as it provided walkers with easy accessible transport provision at the end of their journey. The AONB received funding from NRW to undertake maintenance on the Trail and to work with other groups, such as the Clwydian Range Tourism Group on tourism related initiatives linked to the Trail i.e. support applications for the development of barn conversions as holiday accommodation etc. whilst ensuring that no major developments were permitted that would have a detrimental effect on the area;
- confirmed that the AONB's observations on planning applications were reported in Planning Committee or Lead Member Delegated Decision reports. Large applications, such as the Windfarms or large developments etc. would be presented to the Planning Committee for consideration. The AONB's observations would also be reported to the Planning Committee in the report. Whilst the report may only include a summary of the AONB's response members could ask to see the response in its entirety if they so wished;
- advised that the minutes of the AONB's Joint Committee, the AONB Partnership and its themed working groups were available to the public. The minutes of the themed working groups were published with the committee papers for AONB Partnership meetings;
- confirmed that the AONB offered opportunities for young people through its Young Ranger programmes and through its voluntary health projects. Officers also visited schools to promote these opportunities and the AONB in general;
- advised that whilst the Colomendy outdoor pursuits centre at Loggerheads was no longer operated by Liverpool City Council, pupils from the city's schools continued to attend courses there which were now run by Kingswood;
- confirmed that the Community Miles leaflets published by the AONB in conjunction with the Council's Countryside Services were available in a number of different outlets within the AONB, as well as in libraries and Tourist Information Centres (TICs). Due to dwindling public funds these leaflets, which had been available free of charge, would now cost 50p to purchase. The purpose for charging this small fee was to enable libraries to generate some income;
- advised that located within the AONB were a number of Council assets. These were mainly assets which had been transferred into the Council's ownership on local authority reorganisation e.g. the Dyserth to Prestatyn Way, Prestatyn Hillside, Loggerheads etc.;
- gave an overview of the £700K Sustainable Management Scheme operated along the northern coastal belt of Conwy, Denbighshire and Flintshire which

included the use of Carneddau ponies to graze the sand dunes. When the ponies were not required to graze the dunes they were used elsewhere in the area i.e. the Aberduna Nature Reserve in Maeshafn in the AONB. This Management scheme included funding from NRW towards water and fencing management programmes;

- confirmed that their vision was for the AONB to continue its close working relationship with the local authorities, as they felt that this approach worked well in north east Wales;
- advised that biodiversity was at the core of the AONB's vision for the area. Its work focussed on the area's landscape, a healthy upland moorland with heather habitat inhabited by native species of flora, fauna and wildlife. Working closely with farmers and graziers traditional 'ffridd' land could be reintroduced with controlled burning practices used to control bracken and help nurture the upland habitat;
- confirmed that a Biodiversity Officer had been appointed to help the Council to fulfil its duties to maintain and enhance biodiversity and promote the resilience of ecosystems in accordance with the requirements of Part 6 of the Environment (Wales) Act 2016. This work was cross-cutting and would include input into the Authority's highways grass verge cutting programme, work to maintain and increase the black grouse, little tern and adders population etc. which would in turn support the delivery of the Council's corporate priority relating to the environment;
- advised that AONB officers worked closely with the Conwy and Denbighshire Local Access Forum. If they became aware of individuals, business or organisations who were interested in delivering environmental/wildlife experiences i.e. activities or holidays they would support them by assisting them to contact the Local Access Forum and access potential funding sources to assist them to establish their businesses;
- confirmed that the moorland fire on Llantysilio Mountain during the summer of 2018 has caused some medium to long-term damage to the ecosystem in the area. It would take some considerable time for the mountain habitat to recover and for indigenous species to return. Whilst green shoots could be seen at present on the mountain, this was mainly bracken which in itself could cause further problems if not properly managed. An application for funding had been submitted with a view to resourcing remedial work on the mountain. Communities Scrutiny Committee would be holding a special meeting examining the fire and its impact during the Spring of 2019;
- advised that AONB officers regularly assisted and supported farmers and graziers in relation to land management matters to ensure that they, visitors and tourists gained maximum benefits from the local environment. They also worked with the Council's Economic Development Team and individual businesses in a bid to ensure that small businesses maximised their income through their participation in schemes such as the Stay, Eat, local campaigns etc.;
- drew members' attention to the collective response prepared by Wales' five AONB officers to the WG's Minister for Environment's consultation on Greater Parity for AONBs with the National Parks in Wales, a copy of which was appended to the report, and outlined each of the twelve points raised in the document;

- confirmed that if legislative changes were to be proposed as a result of the WG's above consultation a White Paper would be published, which would be the subject of further consultation. It would probably be at least two years before any changes would come into force; and
- advised that the WG had given a commitment to 'green' energy and designated areas where 'green' energy should be produced, particularly relating to where large scale wind turbines farms should be located. The Government was now focussing on community benefits that should be realised from 'green' energy projects i.e. the hydro scheme in Corwen which benefited the local community in the town, the large community benefit funds that would shortly become available for communities affected by the Brenig and Clocaenog windfarms, where circa £170K and £750K respectively per annum would be available for community projects for the next 25 years. Consultation was currently underway in relation to these schemes, including which communities should benefit, the types of projects to be funded, support to be made available to communities to apply for funding and fund administration. Members agreed that these funds merited being considered for scrutiny at a later date and the Committee asked Councillor Rhys Thomas to complete a 'member proposal form' on the Committee's behalf and submit it to the Scrutiny Chairs and Vice-Chairs Group (SCVCG) for consideration;

Whilst not in the AONB members requested that officers enquire on the current situation regarding the 7 acres of land in the Bruton Park area of Rhyl, which had been bequeathed to local residents, and proposals to designate it as a nature reserve.

Members congratulated and commended the Council's Countryside Officer for the north of the county and his team on the excellent conservation and public engagement work they undertake in the area.

At the conclusion of the discussion the Committee:

***RESOLVED:*** - *having considered the Plan, subject to the above observations and the Lead Member and officers undertaking the actions identified, confirmed that it was assured that the Plan's aims and objectives supported and complemented the Council's vision and aspirations for the area*

For consideration of the following item of business the Committee acted in its capacity as the Council's designated Crime and Disorder Scrutiny Committee in accordance sections 19 and 20 of the Police and Justice Act 2006.

## **6 COMMUNITY SAFETY PARTNERSHIP ANNUAL UPDATE FOR 2017-2018**

The Chair welcomed Sian Taylor (Community Safety Partnership Manager) to the meeting.

The Lead Member for Corporate Standards introduced the Community Safety Manager's report and appendices (previously circulated) which presented the

Committee with the Community Safety Partnership's (CSP) Annual Update for 2017-2018. During his introduction the Lead Member informed the Committee that the North Wales Safer Communities Board (NWSCB) was responsible for agreeing the priorities for the region and drawing up an action plan for each CSP to deliver. The delivery of these plans was regularly monitored by the NWSCB, with the local CSP analysing its performance in delivering the plan for its area and devising local solution to local problems.

The CSP Manager advised that 2017-18 had been a challenging year financially for the CSP locally, and its performance in delivering its action plan in the Denbighshire area had been good overall.

Responding to members' questions the Lead Member, Corporate Director: Economy and Public Realm and the CSP Manager:

- agreed that whilst the wording for Priority 1 for 2017-18 'Reduce Crime and Disorder in the Area' seemed to outline the whole purpose of the CSP, it was important to focus on the prioritised actions identified in a bid to realise this ambition for that particular year. Reducing crime and disorder would always be the CSP's ambition and its ultimate aspiration;
- advised that reducing the number of domestic violence incidents was a CSP priority, as well as a priority for the WG and the Police and Crime Commissioner for North Wales. It also featured in the Council's Corporate Plan as part of the Resilient Communities corporate priority. It was important to bear in mind that for crimes to be investigated it was essential for them to be reported. The success of efforts made to encourage people to report incidents of crime did have a negative impact on the statistics with the number of incidents reported being higher in a number of areas. However, whilst this did seem perverse it did assist officers to identify patterns or trends and try to devise potential solutions to address the root of the problems and mitigate against any further increases in future;
- advised that Barnardo's had undertaken a lot of work in relation to educating people, particularly young people on what was and was not acceptable in a relationship, with a view to reducing domestic violence;
- advised that the Regional Domestic Abuse Strategy was available for members to read on the Council's website. All Council staff had undertaken an on-line training module on domestic violence and it was hoped to roll-out this module to elected members in the new year. Over 200 people had attended an event at Rhyl Town Hall aimed at raising awareness of domestic abuse in its various guises and how those affected could seek support and help. All domestic abuse services were in attendance as well as the Citizen Advice Bureau (CAB). The CSP was keen to arrange similar events in future but at present did not have the capacity to hold them on a regular basis. One potential method for future awareness raising events may be by having a presence at conferences/events organised by partner organisations i.e. North Wales Fire and Rescue Service, North Wales Police etc.;
- agreed to provide members with details of the statistical information which accompanied the 2017-18 annual performance report;
- confirmed that advice had been shared with residents on how to deal with telephone scams etc. at multi-agency community engagement events held and via social media. The Police were well aware of the problems and

anxiety caused by such scams, particularly to vulnerable individuals. Such scams also tied-up valuable Police resources;

