

At: Gadeirydd ac Aelodau'r Pwyllgor
Craffu Perfformiad

Dyddiad: Dydd Gwener, 11 Mawrth
2022

Rhif Union: 01824 712554

ebost: democrataidd@sirddinbych.gov.uk

Annwyl Gyngorydd

Fe'ch gwahoddir i fynychu cyfarfod y **PWYLLGOR CRAFFU PERFFORMIAD, DYDD IAU, 17 MAWRTH 2022 am 10.00 am yn TRWY GYNHADLEDD FIDEO.**

Yn gywir iawn

G Williams

Pennaeth Gwasanaethau Cyfreithiol, AD a Democrataidd

AGENDA

1 YMDDIHEURIADAU

2 DATGANIADAU O FUDDIANT

Yr Aelodau i ddatgan unrhyw gysylltiad personol neu gysylltiad sy'n rhagfarnu mewn unrhyw fater a nodwyd i'w ystyried yn y cyfarfod hwn

3 MATERION BRYD FEL Y'U CYTUNWYD GAN Y CADEIRYDD

Hysbysiad o eitemau y dylid, ym marn y Cadeirydd, eu hystyried yn y cyfarfod fel materion brys yn unol ag Adran 100B(4) Deddf Llywodraeth Leol 1972.

4 COFNODION Y CYFARFOD DIWEHAF (Tudalennau 3 - 14)

Derbyn cofnodion cyfarfod y Pwyllgor Craffu Perfformiad a gynhaliwyd ar 27 Ionawr 2022 (copi ynghlwm).

5 FFIGURAU ABSENOLDEB STAFF A THROSIANT CYNGOR SIR DDINBYCH YN YSTOD 2020/21 A 2021/22 (Tudalennau 15 - 68)

Ystyried Adroddiad Data Absenoldeb a Throsiant ynghyd â dogfennaeth gysylltiedig (copïau ynghlwm) a phenderfynu a oes angen monitro cyfraddau absenoldeb staff a throsiant.

6 RHAGLEN WAITH ARCHWILIO (Tudalennau 69 - 90)

Ystyried adroddiad gan y Cydlynnydd Craffu (copi ynghlwm) yn gofyn am adolygiad o raglen gwaith i'r dyfodol y pwyllgor a rhoi'r wybodaeth ddiweddaraf i'r aelodau am faterion perthnasol

7 ADBORTH GAN GYNRYCHIOLWYR Y PWYLLGOR

Derbyn y wybodaeth ddiweddaraf gan gynrychiolwyr y Pwyllgor am wahanol Fyrddau a Grwpiau'r Cyngor.

AELODAETH

Y Cynghorwyr

Y Cynghorydd Arwel Roberts
(Cadeirydd)

Ellie Chard
Martyn Holland
Geraint Lloyd-Williams
Bob Murray
Paul Penlington

Y Cynghorydd Hugh Carson Irving (Is-
Gadeirydd)

Pete Prendergast
Peter Scott
Andrew Thomas
David Williams

COPIAU I'R:

Holl Gynghorwyr er gwybodaeth
Y Wasg a'r Llyfrgelloedd
Cynghorau Tref a Chymuned

PWYLLGOR CRAFFU PERFFORMIAD

Cofnodion cyfarfod o'r Pwyllgor Craffu Perfformiad a gynhaliwyd yn trwy cyfrwng fideo, Dydd Iau, 27 Ionawr 2022 am 10.00 am.

YN BRESENNOL

Y Cynghorwyr Ellie Chard, Hugh Irving (Is-gadeirydd), Geraint Lloyd-Williams, Bob Murray, Pete Prendergast, Arwel Roberts (Cadeirydd), Peter Scott ac Andrew Thomas

Aelodau Cabinet – y Cynghorwyr Bobby Feeley (Aelod Arweiniol Lles ac Annibyniaeth), Huw Hilditch-Roberts (Aelod Arweiniol Addysg, Gwasanaethau Plant ac Ymgysylltu â'r Cyhoedd), Brian Jones (Aelod Arweiniol Gwastraff, Cludiant a'r Amgylchedd), Tony Thomas (Aelod Arweiniol Tai a Chymunedau) a Mark Young (Aelod Arweiniol Cynllunio, Diogelu'r Cyhoedd a Chymunedau Mwy Diogel)

Arsyllwyr – y Cynghorwyr Meirick Davies, Rhys Thomas, Graham Timms ac Emrys Wynne

HEFYD YN BRESENNOL

Y Prif Weithredwr (GB), Pennaeth Cynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad (EJ), Pennaeth Cymunedau a Chwsmeriaid (LG), Pennaeth Priffyrdd a Gwasanaethau Amgylcheddol (TW), Rheolwr Cynllunio Strategol a Thai (AL), Uwchswyddog Cynllunio Strategol a Thai (JA), Rheolwr Datblygu Tai (MD), Swyddog Arweiniol – Tai Cymunedol (GD), Rheolwr Gweithrediadau'r Gwasanaeth Cyfarpar Cymunedol (NJ), Pen Llyfrgellydd (BH), Pen Rheolwr Arlwyo a Glanhau (HJ), Cydlynnydd Craffu (RE) a Gweinyddwyr y Pwyllgor (KEJ a SJ [gwe-ddarllledwr])

Aelodau o'r Cyhoedd – bu myfyrwyr Ysgol Dinas Brân yn bresennol ar gyfer eitem 7 ar y rhaglen

1 YMDDIHEURIADAU

Y Cynghorydd Martyn Holland

2 DATGANIADAU O FUDDIANT

Ni ddatganwyd unrhyw gysylltiad.

Hysbyswyd yr aelodau na fyddai bod yn llywodraethwr ysgol yn eu hatal rhag cymryd rhan yn eitem 7 ar raglen y cyfarfod.

3 MATERION BRYD FEL Y'U CYTUNWYD GAN Y CADEIRYDD

Ni chodwyd unrhyw fater bryd.

4 COFNODION Y CYFARFOD DIWETHAF

Cyflwynwyd cofnodion cyfarfod y Pwyllgor Craffu Perfformiad a gynhaliwyd ar 25 Tachwedd 2021.

Materion yn Codi – Cyfeiriodd y Cydlynnydd Craffu at y wybodaeth ddiweddaraf a ddarparwyd yn unol â chais y Pwyllgor yn y cyfarfod diwethaf, gan gynnwys gwybodaeth ynghylch ymwybyddiaeth o ddementia a hyfforddiant gofal a fu'n rhan o Friff Gwybodaeth y Pwyllgor a rannwyd â'r aelodau'n gynharach yn yr wythnos.

PENDERFYNWYD y dylid derbyn cofnodion y cyfarfod a gynhaliwyd ar 25 Tachwedd 2021 a'u cymeradwyo fel rhai cywir.

5 CYNNYDD AR GYFLAWNI STRATEGAETH DAI A DIGARTREFEDD SIR DDINBYCH

Croesawodd y Cadeirydd y Cynghorwyr Tony Thomas, Aelod Arweiniol Tai a Chymunedau a Bobby Feeley, Aelod Arweiniol Lles ac Annibyniaeth, a rannai'r cyfrifoldeb am gyflawni'r Strategaeth Tai a Digartrefedd. Roedd y Pennaeth Cwsmeriaid a Chymunedau, y Rheolwr Cynllunio Strategol a Thai, yr Uwch-swyddog Cynllunio Strategol a Thai a'r Rheolwr Datblygu Tai hefyd yn bresennol ar gyfer yr eitem hon.

Cyflwynodd y Cynghorydd Thomas yr adroddiad (a ddosbarthwyd o flaen llaw) ynglŷn â'r cynnydd a wnaed hyd yn hyn wrth gyflawni'r Strategaeth Tai a Digartrefedd ddiwygiedig a'r Cynllun Gweithredu a gymeradwywyd gan y Cyngor Sir fis Rhagfyr 2020. Roedd y Strategaeth yn cynnwys chwech o feysydd blaenoriaeth ar gyfer gweithredu ar sail chwech o brif themâu, ac roedd y cynnydd a wnaed wrth gyflawni'r cynllun gweithredu ynghlwm wrth yr adroddiad fel atodiad. Roedd y Grŵp Strategol Tai a Digartrefedd yn goruchwylio'r drefn o gyflawni'r cynllun gweithredu ynghyd â dyrannu'r Grant Tai Cymdeithasol gyda'r nod o hybu datblygiadau tai fforddiadwy. Amlygodd y Cynghorydd Thomas y cynnydd a wnaed mewn meysydd allweddol, gan gynnwys lansio'r gwasanaeth paru tai gwag a'r gwaith a wnaed i greu cyflenwad o dai fforddiadwy, gan gynnwys tai *Passivhaus* sy'n defnyddio ynni'n effeithlon a gwaith oedd yn mynd rhagddo ar safleoedd yn Ninbych a Phrestatyn, ynghyd â'r cynnydd a wnaed wrth baratoi datblygiadau yn y dyfodol.

Tynnodd y Cynghorydd Feeley sylw at yr adroddiad trylwyr a'r modd y diwygiwyd y Strategaeth er mwyn rhoi mwy o bwyslais ar fynd i'r afael â digartrefedd, gan gynnwys thema benodol ynglŷn â'r pryderon a'r cynlluniau pennaf yn hynny o beth. Roedd hi'n falch o ddweud y cyflwynwyd y cynllun Tai yn Gyntaf yn unol â'r cynllun a bod arian ar ei gyfer yn y cyllidebau presennol; roedd gwaith yn mynd rhagddo i greu llety dros dro am y tro cyntaf yn Sir Ddinbych a hynny yn Epworth Lodge yn y Rhyl a llety Gofal Ychwanegol Awel y Dyffryn yn Ninbych, a fyddai'n agor yn llawn ym mis Chwefror. Roedd y Strategaeth yn hyrwyddo cadernid ac annibyniaeth a hefyd yn cyfrannu at gyflawni blaenoriaethau corfforaethol. Yn olaf, achubodd ar y cyfle i ddiolch i'r holl swyddogion am eu cyfraniadau.

Ychwanegodd y Rheolwr Cynllunio Strategol a Thai nad oedd y gwaith o gyflawni'r Strategaeth ond megis dechrau, gan ystyried fod y Cyngor wedi'i mabwysiadu ym mis Rhagfyr 2020. Byddai'r rhan helaeth o'r camau gweithredu, fodd bynnag, yn cael eu cyflawni mewn pryd er gwaethaf mân anawsterau mewn rhai meysydd, yn bennaf

oherwydd Covid-19 a materion oedd a wnelont â'r Cynllun Datblygu Lleol. Soniodd hefyd am waith y Grŵp Strategol Tai a Digartrefedd yn cadw golwg ar gynnydd, a dywedodd ei bod yn galonogol bod y Pwyllgor yn craffu ar y cynllun gweithredu.

Dywedodd y Cadeirydd na nodwyd unrhyw broblemau o bwys gyda chynnydd y cynllun gweithredu. Yna gofynnodd i'r Pwyllgor ganolbwyntio ar y mân broblemau a nodwyd, ar y sail bod y camau gweithredu eraill wedi'u cyflawni eisoes neu'n cadw at yr amserlen.

Atebodd yr Aelod Arweiniol a'r swyddogion y cwestiynau/sylwadau fel a ganlyn –

- Tai Teg oedd y gofrestr tai fforddiadwy a rhoddwyd sicrwydd y câi'r gofrestr ei hadolygu'n gyson a bod Cynghorwyr yn cael gwybod am unrhyw dai a oedd ar gael yn eu hardaloedd; roedd yno ddolen gyswllt at Tai Teg ar wefan y Cyngor
- adeg y cyfarfod roedd yno 168 o aelwydydd yn ddigartref yn y sir, gan gynnwys 218 o unigolion, a bu cynnydd yn nifer y bobl dan fygythiad o fynd yn ddigartref yn bennaf oherwydd diddymu'r moratoriwm a gyflwynodd Llywodraeth Cymru ar droi pobl allan yn ystod y pandemig Covid-19; roedd cryn waith yn mynd rhagddo er mwyn cefnogi pobl dan fygythiad o fynd yn ddigartref
- nid oedd gan y Cyngor ddyletswydd ond i ddarparu tai i drigolion Sir Ddinbych, ac nid oedd yn darparu tai i bobl o'r tu allan i'r sir a gysylltai â'r Cyngor ynglŷn â bod yn ddigartref - mewn achosion felly byddai'r Tîm Atal Digartrefedd: yn gweithio â'r awdurdod lleol lle bu'r bobl dan sylw'n byw ddiwethaf
- am nifer o resymau roedd achosion yn codi o bryd i'w gilydd lle byddai awdurdodau lleol, gan gynnwys Cyngor Sir Ddinbych, yn darparu llety i bobl ddigartref o'r tu allan i'r sir, a holwyd a oedd yno anghydraddoldeb yn hynny o beth rhwng Sir Ddinbych a'r awdurdodau cyfagos, yn enwedig felly ynghylch defnyddio gwestai ar gyfer llety dros dro - dywedodd y Prif Weithredwr y cynhelid mwy o waith ymchwil ar y cyd â'r awdurdodau eraill er mwyn canfod y sefyllfa oedd ohoni, a chynigiodd y Cadeirydd bod yr aelodau'n derbyn adroddiad ynglŷn â hynny faes o law
- roedd oedran y bobl a gysylltai â'r Cyngor ynglŷn â bod yn ddigartref yn amrywio, ond roedd nifer arwyddocaol ohonynt yn iau na 35
- roedd yr aelodau wedi trafod y broblem o bobl yn byw mewn carafanau gwyliau'n ddiawdurdod yn y gorffennol, ac felly roedd hynny wedi'i gynnwys yn y cynllun gweithredu, ac amlygwyd hefyd y gwaith oedd eisoes wedi'i wneud a'r sylw a roes un o'r pwyllgorau craffu i'r mater. Er mwyn dal i fynd i'r afael â'r broblem roedd angen adnoddau sylweddol a dull gweithredu strategol/corfforaethol. Dywedodd y Pennaeth Cynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad mai ei wasanaeth ef a fyddai'n arwain y gwaith yn ôl pob tebyg, ac y byddai'n cwrdd â swyddogion allweddol yn y dyfodol agos gyda'r nod o fwrw ymlaen mewn modd priodol. Cytunodd i feithrin cyswllt â'r Cydlynnydd Craffu er mwyn canfod pryd y cyflwynwyd yr adroddiad diwethaf ar y mater i bwyllgor craffu a phenderfynu a oedd angen darparu rhagor o wybodaeth neu gyflwyno adroddiad o'r newydd.
- roedd yr adroddiad yn amlygu effaith Covid-19 ar gynnydd y Cynllun Datblygu Lleol newydd a chyfeiriodd y Cynghorydd Mark Young at effaith yr oedi gyda Nodyn Technegol 15 a'r Mapiau Llifogydd, a oedd hefyd y tu hwnt i reolaeth y Cyngor. Rhoes sicrwydd, fodd bynnag, y byddai'r Grŵp Cynllunio Strategol yn dal ati â'i waith ac yn trosglwyddo'r wybodaeth angenrheidiol i'r Cyngor newydd