- acknowledged that the non-emergency Police telephone number, 101, was experiencing problems and that the Police were aware of the matter;
- advised that a multi-agency approach was being used in a bid to reduce various types of crimes i.e. young people using bicycles irresponsibly and endangering themselves and others, reoffending, substance misuse etc.;
- advised that the 'county lines' drug operations and modern day slavery were extremely complex areas which required specialist Police personnel to investigate and address. These complex investigations were extremely time consuming. The CSP and its partner organisations focussed their resources more on prevention work with children, young people and vulnerable groups in a bid to raise their awareness of the dangers of getting involved with illegal substances. CSP and Safeguarding officers worked closely in a bid to protect the vulnerable from the perpetrators of these crimes, as drug-users themselves were victims of the drug dealers crimes;
- confirmed that statements made in recent months by the Police and Crime Commissioner and the Chief Constable in relation to drug use in the area had not in any way hindered the CSP's work;
- advised that the CSP was actively working with local authority trading standards departments in relation to raising the public's awareness and their responsibility to purchase quality goods with a view to reducing opportunities for individuals to exploit vulnerable people through modern day slavery practices to produce sub-standard goods at very low prices. The poor quality of some of these goods could potentially pose a health and safety risk to the purchaser or whoever received them;
- gave an overview of how safeguarding procedures would be instigated if concerns were drawn to a CSP partner's attention about the safety of a vulnerable person. Similarly if it became apparent that a looked after child (LAC) was at risk of any harm all CSP Safeguarding Leads would be alerted and a multi-agency response would be initiated. This would involve all relevant agencies i.e. Police, Social Services, Education, Health, Foster parents etc.;
- acknowledged that safeguarding and protecting a child from harm was far easier during school hours than outside school hours. Nevertheless the Council could not afford to be complacent in this area and had acknowledged the need to continually improve its safeguarding work despite budgetary pressures. The Corporate Parenting Forum had an important role to play in safeguarding matters. Members referred to an excellent presentation on Safeguarding given to the Corporate Parenting Forum and asked that it be shown to all members in the near future;
- advised that the CSP did work closely with schools in a bid to identify pupils who were at risk of getting involved in anti-social behaviour etc., with a view to providing proactive intervention work to steer them away from entering the criminal justice system;
- confirmed that the restorative justice approach applied by the Police, courts and Youth Justice Service (YJS) had the potential to pay dividends for the individual as well as society in general; and

- confirmed that the Police had requested a meeting with the CSP with a view to addressing the nuisance caused by individuals begging in public places. It was anticipated that CSP agencies could focus their efforts to raise public awareness of how to respond to people begging and to support those individuals who were currently begging to access services that would help them become financially independent, whilst releasing the Police to focus on those individuals who displayed aggressive begging tendencies or were acting in a fraudulent capacity;

Members acknowledged the complexities involved with the 'county lines' illegal substance misuse work and the resources the Police etc. had to devote to it. Nevertheless, they felt that it was very difficult for them to explain to residents that the drug-users who were causing a problem in the communities were themselves victims.

At the conclusion of the discussion the Committee:

**RESOLVED:** - *subject to the above observations and the provision of the requested information to receive and acknowledge the contents of the Community Safety Partnership's performance report for 2017-18 and its Project/Partnership Activity Plan for 2018-19*

## 7 SCRUTINY WORK PROGRAMME

The Scrutiny Coordinator submitted a report (previously circulated) seeking members' review of the Committee's work programme and provided an update on relevant issues.

14 February 2019

- Future Environmental Crime Enforcement Options
- CCTV Partnership
- Support for Young Carers in Denbighshire

It was agreed to invite the relevant Lead Cabinet Members to attend.

Appendix 2 – Member Proposal Form. Members were encouraged to complete the form for any items to be presented to Scrutiny Committee. Upon receipt the proposal would be discussed at Scrutiny Chairs and Vice-Chairs Group.

**RESOLVED** that, *subject to the above, the forward work programme as detailed in Appendix 1 to the report be approved.*

## 8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

The Chair, Councillor Jeanette Chamberlain-Jones, reported upon her attendance at the Customers, Communication and Marketing Service Challenge. It was confirmed the notes of the meeting would be circulated to members upon receipt.

Councillor Christine Marston confirmed she had attended the Planning & Public Protection Service Challenge. Again, it was confirmed the notes of the meeting would be circulated to members once available.

***RESOLVED*** that the verbal reports be received and noted.

At the conclusion of the meeting, the Chair, Councillor Jeanette Chamberlain-Jones, wished everyone a Happy Christmas and a very Happy and Healthy New Year.

**The meeting concluded at 12.30 p.m.**

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**Report to:** Partnerships Scrutiny Committee

**Date of Meeting:** 14<sup>th</sup> February 2019

**Lead Member/Officer:** Lead Member for Housing, Regulation and the Environment

**Report Author:** Built Environment and Public Protection Manager

**Title:** Environmental Enforcement Provision

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

1.1 The report is intended to consult Members on the draft specification for the provision of environmental crime enforcement contract. It outlines how the Council intends to deliver and manage a new environmental enforcement contract.

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

2.1 A report was presented to Cabinet on 25<sup>th</sup> September 2018 to outline the options for the delivery of environmental crime enforcement across the County. Cabinet resolved to proceed with the option to procure an external service provider. Cabinet agreed that the Head of Planning and Public Protection agrees the content of the final specification for the service delivery of environmental enforcement following consideration of the draft specification by a Scrutiny Committee.

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

3.1 That Members consider the content of the report and support the draft specification set out in appendix A and B to enable officers to proceed to the tender stage of procuring an external provider to deliver enforcement of environmental crime in the County.

## **4.0 Report details**

4.1 In October 2012 the Council appointed Kingdom Security Ltd to undertake enforcement of environmental crime across the County, including dog fouling, littering etc. That contract was due to expire on 9<sup>th</sup> November 2018 however Kingdom Security Ltd exercised their right to terminate the contract early following the relevant notice period. Consequently Kingdom services ceased operations in Denbighshire on the 17<sup>th</sup> August 2018.

4.2 The Kingdom Officers were previously responsible for enforcing against a variety of environmental crimes including littering, dog fouling, fly posting, smoking in enclosed areas, graffiti and breaches of Public Space Protection Orders (PSPOs). Dog fouling is the most persistent source of complaints and smoking related littering is the most habitual offence that results in Fixed Penalty Notices (FPN) served. Paragraph 4.3 below sets out the number and type of offences in the last full year of available

statistics.

#### 4.3 **January 2017 – 31<sup>st</sup> December 2017**

##### **Offence type**

|                              |      |        |
|------------------------------|------|--------|
| Litter Cigarette             | 3600 | 76.17% |
| Litter all other             | 142  | 3.03%  |
| Smoking in a smoke free      | 803  | 17%    |
| Dog fouling                  | 90   | 1.9%   |
| Begging                      | 6    | 0.13%  |
| Drinking from an open vessel | 70   | 1.48%  |
| Loitering                    | 3    | 0.06%  |
| Urinating                    | 11   | 0.23%  |

4.4 In September 2018 a report was taken to Cabinet to consider the options for the future delivery of environmental enforcement in the County. Cabinet resolved to procure an external service provider. A draft specification (Appendix A) has been prepared for members to consider. This has been developed with the support of DCC Procurement officers. In drafting the specification officers have considered feedback from members i.e. increased focus on dog fouling and education.

4.5 The new service provider will be responsible for enforcing against the same environmental crimes as previously, however having learned lessons from the previous contract the intention is to make a change in the approach to delivery. The new draft contract specification will have an emphasis on:

- Engagement and education
- Dog fouling
- Dog control

4.6 There will be an expectation that enforcement officers will be specifically targeting dog fouling and dog control, and undertaking specific duties to achieve this. However, whilst undertaking those duties, officers will be able to enforce against other crimes such as littering.

4.7 Officers will be deployed on an intelligence led approach. This means they will be sent to areas where the highest levels of complaints originate from or where there is evidence of individuals disregarding legislation and committing offences. In accordance with contractual agreements officers' attendance throughout the county has become far more proportionate providing a service to even the smallest of communities. Hot spots receive a greater, more determined enforcement attention.

4.8 Dedicated patrolling will be regularly undertaken to tackle problematic or hot spot areas for dog fouling. These will include early morning and weekend operations at strategic locations. The dog fouling complaint trend was downwards in Denbighshire. This is reflected nationally in Keep Wales Tidy surveys which shows a decrease in dog foul on the streets. Behaviours were beginning to change and it is important that a new service provider is appointed soon to build on this successful trend.

- 4.9 Collaboration with DCC Environmental Services will continue to provide a joined up approach to prevention and detection of offenders by transferring information and identifying fouling hot spots with the use of pavement chalk spray. The chalk spray and use of stencil messages easily identifies foul for clearance and is confirmed as a warning to offenders that officers are patrolling the area.
- 4.10 An integral element of the draft specification is the added emphasis on engagement and education across all sections of the community. Engagement and education will need to form a significant part of the work undertaken by the new service provider. A particular emphasis will be placed on engaging with children. Officers have consulted with colleagues in Education Services to understand how best this can be delivered in schools. Details of the type of provision to be delivered are set out in Appendix B
- 4.11 Whilst education and engagement are an important activity to help keep the streets clean and tidy, warning or advising people that they have offended, with no penalty being attached, is not an effective or sustainable prevention approach. A more commonly used model, is promotional preventative work, coupled with an effective penalty when offences are committed.
- 4.12 The new service provider will be expected to work closely and in partnership with Keep Wales Tidy (KWT) to deliver targeted engagement projects. KWT's position includes that "enforcement cannot work in isolation and must be part of a wider engagement and prevention strategy". Furthermore, KWT "believes that the purpose of enforcement should be to:
- To raise awareness that a particular action is unlawful
  - To promote positive behaviour change in the long term
  - Deter potential offenders
  - Punish offenders
  - To address, along with other strategies, persistent Local Environmental Quality
- 4.13 Our officers have been in discussions with colleagues in other North Wales authorities to explore collaboration opportunities, particularly when the majority of Councils were considering their options for the enforcement of environmental crime. Cabinet also wanted officers to explore regional collaboration opportunities.
- 4.14 Following discussions with other Authorities, we do not believe that formal regional collaboration is possible at this stage. However officers will still be working together on sharing good practice, standardising the enforcement approach where possible etc.

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

- 5.1 The work contributes to the Corporate Priority of protecting our environment. It is also an integral part of the corporate dog fouling strategy. The work contributes to the Corporate Priority of protecting our environment. It is also an integral part of the corporate dog fouling strategy.

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

- 6.1 The costs are covered by the actual income received from Fixed Penalty Notices. The project will be a cost neutral provision to the Council other than the management of the contract which will be contained within existing budgets.

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

- 7.1 This report is not seeking a decision, therefore no Well-being impact assessment is required at this stage

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

- 8.1 Previous reports have been presented to Performance Scrutiny Committee and Cabinet. Consultation and discussions have taken place with the Lead Member for Housing, Regulation and the Environment as well as officers from DCC Procurement and Education Service.

**9. Chief Finance Officer Statement**

The balance between education, deterrence and enforcement must be carefully struck to ensure that it is viable for an external provider to deliver the service on a basis that is genuinely cost neutral to the council.

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

- 10.1 The main risks associated with regard to drafting the specification for the provision of a new environmental enforcement provider is that the specification is too prescriptive to be commercially viable for service providers and that we receive limited interest from companies. Officers consider that the draft specification attached in appendices A and B strike a balance between a specification that meets the council's requirements and being commercially viable.

**11. Power to make the Decision**

s2 Local Government Act 2000 - power to do anything likely to promote or improve the economic, social or environmental well-being of the area

s111 Local Government Act 1972 - power to anything to facilitate or is incidental to the carrying out of any of the council's functions

Scrutiny's powers in relation to this matter are outlined in Section 7.4.2(d) of the Council's Constitution

**Contact Officer:**

Built Environment and Public Protection Manager

Tel: 01824 706717

## **ENVIRONMENTAL CRIME ENFORCEMENT**

### **Prospective Contract Specifications**

This contract sets out the working arrangements between Denbighshire County Council and “NEWCO” for the enforcement of Environmental Crime and Anti - Social Behaviour in Denbighshire.

To specifically, but not exclusively, tackle dog fouling and dog control whilst having regard to all other environmental crimes referred to in this specification.

To challenge irresponsible behaviour through intelligence led enforcement, education and dedication in dealing effectively with problematic areas/issues (Dog Fouling) of Denbighshire County Council.

To provide consistent officer cover in all wards of DCC irrespective of the demographics and rather than simply in the most high volume areas.

To support anti-litter campaigns and projects through community engagement, media and public events.

Consistently measuring such methods to enable necessary changes to support prevention and reduction of Environmental Crime and Anti-Social Behaviour throughout DCC

To ensure a consistent and regular monitoring method achieving success for future customer records management (CRM'S)

To engage a reputable and skilled service provider ensuring

- No upfront costs to the council.

- A guaranteed cost neutral contract.
- High quality provision of enforcement through proven, professionally trained, skilled operatives
- Set percentage of officer hours engaged in working with and providing education to schools, organizations environmental groups and participating in hi- profile public events. (Appendix B)
- Compliance with DCC Standard Operating Procedures and operational priorities
- Both parties will discuss and agree strategic and operational issues as and when required.
- The administration of operations and administrative responsibilities to be conducted from “NEWCO” offices/ control centre accessible to DCC between 7am and 7pm daily.

## **General**

1. “NEWCO” will, on behalf of Denbighshire County Council, issue Fixed Penalty Notices for offences relating to:
  - Section 87 Environmental Protection Act 1990, under the powers provided by Section 88.
  - Fouling of Land Act and Section 59 Clean Neighbourhood and Environment Act 2005
  - Section 43 Anti-Social Behaviour Act 2003 (Fly Posting and Graffiti)
  - Section 6; 7 and 8 Health Act 2006 {Smoke Free offences}
  - Section 59 and 43 Anti-Social Behaviour and Policing Act 2014 (Public Space Protection Orders and Community Protection Notices)
2. The contract will commence for a period of X... months from the date of the commencement of the contract

3. Either party can terminate the arrangement by giving X... days' notice if not satisfied for any reason. (to be agreed)
4. Day to day management of the Service will be through nominated Council and "NEWCO" representatives
5. Regular press and media releases concerning the service will be agreed between both parties before release.
6. Both parties will discuss and agree strategic and operational Issues as and when required.

**Denbighshire County Council will:**

1. Develop a Communication Strategy in relation to the enforcement of environmental crime in the County.
2. Provide identity cards and relevant authorisations for all NEWCO Enforcement Officers and Team Leader working to the direction of Denbighshire County Council.
3. Provide the necessary office facilities and IT for the “NEWCO” officer supervisor/Team Leader
4. Provide the necessary office equipment in respect of the service.
5. Provide relevant equipment needed to enable the proper enforcement and the promotion to the public of good practice in clearing litter/ dog foul (e.g. signs, dog foul bags).
6. Supply serial numbered evidence pocket note books.
7. Give direction as to the areas to be patrolled which may be between 6.00 am and 8.00 pm any day of the week. This will include weekend deployments, every Saturday and Sundays. Bank holidays as directed.
8. Consideration of supplementary transport provisions for Enforcement Officers in order that all areas of Denbighshire County Council can be patrolled effectively
9. Provide induction information for enforcement officers and annual refresher training as appropriate. Provide all Enforcement Officers with advice and additional training in evidence gathering and the presentation of written evidence.
10. Ensure that all Stage One formal complaints made against Enforcement Officers are brought to the attention of the relevant Team Leader and that the provision of required



information is made available in all cases. Ensure that the matters are investigated appropriately and in a timely manner.

11. All complaints made against Enforcement Officers will be investigated in a fair and appropriate, transparent manner by DCC's Principal Public Protection Officer or other appropriate Denbighshire Officers. "NEWCO" will be informed of the progress of such investigations and immediately informed of the result at its completion.
12. Provide payment for a valid and justified Fixed Penalty Notices at a rate to be agreed subject to tender process.
13. Provide "NEWCO" with £100 per officer per full day in court and £50 per half day. There will not be any charge for officer attendance in the event that proceedings fail to commence.
14. Comply fully with the Denbighshire County Council Welsh Language Statement/Strategy

**"NEWCO" will:**

1. Provide sufficient staff resources including a Team Leader and Senior Enforcement Officer capable delivering this specification and capable of being operational between 6.00 am and 8.00 pm. In the event of extractions ensure that the provision of 6 officers is immediately supplemented
2. Provide an administration office facility accessible between 7.00 am and 7.00 pm daily.
3. In accordance with seasonal restrictions ensure that officer coverage is maximized daily between the 6 am and 8 pm
4. Ensure the provision of a Team Leader who has a documented high level of operational legislative knowledge and experience

in managing a team of enforcement officers. Be competent in directing operational procedures in a professional and accountable manner.

5. Provide a means of transport suitably insured and identifiable to the public for officers to successfully fulfil the requirements of covering all wards within DCC in accordance with the contractual requirements. All officers possess a full driving license and the declaration of new or historical traffic offences is immediately disclosed
6. Ensure that all Enforcement Officers are fully vetted to Disclosure and Barring Service Check level.
7. Produce for DCC an enforcement officer Risk Assessment and ensure the maintenance of such a document
8. Ensure that the officers provided are of good character, polite, confident and possess excellent communicative skills to be able to converse successfully with all sections of society. Possess a high level of discretion and proficient in dealing with potentially confrontational circumstances
9. Produce evidence of officers being trained in conflict management systems
10. Ensure that enforcement officers conduct themselves during their patrols in a fair and reasonable manner when dealing with all members of society with respect for diversity, gender and age
11. Ensure that enforcement officers are fully aware of the contents of the provisions of Welsh Government guidelines in issuing FPN's
12. Ensure that all Enforcement Officers meet a dress code agreed by Denbighshire which is highly presentable, clean and tidy and

officers always appear to the public in a smart and professional manner and their conduct at all times is beyond reproach.

13. Ensure that officers have a distinctive non-black hi visibility uniforms are of a description that present a clear and friendly appearance to all sections of society
14. Ensure that officers are capable of being deployed on dog fouling or specifically identified operations in plain clothes if so required.
15. Ensure that all fixed penalty notices produced by electronic equipment meet the relevant legislative requirements.
16. Ensure that the officers are fully trained in all aspects of the role, including engaging with members of the public and enforcement of the relevant legislation and, in particular, the techniques for issuing Fixed Penalty Notices, including the correct use of evidence pocket books and have a working knowledge of the relevant sections of PACE, R v Turnbull and interview techniques to obtain and record evidence. All officers to provide Section 9 Witness statements as part of prosecution file presentation.
17. Ensure all officers are fully trained and complainant in respect of the Data Protection Act and GDPR.
18. Maintain the competency of Enforcement Officers and review this be able to measure the capabilities regularly and record any development and training completed or planned.
19. Ensure the provision of all relevant training and other relevant record copies relating to operational officers when requested.
20. Officer duties must include a percentage (negotiable) of their patrolling time to the dedication to the Control of Dogs Public Space Protection Order. Undertake dedicated operations to effectively enforce against dog fouling and ensure daily patrols

of repetitively problematic areas of all wards in DCC

21. Respond to Service requests in an effective and timely manner documenting evidence of such activities. Ensure that complainants are advised of activities connected with their complaints
22. Ensure the provision of high performance, secure electronic hand held devices for the issue of Fixed Penalty Notices and capable of documenting the required contemporaneous supporting evidential notes.
23. The provision of an adequate administration support.
24. Provide all Enforcement Officers with fully encrypted, tamperproof, wireless capability body worn cameras and ensure all are familiar with the Home Office Guidelines for their correct use. The footage gained from which is secured and retained for a period until either the fine from a Fixed Penalty Notice is discharged or the matter has been dealt with and concluded by a Court
25. Ensure that all Enforcement Officers employ every measure possible to confirm the identity of persons who are to be issued with Fixed Penalty Notices and record evidence of such. Sufficient back office support is to be provided so as to carry out identity checks on those persons who are being issued with Fixed Penalty Notices to reduce the risk of unsuccessful enforcement.
26. Ensure that all Enforcement Officers seek the assistance of public space CCTV where available and the North Wales Police in cases of potential threats to the safety of officers by the public to officers with whom they engage during the course of their duties.
27. Ensure that all Enforcement Officers are trained in court presentation and proficient of attending court and give oral evidence if required to so. Reasonable efforts to be made to

ensure attendance at court of staff no longer employed.