- dylid cyfeirio unrhyw ymholiadau ynglŷn â thai gwag at y Rheolwr Cynllunio Strategol a Thai yn gyntaf; dywedodd y Cyngorydd Tony Thomas ei fod yntau'n fodlon cynorthwyo a chadarnhaodd ei fod yn darparu'r wybodaeth ddiweddaraf i'r holl Gyngorwyr bob tri mis, gan gynnwys manylion ynghylch tai gwag mewn wardiau penodol.
- cytunodd y Pennaeth Cynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad y byddai'n canfod a fedrai preswylwyr carafanau gwyliau gofrestru'r manau hynny fel eu cyfeiriad ar y gofrestr etholwyr, a dod â'r wybodaeth yn ôl i'r Pwyllgor
- cytunodd y Pennaeth Cynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad y byddai hefyd yn ymchwilio i gais y Cyngorydd Meirick Davies yn Nhrefnant a darparu'r wybodaeth iddo'n uniongyrchol
- darparwyd y wybodaeth ddiweddaraf ynglŷn â Llys Awelon yn Rhuthun ynghyd â'r rhesymau dros oedi'r datblygiad, a ddigwyddodd yn bennaf oherwydd Covid-19 yn ogystal â materion eraill fel amodau cynllunio, llofnodi cytundeb y tendr a chynnydd ym mhrisiau defnyddiau adeiladu. Rhoddwyd sicrwydd y byddai'r datblygiad yn mynd yn ei flaen yn unol â'r cynllun er gwaethaf y trafferthion a gafwyd, a bod Llywodraeth Cymru eisoes wedi neilltuo rhagor o gyllid ar gyfer y cynllun. Byddai'r datblygiad yn mynd rhagddo'n gynnar iawn yn y Flwyddyn Newydd, yn ôl pob tebyg.

Wrth i'r Pwyllgor ddod â'r drafodaeth i ben –

PENDERFYNWYD , yn amodol ar y sylwadau uchod a darparu'r wybodaeth ychwanegol y gofynnwyd amdani yn ystod y drafodaeth –

- cydnabod y gwaith a wnaed hyd yn hyn wrth gyflawni Cynllun Gweithredu'r Strategaeth Tai a Digartrefedd, ynghyd â'r cynnydd a wnaed wrth gyflawni'r Strategaeth honno, a*
- gofyn am adroddiad arall ynglŷn â chynnydd y Cynllun Gweithredu i'w gyflwyno i'r Pwyllgor yn hydref 2022.*

6 SAFONAU A PHERFFORMIAD Y GWASANAETH LLYFRGELLOEDD

Cyflwynodd y Cyngorydd Tony Thomas, Aelod Arweiniol Tai a Chymunedau, yr adroddiad gan y Pen Llyfrgellydd (a ddosbarthwyd o flaen llaw) ynglŷn â pherfformiad y Cyngor wrth weithredu Chweched Fframwaith Safonau Llyfrgelloedd Cyhoeddus Cymru 2017 – 2020 (a ymestynnwyd hyd 2020 – 2021) a'r cynnydd a wnaed wrth ddatblygu llyfrgelloedd yn lleoedd a gyfrannai at les a chadernid unigolion a chymunedau.

Atgoffodd y Cyngorydd Thomas y Pwyllgor fod awdurdodau llyfrgelloedd yng Nghymru dan ddyletswydd statudol i ddarparu gwasanaeth cynhwysfawr ac effeithlon i'w trigolion, a bod yr adroddiad yn cymharu perfformiad Sir Ddinbych â'r safon genedlaethol. Rhoes ganmoliaeth i'r gwasanaeth gwerthfawr a ddarperid yn Sir Ddinbych, gan nodi fod Covid-19 wedi cael effaith drom arno hefyd, ac achubodd y cyfle i ddiolch i'r staff am eu gwasanaeth rhagorol ar adegau anodd; symudodd rhai aelodau o staff i swyddi dros dro ddechrau'r pandemig fel rhan o'r drefn o ffonio

preswylwyr yn rhagweithiol. Roedd y data perfformiad ar gyfer 2020 – 21 yn cynnwys y deuddeg o hawliau craidd yr oedd Sir Ddinbych yn dal i'w bodloni, ynghyd â chwech o ddangosyddion ansawdd y cynhaliwyd hunanasesiad ar eu cyfer fel y nodwyd yn yr adroddiad. Darparwyd nifer o astudiaethau achos difyr ac addysgiadol ynglŷn â gweithgarwch y gwasanaeth.

Amlygodd y Pennaeth Cymunedau a Chwsmeriaid lwyddiant y gwasanaeth llyfrgelloedd a'r modd yr addaswyd y ddarpariaeth yn unol â'r gwahanol lefelau rhybudd Covid a gofynion y byd cyfoes, gan nodi fod lawrlwythiadau digidol wedi cynyddu 166% yn ystod y cyfnod clo cyntaf. Cyfeiriodd at ymdrechion aruthrol y gwasanaeth llyfrgelloedd a oedd wedi arwain at yr adroddiad cadarnhaol, gan gydnabod serch hynny fod angen llawer iawn o waith er mwyn meithrin cadernid cymunedau a'u gallu i gynnal eu hunain, a bod gan y gwasanaeth llyfrgelloedd ran allweddol i'w chwarae yn hynny o beth.

Yn ystod y drafodaeth croesawodd y Pwyllgor yr adroddiad cadarnhaol a chydnabu mor bwysig oedd y gwasanaeth llyfrgelloedd i les pobl ac mor werthfawr oedd ei gyfraniad i gymunedau. Rhoes aelodau enghreifftiau o'r ddarpariaeth yn eu wardiau hwy, gan ganmol y cynlluniau a'r amrywiaeth o wasanaethau a ddarperid, gan gynnwys gwaith â phartneriaid, a rhoi diolch i'r holl staff.

Atebodd yr Aelod Arweiniol, y Pennaeth Cymunedau a Chwsmeriaid a'r Pen Llyfrgellydd gwestiynau fel a ganlyn –

- yn unol â'r sefyllfa gyffredinol mewn canol trefi, nid oedd nifer yr ymweliadau â llyfrgelloedd wedi dychwelyd i'r lefelau a gafwyd cyn y pandemig, ac felly'r oedd hi ledled Cymru; roedd gwaith yn mynd rhagddo i ail-greu cysylltiadau ag ysgolion a dod â gwasanaethau partneriaid a gweithgareddau grŵp yn ôl er mwyn hybu niferoedd; cydnabuwyd hefyd fod angen i bobl fagu hyder er mwyn ailgydio mewn gwahanol weithgareddau a gwasanaethau yn y gymuned
- cydnabuwyd bod y gwasanaeth llyfrgelloedd yn ymestyn y tu hwnt i waliau brics a mortar, a bod pobl yn defnyddio llyfrgelloedd mewn ffyrdd tra gwahanol bellach, fel y gwelwyd wrth i fwy o bobl ddefnyddio gwasanaethau'n ddigidol, gan gynnwys y Gwasanaeth Archebu a Chasglu
- roedd bagiau atgofion i helpu pobl â dementia ar gael i'w benthyg yn yr un modd â llyfrau a bu'r rhain yn boblogaidd dros ben; derbyniwyd cyllid yn ddiweddar i ddarparu jig-sôs i bobl oedd yn byw â dementia a hyderid y byddai'r rheiny hefyd yr un mor boblogaidd
- ar sail cyfraniadau ariannol Cyngor Tref Rhuddlan a Chyngor Dinas Llanelwy i'w llyfrgelloedd lleol, ynghyd â gwaith mewn partneriaeth a'r weledigaeth gytûn ar gyfer llyfrgelloedd yn gweithio mewn cymunedau, roedd y llyfrgelloedd hynny'n arbennig o lwyddiannus – awgrymodd y Cadeirydd y gallai fod yn werth ehangu'r dull o weithio mewn partneriaeth i gynorthwyo llyfrgelloedd lleol mewn trefi a chymunedau ledled y sir
- er bod llai o blant a phobl wedi cymryd rhan yn Sialens Ddarllen yr Haf yn 2021, roedd yn dal yn gynllun llwyddiannus dros ben ac roedd Sir Ddinbych yn dal i berfformio'n dda. Roedd yno ragor o waith ag ysgolion ar y gweill, gan ystyried mor bwysig oedd darllen yng nghyd-destun addysg a lles
- lleihawyd lefelau staff mewn ffordd a fyddai'n lleihau unrhyw effaith ar ddefnyddwyr y llyfrgelloedd a rhoddwyd sylw manwl i ymatebion cwsmeriaid; ni

chafwyd unrhyw ymatebion negyddol. Byddai'r gwasanaeth yn dal i ddefnyddio'i adnoddau yn y ffordd fwyaf effeithiol y gallai er budd y trigolion

- roedd nifer ymweliadau a benthyciadau'n cynyddu fesul dipyn ac roedd rhagor o wasanaethau'n bwriadu ailagor yn yr wythnos ddilynol wrth i'r cyfyngiadau lacio, ac roedd hi'n anodd cymharu â'r cyfnod cyn y pandemig gan fod cymaint o bethau wedi newid yn y ddwy flynedd aeth heibio a bod pobl yn ymddwyn yn wahanol; roedd pawb yn gyfrifol am helpu i feithrin hyder pobl i ailgydio â gweithgareddau yn y gymuned, a'r neges bendant oedd bod llyfrgelloedd yn fannau diogel a chroesawgar i ymwelwyr.

Bu'r Prif Weithredwr yn falch o glywed y farn gadarnhaol o'r gwasanaeth llyfrgelloedd a gosododd her ar gyfer y dyfodol o ganfod beth yn rhagor y gellid ei wneud i ddiogelu'r cyfleusterau hyn er mwyn gwella bywydau trigolion. Wrth gloi, talodd y Cadeirydd deyrnged unwaith eto i'r gwasanaeth ardderchog a ddarperid a gwaith yr holl staff.

Bu i'r Pwyllgor –

BENDERFYNU, yn amodol ar y sylwadau uchod –

- (a) cydnabod ymdrechion llyfrgelloedd y sir i addasu i'r pandemig Covid-19 a darparu gwasanaeth ardderchog i drigolion Sir Ddinbych;*
- (b) derbyn a nodi'r wybodaeth a ddarparwyd ynghylch perfformiad y Gwasanaeth Llyfrgelloedd yn ôl Chweched Fframwaith Safonau Llyfrgelloedd Cyhoeddus Cymru yn ystod 2020/21 ynghyd â'r wybodaeth ddiweddaraf am y datblygiadau yn ystod 2021/22, a*
- (c) gofyn am adroddiad arall ynghylch perfformiad y Gwasanaeth yn ôl Safonau Llyfrgelloedd Cyhoeddus Cymru yn ystod 2021/22 i ddod gerbron y Pwyllgor ym mis Ionawr 2023.*

Ar yr adeg hon (11.17 am) cymerodd y pwyllgor egwyl fer.

7 DEFNYDDIO LLAI O BLASTIGAU UNTRO A LLEIHOU CARBON YN Y GWASANAETH PRYDAU YSGOL

Croesawodd y Cadeirydd bawb a oedd yn bresennol ar gyfer yr eitem hon, gan gynnwys y Cynghorydd Huw Hilditch-Roberts, Aelod Arweiniol Addysg, Gwasanaethau Plant ac Ymgysylltu â'r Cyhoedd a'r Cynghorydd Brian Jones, Aelod Arweiniol Gwastraff, Trafnidiaeth a'r Amgylchedd, y cyntaf yn dal y portffolio ar gyfer y maes gwasanaeth dan sylw a'r ail yn dal y portffolio ar gyfer yr amgylchedd, ynghyd â'r Pennaeth Priffyrdd a Gwasanaethau Amgylcheddol a'r Pen Rheolwr Arlwygo a Glanhau. Estynnwyd croeso cynnes hefyd i ddau ddisgybl o Gyngor Myfyrwyr Ysgol Dinas Brân a fyddai'n cael eu gwahodd i ofyn cwestiynau am y mater.