28. Provide patrolling officers with a means of communication and jointly branded bi-lingual PPE equipment identified through risk assessments (e.g. light-weight stab vests, effective wet/hot weather clothing suitable for all descriptions of weather conditions)
29. The provision of recording real time data, enabling clear evidencing of officer activity ensuring maximum quality service to the residents of DCC in preventing and enforcing against environmental crime.
30. Only issue Fixed Penalty Notices in circumstances where the issue of a Fixed Penalty Notice is considered evidentially justified and in the public interest to do so e.g. for a first time offender.
31. Not issue Fixed Penalty Notices to any person who is, or it is not entirely clear is, under the age of 18 years or over 75 years of age, any person who presents as being vulnerable, suffering from any form of obvious mental illness, or in any circumstances that is likely to provoke unnecessary criticism to "NEWCO" or Denbighshire County Council.
32. Fully document the details of any person who is issued a warning or given suitable advice in a Pocket Book in addition to giving that person an Advice / Warning Notice by letter or immediate personal issue.
33. Ensure that the provision of warning letters to parents or appropriate adults responsible for those persons under 18 who have received warnings.
34. Maintain a record of all persons who receive warnings and suitable advice in cases where the issue of a Fixed Penalty Notice is not appropriate.

35. Refund any monies in the case where a Fixed Penalty Notice has not been paid as a result of a failure to comply with the relevant legislation, incorrect data or significant officer error or misconduct. Cancellations due to a failure to adhere to SOP, Instructions delivered by DCC
36. Ensure the compilation of complete (sufficiently detailed to present a Prima Facie case and taking into account the "Evidential Test" and "Public Interest Test" criteria) prosecution files are presented to DCC before the expiration of a period of 93 days after the 28th day has elapsed unless prior consultation has taken place.
37. Bring every case of complaint received as a result of officer conduct, together with all documentation, to the attention of the appropriate DCC Officer responsible for the management of NEWCO in Denbighshire.
38. Ensure the full cooperation of officers is given to allow the proper investigation of any complaints received.
39. Provide calendar monthly accurate up to date statistical information and as and when requested by Denbighshire County Council. Also make all such statistics readily available to the public by means of social media
40. Public access to full data gathered in order that operational and administrative transparency is maintained ensuring the justification of enforcement activities and which can be presented to DCC Members, FOI request preparation is minimized.
41. Allow nominated Denbighshire officers a sufficient level of access to relevant databases to enable adequate auditing/reconciliation.
42. Provide a point of contact between 7 am and 7pm daily for enquiries regarding the payment of fixed penalties and general

enquiries concerning the issue of such notices.

43. Ensure active participation in educational agendas, operations/initiatives of prevention and reduction of environmental crime especially dog fouling in Denbighshire.
44. Ensure maximum coverage (single officer patrols) of Denbighshire unless relevant and current risk assessments dictate otherwise.
45. Ensure that all nominated locations which are Rhyl, Prestatyn, Rhuddlan, Bodelwyddan, Trefnant, Henllan, Dyserth, Meliden St. Asaph, Bodfari, Llandyrnog, Denbigh, Ruthin, Rhewl, Llandegla, Llangollen, Corwen, Cynwyd, Carrog and Gwyddelwern are visited daily in a period of 12 months. All locations must receive adequate foot patrols in accordance with requirements ensuring stipulated activities such as enforcement, reduction and prevention of environmental crime on each occasion at that location. This will not include occasions in response to specific complaints made by the public concerning matters of Environmental Crime that are the responsibility of NEWCO. All such visits must be fully documented and activity evidenced for statistical purposes.
46. Payment methods for justified FPN's will be the responsibility of "NEWCO" Via remote control/administration location. Invoice Denbighshire County Council on a monthly basis.
47. The responsibility for the responses to FOI requests and the production of prosecution files (SJP) will be that of NEWCO and ensure communication is maintained with Single Justice Procedure(SJP) in DCC
48. Invoices will include the number of fixed penalty notices which have been cancelled by Denbighshire County Council and are therefore deemed not payable by Denbighshire.

49. Comply with DCC Welsh Language Statement/Strategy.  
Engage with Welsh language operational requirements

### **Data Sharing**

- 1 Both parties will be authorised to share data relevant to the proper enforcement of legislation and administration of this contract. Authorisation and understanding will be outlined in a signed Data Sharing Agreement.

### **Performance Management Deductions**

- 1 Failure to present prosecution files within the agreed time limit will result in a financial penalty of £45 per file.
- 2 Failure to comply with requirements of high quality presentation of officers unauthorised/dirty uniform £100 per breach (rectification time allowed 2 hours)
- 3 Failure to attend and document at listed locations as required in accordance with stipulations in a 12 month period will result in a financial penalty of £100 per failed occasion.
- 4 If without reasonable excuse, the issue of any Fixed Penalty Notice that is not supported by the relevant CCTV footage from the correct operation of officer body cameras and an evidentially accurate Pocket Note Book entry Denbighshire County Council will not be liable for the payment to "NEWCO"



## ENVIRONMENTAL CRIME ENFORCEMENT

### Engagement and Education provision

- The provision of close engagement with Denbighshire County Council (DCC) Education Department and Keep Wales Tidy.
- Provide regular educational presentations to Denbighshire Schools in conjunction with DCC's specifications and recommendations
- Through consultation with Education officers and schools agree frequency of visits and an appropriate method of delivery. Examples might be:
  - **Key Stage 1 – ages 5-7 (Years 1 and 2)** – e.g. undertaking a simple local litter pick, followed by a very basic talk on the negatives of litter. A one hour session.- 30 minute litter pick within School grounds , followed by a very quick talk.
  - **Key Stage 2 – ages 7-11 (Years 3-6)** – e.g. an educational Litter and LEQ talk, much more in depth and again possibly following a litter pick. Probably the best age group with the most scope for delivering the message in a variety of ways
  - **Key Stage 3 – ages 11-14 (Years 7-9)**
  - **Key Stage 4 – ages 14-16 (Years 10-11)** – e.g. at secondary School level, something along the lines of the Young Reporters for the Environment programme based around Litter/environmental LEQ issues. Workshops could be provided to give some ideas and suggestions for the students and provide some more in depth information and a start to their research.
- Welsh Medium schools. The requirement for the service to present through the medium of Welsh

- Inclusion of engagement with Youth organisations, Cubs, Scouts Combined Cadet Forces, Dog Training Clubs and dog Charities and Public Events.
- Engage with DCC County and Community Councillors, Member Area Groups and other community organisations
- Work with DCC to identify the appropriate target groups most influenced by engagement.
- Attend community events and public events e.g. Rhyl air show
- Work with DCC to develop educational material and content. Examples might be:
  - Dog Fouling and the dangers how the law deals with it
  - Litter Pick in school grounds. Examine the litter and discuss how long it will take to degrade.
  - Further showing of pictures of marine animals that have been killed or injured by litter

**Report to:** Partnerships Scrutiny Committee

**Date of Meeting:** 14<sup>th</sup> February 2019

**Lead Member/Officer:** Lead Member for Corporate Standards  
Head of Planning and Public Protection

**Report Author:** Head of Planning and Public Protection

**Title:** Denbighshire CCTV Partnership Update Report

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

1.1 This report relates to the Denbighshire CCTV Partnership which commenced on the 1<sup>st</sup> of April 2016.

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

2.1 The report is to provide Members with an update on the CCTV Partnership, the governance arrangements in place for the Partnership, its effectiveness in delivering a service, the service level agreement with Cheshire West and Chester Council and work being undertaken by the Partnership to develop a more sustainable future.

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

3.1 That Members consider and comment on the content of the report and continue to support the development of the CCTV Partnership.

## **4. Report details**

4.1 The Denbighshire CCTV Partnership began on the 1<sup>st</sup> of April 2016 for a 12 month trial period. The partnership involves Rhyl Town Council, Rhuddlan Town Council, Prestatyn Town Council, North Wales Police (NWP) and Denbighshire County Council as a lead partner. The partnership is now in its third year.

4.2 The Partnership was formed following the decision made by the Council to remove the CCTV budget as part of the Freedoms and Flexibilities budget process. The DCC CCTV Service was previously a 24/7 monitored public space CCTV service, based at Rhyl Police Station as well as providing the DCC out of hours call handling service. It had a team of 8 CCTV operators, a team leader and a budget of in the region of £300k.

4.3 Following the Council's decision to remove the CCTV budget, officers worked with the relevant Town Councils and NWP to explore options for maintaining a CCTV service in the three towns despite the withdrawal of County Council core funding. The new CCTV Partnership was formed and is funded by financial contributions from the three Town Councils, NWP and income from both some DCC services that have CCTV cameras in place for security reasons and also a couple of external third parties.

- 4.4 There is a legal agreement in place for the Partnership, signed by all partners.
- 4.5 A CCTV Partnership Board was established and it is chaired by the Council's Lead Member for Corporate Standards (Councillor Mark Young). The Board meets quarterly. The Board receives updates on operational matters, feedback from the Partners and also updates on the budget.
- 4.6 All CCTV cameras in the 3 towns were retained and have continued to record 24/7 i.e. it is no longer 24/7 monitoring.
- 4.7 The new Partnership is delivering a valuable and important service in the three towns. The feedback from all Partners has been positive to date. NWP have identified no visible increase in crime and disorder in the three towns since the commencement of the partnership and the new way of providing a CCTV service. NWP believe that CCTV is important to the prevention and detection of crime in the area.
- 4.8 Although the feedback to date has been positive, there was an appreciation within the Board that the arrangements were not sustainable. This was a 12 month trial and it was accepted and understood by the partners that further work would need to be done to develop a more sustainable, medium term service delivery option. It has also become evident that there was still an overreliance on the Lead Partner (DCC).
- 4.9 The Board considered two aspects in relation to the future of CCTV in Denbighshire. These are the day to day running of a CCTV service and also the ICT of the CCTV system.