Cyflwynodd y Cynghorydd Huw Hilditch-Roberts yr adroddiad gan y Pen Rheolwr Arlwygo a Glanhau, a oedd yn cynnwys y wybodaeth ddiweddaraf am y cynnydd a wnaed, a'r heriau a gododd, wrth fynd ati i leihau plastig untro a charbon yn y Gwasanaeth Arlwygo Ysgolion, yn ogystal ag amcangyfrif o'r costau cysylltiedig. Wrth

osod y cyd-destun dywedodd fod yr adroddiad yn seiliedig ar y ddarpariaeth gyfredol ac y byddai gweithredu penderfyniad Llywodraeth Cymru i ddarparu prydau ysgol am ddim i'r holl blant mewn ysgolion cynradd yn cael effaith arwyddocaol ar y gwasanaeth.

Cyflwynwyd yr adroddiad i'r Pwyllgor gan gyfeirio at y materion a ganlyn –

- roedd dull ariannu cyfredol y gwasanaeth arlwyo ysgolion yn dibynnu ar incwm o werthu diodydd mewn ysgolion uwchradd, a werthid mewn poteli plastig untro yn bennaf. Roedd y dewisiadau ar gyfer rhoi'r gorau i werthu diodydd mewn poteli plastig untro'n cynnwys (1) peidio â gwerthu unrhyw ddiodydd a bod y disgyblion yn dod â'u diodydd eu hunain i'r ysgol, a fyddai'n creu diffyg o £220,000, neu (2) gwerthu diodydd wedi'u tywallt i gynwysyddion y gellid eu hailddefnyddio
- Arbrofwyd â dewis 2 yn Ysgol Glan Clwyd ond oherwydd y trafferthion a gafwyd a'r effaith ariannol, fel y nodwyd yn yr adroddiad, daeth y gwasanaeth i'r casgliad na ellid rhoi'r dull ar waith yn yr holl ysgolion uwchradd oherwydd yr heriau ymarferol, prinder lle mewn rhai ysgolion a gwastraff ar ffurf cwpanau plastig na ellid eu hailgylchu; nid oedd yn ariannol ymarferol chwaith
- roedd y gwasanaeth wedi cael hwyl ar leihau plastig untro mewn meysydd eraill ac wedi lleihau swm y deunydd pecynnu bwyd a gâi ei brynu a'i daflu. Bu cynnydd, fodd bynnag, ym mhrisiau deunyddiau amgen y gellid eu hailgylchu ac roedd pryder nad oedd y myfyrwyr yn ailgylchu'r deunyddiau hynny. Rhoddwyd y gorau i ddefnyddio cyllyll a ffyrac plastig lle bo modd a châi bwyd ei weini ar blatiau, ond roedd llawer o ysgolion heb ystafelloedd bwyta digon mawr i'r disgyblion
- camau gweithredu penodol y gwasanaeth wrth gyflawni'r swyddogaeth arlwyo heb ddefnyddio llawer o garbon, a heriau yn y dyfodol wrth wella cyfraddau ailgylchu ymysg disgyblion, swydd newydd i hyrwyddo newid ymddygiad, a thrafodaethau ynglŷn â'r posibilrwydd o gael llai o gig coch ar fwydlenni, a oedd yn bwnc llosg.

Pwysleisiodd y Cynghorydd Hilditch-Roberts ymrwymiad y gwasanaeth i leihau plastig untro a charbon er gwaethaf yr heriau a gododd, a'r cynnydd a wnaed mewn nifer o feysydd. Cyfeiriodd eto at effaith ariannol drom y camau gweithredu a nodwyd yn yr adroddiad - £220,000 y flwyddyn wrth roi'r gorau i werthu diodydd mewn ysgolion uwchradd, a £197,000 y flwyddyn wrth werthu diodydd wedi'u tywallt i gwpanau y gellid eu hailddefnyddio. Byddai'n rhaid gwneud iawn am y diffyg hwn drwy gynyddu'r cymhorthdal refeniw, codi prisiau prydau ysgol neu drosglwyddo'r costau i'r ysgolion. Byddai darparu prydau ysgol am ddim i holl ddisgyblion ysgolion cynradd hefyd yn cynyddu ôl troed carbon y gwasanaeth. Soniwyd y câi pob ysgol ei thrin yn gyfartal o dan y dull ariannu presennol, ac oni ddymunai ysgol unigol fabwysiadu dull gwahanol (a gwneud iawn am unrhyw ddiffyg yn y gyllideb) byddai'r dull cyson hwnnw'n aros yn ei le.

Cyfeiriodd y Cynghorydd Brian Jones at waith a wnaed yn y gorffennol gyda'r nod o leihau plastig untro a phwysleisiodd fod angen i gyllidebau ariannol fod yn gyson â'r blaenoriaethau newid hinsawdd, a bod angen dod o hyd i ffyrdd dyfeisgar o fynd i'r afael â'r problemau a godai. Croesawodd gyfranogiad y ddau fyfyrwr o Ysgol Dinas Brân a'r gwaith oedd yn mynd rhagddo ar y cyd ag ysgolion ac eraill wrth geisio dod o hyd i ddulliau dyfeisgar o symud cynlluniau rhag newid hinsawdd ymlaen.

Gwahoddodd y Cadeirydd y myfyrwyr o Ysgol Dinas Brân i ofyn cwestiynau, a gan gyfeirio at Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 a chaffael cynaliadwy fe holont pam nad oedd y gwasanaeth yn defnyddio pethau gwell na nwyddau plastig untro yn unol â'r Ddeddf, a faint o wastraff ychwanegol a gynhyrchwyd drwy ddarparu plastig untro wrth fodloni'r galw gan fyfyrwyr. Holodd y myfyrwyr hefyd ynghylch gwir gostau defnyddio plastig o gymharu â deunyddiau amgen ecogyfeillgar, a heriont y cyfeiriad ym mharagraff 10.2 o'r adroddiad ynglŷn ag awydd ysgolion i newid, ar sail ymrwymiad parhaus y Cynghorau Ysgol. Mewn ymateb bu i'r Aelodau Arweiniol a swyddogion –

- esbonio'r graddfeydd amser llym ar gyfer gweini prydau bwyd yn yr wyth o ysgolion uwchradd ynghyd â'r prinder lle a oedd yn cael effaith arwyddocaol ar y modd y darperid y gwasanaeth, gan hefyd geisio bodloni hoffterau'r disgyblion a sicrhau bod y gwasanaeth yn ariannol hyfyw
- ymhelaethu ynghylch y camau a gymerwyd i ddefnyddio llai o ddeunydd pecynnu plastig untro ar frechdanau a phasta, a'r heriau o ddefnyddio cyllyll a ffyrcc dur a phlatiau gan ystyried fod amser yn gyfyng a bod dim digon o le mewn rhai ysgolion, yn ogystal â'r ffaith nad oedd rhai disgyblion yn dychwelyd eu cyllyll a ffyrcc ar bob achlysur a bod hynny'n creu costau, a bod deunyddiau amgen fel bambw yn llai fforddiadwy i ddisgyblion
- amrywiau swm y gwastraff o un ysgol i'r llall, ac nid oedd rhai disgyblion yn ailgylchu unrhyw blastig untro; ni châi llestri ac ati eu dychwelyd bob tro ac weithiau roedd disgyblion yn eu taflu (ar y llawr ar brydiau), ac nid oedd hynny o fewn rheolaeth y gwasanaeth. Roedd angen addysgu disgyblion a newid ymddygiad yn hynny o beth er mwyn sicrhau y câi'r gwastraff a gynhyrchid wrth ddarparu'r gwasanaeth ei waredu yn y ffordd orau Sicrhawyd cyllid i ariannu swydd newydd i hyrwyddo newid ymddygiad a byddai gweithio â'r gwasanaeth arlwygo ac ysgolion yn cael blaenoriaeth
- esboniodd fod paragraff 10.2 yn cyfeirio at ansicrwydd a oedd gan ysgolion awydd cyson/ar y cyd i newid i ddull newydd, a gododd yn sgil trafodaeth gyffredinol mewn cyfarfod penaethiaid clwstwr ynglŷn â gwerthu diodydd. Roedd penaethiaid wedi mynegi pryderon ynglŷn â rhoi'r gorau i werthu sudd ffrwythau (gan ystyried y buddion iechyd) a defnyddio caniau yn lle plastig (gan ystyried nad oedd modd eu cau ar ôl eu hagog a bod damweiniau'n gallu digwydd â chaniau wedi rhwygo ar gae'r ysgol). Bu Ysgol Glan Clwyd yn awyddus i gynnal yr arbrawf gwerthu diodydd ond pan gyflwynwyd y drefn newydd ni ddymunai'r rhan helaeth o ddisgyblion gymryd rhan
- cydnabuwyd mai gwerthu diodydd mewn ysgolion oedd y broblem fwyaf i'r gwasanaeth o ran plastig untro, ac er mai'r ffordd symlaf o fynd i'r afael â hynny oedd rhoi'r gorau i werthu diodydd mewn ysgolion, byddai goblygiadau mawr yn deillio o gymryd y cam hwnnw, nid yn unig oherwydd y diffyg yn y gyllideb y byddai'n rhaid gwneud iawn amdano, ond hefyd yng nghyd-destun iechyd a ffactorau eraill sydd efallai'n anhysbys, ac roedd angen trafod y mater yn wleidyddol ac ymgynghori â'r holl ysgolion er mwyn dod i gytundeb ynglŷn â'r ffordd orau ymlaen
- wrth ehangu'r gwasanaeth er mwyn bodloni'r gofynion i ddarparu prydau ysgol am ddim i'r holl ddisgyblion cynradd byddai'n anorfod y byddai ôl troed carbon y gwasanaeth yn tyfu hefyd, ac roedd hynny'n her sylweddol.

Yn ystod trafodaeth drylwyr bu'r aelodau'n craffu ar yr adroddiad yn fanwl a chawsant gyfle i ofyn cwestiynau a thrafod amryw agweddau ar yr adroddiad â'r Aelodau Arweiniol a'r swyddogion. Rhoes y Cadeirydd ganiatâd hefyd i fyfyrwyr Ysgol Dinas Brân ac eraill nad oeddent yn aelodau o'r Pwyllgor ofyn cwestiynau dilynol. Cydnabu'r Pwyllgor yr heriau wrth geisio cydbwysu anghenion y gwasanaeth a'r ddarpariaeth prydau ysgol â blaenoriaethau yng nghyd-destun yr hinsawdd a'r ecoleg, yn enwedig felly'r goblygiadau ariannol a'r angen i newid ymddygiad er mwyn cyflawni'r uchelgeisiau hynny.

Bu'r drafodaeth yn canolbwyntio'n bennaf ar y materion canlynol –

- yn ddelfrydol defnyddid cyllyll a ffyrc dur ond roedd cyfyngiadau ar ddarparu'r gwasanaeth oherwydd prinder lle, diffyg cyfleusterau a chadeiriau mewn ysgolion, ynghyd â hyd yr amser cinio a'r ffaith bod miloedd o gyllyll a ffyrc dur yn mynd ar goll bob blwyddyn, gan gynnwys rhai a daflwyd yn amhriodol; er y byddai modd defnyddio cyllyll a ffyrc bambŵ roedd y rheiny'n llawer drutach na rhai plastig gyda phob cyllell a fforc yn costio tua 10-15c yn fwy, a byddai'n rhaid trosglwyddo'r gost i'r cwsmeriaid
- roedd gobaith y gallai'r Cyngor wneud mwy yn y dyfodol wrth gydweithio ag ysgolion i wella ymddygiad, gyda'r nod o sicrhau y câi'r holl ddeunydd a gynhyrchid o brydau ysgol ei ailgylchu, ac er mwyn mynd i'r afael â phroblemau sbwriel
- roedd dull ariannu'r gwasanaeth arlwyo'n seiliedig ar yr holl ysgolion gyda'i gilydd ac felly byddai newid y drefn mewn un ysgol yn cael effaith ariannol ar bob un o'r lleill; pe byddai un ysgol yn rhoi'r gorau i werthu diodydd, er enghraifft, byddai'n rhaid rhannu'r diffyg yn y gyllideb yn gyfartal ymysg yr holl ysgolion, ac felly byddai angen i'r holl ysgolion gytuno cyn cyflwyno dull o'r fath
- bu gobaith y byddai'r arbrawf gwerthu diodydd yn Ysgol Glan Clwyd yn llwyddo ac y byddai modd ei gyflwyno ymhob ysgol uwchradd, ond yn anffodus ni fu'r arbrawf yn llwyddiant ac fe greodd broblemau eraill
- rhoddwyd sicrwydd fod gan bob ysgol awydd i geisio mynd i'r afael â phlastig untro a lleihau carbon ac er bod y gwasanaeth wedi gwneud cynnydd yn hynny o beth mewn meysydd fel pecynnu a gwaredu gwastraff, roedd yr heriau mewn ysgolion yn anodd eu goresgyn mewn gwirionedd, ac roedd hi'n anodd dod dros goblygiadau ariannol y newidiadau hynny
- cafwyd rhywfaint o drafodaeth ynglŷn â'r sefyllfa genedlaethol, gan ystyried fod newid hinsawdd yn bwnc byd-eang, a holwyd a ddylai'r Cyngor wneud cais i Lywodraeth Cymru weithio ag awdurdodau lleol ledled Cymru a darparu'r cyllid angenrheidiol i gyflwyno newid sylweddol, yn enwedig gan ystyried yr heriau ariannol yr oedd llywodraeth leol eisoes yn eu hwynebu a'r gwasgfeydd ar ysgolion a gwasanaethau eraill. Cynigiodd y Cadeirydd y byddai cysylltu â Llywodraeth Cymru'n ffordd o symud y mater yn ei flaen.
- roedd y rhan helaeth o ysgolion yn gweini prydau bwyd i wahanol ddisgyblion ar adegau gwahanol, ac o ganlyniad i Covid-19 wedi defnyddio rhannau eraill o'r ysgol heblaw am y ffreutur, a oedd wedi bod yn her barhaus
- diystyrwyd cyflwyno blaendal ar gyfer cyllyll a ffyrc aildefnyddadwy a chynwysyddion diodydd, oherwydd y gwaith gweinyddol a fyddai'n deillio o hynny a'r perygl o draws-heintio
- nid oedd rhai ysgolion yn caniatáu caniau ac ni fyddai newid o gynwysyddion plastig untro i ganiau'n ddelfrydol beth bynnag, gan mai cynwysyddion untro oedd

y rheiny hefyd; nid oedd codi arwyddion ac ati i nacáu taflu sbwriel yn atal y broblem o reidrwydd

- esboniwyd fod angen cydymffurfio â chanllawiau Llywodraeth Cymru ynglŷn â bwyd a maeth, a bod diffyg cyfleusterau a phrinder lle i hunanweini bwyd ynghyd â pheryglon traws-heintio wrth ddefnyddio cynwysyddion ailddefnyddadwy, a chadarnhawyd na fu unrhyw wahaniaeth yn yr incwm a gynhyrchwyd wrth werthu diod ar ôl rhoi'r gorau i ddefnyddio'r ffynhonnau dŵr yn yr ysgolion
- canfu gwaith ymchwil y dylai rheolwyr arlwygo sy'n ceisio lleihau allyriadau carbon fod yn ystyried mabwysiadu dulliau gwaredu gwastraff nad ydynt yn defnyddio llawer o garbon yn ogystal â gweini llai o gig coch - byddai'n rhaid cael trafodaeth wleidyddol am y cig gan y byddai hynny'n benderfyniad arwyddocaol i'r sir
- rhoddwyd sicrwydd y cymerwyd camau i leihau plastig untro a bod cynnydd wedi'i wneud, a chytunwyd y gallai newidiadau bach a graddol wneud gwahaniaeth mawr pe byddai pawb yn ymdrechu ar y cyd
- roedd dull ariannu cyfredol y gwasanaeth yn seiliedig ar y system yn ei chyfanrwydd ac yn trin pob ysgol yn gyfartal beth bynnag ei maint, a phe dymunai Ysgol Dinas Brân fabwysiadu dull gweithredu gwahanol a'i bod yn barod i wneud iawn am y diffyg yn y gyllideb, roedd gan yr ysgol hawl i wneud hynny a byddai'r Cyngor yn cynnig pob cymorth y gallai yn hynny o beth.

Siomwyd y Cynghorydd Graham Timms o glywed ymateb y Pwyllgor ynglŷn â gofyn i Lywodraeth Cymru arwain ar y mater, a dywedodd y dylai'r Cyngor fod yn mynd i'r afael â'r sefyllfa. Holodd a wnaed unrhyw waith i ddatblygu a phennu costau gwasanaeth a fyddai'n cael gwared â phlastig untro ac yn lleihau carbon, wedi'i ariannu a'i weithredu gan y Cyngor, ynghyd â gwaith i addysgu plant ynglŷn â'r ymddygiad gorau. Rhybuddiodd y Cynghorydd Hilditch-Roberts rhag llunio cynllun gwasanaeth am y tro, gan ystyried nad oedd hi'n hysbys beth fyddai goblygiadau'r gofyn i ddarparu prydau ysgol am ddim i'r holl ddisgyblion cynradd yn y dyfodol, ac roedd wedi nodi bod yr adroddiad yn ymdrin â'r sefyllfa fel yr oedd hi ac yn amodol ar elfennau ansicr yn y dyfodol fel ailstrwythuro posib a buddsoddiadau. Cydnabu myfyrwyr Ysgol Dinas Brân hefyd y sefyllfa ariannol oedd ohoni, ond gan bwysleisio fod newid hinsawdd hefyd yn sefyllfa'r oedd angen mynd i'r afael â hi. Awgrymodd y Cadeirydd y gallai argymhelliad y Pwyllgor i geisio cymorth gan Lywodraeth Cymru gynnwys yr arbrwf gwerthu diodydd yn Ysgol Glan Clwyd fel enghraifft o'r anawsterau a wynebwyd, ac awgrymodd y gallai Ysgol Dinas Brân ddymuno cysylltu â Llywodraeth Cymru eu hunain er mwyn mynegi eu siom ynglŷn â phrinder cyllid i symud pethau yn eu blaenau.

Er nad oedd cynllun presennol i ddatrys y problemau a godwyd, cadarnhaodd Pennaeth y Gwasanaeth fod yno ymrwymiad i ddal ati. Gan ystyried y gofynion newydd i ddarparu prydau ysgol am ddim roedd angen i'r gwasanaeth roi blaenoriaeth i gyflawni'r gwaith hwnnw yn y deunaw mis nesaf, ac er y gallai gymryd mwy o amser na hynny i gyflawni nodau'r gwasanaeth i leihau carbon a phlastig untro, rhoddwyd sicrwydd fod pawb yn ymrwmo i ddatrys y broblem. Wrth ddod â'r drafodaeth i ben ailgyflwynodd y Cadeirydd ei gynnig, a eiliwyd gan y Cynghorydd Ellie Chard, ac ar sail pleidlais bu i'r Pwyllgor –

BENDERFYNU, yn amodol ar y sylwadau a phryderon uchod, yn gofyn i'r Cabinet ysgrifennu at Lywodraeth Cymru ar ran y Cyngor gan ofyn iddo –

- (a) *weithio ag awdurdodau lleol ledled Cymru mewn ymdrech i leihau a rhoi terfyn ar ddefnyddio plastig untro a nwyddau na ellid eu hailgylchu wrth gyflenwi prydu ysgol, eu paratoi a'u gweini, a*
- (b) *darparu adnoddau ariannol digonol i'r holl awdurdodau lleol fel y gallant gyflawni'r amcanion uchod, hwyluso cynlluniau lleihau carbon yn y Gwasanaethau Arlwy Ysgolion a sicrhau y gellid darparu gwasanaeth prydu ysgol cynaliadwy.*

Diolchodd y Cadeirydd i fyfyrwyr Ysgol Dinas Brân am eu cyfraniad a'u cwestiynau heriol, a hefyd i'r holl aelodau am eu cyfraniad hwythau i'r drafodaeth, yn enwedig felly'r Cynghorydd Graham Timms, ac i'r swyddogion am ddod â'r adroddiad gerbron y Pwyllgor ac ateb cwestiynau yn ei gylch.

8 RHAGLEN WAITH ARCHWILIO

Cyflwynodd y Cydlynnydd Craffu adroddiad (a ddisbarthwyd o flaen llaw) yn gofyn i'r Aelodau adolygu Rhaglen Waith y Pwyllgor ac yn rhoi'r wybodaeth ddiweddaraf ynglŷn â materion perthnasol.

Trafodwyd y materion canlynol –

- roedd y Grŵp Cadeiryddion ac Is-gadeiryddion Craffu wedi rhoi eitem ar raglen y cyfarfod nesaf oedd i'w gynnal ar 17 Mawrth ynglŷn ag Absenoldebau a Throsiant Staff yn Sir Ddinbych yn ystod 2020/21 a 2021/22 hefyd wedi penderfynu symud y ddau o eitemau addysg oedd ar raglen 17 Mawrth i'r cyfarfod ym mis Gorffennaf, fel y gallai'r Pwyllgor newydd eu hystyried yn dilyn yr etholiadau ym mis Mai
- roedd y Grŵp Cadeiryddion ac Is-gadeiryddion Craffu eisoes wedi penderfynu na ddylai Pwyllgorau Craffu gynnal unrhyw gyfarfodydd yn ystod y cyfnod cyn etholiad (o 18 Mawrth ymlaen) oni fyddai'n rhaid cael cyfarfod i drafod mater brys - felly, y cyfarfod olaf a drefnwyd yn ystod cyfnod cyfredol y Cyngor oedd yr un ar 17 Mawrth
- anogwyd aelodau a ddymunai graffu ar bynciau penodol yng nghyfnod nesaf y Cyngor i gyflwyno ffurflenni cynnig yn syth i'r Cydlynnydd Craffu.

PENDERFYNWYD, yn amodol ar gynnwys yr eitemau y gofynnwyd amdanynt yn ystod y cyfarfod a'r diwygiadau a nodwyd uchod, cadarnhau rhaglen waith y Pwyllgor fel y nodwyd yn Atodiad 1 i'r adroddiad.

9 GWYBODAETH GAN GYNRYCHIOLWYR Y PWYLLGOR

Soniodd y Cadeirydd am gyfarfod â David Wilson o Archwilio Cymru lle trafodwyd swyddogaeth Pwyllgorau Craffu wrth ymchwilio i faterion fel absenoldebau staff, cadw staff a recriwtio. Byddai'r Pwyllgor yn cael cyfle i gyflawni ei swyddogaeth yn hynny o beth yn y cyfarfod ym mis Mawrth, ac anogwyd yr holl aelodau i fod yn bresennol a chynnig her effeithiol.

Dywedodd y Cynghorydd Peter Scott y byddai'r Grŵp Tasg a Gorffen Rheoli Perygl Llifogydd a Pherchnogaeth Glannau Afonydd yn cyflwyno adroddiad i'r Pwyllgor Craffu Cymunedau ar 10 Mawrth 2022.

Roedd y Cyngorydd Hugh Irving yn cynrychioli'r pwyllgorau craffu ar Fwrdd Prosiect Adeiladau'r Frenhines, a dywedodd fod y sefyllfa'n dal yn heriol a bod swyddogion yn gweithio'n ddiwyd i ddatrys y problemau annisgwyl sy'n parhau. Cyflwynid adroddiad ynglŷn â chynnydd y prosiect i'r Cabinet ym mis Chwefror.

Rhoes y Prif Weithredwr ganmoliaeth i safon y drafodaeth a'r craffu trylwyr yn ystod y cyfarfod, ac i gyfraniad myfyrwyr Ysgol Dinas Brân at y broses, gan nodi eu bod wedi hybu dealltwriaeth y Pwyllgor o gymhlethdod y sefyllfa.

PENDERFYNWYD derbyn a nodi sylwadau'r cynrychiolwyr hynny a fu'n bresennol mewn amryw gyfarfodydd ar ran y Pwyllgor.

Wrth ddod â'r cyfarfod i ben diolchodd y Cadeirydd i swyddogion cymorth y Pwyllgor.

Daeth y cyfarfod i ben am 12.50 pm.

Adroddiad i'r	Pwyllgor Craffu Perfformiad
Dyddiad y cyfarfod	17 Mawrth 2022
Aelod Arweiniol / Swyddog	Y Cynghorydd Julian Thompson-Hill, Aelod Arweiniol Cyllid, Perfformiad ac Asedau Strategol
Awdur yr adroddiad	Gary Williams – Pennaeth y Gyfraith, AD a Gwasanaethau Democrataidd Louise Dougal - Rheolwr Gwasanaethau AD
Teitl	Absenoldebau a Throsiant Staff yn Sir Ddinbych yn ystod 2020/21 a 2021/22

1. Am beth mae'r adroddiad yn sôn?

1.1. Mae'r adroddiad yn darparu data absenoldeb a throsiant staff ar gyfer 2020/2021 a 2021/2022.

2. Beth yw'r rheswm dros lunio'r adroddiad hwn?

2.1. Darparu gwybodaeth ddiweddar ar yr ystadegau absenoldebau a throsiant cyfredol.

3. Beth yw'r Argymhellion?

Bod y Pwyllgor yn:

3.1 ystyried y data Absenoldebau a Throsiant a ddarparwyd, ynghyd â'r ddogfennaeth gysylltiedig, a

3.2 phennu a oes angen monitro absenoldebau a throsiant staff ymhellach.

4. Manylion yr adroddiad

Absenoldeb Staff

4.1. Mae Atodiad 1 yn darparu crynodeb manwl o Absenoldeb yn Sgîl Salwch ar gyfer y flwyddyn ariannol gyfredol a blaenorol. Mae Pandemig Covid wedi cael effaith ar ffigurau absenoldeb. Mae data allweddol wedi'i amlygu trosodd.

4.2. Cyfanswm Data Absenoldebau a chymariaethau:

Absenoldeb - Cyfanswm Cyngor Sir Ddinbych					
	2017-2018	2018-2019	2019-2020	2020-2021	Ebrill - Rhagfyr 21
Sir Ddinbych	8.4	8.3	8.1	6.5	7.1
Cymru	10.4	10.5	11.2	8.4	

4.3. Mae'r Cyngor wedi gweld y gyfradd absenoldebau isaf ar gyfer awdurdodau lleol Cymru yn 2019/20 ac roedd yn duedd oedd ar i lawr. Yn 2020-2021, roedd ein cyfradd absenoldeb yn sgîl salwch yn sylweddol is, a oedd yn unol ag awdurdodau lleol eraill Cymru, oherwydd mesurau cadw pellter cymdeithasol a gweithio o gartref.

4.4. Yn y cyfnod Ebrill - Rhagfyr 2021, roedd y gyfradd absenoldeb yn sgîl salwch wedi cynyddu, ac rydym yn debygol o orffen y flwyddyn ar tua 9 diwrnod a gollwyd i bob gweithiwr. Mae hyn yn uwch na'r ffigur arferol cyn y pandemig.