#### Day to day running of the service

- 4.10 The Board wanted to ensure that CCTV had a more sustainable and resilient future. After considering several options and possible partners, Cheshire West and Chester Council (CWAC) were chosen to undertake the day to day management of the service for the Partnership. A 3 year service level agreement was signed between the Partnership and CWAC and the service went live in July 2018. CWAC attend every CCTV Board meeting and provide an operational update to the Board. Please see Appendix 1 for an update report from CWAC (this report is exempt from public disclosure by virtue of paragraph 18 of Part 4 of Schedule 12A of the Local Government Act 1972). The relationship with CWAC is very positive.
- 4.11 This means that the pictures from all CCTV cameras in Rhuddlan, Rhyl and Prestatyn are now being beamed over to Chester. CWAC have a 24/7 CCTV service and are providing a reactive monitoring service on behalf of the Partnership where they react to any incidents 24/7, have immediate communication routes with North Wales Police and also provide some limited proactive monitoring for example during the Rhyl Air Show. This is an improvement to the current service delivered and costs the Partnership £13.5k per year.
- 4.12 Once the service is established with Cheshire West and Chester, the Partnership will contact the City and Town Councils to see whether they wish to join the Partnership. This would involve City and Town Councils paying any initial one off costs i.e set up costs, new cameras etc. and an annual contribution to the Partnership based on the numbers of cameras that they have. Early discussions are already taking place with one Town Council who are interested in joining.

### The ICT/Server

- 4.13 The server in the control room at Rhyl Police Station was old and many years beyond its serviceable lifetime. It was clear to the Board that to secure a more sustainable and resilient CCTV system it was necessary to replace the server. This would reduce the risk of a failing server which would prevent any further CCTV service. DCC successfully sought funding on behalf of the Partnership through its prudential borrowing process and a new server was installed at a cost approximately £70k. The Partnership pays back the borrowing on an annual basis over 7 years through the income secured from partners.
- 4.14 The Board also recently agreed a camera rationalisation/prioritisation programme. A report was presented to the Board to seek agreement for a future camera repair programme to prioritise the limited funds of the partnership on the most important cameras. This is done in full consultation with North Wales Police.
- 4.15 The report helped to prioritise 32 cameras within Rhyl, Prestatyn and Rhuddlan based on their crime and disorder priority and community importance. The other 48 cameras have been categorised as lower priority and if they break down would not be repaired or replaced.

### Governance

- 4.16 As previously mentioned the Partnership has a Board. Each Partner has a representative on the Board. The Head of Planning and Public Protection 'facilitates/supports' the Board.
- 4.17 The CCTV Partnership was recently audited by DCC Internal Audit at our request to check on how the partnership operates and in particular its governance.
- 4.18 The audit report can be seen as Appendix 2, however the audit was overall positive, with 3 actions to be completed. Two have already been fully completed with one partially completed.

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

- 5.1 This decision does not directly contribute to a corporate priority however is an example of an alternative delivery model to deliver a service for the community.

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

- 6.1 All costs are contained within the budget of the CCTV Partnership and funded through income coming into the Partnership.

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

- 7.1 No assessment is required due to no decision being made.

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

8.1 Consultation has taken place with the Denbighshire CCTV Partnership Board.

**9. Chief Finance Officer Statement**

9.1 The report has no direct financial implications and all costs should continue to be contained within the budget of the CCTV Partnership

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

10.1 A detailed risk register has been completed by the CCTV Partnership and will be maintained and regularly reported to the Board.

**11. Power to make the Decision**

11.1 Section 7.4.1(d) of the Council's Constitution outlines Scrutiny's power with respect of reviewing policy, including examining the Council's liaison with other external organisations operating in the area in order to ensure that the interest of local people are enhanced by collaborative working.

**Contact Officer:**

Head of Planning and Public Protection

Tel: 01824 706350

By virtue of paragraph(s) 18 of Part 4 of Schedule 12A  
of the Local Government Act 1972.

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## Appendix 2

# CCTV Partnership

**April  
2018**



**Medium  
Assurance**

## Purpose & Scope of Review

As part of the Council's 'Cutting Our Cloth' review of efficiencies in response to significant financial pressures during the austerity measures, the Task & Finish Group identified potential savings were possible by changing the delivery method of the CCTV function. Following discussions with the three main Town Councils (Rhyl, Rhuddlan and Prestatyn) that the CCTV service covered, and North Wales Police (NWP), it was agreed the way forward was to form a partnership with Denbighshire County Council (DCC) as the lead partner.

Denbighshire CCTV Partnership began on the 1 April 2016 and after the initial 12 month trial period, the CCTV Partnership Board agreed to extend the Partnership for a further 12 months. The CCTV Partnership Board acknowledged that the initial model adopted was not fit for purpose and after reviewing several systems has entered into a Service Level Agreement (SLA) with Cheshire West and Chester Council (CWAC) to carry out the monitoring of the CCTV cameras from their control room in Chester on a reactive 24/7 basis. It is hoped that the new SLA between the CCTV Partnership Board and CWAC should be signed and operational by the 1<sup>st</sup> April 2018.

The purpose of this review is to provide assurance that the Council has robust governance and contract management arrangements in place to manage risks, monitor performance, service quality and reporting performance regularly to the relevant Scrutiny Committee.

The scope of our review was as follows:

- Are we clear about our overall expectations of the Partnership?
- Do these expectations align with the Council's corporate priorities?
- How well do we understand the financial commitment and risks flowing from the Partnership?
- How do we ensure that the governance arrangements in the Provider are sound and that those with an active role receive adequate training and advice?
- How will we safeguard our interests, such as assets and other resources linked to the Partnership?
- How will we know how well the Partnership is doing, through our scrutiny of both operational and financial performance?

## Audit Opinion

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From our review, we can conclude that the Alternative Service Providers (ASP) contract between the Council and the CCTV Partnership Board is working well providing CCTV monitoring on a reactive basis from Rhyl Police Station. The Council's Partnership Scrutiny Committee has been receiving a report from the CCTV Partnership approximately every six months on the activities, performance, finances and monitoring of the CCTV Partnership which has provided assurance that the aim and objectives of the partnership are being met.

However, we have identified a number of minor issues:

- A risk register has not been completed;
- NWP should provide a quarterly updates to the Partnership Board that include major criminal activities within the CCTV areas;
- The Alternative Service Provider Framework requires that an annual financial and performance report goes to Corporate Governance Committee. While this has not happened yet, the risk is minimal given the regular reporting to Partnership Scrutiny Committee which fulfils this requirement.
- The Chief Internal Auditor, Head of Finance and Head of Legal, HR & Democratic Services is reviewing the type of arrangements the ASP Framework applies to, and the reporting requirements that it sets out to ensure it is reasonable and prompts for effective scrutiny.
- There should be a section within the draft SLA with CWAC around performance targets/monitoring to ensure the CCTV Partnership can monitor the level of service being provided.

Overall, we found that the CCTV Partnership Board has appropriate systems in place to ensure that information is shared between the partners through the quarterly board meetings that are taking place. The board is made up of a Town Community Councillor from each of the three town councils, a DCC councillor, a representative from North Wales Police (NWP) and two officer from DCC. The Public Protection Manager provided minutes for the last few Partnership Board meetings and the minutes confirmed suitable discussions were taking place around key financial and monitoring arrangements.


The CCTV Partnership Board has been proactive in looking at ways to improve the service currently being provided and feel the new SLA will provide NWP with the ability to ring CWAC control room and request assistance in tracking an incident These new arrangements have been presented to DCC's Partnership Scrutiny

Committee which is responsible for ensuring all external Partnership arrangements comply with the Council's corporate aims and objectives.

The CCTV Partnership Board has discussed and agreed annual contributions from the three Town Council's and NWP and these contributions have been paid to DCC for both financial years 2016/17 and 2017/18. The Partnership has identified that the server is many times beyond its serviceable life and together with the requirement to upgrade the telephone system and provide a line from Rhyl to Chester have completed a Prudential Borrowing request and submitted it to the Strategic Investment Group. This will ensure the service can operate efficiently and demonstrates the financial commitment the Partnership are committing to over the next seven years.

Based on the scope of our review, we are able to confirm suitable governance arrangements are in place, appropriate controls around the day to day running of the CCTV service are present, but the review has noted improvements could be made to the way NWP report information to the Partnership Board and the introduction of a risk register would improve the way the service manages risk today and in the future with risks being identified early and appropriate action taken. In conclusion, we provide medium assurance on the area reviewed.

 **Moderate** - Minor weaknesses in management of risks

 and/or controls but no risk to achievement of objectives.