4.5. Mae'r 3 rheswm uchaf dros absenoldeb wedi parhau'n gyson dros y 3 mlynedd diwethaf, serch hynny, roedd y nifer o absenoldebau oherwydd annwyd a'r fflw yn 2019/2020 yn 10%, lle'r oedd hyn llawer is yn 2020/2021, dan 5%. Mae gennym fath newydd o absenoldeb, Covid, sydd wedi cynyddu bob blwyddyn. Mae'r ffigurau hefyd yn dangos bod cynnydd mewn Iselder / Gorbryder. Mae'r absenoldeb wedi cael ei rannu i dri maes gwasanaeth fel a ganlyn; mae'r meysydd wedi'u hamlygu'n oren yn dangos cynnydd:

Gwasanaeth	19/20 (%)	20/21 (%)	21/22 (%) Ebrill - Rhagfyr
Gwella Busnes a Moderneiddio	6.75	4.47	2.93
Gwasanaethau Cymorth Cymunedol	12.21	10.87	12.43

Cymunedau a Chwsmeriaid	8.29	8.45	5.39
Addysg a Gwasanaethau Plant	7.66	9.47	9.7
Cyllid ac Eiddo	5.79	6.08	5.54
Priffyrdd, Cyfleusterau a Gwasanaethau Amgylcheddol	9.97	7.43	6.95
Y Gyfraith, AD a Gwasanaethau Democrataidd	4.34	6.79	2.46
Cynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad	4.37	3.55	5.24

4.6. Mae absenoldeb wedi cynyddu mewn gwasanaethau rheng flaen, fel sy'n cael ei amlygu mewn oren, uchod. Disgwylir y bydd absenoldeb yn sgil salwch yn parhau ar lefel gynyddol ar gyfer y ddwy flynedd ganlynol oherwydd dileu mesurau cadw pellter cymdeithasol, salwch ychwanegol Covid ac ôl-groniad triniaeth a llawdriniaeth ar gyfer staff.

Trosiant Staff

4.7. Isod gweler y ffigur trosiant ar gyfer CSDd o'i gymharu ag Awdurdodau Lleol yng Nghymru, mae hyn yn seiliedig ar ganran y staff sy'n gadael eu cyflogaeth gyda'r Cyngor:

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Sir Ddinbych	11.1	9.3	8.6	9.3	7.5
Cymru	11.6	11.4	11.2	10.8	8.2

4.8. Mae ein ffigur trosiant yn is na'r cyfartaledd, serch hynny, bu cynnydd sylweddol yn nhrosiant dau o'n meysydd gwasanaeth rheng flaen, h.y. Priffyrdd a Gwasanaethau Amgylcheddol o oddeutu 6%, a Chynllunio, Gwarchod y Cyhoedd a Gwasanaethau Cefn Gwlad o oddeutu 4%.

4.9. Yn ystod 2020/2021 a 2021/2022, roedd y grŵp mwyaf o'r rhai a adawodd mewn swyddi graddfa 4 neu is, gyda diswyddo yn sgil rhesymau personol yn rheswm cyffredin dros adael; roedd y grŵp mwyaf nesaf o'r rhai a adawodd yn gorwedd o fewn graddfa 10 ac uwch, gydag ymdeol yn rheswm cyffredin dros adael.

4.10. Mae'r grŵp mwyaf o raddfa 4 ac is i'w canfod yn yr Adran Priffyrdd a Gwasanaethau Amgylcheddol, yn bennaf o fewn swyddi Arlwyo a Glanhau.

- 4.11. I grynhoi, mae Covid wedi gweld effaith negyddol ar ein ffigurau presenoldeb a throsiant yn ein gwasanaethau rheng flaen. Mae gwasanaethau nad ydynt ar y rheng flaen wedi cael eu heffeithio llawer llai.
- 4.12. Mae ffigurau presenoldeb wedi cynyddu dros y 9 mis diwethaf, ac maent yn debygol o barhau i gynyddu.
- 4.13. Mae'r gweithlu wedi bod yn wydn drwy gydol y pandemig, mae gwasanaethau wedi parhau i gael eu darparu, ac mae staff wedi cael eu hadleoli i rolau newydd i gefnogi gofynion newydd y cyngor, h.y. y gwasanaeth tracio, olrhain a diogelu, cefnogi preswylwyr sy'n cael eu gwarchod a diamddiffyn gyda chyflenwadau bwyd, a chefnogaeth ychwanegol yn y maes gofal.
- 4.14. Ni fu effaith sylweddol ar ddarpariaeth gwasanaeth, serch hynny, mae rhai meysydd yn profi cyfnod heriol o ran recriwtio a chadw staff ar draws pob maes gwasanaeth, sydd wedi cael ei nodi drwy weithgareddau cynllunio gweithlu sydd wedi cael eu cynnal o fewn gwasanaethau yn ddiweddar.
- 4.15. Atodiad 2 yw'r Cynllun Gweithlu Corfforaethol drafft sy'n cael ei ymgynghori gyda'r Tîm Gweithredol Corfforaethol a'r Uwch Dîm Arwain. Mae Atodiad 3 yn gopi o'r cynllun darparu sy'n rhestru nifer o gamau gweithredu i gefnogi gweithgareddau recriwtio a chadw staff y gweithlu.
- 4.16. Mae'r amcanion darpariaeth cynllun y gweithlu yn canolbwyntio ar y meysydd canlynol:
- Arweinyddiaeth a Rheolaeth
 - Recriwtio a Chadw Talent
 - Galluogi Gweithlu sy'n Perfformio'n Uchel, wedi'u Hymgysylltu ac sy'n Rymus
 - Datblygu Gweithlu Hyblyg ac Ystwyth
 - Cefnogi Iechyd a Lles

5. Sut mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?

- 5.1. Mae'r gweithlu'n ased pwysig i'r cyngor a gyda'i gilydd maent yn darparu gwasanaethau a blaenoriaethau corfforaethol. Mae cynllun y gweithlu'n amlinellu ein hymrwymiad ar sut y byddwn yn gwella ac yn datblygu ein gweithlu, nawr ac yn y dyfodol, i ddarparu'r gwasanaeth gorau posib i'n preswylwyr.

6. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?

6.1. Mae'r costau ariannol ychwanegol yn dod o ôl-gronni swyddi rheng flaen gyda staff dros dro e.e. casglwr gwastraff, cogydd. Serch hynny, mae'r costau heb fod yn ariannol yn dod o'r pwysau ychwanegol ar reolwyr, timau a gweithwyr o fewn gwasanaethau i gynnal gwaith a hyfforddiant ychwanegol.

7. Beth yw prif gasgliadau'r Aseiad o'r Effaith ar Les?

7.1. Amherthnasol

8. Pa ymgynghoriadau sydd wedi'u cynnal gyda Chraffu ac eraill?

8.1. Mae'r Tîm Gweithredol Corfforaethol a'r Uwch Dîm Arwain wedi cael eu hymgyngori mewn perthynas â'r Cynllun Gweithlu Corfforaethol. Mae'r fersiwn drafft terfynol ynghlwm yn atodiad 2.

9. Datganiad y Prif Swyddog Cyllid

9.1. Ni cheir goblygiadau ariannol uniongyrchol yn sgil yr adroddiad hwn.

10. Pa risgiau sydd ac a oes unrhyw beth y gallwn ei wneud i'w lleihau?

10.1. Y prif risgiau sy'n gysylltiedig â'r lefelau uchel o absenoldeb a'r cynnydd i drosiant staff ar gyfer y Cyngor yw gostyngiad, neu amhariad i gynhyrchiant, costau recriwtio cynyddol, amser yn cael eu dreulio ar hyfforddi gweithwyr newydd, gostyngiad i gymhelliant ac ysbryd gweithwyr eraill, a llwyth gwaith ychwanegol i staff presennol.

10.2. I fynd i'r afael â risgiau absenoldeb: dros y 2 flynedd diwethaf mae rheoli absenoldeb wedi bod yn heriol yn sgil sefyllfa'r pandemig, mae gennym polisïau a gweithdrefnau wedi'u sefydlu ar waith, Gwasanaeth Iechyd galwedigaethol i gefnogi rheolwyr a swyddogion AD penodol i gefnogi ymyraethau cynnar a datrysiadau hirdymor. Mae gennym nifer o adnoddau newydd hefyd i gefnogi lles yn y gweithle. Bydd angen i reolwyr, gyda chefnogaeth AD sicrhau bod y polisïau a gweithdrefnau yn cael eu cymhwyso'n gyson ar draws y cyngor.

10.3. I fynd i'r afael â phroblemau trosiant, recriwtio a chadw ar draws meysydd gwasanaeth, mae cynlluniau gweithlu gwasanaeth wedi cael eu cwblhau, ac wedi nodi materion sy'n

benodol i wasanaethau. Mae'r cynllun gweithlu corfforaethol wedi nodi cynllun gweithredu darpariaeth recriwtio a Chadw.

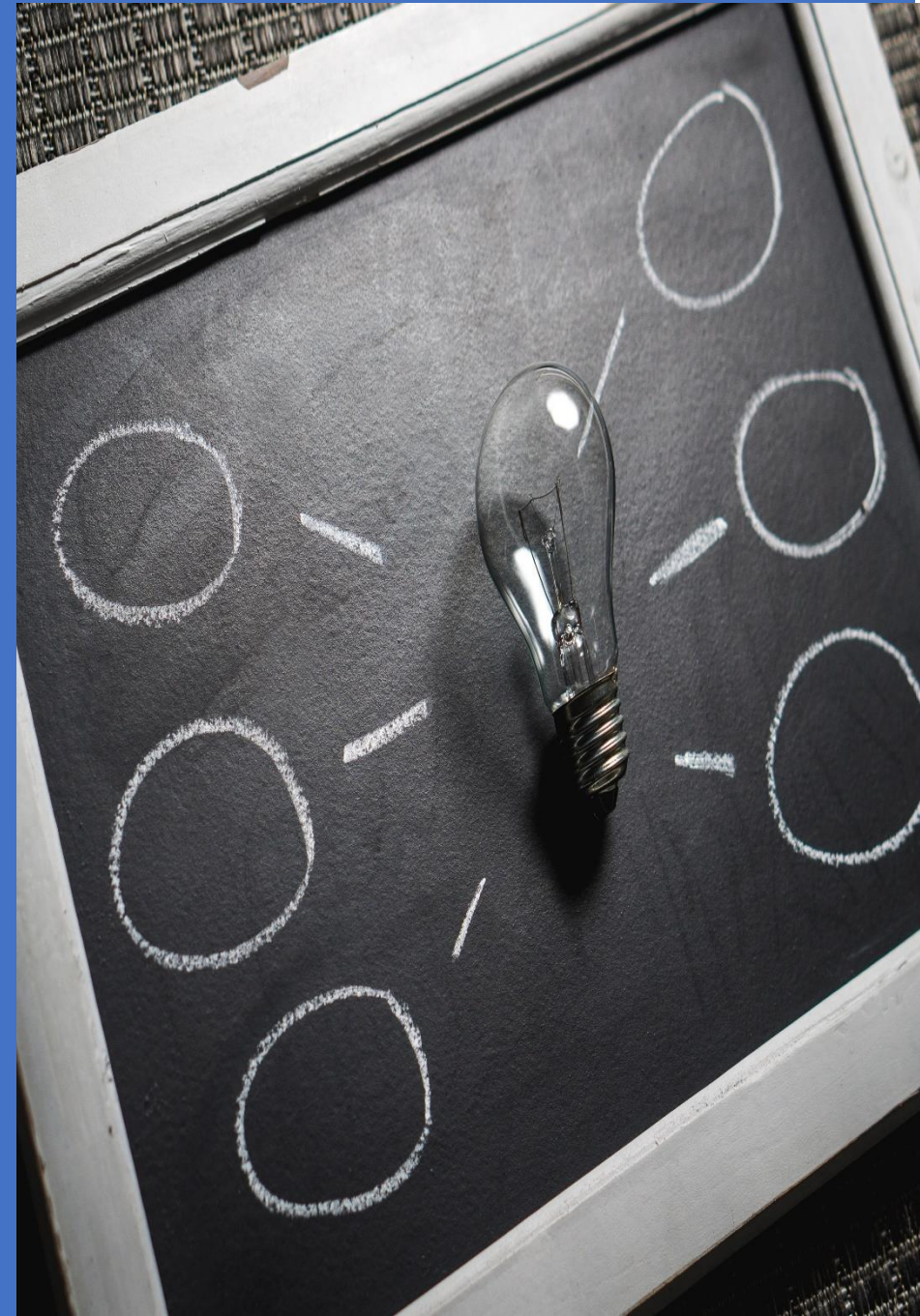
11. Pŵer i wneud y penderfyniad

11.1. Adran 21 Deddf Llywodraeth Leol 2000

11.2. Mae Adran 7.4.2(b) o Gyfansoddiad y Cyngor yn nodi pwerau'r Pwyllgor Craffu o ran adolygu a chraffu perfformiad y Cyngor mewn perthynas ag amcanion polisi, targedau perfformiad a/neu feysydd gwasanaeth penodol.

Tudalen 21

Scrutiny Report Absence and Turnover



Contents

Contents	2
Absence in Denbighshire County Council.....	3
Absence - Short, Medium, Long Term	3
Absence – Sickness reasons.....	5
Absence – Services	7
Absence – Instances of Covid related absence	9
Turnover	9
Top 5 Reasons for Leaving – Positions (not people)	12
Leaving Reason by Grade (people not positions)	13

Tudalen 22

Absence in Denbighshire County Council

The last 10 years of published WLGA Benchmarking Absence Data for average days lost by employee for sickness absence, Denbighshire County Council (DCC) is consistently below the average sickness absence rate for Welsh Authorities by an average of 1.67 days per year.

DCC had the lowest absence rate for Welsh authorities in 2019/2020 and we were on a downwards trend for absence. In 2020-2021 our sickness rate was considerably lower which was in line with other Welsh authorities due to social distancing measures. In the period April to December 2021, the sickness rate has increased and we are likely to end the year at approximately 9 days lost per employee.

Tudalen 23

Absence – Denbighshire County Council Total					
	2017-2018	2018-2019	2019-2020	2020-2021	April to Dec 2021
Denbighshire	8.4	8.3	8.1	6.5	7.1
Wales	10.4	10.5	11.2	8.4	

Absence - Short, Medium, Long Term

Short term absence was on a downward trend Pre-pandemic. In 2019 – 2020, 24% of sickness absence was due to short term absences and this reduced further to 16% in 2020 – 2021. For the current period of April – December 2021 the data demonstrates that short term absence has increased to 23%.

Scrutiny Report for Absence and Turnover

Absence – Long Term, Medium Term, Short Term					
	2017-2018	2018-2019	2019-2020	2020-2021	April to Dec 2021
Long Term	50%	50%	59%	62%	55%
Medium Term	23%	24%	17%	22%	22%
Short Term	27%	26%	24%	16%	23%

Tudalen 24

Long term absence during the Pandemic period of 2020-2021, increased from 59% to 62% of all absences in that period, however the actual days lost during that same period had reduced from 17,634 to 14,515. Short term absences are classed as 1 – 7 days, medium term absences are 8 – 27 days and long term absences are 28 days or more.

Absence – 2019 to 2020		
	Days Lost	Percentage
Long Term	17,634	59%
Medium Term	4,903	17%
Short Term	7,166	24%
Total	29,704	100%

Absence – 2020 to 2021		
	Days Lost	Percentage
Long Term	14,515	62%
Medium Term	5,013	22%
Short Term	3,709	16%
Total	23,238	100%

Absence – 2021 to 2022 (April to December only)		
	Days Lost	Percentage
Long Term	14,071	55%
Medium Term	5,741	22%
Short Term	5,972	23%
Total	25,784	100%

Tudalen 25

Absence – Sickness reasons

The following tables show the percentage of absence which is attributed to each reason. For example, the amount of absence which was due to colds and flu in 2019/2020 was 10% whereas this was a much lower, under 5% in 2020/2021. However, the top 3 reasons for absence remain the same for each year.

Scrutiny Report for Absence and Turnover

Tudalen 26

2019-2020	
Reason	% of absence
Other Musculo Skeletal	12.5%
Depression / Anxiety	11.4%
Stress - Personal	10.9%
Colds / Flu / Infections	10.2%
Surgery	9.8%
Stomach / Liver / Kidney	8.0%
Stress - Work Related	5.3%
Cancer	4.9%
Chest / Respiratory	4.4%
Stress - Bereavement	3.6%
Not known / Other	3.5%
Ear / Eye / Sinus / Dental	3.4%
Back / Neck	3.3%

2020-2021	
Reason	% of absence
Depression/Anxiety	17.5%
Other Musculo Skeletal	11.6%
Stress - Personal	11.4%
Surgery	7.4%
Covid-19	5.9%
Stomach / Liver / Kidney	5.8%
Cancer	5.2%
Colds / Flu / Infections	4.7%
Stress - Bereavement	4.5%
Back / Neck	4.5%
Stress - Work Related	4.1%
Not Known / Other	4.0%
Ear / Eye / Sinus / Dental	3.2%

2021-2022 (Apr-Dec)	
Reason	% of absence
Depression/Anxiety	13.4%
Stress - Personal	10.7%
Other Musculo Skeletal	10.0%
Covid-19	9.4%
Colds / Flu / Infections	7.5%
Stomach / Liver / Kidney	5.8%
Cancer	5.7%
Surgery	4.8%
Not Known / Other	4.7%
Stress - Work Related	4.4%
Back / Neck	4.1%
Chest / Respiratory	3.9%
Stress - Bereavement	2.9%
Ear / Eye / Sinus / Dental	2.7%

Scrutiny Report for Absence and Turnover

Tudalen 27

Neurological / Headaches / Migraine	3.1%
Heart / Blood Pressure / Circulation	2.7%
Genito-Urinary / Menstrual Problems	1.9%
Skin Related Disorders	0.8%
Diabetes / Thyroid / Endocrine	0.3%
Covid-19	0.1%

Neurological / Headaches / Migraine	3.0%
Heart / Blood Pressure / Circulation	2.8%
Chest / Respiratory	2.4%
Diabetes / Thyroid / Endocrine	1.0%
Genito-Urinary / Menstrual Problems	0.9%
Skin Related Disorders	0.3%

Neurological / Headaches / Migraine	2.6%
Genito-Urinary / Menstrual Problems	2.0%
Heart / Blood Pressure / Circulation	1.7%
Skin Related Disorders	0.8%
Diabetes / Thyroid / Endocrine	0.6%

Absence – Services

Please note due to the restructure of Services in October 2019 we do not have more than 2 full years' comparison for some services.

NB: The Covid Pandemic has had an impact on absence figures in 2021/2021 and some services have seen a reduction in absence rate which at this time is attributed to social distancing and new ways of working.

Scrutiny Report for Absence and Turnover

Tudalen 28

Service	2017/2018	2018/2019	New Service	2019/2020	2020/2021	2021/2022 (Apr-Dec)
Business Improvement and Modernisation	8.8	4.34	No Change	6.75	4.47	2.93
Community Support Services	15.07	13.78	No Change	12.21	10.87	12.43
Customers, Communications & Marketing	5.13	8.21	Communities & Customers	8.29	8.45	5.39
Education & Children Services	10.76	10.06	No Change	7.66	9.47	9.7
Finance	6.14	2.5	Finance & Property	5.79	6.08	5.54
Highways & Environmental Services	7.39	9.11	Highways, Facilities & Environmental Services	9.97	7.43	6.95
Legal, HR & Democratic Services	5.45	2.79	No Change	4.34	6.79	2.46
Planning & Public Protection	7.79	8.59	Planning, Public Protection and Countryside Services	4.37	3.55	5.24

Absence – Instances of Covid related absence

Type	2020-2021	2021-2022 (Apr-Dec)
Covid-19	43	97
Self-Isolation – NWAH	221	242
Shielding	37	n/a

NB: This will include employees who have been required to isolate on more than one occasion and does not include Schools.

Turnover

Please note due to the restructure of Services in October 2019 we do not have more than 2 full years' comparison for some services.

Although likely affected by the pandemic DCC Turnover in 2020/2021 is at a lower rate than the previous 3 years. Turnover in the period Apr-Dec 2021 has begun to increase in comparison with 2020/2021 but it is not at pre-pandemic levels at this time.

Scrutiny Report for Absence and Turnover

Tudalen 30

Service	17/18 (%)	18/19 (%)	New Service	19/20(%)	20/21 (%)	21/22(%)
Business Improvement and Modernisation	10.5	16.6	No Change	15.5	4.9	0.0
Community Support Services	8.4	10.6	No Change	10.6	9.8	8.0
Customers, Communications & Marketing	8.4	9.7	Communities & Customers	5.7	5.6	4.8
Education & Children Services	6.6	8.8	No Change	8.1	6.0	6.7
Finance	4.9	0	Finance & Property	3.0	3.2	3.0
Highways & Environmental Services	9.7	9.5	Highways, Facilities & Environmental Services	4.7	6.7	9.3
Legal, HR & Democratic Services	9.9	4.3	No Change	9.7	6.1	5.1
Planning & Public Protection	11.1	7.0	Planning, Public Protection and Countryside Services	6.1	6.4	8.9
DCC (excluding schools)	9.9	9.1		9.3	6.9	7.3

Scrutiny Report for Absence and Turnover

The median rate of labour turnover as reported by the CIPD Resourcing and Talent Planning Survey 2020 is as follows:

2011	2012	2013	2014	2016	2019
13%	12%	10%	14%	16.5%	16%

[Resourcing and Talent Planning Survey | Reports | CIPD](#) NB: This survey is not conducted every year and therefore there are some gaps in years.

Benchmarking data is available for Local Authorities which includes schools and is the percentage of staff who leave the employment of the Local Authority:

Tudalen 31

	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Denbighshire	13.1	11.9	11.1	9.3	8.6	9.3	7.5
Wales	12.9	11.4	11.6	11.4	11.2	10.8	8.2

Scrutiny Report for Absence and Turnover

Top 5 Reasons for Leaving – Positions (not people)

The data demonstrates that for the past three years, 'Resignation' is the most common reason for leaving a position within DCC, followed by 'Retirement' for the past two years. The percentages for involuntary reasons for leaving (Dismissal, Re-Organisation and Redundancy) decreased from 12% to 10.8% last year in 2020-2021. The period April to December for 2021-2022 stands at 6.4% currently. The total leavers to position, stands at 299 for this year 2021-2022 (April – December) and by the year end, will exceed the previous year 2020-2021 at 315.

Tudalen 32	2019-2020	Reason	No. of Leavers	% of Leavers
		Resignation	266	62
		End of Fixed Term Contract	55	13
		Retirement	43	10
		Dismissal	32	7
		Redundancy	29	7
	2020-2021	Reason	No. of Leavers	% of Leavers
		Resignation	192	57
		Retirement	59	18
		End of Fixed Term Contract	30	9
		Dismissal	19	6
		Redundancy	15	4
	2021-2022 (April – Dec only)	Reason	No. of Leavers	% of Leavers
		Resignation	234	74
		Retirement	33	10
		End of Fixed Term Contract	13	4
	Re-organisation	10	3	
	Dismissal	9	3	

Scrutiny Report for Absence and Turnover

Leaving Reason by Grade (people not positions)

A total of 145 employees left DCC in the year 2020/2021, with 53.8% of those leavers on Grade 4 or below and 20.6% on Grade 10 or above. Out of the 145 leavers, 42.7% gave the reason as 'Resignation Personal' for their departure with the majority (61.2%) of those on Grade 4 and below. For those employees on a Grade 10 or above, the most common reason for leaving was retirement at 6.9%.

Tudalen 33

2020-2021			
Grade	Total Leavers in Grade	Reason	No. by Reason
GRADE 1	30	Dismissal	2
		Resignation - Another Post Outside DCC	3
		Resignation - Another Post With A Welsh Authority	1
		Resignation - Continue Education / Study	1
		Resignation - Ill Health	1
		Resignation - Moved Out of the Area	1
		Resignation - Personal	19
		Resignation - Working Relationships	2
		GRADE 2	4
		Resignation - Personal	3
GRADE 3	20	Died in Service	2
		Dismissal	3
		Resignation - Another Post Outside DCC	4
		Resignation - Continue Education / Study	1
		Resignation - Moved Out of the Area	2
		Resignation - Personal	6
		Retirement	2

Scrutiny Report for Absence and Turnover

Tudalen 34

GRADE 4	26	Died in Service	2
		Dismissal	1
		End of Fixed Term Contract	2
		Redundancy - Compulsory	2
		Resignation - Another Post Outside DCC	2
		Resignation - Another Post With A Welsh Authority	1
		Resignation - Moved Out of the Area	1
		Resignation - Personal	10
		Retirement	5
GRADE 5	8	Died in Service	1
		Dismissal	1
		End of Fixed Term Contract	2
		Redundancy - Compulsory	1
		Resignation - Another Post Outside DCC	1
		Resignation - Did not return from Maternity Leave	1
		Resignation - Personal	1
GRADE 6	10	Dismissal	1
		Resignation - Another Post Outside DCC	1
		Resignation - Another Post With A Welsh Authority	1
		Resignation - Personal	6
		Retirement	1
GRADE 7	9	End of Fixed Term Contract	1
		Resignation - Another Post Outside DCC	1
		Resignation - Personal	4
		Retirement	3
GRADE 8	4	End of Fixed Term Contract	1
		Resignation - Personal	1
		Retirement	2
GRADE 9	16	Redundancy - Compulsory	1
		Resignation - Another Post Outside DCC	2

Scrutiny Report for Absence and Turnover

		Resignation - Another Post With A Welsh Authority	4
		Resignation - Personal	7
		Retirement	2
GRADE 10	6	Dismissal	1
		Redundancy - Voluntary	1
		Retirement	4
GRADE 11	6	Resignation - Personal	2
		Retirement	4
GRADE 12	1	Resignation - Another Post With A Welsh Authority	1
GRADE 13	2	Resignation - Personal	2
GRADE 14	3	Resignation - Personal	1
		Retirement	2

Tudalen 35

Scrutiny Report for Absence and Turnover

A total of 155 employees left DCC in the year 2021/2022 (April to December) with 49.6% of those leavers on Grade 4 or below and 7.7% of those leavers on Grade 10 or above. Out of the 155 leavers, 50.9% gave the reason as 'Resignation Personal' for their departure, with the majority (59.5%) of those being Grade 4 and below. For those employees on a Grade 10 or above, the most common reason for leaving was retirement at 5.2%.