## Action Plan

**Audit Review of: CCTV Partnership**

**Date: April 2018**

| Corporate Risk/Issue Severity Key |  |
|-----------------------------------|--|
| <b>0</b>                          | <b>Critical</b> – Significant issues to be brought to the attention of SLT, CET, Cabinet Lead Members and Corporate Governance Committee |
| <b>0</b>                          | <b>Major</b> – Corporate, strategic and/or cross-service issues potentially requiring wider discussion at SLT and/or CET                 |
| <b>3</b>                          | <b>Moderate</b> – Operational issues that are containable at service level   |

|                          |   |  |                 |
|--------------------------|---|--|-----------------|
| <b>Risk Issue 1</b>      | <b>The CCTV Partnership does not have a risk register so it was unclear whether all potential risks were being considered and managed.</b>  |  |                 |
| <b>Background Detail</b> | Our review of the CCTV Partnership has confirmed no risk register had been completed and maintained by the Partnership. A risk register is used to record all risks that the service faces and provides the partnership with an overview of the potential risks and what action the Partnership needs to take to avoid/minimise a risk. |  |                 |
| <b>Action (Ref)</b>      | <b>Agreed Management Action</b>   | <b>Responsibility</b>                  | <b>Deadline</b> |
| 1.1                      | The Denbighshire CCTV Partnership will develop and agree a risk register for the partnership and keep it under review on a regular basis.   | Head of Planning and Public Protection | 31/7/18         |

|                          |   |                       |                 |
|--------------------------|---|-----------------------|-----------------|
| <b>Risk Issue 2</b>      | <b>The CCTV Partnership Board is not being kept informed of all NWP incidents happening within the CCTV areas of Denbighshire.</b>  |                       |                 |
| <b>Background Detail</b> | Since the partnership was set up, there has been an increase in major crime within the areas covered by the CCTV Partnership. North Wales Police (NWP) are currently just reporting on minor crime in the CCTV areas which has stayed roughly the same since the Partnership was set up.<br>However, from articles in the press, it appears major crime has increased, but the Partnership Board have not been informed. In order for the service to be effective, NWP need to provide the Partnership with quarterly stats on all crimes within the CCTV area. |                       |                 |
| <b>Action (Ref)</b>      | <b>Agreed Management Action</b>   | <b>Responsibility</b> | <b>Deadline</b> |

|     |  |  |         |
|-----|--|--|---------|
| 2.1 | Agree with NWP a method of them providing the CCTV Partnership Board with a crime update on a quarterly basis. One option could be for NWP to provide an update at each quarterly Board meeting. | Head of Planning and Public Protection / NWP | 31/7/18 |
|-----|--|--|---------|

|                   |   |  |                 |
|-------------------|---|--|-----------------|
| Risk Issue 3      | The draft Service Level Agreement (SLA) between the Partnership Board and Cheshire West and Chester Council (CWAC) does not include any performance targets that CWAC can be measured against.  |  |                 |
| Background Detail | Before agreeing the draft Service Level Agreement (SLA) with Cheshire West and Chester Council (CWAC), the Partnership Board must ensure appropriate targets are in place to measure CWAC's performance. By not including suitable performance targets into the SLA, the Partnership will struggle to monitor how well CWAC is delivering the contract. |  |                 |
| Action (Ref)      | <b>Agreed Management Action</b>   | <b>Responsibility</b>                  | <b>Deadline</b> |
| 3.1               | The Board will consult with all partners and CWAC to agree a set of suitable performance indicators and measures to be incorporated into the SLA and monitored on a regular basis.  | Head of Planning and Public Protection | 31/7/18         |



## Report Recipients

- Head of Planning & Public Protection
- Corporate Director: Economic & Community Ambition
- Scrutiny Co-Ordinator
- Chair – Performance Scrutiny Committee
- Lead Member for Finance, Corporate Plan & Performance
- Corporate Governance Committee
- Strategic Planning & Performance Officer

## Internal Audit Team

|               |                |                                   |
|---------------|----------------|-----------------------------------|
| Bob Chowdhury | Senior Auditor | Bob.chowdhury@denbighshire.gov.uk |
|---------------|----------------|-----------------------------------|

## Key Dates

|  |               |
|--|---------------|
| Review commenced                           | October 2017  |
| Review completed                           | February 2018 |
| Reported to Corporate Governance Committee | 25 April 2018 |

## Appendix 1 – Assurance Definition

| Assurance Rating (based on areas reviewed) |                  |  |
|--|------------------|--|
| High Assurance                             | High Assurance   | Risks and controls well managed and objectives being achieved.   |
| Medium Assurance                           | Medium Assurance | Minor weaknesses in management of risks and/or controls but no risk to achievement of objectives.              |
| Low Assurance                              | Low Assurance    | Significant weaknesses in management of risks and/or controls that put achievement of objectives at risk.      |
| No Assurance                               | No Assurance     | Fundamental weaknesses in management of risks and/or controls that will lead to failure to achieve objectives. |

**Report to:** Partnerships Scrutiny Committee

**Date of Meeting:** 14<sup>th</sup> February 2019

**Lead Member/Officer:** Lead Member for Education, Children & Young People/  
Head of Education and Children's Services

**Report Author:** Early Help Programme Manager

**Title:** Support for Young Carers in Denbighshire

## 1. What is the report about?

Further to the Information Report presented to Partnerships Scrutiny Committee in December 2018, Committee Members asked for more detailed information. This is to ensure that the Council's aspirations and vision for Young Carers as laid out in the Corporate Plan and the Carers Strategy are on track to be delivered, ensuring that all possible measures are being taken to identify 'hidden' young carers to offer them appropriate and sufficient support with a view to them realising their full potential.

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

To examine the work being undertaken corporately to support Young Carers across the County in relation to:

2.1. the offer of Leisure Cards to Young Carers;

2.2. work being undertaken by Education Services (Education and Children's Services), and in schools along with the costs associated with the various initiatives and opportunities provided).

## 3. What are the Recommendations?

That Partnerships Scrutiny Committee considers the report and supports the work undertaken to support Young Carers.

## 4. Report details

### 4.1 Offer of leisure cards to young carers

Every Young Carer referred to Wrexham, Conwy and Denbighshire (WCD) Young Carers and who access groups and one to one support is offered a complimentary Leisure Card in Denbighshire.

The Leisure Card has been offered free of charge and gives up to 30% off admissions such as swimming, classes, squash, badminton etc. Young Carers require proof of eligibility in the form of a letter or ID badge.

The Leisure Card provides Young Carers with cheaper but not free, access to several activities. This does not equate to a Membership for the Fitness/Gym facilities (only available to 11-15 years attending with an adult paying member).

Leisure Services did offer to cater to any needs (within reason) and were willing to work with WCD Young Carers Service to develop around their needs. They would start with the Leisure Card option, and progress accordingly. WCD's Service Manager retired, and after an internal consultation period around how the Service could be restructured, an advert is currently out for a new Service Manager. In the interim period, the Outreach Workers and the central Chief Executive Officer from Credu Cymru have been offering the Leisure Card to all Young Carers in Denbighshire.

Feedback from the issuing of the forms to Young Carers has been mixed:-

- there is still a cost even if they have a Leisure Card;
- that they do not have anyone to go to the Leisure Centre with;
- it did not give the whole family an opportunity to go together;

Suggestions around a reduced rate or free pass for at least one other person to attend with them may make a difference to take up.

#### **4.2 Work being undertaken by the Education Service and in schools (along with the costs associated with the various initiatives and opportunities provided)**

| <b>ACTIVITY</b>  | <b>IMPACT</b>   | <b>COST</b> |
|--|---|-------------|
| 1. WCD Young Carers have presented the work of the Service to Headteachers, Additional Learning Needs Co-ordinators (ALNCOs) and at a Health & Wellbeing Speed Learning Event organised by Education and Children's Services | The Presentation and ongoing support from WCD Young Carers will assist schools in identifying 'hidden' Young Carers and in supporting them.               | None        |
| 2. Following this Education and Children's Services have followed up with schools through a survey to determine their engagement with WCD Young Carers and how they themselves support Young Carers.                         | The Survey is live now, and will be open until February half term.<br><br>The results will then be analysed and appropriate actions discussed and shared. | None        |

| ACTIVITY   | IMPACT  | COST |
|--|---|------|
| 3. From September 2019, Education and Children's Services will be monitoring the performance of identified Young Carers through the performance function in Education. This will be in addition to working with schools to ensure that they are recording and supporting Young Carers to reach their potential and that they are confident in signposting them to support services | We will be working and welcoming WCD regularly to various platforms of communication with schools to ensure that the messages remain current and that the work of schools is celebrated across the Local Authority. | None |

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

No decision required. This area does contribute towards the Corporate Priority to Develop Resilient Communities.

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

No costs or effect on other services.

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

A Well-being Impact Assessment is not required in this instance, as this is an Information Report for Scrutiny, a decision or proposal is not being sought.

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

No consultations undertaken or identified.

**9. Chief Finance Officer Statement**

None required

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

No risks identified

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

Section 7.4.2(b) of the Council's Constitution outlines the Committee's powers in relation to reviewing performance in relation to policy objectives, performance targets and specific service areas.

**Contact Officer:**

Early Help Programme Manager

Tel: 01824 708089

|                         |  |
|-------------------------|--|
| <b>Report to:</b>       | <b>Partnerships Scrutiny Committee</b> |
| <b>Date of Meeting:</b> | <b>14 February 2019</b>                |
| <b>Lead Officer:</b>    | <b>Scrutiny Co-ordinator</b>           |
| <b>Report Author:</b>   | <b>Scrutiny Co-ordinator</b>           |
| <b>Title:</b>           | <b>Scrutiny Work Programme</b>         |

---

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

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

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

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

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

That the Committee considers the information provided and approves, revises or amends its forward work programme as it deems appropriate.

## **4. Report details**

- 4.1 Section 7 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, as well as the rules of procedure and debate.
- 4.2 The Constitution stipulates that the Council's scrutiny committees must set, and regularly review, a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 In recent years the Welsh Government (WG) and the Wales Audit Office (WAO) have highlighted the need to strengthen scrutiny's role across local government and public services in Wales, including utilising scrutiny as a means of engaging with residents and service-users. From now on scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. The WAO will measure scrutiny's effectiveness in fulfilling these expectations.

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

#### 4.6 Scrutiny Proposal Forms

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

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

#### Cabinet Forward Work Programme

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

#### Progress on Committee Resolutions

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



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

Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group met on 31 January 2019. At that meeting it requested this Committee to consider the following three items:

- (i) Children and Adults Mental Health Services (CAMHS)
- (ii) Cold Calling Zones
- (iii) Single Access Route to Housing (SARTH)

See entries on Appendix 1 for the forthcoming meetings on 4 April, 23 May and 11 July 2019 for details.