Tudalen 36

2021-2022 (April – December only)			
Grade	Total Leavers in Grade	Reason	No. by Reason
GRADE 01	32	Died in Service	1
		Redundancy - Compulsory	1
		Resignation - Ill Health	1
		Resignation - Personal	22
		Retirement	7
GRADE 02	10	End of Fixed Term Contract	3
		Resignation - Personal	4
		Retirement	1
		Dismissal	2
GRADE 03	20	End of Fixed Term Contract	1
		Other Reason	1
		Redundancy - Compulsory	1
		Resignation - Another Post Outside DCC	1
		Resignation - Ill Health	1
		Resignation - Personal	11
		Retirement	2
		Dismissal	2
GRADE 04	15	Died in Service	1

Scrutiny Report for Absence and Turnover

Tudalen 37

		Redundancy - Compulsory	1
		Resignation - Another Post With A Welsh Authority	1
		Resignation - Ill Health	1
		Resignation - Personal	10
		Retirement	1
GRADE 05	19	Died in Service	1
		Resignation - Another Post Outside DCC	4
		Resignation - Another Post With A Welsh Authority	2
		Resignation - Personal	6
		Retirement	5
		Dismissal	1
GRADE 06	15	Resignation - Another Post Outside DCC	3
		Resignation - Ill Health	1
		Resignation - Moved Out of the Area	1
		Resignation - Personal	9
		Dismissal	1
GRADE 07	12	End of Fixed Term Contract	1
		Resignation - Another Post Outside DCC	2
		Resignation - Personal	4
		Retirement	3
		TUPE Transfer	1
		Dismissal	1
GRADE 08	11	Died in Service	1
		End of Fixed Term Contract	1
		Resignation - Another Post Outside DCC	1
		Resignation - Personal	5
		Retirement	2
		Dismissal	1
GRADE 09	9	Redundancy - Compulsory	1
		Resignation - Another Post Outside DCC	2

Scrutiny Report for Absence and Turnover

		Resignation - Another Post With A Welsh Authority	1
		Resignation - Personal	4
		Retirement	1
GRADE 10	4	Resignation - Personal	1
		Retirement	3
GRADE 11	5	Resignation - Personal	1
		Retirement	4
GRADE 12	1	Resignation - Personal	1
GRADE 13	1	Resignation - Personal	1
SLT2(HOS)	1	Retirement	1

Tudalen 38

Appendix 2

Denbighshire County Council

Workforce Plan

2022



Our aim is to create an improved culture, a 'One Council' approach, with strong visible leadership and effective management in order to ensure high levels of customer service for our communities.

Contents

Why do we need a Workforce Plan?.....	4
Denbighshire County Council Corporate Plan Priorities for 2017 - 2022:	5
The Vision and 5 Key Principles for the Council:	6
Our Current Workforce	7
Opportunities and Challenges ahead.....	9
Risks and Priorities Analysis.....	11
Workforce Plan Delivery Aims	13
1. Leadership and Management Development	
2. Recruitment and Retention of Talent	
3. Enable a High Performing, Engaged and Empowered Workforce	
4. Develop a Flexible and Agile Workforce	
5. Supporting Health and Wellbeing	
Workforce Plan responsibility.....	24

Why do we need a Workforce Plan?

The council's current Corporate Plan 2017 – 2022 sets out our vision and aspirations for the residents of Denbighshire. We want to be a high performing council that works with residents, businesses, others organisations and its communities to be able to deliver the best possible services within the resources available.

The council has faced unprecedented times since the Covid-19 pandemic began in March 2020 and has maintained the provision of key services during this period. The pandemic has highlighted a number of pressure points, for example, the provision of care, however the pandemic has also presented some opportunities to work in a different way longer term. As a council, we will need to consider the opportunities and what that future workforce will look like.

To achieve this, we need to learn and adapt as a council and also find those creative solutions. The workforce plan outlines our commitment on how we will enhance and develop our workforce, now and in the future to deliver the best possible service to our residents within a changing economic landscape. Workforce planning will enable sustainable organisation performance through better decision making about the future people needs of the council.

The Process:

- The Workforce Plan is set in line with the Corporate Plan (2022 – 2027). This year's plan will see a cross over from the old to the new plan
- Individual Service Workforce Plans will be completed on an annual basis with services and HR Business Partners
- The annual Service Workforce Plan reviews will then form part of the annual review of the Corporate Workforce Plan

Denbighshire County Council Corporate Plan Priorities for 2017 - 2022:

1. **Housing**—everyone is supported to live in homes that meet their needs.
2. **Environment**—Attractive and protected, supporting well-being and economic prosperity.
3. **Young People**—A place where younger people will want to live and work and have the skills to do so.
4. **Connected Communities**—Communities are connected and have access to goods and services locally, online and through good transport links.
5. **Resilient Communities**—The Council works with people and communities to build independence and resilience.

Tudalen 42

The above priorities are coming to a conclusion; the council now are working on a new corporate plan which will be released after the May elections.



The Vision and 5 Key Principles for the Council:

<p>1. Culture Develop our own Denbighshire culture based on our 4 Values:</p>	<p>Pride: We aim to create a sense of pride in working for our organisation Unity: We all work for the same organisation Respect: We aim to treat all people equally and with fairness, understanding that there are views and beliefs that differ from our own Integrity: We manage to manage ourselves to maximise performance, act with high standard of conduct and present a positive image of Denbighshire</p> <p>As a council we need to:</p> <ul style="list-style-type: none"> • Establish a 'One Council' approach to the way we work • Be transparent, honest and encourage challenge • Maintain a respectful, professional and enjoyable atmosphere
<p>Communities Work with our communities:</p>	<ul style="list-style-type: none"> • A Council close to its communities • Recognise the different communities • Build community confidence in the Council
<p>Performance Clear performance expectations:</p>	<ul style="list-style-type: none"> • Realistic, open and honest about what we can do as individuals and as the Council • Remain ambitious in our key priority areas • New Corporate Plan agreed post May Election • Every officer to have regular 1:2:1s with their Line Manager • Everyone has clear objectives
<p>4. Member / Officer Relations</p>	<ul style="list-style-type: none"> • Good Member/Staff working relationships critical • Mutual respect and understanding between Officers and Members
<p>5. Staff Support and develop staff:</p>	<ul style="list-style-type: none"> • Staff are our most valuable asset • Covid has changed the way we work; we need a clear vision for how we work in the future • Provide career development opportunities • Staff to feel part of something bigger

Our Workforce



4178 Employees as at 30th September 2021
(including schools but excluding casual/relief staff)



73% Female and 27% Male



Over 41% of our workforce is over 50 years of age and under 12% are aged under 30 years



The majority of employees work term time and are permanent



4.40% of employees can speak Welsh proficiently at level 5

Our Current Workforce

The council provides numerous facilities and services for the community, for example, education services and schools, waste and recycling, planning, social services, libraries, highway maintenance and environmental health.

The figures below give an overview of staff composition (excluding schools, casual/relief staff) as at 30th September 2021:

- The council employs a total number of 2187 staff which equates to 1838.28 Full Time Equivalents (FTE). There are a total of 2299 positions held within the council
- 65% of employees are Female and 35% are Male
- The turnover of employees is 8.4%, compared to the national average of 15%.
- 44% of positions are part time / term time with 56% being full time
- Attendance figures for the period of April to 31st December 2021 are at 7.94 days lost per employee
- Most employees are aged 40-49 (24%), only 0.3% of employees are aged 16 – 19 years old. 16% of employees are aged 60 and over
- On average we use the full time equivalent of 36 agency staff per month

- There were 480 new starters to positions, with 35.4% of those positions being filled by existing employees within the council. The highest number of starters were from the age group 30 – 39 at 25.2%
- We had 339 leavers to positions with just over half (54%) of those positions being vacated by employees leaving the council. The majority of leavers to positions (28.9%) were in Highways and Environmental Services – Contract Facilities, which include Catering and Cleaning. Community Support Services closely followed with 29.6%, with the majority of position leavers being in Support Services, i.e. Care positions.
- 1.6% of employees disclosed that they had a disability, however 44.5% of employees have either chosen not to disclose this information or have not completed the equality information, which could mean that this figure could be an under estimate
- 1.1% of employees are from a minority group, but again, 44.4% of employees have either chosen not to disclose this information or have not completed the equality questionnaire, which could mean that that this figure could be an under estimate
- Between the period of October 2020 and September 2021, 67% of employees have received at least one formal one to one meeting with their line manager, with 39% of those employees receiving at least 3 one to ones in that period
- 18.75% of employees classify themselves as Welsh speaking and listening level 3 – intermediate and above, with 6.13% of employees being proficient (level 5) in speaking and listening in Welsh. 16.75% of employees have chosen not to specify their Welsh language levels as this data is optional

Opportunities and Challenges ahead

There are a number of significant challenges and opportunities ahead for the council. It is crucial that we have employees who can overcome these obstacles and take advantage of the opportunities in order to maximise the benefits for Denbighshire's residents. The obstacles and challenges include the following:

- **Recruitment and Retention**

There are a number of services within the council which rely on specific skill sets from the workforce, which can be challenging due to shortages within the labour market. In addition to those pressures, as a council we are faced with differences in pay and grading systems between Local Authorities on a regional level and also public versus the private sector pay which can leave some positions vacant or impossible to fill.

- **Post Covid Recovery – New Ways of Working**

Since March 2020, the councils "office based staff" have been instructed to work from home where possible, which has resulted in a significant change in how "office based staff" carry out their roles. This new way of working has created a number of positive benefits to the council and its staff and we want to look at how some of the new working practices can be maintained and embedded in the future.

- **Senior Leadership Structure**

The new Chief Executive has been in post for 6 months. During this time, three positions within SLT have become vacant. These vacancies have provided the opportunity to review the structure to meet and deliver the vision and aims of the new CEO.

- **New Corporate Plan**

The existing plan concludes in 2022. As a council, we are in the process of creating our new Corporate Plan for 2022 – 2027, which will ensure we are making a significant and lasting difference to the people and the communities within Denbighshire.

- **County Council Elections**

Denbighshire has 47 county councillors, representing 30 electoral divisions. In May 2022, the County Council Elections will take place and the Council will need to manage this process and welcome the newly elected members into the Council. Post-election, there will be a training and development programme in place for new members, led by Democratic Services, with a requirement to ensure the workforce is aligned to this training in order to strengthen officer / member relationships.

- **Collaboration and Transformation**

There will be opportunities to do things differently in a more proactive, preventative and transformational way across the council and with other public bodies, sectors and organisations in order to improve service delivery. The workforce will be encouraged to develop new skills whilst maximising on these opportunities.

- **Financial Considerations**

The Council needs to deliver a balanced budget, whilst the recent draft settlement notice from Welsh Government indicates a positive settlement of 9.2%, it is lower than the national average of 9.4%. Welsh Government have advised that there are a number of new responsibilities for the council included in this settlement figure. However, not all of the responsibilities have clear funding consequentials.

- **Other considerations**

Succession planning and skills gaps are a concern in some areas. Our workforce will need to learn new skills with the changing landscape and the requirement to deliver new services, which will impact us both now and in the future. Ensuring attendance management will continue to be a key priority for the council, ensuring we reduce days lost through sickness absence.

Risks and Priorities Analysis

Recruitment and Retention Risks

- Significant recruitment and retention issues in a number of services, which has been identified and placed on the Corporate Risk Register as a major concern.
- Wider pool of competition in terms of employers/employment available due to agile working opportunities
- Shortage of professional and technical staff due to agile working opportunities now available
- Difficulty in recruiting to Welsh essential posts in some departments, impacting service provision
- There are a number of key posts within the council where the knowledge will be lost if current post holder leaves the council
- A number of departments are unable to recruit using traditional methods for certain roles
- Increased need for agency workers and consultancies are required to fill recruitment gaps
- Agency worker costs are increasing

Development of Staff

- Workload and conflicting priorities, often prevent employees engaging with learning or development
- Colleges and Education providers have limited subjects and courses available
- Shortage of aspiring managers in some services
- Limited programmes available for future Managers and Leaders

Succession Planning

- Limited succession planning in service areas
- Grant funding limits the ability to succession plan
- Large pay gap between management and employees in some services
- Large pay gap from senior management to Head of Service level

Resources to Deliver Projects and Legislation

- Lack of resources to deliver funding grants
- Limited resources to implement Welsh Government Legislation in some service areas
- Lack of technical experience may impact strategic project delivery

Workforce Plan Delivery Aims

In order to ensure that we have the workforce in place to deliver the best possible services to our residents, we will be working towards the following workforce plan delivery aims:

Tudalen 50	1	Leadership and Management Development
	2	Recruitment and Retention of Talent
	3	Enable an Engaged, Empowered and High Performing Workforce
	4	Develop a Flexible and Agile Workforce
	5	Supporting Health and Wellbeing

1 Leadership and Management Development

To achieve organisational success, we recognise that the quality of our leaders and managers within the council is paramount. We want to continue to develop leadership capacity throughout the organisation so that our leaders and managers are supported and equipped to embed the Chief Executive's five principles, whilst facing the challenges ahead and manage the performance of employees in order to achieve the next Corporate Plan. Our aim is to create an improved culture, a 'One Council' approach, with strong visible leadership and effective management in order to ensure high levels of customer service for our communities.

Currently we:

- Offer a range of ILM Leadership and Management qualifications.
- Offer bite-sized online training sessions and e-learning modules on a variety of topics.
- Hold regular employee roadshows with the Chief Executive and the Leader of the council.
- Facilitate a Leadership Conference for SLT, Middle Managers and HR Business Partners.
- Use the one to one form to have open discussions with managers and aspiring managers about their development.

What we need to do:

- Develop a People Strategy to embrace a one council approach and give clear strategic direction for the organisation.
- Review and develop the approaches to Leadership and Management development within the organisation (for all levels)

- Improve our succession planning activity which will help reduce recruitment spending, enabling the council to manage the recruitment in-house.
- Implement the outcomes from the middle managers training needs analysis.
- Continue to refine information sharing, networking and communication across the council.
- Introduce a tailored induction for managers to ensure they have the knowledge to carry out their role well.

2 Recruitment and Retention of Talent

It is important, that as a council we both attract and retain employees who have the required attitude, skills and behaviours to be able to deliver the best outcomes for the residents of Denbighshire.