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

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

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

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

## **8. 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 has not been undertaken in relation to the purpose or contents of this report. However, Scrutiny's through its work in examining service delivery, policies, procedures and proposals will consider their impact or potential impact on the sustainable development principle and the well-being goals stipulated in the Well-being of Future Generations (Wales) Act 2015.

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

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

## **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 Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

## 11. Power to make the decision

Section 7.11 of the Council's Constitution stipulates that scrutiny committees and/or the Scrutiny Chairs and Vice-Chairs Group will be responsible for setting their own work programmes, taking into account the wishes of Members of the Committee who are not members of the largest political group on the Council.

**Contact Officer:**

Scrutiny Coordinator

Tel No: (01824) 712554

e-mail: [rhian.evans@denbighshire.gov.uk](mailto:rhian.evans@denbighshire.gov.uk)

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

| Meeting | Lead Member(s)            | Item (description / title)                       | Purpose of report  | Expected Outcomes  | Author | Date Entered  |
|---------|---------------------------|--|--|--|--------|---------------|
| 4 April | <b>Cllr. Bobby Feeley</b> | 1. Denbigh Infirmary                             | To provide information on the indicative cost identified for the provision of additional beds at the hospital, the development of a business case for the future provision of services at the site and future long-term plans for the facility | Enhanced delivery of health and well-being services in the county along with effective and co-ordinated delivery of health and social care services to improve outcomes for residents and support the Council's corporate priority relating to Resilient Communities | BCUHB  | November 2018 |
|         | <b>Cllr. Bobby Feeley</b> | 2. Health Board Capital Projects in Denbighshire | To brief the Committee on a range of Health Board capital projects in Denbighshire, including the North Denbighshire Community Hospital project, Corwen Health Centre, Ruthin Clinic and the development of the                                | Enhanced delivery of health and well-being services in the county along with effective and co-ordinated delivery of health and social care services to improve outcomes for  | BCUHB  | November 2018 |

| Meeting     | Lead Member(s)                                       | Item (description / title) |   | Purpose of report  | Expected Outcomes   | Author                              | Date Entered                 |
|-------------|--|----------------------------|---|--|---|-------------------------------------|------------------------------|
|             |  |                            |   | Community Resource Teams (CRTs)  | residents and support the Council's corporate priority relating to Resilient  |                                     |                              |
|             | <b>Cllr. Bobby Feeley/Cllr. Huw Hilditch-Roberts</b> | 3                          | CAMHS   | <i>To examine the provision of services for children, the waiting times for assessment and the consequential impact on the Council's Education and Children's Services (including the costs of delays)</i>   | <i>Ensuring that appropriate intervention and support is available to the county's children, that it's available at the appropriate time, supports their development to achieve their full potential and avoids unnecessary costs for the Council (including placement costs)</i> | <i>BCUHB/Karen Evans/James Wood</i> | <i>By SCVCG January 2019</i> |
| 23 May 2019 | <b>Cllr. Bobby Feeley</b>                            | 1.                         | Support Budgets for People with Eligible Care and Support Needs | To report on the progress made in developing, promoting and rolling-out support budgets for people eligible to receive them (the report to include case studies, anticipated and unanticipated problems with | Delivery of the Council's corporate priority relating to building resilient communities and fulfilment of the objectives of the   | Phil Gilroy                         | May 2018                     |

| Meeting | Lead Member(s)            | Item (description / title) |  | Purpose of report   | Expected Outcomes   | Author   | Date Entered             |
|---------|---------------------------|----------------------------|--|---|---|--|--------------------------|
|         |                           |                            |  | their development, solutions implemented, associated costs and lessons learnt from the process)   | SSWB (Wales) Act 2014   |  |                          |
|         | <b>Cllr. Tony Thomas</b>  | 2.                         | Cold Calling Zones   | To examine the revised draft scheme, and formulate recommendations in relation to it, with a view to reducing doorstep crime  | The development of robust Scheme that will give residents confidence to deal with doorstep callers and support the delivery of the Council's Resilient Communities' corporate priority with limited resources | Gareth Roberts/Ian Millington                      | By SCVCG<br>January 2019 |
| 11 July | <b>Cllr. Bobby Feeley</b> | 1.                         | Health and Social Care – Pooled Budgets<br><br>(unless developments merit its presentation at an earlier date) | To report on the progress made in relation to developing and establishing pool budgets across North Wales to conform to the requirements of Part 9 of the Social Services and Well-being (Wales) Act 2014, including in the exercise of care home accommodation functions | Assurances that the authority is complying with legislation and delivering seamless, service-user focussed services in partnerships with other local authorities and the health whilst realising value for    | Nicola Stubbins/Richard Weigh/Bethan Jones-Edwards | June 2018                |

| Meeting      | Lead Member(s)   | Item (description / title) |  | Purpose of report   | Expected Outcomes   | Author                               | Date Entered             |
|--------------|--|----------------------------|--|---|---|--------------------------------------|--------------------------|
|              |  |                            |  |   | money for Denbighshire and taking appropriate measures to protect itself from financial and reputational risks  |                                      |                          |
|              | <b>Cllr. Tony Thomas</b><br><br>(Council Briefing session on allocations policy etc. on 3 June may further inform this item) | 2.                         | Single Access Route to Housing (SARTH)<br><br>(representatives from Registered Social Landlords to be invited) | The new partnership's effectiveness in supporting people to access suitable housing within a reasonable timescale (the report to detail performance to date and include case studies. For the benefit of new members background information on its establishment should be included in an appendix) | Assurances that the Partnership is delivering in line with expectations for Denbighshire's residents in order to support the delivery of the Council's Housing and Resilient Communities corporate priorities | Jamie Groves/Geoff Davies            | By SCVCG<br>January 2019 |
| 12 September | <b>Cllr. Mark Young</b>  | 1.                         | Community Safety Partnership<br><b>[Crime and Disorder Scrutiny Committee]</b>                                 | To detail the Partnership's achievement in delivering its 2018/19 action plan and its progress to date in delivering its action plan for 2019/20. The report to include financial sources and the progress made in spending the allocated funding.  | Effective monitoring of the CSP's delivery of its action plan for 2018/19 and its progress to date in delivering its plan for 2019/20 will ensure that the CSP delivers the services which the                | Alan Smith/Nicola Kneale/Sian Taylor | September 2018           |

| Meeting | Lead Member(s)            | Item (description / title)  | Purpose of report  | Expected Outcomes   | Author                                    | Date Entered  |
|---------|---------------------------|---|--|---|---|---|
|         |                           |   | (report to include actual numbers as well as percentages to enable the Committee to effectively evaluate the impact of measures put in place)  | Council and local residents require   |   |   |
|         | <b>Cllr. Bobby Feeley</b> | 2. Annual Report on Adult Safeguarding 2018/19                                    | To consider the annual report on adult safeguarding, and information in place to meet the statutory requirements of the Social Services and Well-being Act 2014 and an evaluation of the financial and resource impact of the Supreme Court's 2014 Judgement on deprivation of liberty on the Service and its work | An evaluation of whether the Authority is meeting its statutory duty with respect to adult safeguarding and has sufficient resources to undertake this work along with the additional work in the wake of the Supreme Court's judgement | Phil Gilroy/Alaw<br>Pierce/Nerys Tompsett | September 2018  |
|         | <b>Leader</b>             | 3. North Wales Growth Bid Phase 2 – Governance Agreement (provisional scheduling) | To examine the governance agreement between the six North Wales local authorities and other parties in respect of the operation of the North Wales Economic Ambition Board during the implementation of the North Wales Growth   | An understanding of all parties' roles and responsibilities, their obligations to each other, financial and other liabilities, and the arrangements for monitoring the  | Gary Williams                             | By SCVCG<br>September 2018<br>(rescheduled<br>December 2018<br>& February 2019) |

| Meeting     | Lead Member(s) | Item (description / title) | Purpose of report  | Expected Outcomes   | Author | Date Entered |
|-------------|----------------|----------------------------|--|---|--------|--------------|
|             |                |                            | Deal prior to its submission to Cabinet and County Council | Board's performance to aid the development of future scrutiny arrangements for the Board and its work |        |              |
| 7 November  |                |                            |  |   |        |              |
| 19 December |                |                            |  |   |        |              |

**Future Issues**

| Item (description / title)  | Purpose of report   | Expected Outcomes  | Author          | Date Entered  |
|---|---|--|-----------------|---------------|
| Update following conclusion of inquiry undertaken by the National Crime Agency in to historic abuse in North Wales Children's' Care Homes | To update the Committee of the outcome of the National Crime Agency (NCA) investigation in to the abuse of children in the care of the former Clwyd County Council, and to determine whether any procedures require revision. | Determination of whether any of the Council's safeguarding policies and procedures need to be revised in light of the NCA's findings | Nicola Stubbins | November 2012 |



**For future years**

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

**Information/Consultation Reports**

| <b>Information / Consultation</b>                                    | <b>Item (description / title)</b>               | <b>Purpose of report</b>  | <b>Author</b>           | <b>Date Entered</b> |
|--|---|---|-------------------------|---------------------|
| <b>Information Report</b><br><i>(potentially summer/autumn 2019)</i> | Mental Capacity Amendment Bill                  | To provide the Committee with information on the contents of the Bill and its implications for the Council and residents, including any changes to current service provision and arrangements the Council proposes to make in order to comply with the changes in legislation | Phil Gilroy             | September 2018      |
| <b>Information Report</b><br>(for circulation Feb 2019?)             | Quarterly Monitoring of External Care Providers | To provide details of the regular monitoring of external care service providers commissioned by the council for social care services, identifying any escalating concerns or other areas of concern   | Katie Newe/Alan Roberts | By SCVCG 2018       |

05/02/2019 - RhE

**Note for officers – Committee Report Deadlines**

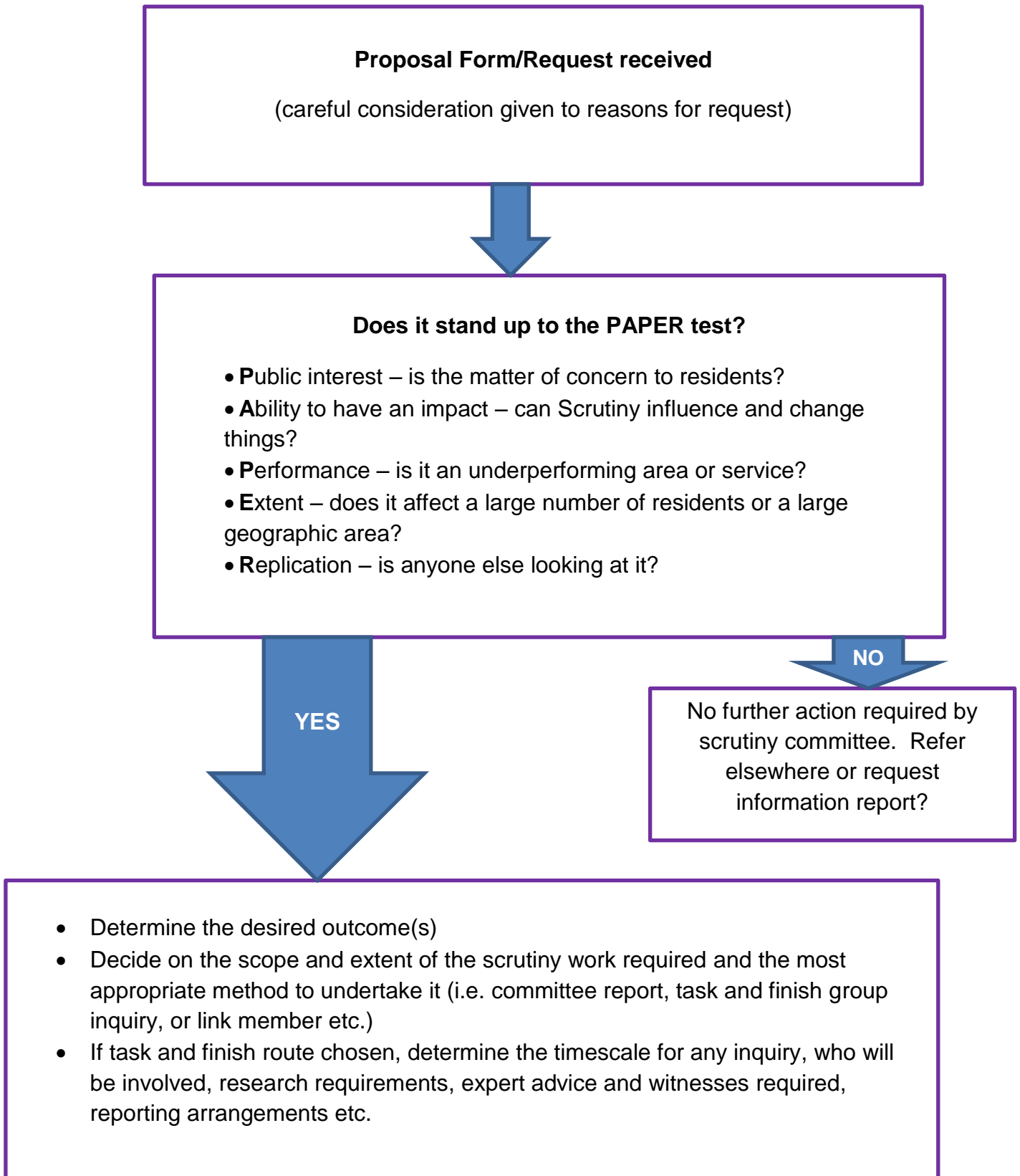
| Meeting | Deadline        | Meeting | Deadline     | Meeting | Deadline       |
|---------|-----------------|---------|--------------|---------|----------------|
| 4 April | <b>21 March</b> | 23 May  | <b>9 May</b> | 11 July | <b>27 June</b> |

Partnerships Scrutiny Work Programme.doc

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

## Consideration of a topic's suitability for scrutiny



## Cabinet Forward Work Plan

| Meeting            | Item (description / title) |  | Purpose of report  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|--------------------|----------------------------|--|--|------------------------------------|---|
| <b>26 Feb 2019</b> | 1                          | Denbighshire's Replacement Local Development Plan – Draft Pre Deposit (preferred strategy) for consultation. | To consider a recommendation to Council.   | Tbc                                | Councillor Brian Jones / Angela Loftus          |
|                    | 2                          | Non-Domestic Rates (NDR) Write-Offs  | To seek Cabinet approval to write off irrecoverable NDR (Business rates) as detailed within the report | Yes                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 3                          | North Wales Construction Framework 2   | To appoint contractors for the project   | Yes                                | Councillor Julian Thompson-Hill / Tania Silva   |
|                    | 4                          | Finance Report   | To update Cabinet on the current financial position of the Council                                     | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 5                          | Items from Scrutiny Committees   | To consider any issues raised by Scrutiny for Cabinet's attention                                      | Tbc                                | Scrutiny Coordinator                            |
| <b>26 Mar 2019</b> | 1                          | Finance Report   | To update Cabinet on the current financial position of the Council                                     | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                    | 2                          | Items from Scrutiny Committees   | To consider any issues raised by Scrutiny for Cabinet's attention                                      | Tbc                                | Scrutiny Coordinator                            |

## Cabinet Forward Work Plan

| Meeting            | Item (description / title) |  | Purpose of report  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                             |
|--------------------|----------------------------|--|--|------------------------------------|--|
| <b>30 Apr 2019</b> | 1                          | Implementation of an Alternative Delivery Model for various leisure related activities/functions | To approve the business case   | Yes                                | Councillors Bobby Feeley and Julian Thompson-Hill / Sian Lloyd Price |
|                    | 2                          | Finance Report   | To update Cabinet on the current financial position of the Council                           | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh                      |
|                    | 3                          | Items from Scrutiny Committees   | To consider any issues raised by Scrutiny for Cabinet's attention                            | Tbc                                | Scrutiny Coordinator   |
| <b>28 May 2019</b> | 1                          | North Wales Growth Bid Governance Agreement 2  | To approve the governance arrangements in relation to the implementation of the growth deal. | Yes                                | Councillor Hugh Evans / Graham Boase / Gary Williams                 |
|                    | 2                          | Finance Report   | To update Cabinet on the current financial position of the Council                           | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh                      |
|                    | 3                          | Items from Scrutiny Committees   | To consider any issues raised by Scrutiny for Cabinet's attention                            | Tbc                                | Scrutiny Coordinator   |
| <b>25 Jun 2019</b> | 1                          | Finance Report   | To update Cabinet on the current financial position of the Council                           | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh                      |

## Cabinet Forward Work Plan

| Meeting             | Item (description / title) |                                | Purpose of report  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer        |
|---------------------|----------------------------|--------------------------------|--|------------------------------------|---|
|                     | 2                          | Items from Scrutiny Committees | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |
| <b>30 July 2019</b> | 1                          | Finance Report                 | To update Cabinet on the current financial position of the Council | Tbc                                | Councillor Julian Thompson-Hill / Richard Weigh |
|                     | 2                          | Items from Scrutiny Committees | To consider any issues raised by Scrutiny for Cabinet's attention  | Tbc                                | Scrutiny Coordinator                            |

Future Issues – date to be confirmed

| <i>Item (description/title)</i>       | <i>Purpose of report</i>  | <i>Cabinet Decision required (yes/no)</i> | <i>Author – Lead member and contact officer</i> |
|---------------------------------------|---|---|---|
| Rhyl Regeneration Programme re-launch | To support the future arrangements regarding the regeneration of Rhyl | Yes                                       | Councillor Hugh Evans / Graham Boase            |
|                                       |   |   |   |

Note for officers – Cabinet Report Deadlines

| <i>Meeting</i> | <i>Deadline</i> | <i>Meeting</i> | <i>Deadline</i> | <i>Meeting</i> | <i>Deadline</i> |
|----------------|-----------------|----------------|-----------------|----------------|-----------------|
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**Cabinet Forward Work Plan**

|                 |                    |              |                 |              |                 |
|-----------------|--------------------|--------------|-----------------|--------------|-----------------|
|                 |                    |              |                 |              |                 |
| <i>February</i> | <b>12 February</b> | <i>March</i> | <b>12 March</b> | <i>April</i> | <b>12 April</b> |

Updated 25/01/19 - KEJ

Cabinet Forward Work Programme.doc



## Progress with Committee Resolutions

| Date of Meeting  | Item number and title  | Resolution  | Progress   |
|------------------|--|---|--|
| 20 December 2018 | 5. CLWYDIAN RANGE AND DEE VALLEY AREA OF OUTSTANDING NATURAL BEAUTY (AONB) MANAGEMENT PLAN AND LOCAL AUTHORITIES' PLANS AND UPDATE ON CURRENT COLLECTIVE WORK BY THE AONBs OF WALES UPDATE | <i><b>RESOLVED:</b> - having considered the Plan, subject to the above observations and the Lead Member and officers undertaking the actions identified, confirmed that it was assured that the Plan's aims and objectives supported and complemented the Council's vision and aspirations for the area</i> | Lead Member and officers advised of the Committee's comments and recommendation              |
|                  | 6. COMMUNITY SAFETY PARTNERSHIP ANNUAL UPDATE FOR 2017 - 2018  | <i><b>Resolved:</b> - subject to the above observations and the provision of the requested information to receive and acknowledge the contents of the Community Safety Partnership's performance report for 2017-18 and its Project/Partnership Activity Plan for 2018-19</i>                               | Lead Member and relevant officers advised of the Committee's observations and recommendation |

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