Currently we:

- Offer a competitive employment package, which helps the council attract and retain employees.
- Promote equality and diversity through the 'Disability Confident' scheme
- Promote a guaranteed interview scheme for Veterans.
- Are known as a voluntary 'national living wage' employer which ensures that our employees are paid the national living wage.
- Use Career Pathways to address workforce deficit and grow our own.
- Operate numerous funded strategies and schemes, which include Kickstart and Work Start.

What we need to do:

- Review the Recruitment Policy and processes for advertising, recruiting, selecting and on-boarding staff to ensure that the council is viewed as an employer of choice within the region and beyond, in order to attract candidates with the right skills and abilities to meet our future workforce needs.

- Work with individual services to address their recruitment and retention issues which have been identified within their service workforce plans.
- Continue to refine the career pathway process and encourage more pathways throughout the council.
- Explore different approaches such as apprenticeship recruitment, graduate placements and traineeships in order to address the workforce gaps through targeted recruitment procedures.
- Continue to implement the Welsh Language Strategy actions for recruitment.
- Continue to work closely with Community Support Services (CSS), investing in a programme of work which will focus on recruitment, succession planning and relieving the pressure that hard to fill vacancies place on services.

3 Enable an Engaged, Empowered and High Performing Workforce

In order to deliver the council's priorities, a high performing and engaged workforce will be essential. We want to foster a 'One Council' culture where good work is recognised, employees are respectful, professional and thrive in an enjoyable environment. Employees will be self-motivated with their values aligned to the goals of the organisation and enthusiastic about achieving the best for residents.

Currently we:

- Recognise the need to invest in the development of our employees in order to enhance their skills and performance.
- Operate an enhanced employee benefits package.
- Ensure employee consultation processes are in place with the recognised trade unions.
- Facilitate consultation and feedback via 'Staff Council' in order to improve service delivery.
- Conduct regular one to one meetings with all staff at all levels to support employee wellbeing and set clear and manageable objectives.
- Improve team performance through the use of away days and team building exercises, aimed at fostering good working relationships.
- Target interventions, such as mediation or coaching for early intervention of interpersonal workplace issues.
- Maintain good working relationships with the Trade Unions on all employment matters.

What we need to do:

- Maintain high standards of professionalism with strong leadership, accountable management and excellent front line customer service.
- Support the career and development aspirations of our workforce, combining business needs with personal career ambitions wherever possible.
- Source varied learning and development opportunities, highlighting these in one central location for all staff in all departments to access.
- Undertake a Training Needs Analysis of Services to ensure that training is targeting the business needs.
- Continue to use the Staff Council Forum as an ongoing method to capture feedback around key topics.
- Improve communication methods for all employees within the council, especially those who don't have access to an email address.
- Explore additional employee benefits which could be added to the current package.

4 Develop a Flexible and Agile Workforce

Our aim is to create a 'One Council' approach, with a workforce that works together and shares organisational knowledge to respond to customer demand. Agile and flexible working will support a culture whereby working across the organisation in different teams and services will be encouraged in order to share the knowledge and expertise which will ultimately improve service delivery.

Currently we:

- Use of a wide range of supportive policies to enable employees to balance work and life commitments.
- Look to implement New Ways of Working through various work streams.
- Make use of effective partnerships and networks to ensure that the public sector works together by targeting shared resources where possible.
- Ensure that employee consultation and the flow of information is enhanced through online access to cabinet and council meetings.
- Utilise team building and team away days.
- Encourage secondment opportunities in order to utilise in-house talent sharing knowledge, skills and expertise within other departments.

What we need to do:

- Further enhance the sharing of knowledge and information throughout the organisation.
- Explore methods to develop staff further and increase mobility, using skills and knowledge in other departments when required.
- Utilise opportunities for employees to work in collaborative networks enhancing service delivery, sharing of information and communication.
- Ensure those developmental and learning opportunities are available for those harder to reach employees on lower grades / part time employees.
- Finalise and review policies and procedures along with improved ICT approaches to facilitate a more agile and flexible way of working.
- Ensure employees have the tools and technology that they need.

5 Supporting Health and Wellbeing

In order to achieve all of the above 4 aims, the health and wellbeing of our workforce is the most important. Wellbeing will contribute to engagement and productivity, therefore we need a healthy workforce, who work in a safe environment within a culture of encouragement.

Currently we:

- Follow a recently revised Attendance at Work Procedure which has an emphasis on early intervention and strong management of sickness.
- Make use of a sickness absence management dashboard which is updated daily.
- Hold regular attendance meetings with managers and Head of Service to discuss individual cases, early intervention and support.
- The council recently signed the Time to Change Pledge, which outlines our commitment to changing to way we think and act about mental health at work.
- Recently implemented a new Mental Health Strategy and an in depth action plan.
- As a council, we have an in-house Occupational Health Department, who support the Attendance at Work Procedure and manage the referrals made by managers.
- Encourage open and honest conversations between managers and employees in regards to mental health and wellbeing in order to access timely support.

- Trained a large proportion of SLT and Middle Managers on Mental Health Awareness.
- The council now have a large number of employees at all levels who are trained in being Mental Health First Aiders.
- Regularly promotes health activities such as annual flu jabs, blood pressure checks and free eye tests.
- Utilise benefits, such as purchasing additional leave and leisure discounts to aid wellbeing.
- Offer an Employee Assistance Programme (EAP) which is available to all employees.

What we need to do:

- Ensure we have a number of wellbeing champions in the council to ensure the workforce are fully supported and an environment where wellbeing champions can support and coach each other.
- Distribute a wellbeing survey to quantify the success of the recent mental health strategy and action plan. The survey results will also assist with any interventions required in the short term.
- Provide additional training to both new and existing managers on attendance management so that they are able to implement the Attendance at Work Procedure and offer early, preventative and on-going support to employees.
- Continue to expand on the employee benefit offer for all employees in order to support wellbeing.

Workforce Plan Responsibility

The Denbighshire County Council Workforce Plan belongs to the whole council and this will need to be embedded throughout the organisation, therefore responsibility is distributed.

The Workforce Plan which is a core business process will form part of the wider HR People Strategy and align changing organisational needs.

Each Service will need to populate the Corporate Delivery Action Plan based on their individual Service Workforce Plans. The Delivery Plan will be monitored by each Head of Service and HR Business Partner on a regular basis to ensure the priorities are clear, gaps and challenges are addressed and any opportunities are maximised.

Tudalen 61

Monitoring the Workforce Plan



Regular basis



Head of Service, Senior Managers
and HR Business Partner



Formal Delivery Action plan

Mae tudalen hwn yn fwiadol wag

Action		Context	Update	RAG Status	Completion Date
Leadership and Management Development					
1.0	Develop a People Strategy	<ul style="list-style-type: none"> Setting the culture, standards and expectations of the workforce. Values CEO Principles 			31.12.2022
1.1	Review Leadership Strategy	<ul style="list-style-type: none"> Review and update the Strategy Review Leadership and Management Development 			31.03.2023
Tudalen 63	1.2	Improve our succession planning activity	<ul style="list-style-type: none"> Formal Plans within the Service Action Plans Increase our own recruitment “pool” Grow our own employees Opportunities to develop and progress 		
	1.3	Implement the outcomes from the middle managers training needs analysis for New Ways of Working	<ul style="list-style-type: none"> Upskilling managers for NWOW Manager / Employee Guides Creation of new learning / training (i.e. agile working) 		
	1.4	Review of networking and communications	<ul style="list-style-type: none"> Leadership Conferences Cascading of information 1-2-1’s, Team Briefings etc 		
	1.5	Introduce a tailored induction for all new managers	<ul style="list-style-type: none"> Supporting and upskilling new managers on policies / procedures / tools and systems. Creating a “Denbighshire Way” / “One Council” approach 		

Recruitment and Retention of Talent					
2.0	Review Recruitment Policy and Processes	<ul style="list-style-type: none"> Review our Adverts and Application Process Review our On-boarding process Review our benefits and promotion Review our methods of advertising – including social media Review our website 			
2.1	Individual recruitment and retention issues which have been identified within-service workforce plans.	<ul style="list-style-type: none"> HOS and HRBP's to address and look at solutions for service issues HRBP's & Recruitment Specialist to explore various solutions, tailored for individual needs. 			
2.3	Review vacancies and promote Career Pathways	<ul style="list-style-type: none"> Review all vacant posts as they arise Upskill managers on career pathways Support the creation of pathways within services 			
	Explore different approaches to recruitment	<ul style="list-style-type: none"> Apprenticeships Graduate Placements Traineeships 			
2.4	Employee benefits	<ul style="list-style-type: none"> Review current benefits (in line with Mental Health Strategy also) Seek additional benefits Promotion of ALL employee benefits to new and existing staff 			
2.5	Implement Welsh Language Strategy actions	<ul style="list-style-type: none"> HOS to review levels of Welsh standard against job roles Promote Welsh course for different levels 			
2.6	Support CSS in a programme of work to support their workforce recruitment and development	<ul style="list-style-type: none"> Deliver the actions agreed in the project plan Continuously amend and add to the project plan 			

Enable a High Performing, Engaged and Empowered Workforce					
Tadalen 65	3.0	One Council Approach	<ul style="list-style-type: none"> • Promotion of the Council’s Values • Promotion of the CEO’s 5 principles • Promote high standards of professionalism • Promote Strong leadership and accountable management • Promote Excellent Customer Service 		
	3.1	Support career development	<ul style="list-style-type: none"> • Encourage Training discussions at 1-2-1’s • Offer in-house training courses • Support formal external training where applicable 		
	3.2	Learning and development opportunities in one central location	<ul style="list-style-type: none"> • Access external funding streams • Work with services and partners • Source tailored needs • Equal opportunity for all employees 		
	3.3	Encourage Training Needs Analysis with services	<ul style="list-style-type: none"> • Support training and development • Identify skills gaps and identify interventions 		
	3.4	Promote the Staff Council Forum as an ongoing method to capture feedback around key topics	<ul style="list-style-type: none"> • Staff Council to meet quarterly • Encourage Service participation / reps • Encourage 2 ways feedback and communication 		
Develop a Flexible and Agile Workforce					
	4.0	Review current Flexible Working Policy	<ul style="list-style-type: none"> • Review current policy • Create new version • Create Guidance to accompany policy • Include ICT guides / processes where applicable • Publicise policy on Recruitment website 		
	4.1	Ensure employees have the tools and technology that they need	<ul style="list-style-type: none"> • Work with individual Services to identify potential gaps • Carryout relevant H&S Risk Assessments with employees 		

		<ul style="list-style-type: none"> Supporting the workforce to enable workforce to adapt to the new ways of working 			
Supporting Health and Wellbeing					
5.0	Support Employees health and wellbeing	<ul style="list-style-type: none"> Promote mental health and wellbeing tools and support available for employees Promote mental health and well-being website 			
Tudalen 66	5.1	Identify a number of Wellbeing Champions in DCC.	<ul style="list-style-type: none"> Approach Staff Council to carry out the Champion roles Ask for volunteers within each Service Ensure Champions complete additional training session Create a networking environment for Champions to meet and feedback experiences 		
	5.2	Distribute a Wellbeing Survey for all employees	<ul style="list-style-type: none"> Create an online survey to assess current position Create another survey in 12months to assess whether interventions/Time to Change Pledge 		31.03.2022 31.03.2023
	5.3	Attendance Management Training	<ul style="list-style-type: none"> HR Business Partner / Specialist to train new and existing managers on Attendance Management The full range of support is highlighted to managers Data reports and absence dashboard demonstrations will be given 		
Individual Service Action Plans					
BIM					

Communities and Customers					
Education and Children's Services					
Planning, Public Protection and Countryside Services					
Legal , Democratic and HR					

Tudalen
67

CSS					
Highways and Environmental Services					
Tudalen 68					
	Finance and Property				

Adroddiad i'r	Pwyllgor Craffu Perfformiad
Dyddiad y cyfarfod	17 Mawrth 2022
Swyddog Arweiniol	Rhian Evans - Cydlynnydd Craffu
Awdur yr Adroddiad	Rhian Evans - Cydlynnydd Craffu
Teitl	Rhaglen Waith Craffu

1. Am beth mae'r adroddiad yn sôn?

Mae'r adroddiad yn gofyn i'r Pwyllgor Craffu Perfformiad adolygu ei raglen gwaith i'r dyfodol drafft. Wrth wneud hyn gofynnir i'r Pwyllgor adlewyrchu ar oblygiadau'r ffocws ar weithrediadau critigol i fusnes yn ystod cyfnod argyfwng y pandemig COVID -19 a'r gwaith sy'n digwydd neu'n cael ei gynllunio dan y trefniadau adfer, tra ar yr un pryd yn cadw mewn côf yr eitemau busnes hynny oedd eisoes ar ei raglen gwaith cyn y pandemig.

2. Beth yw'r rheswm dros wneud yr adroddiad hwn?

Gofyn i'r Pwyllgor adolygu a chytuno ar ei raglen gwaith i'r dyfodol, a rhoi'r wybodaeth ddiweddaraf i aelodau ar faterion perthnasol.

3. Beth yw'r Argymhellion?

Bod y Pwyllgor yn:

- 3.1 ystyried yr wybodaeth a ddarparwyd ac yn cymeradwyo, diwygio neu'n newid ei raglen gwaith i'r dyfodol fel y gwêl yn briodol; ac
- 3.2 yn penderfynu os oes unrhyw prif bwyntiau neu themau o'r cyfarfod hwn y dymuna dynnu sylw atynt trwy'r wasg a/neu'r cyfryngau cymdeithasol.

4. Manylion yr Adroddiad

- 4.1 Mae Erthygl 7 Cyfansoddiad Cyngor Sir Ddinbych yn nodi cylch gorchwyl, swyddogaethau ac aelodaeth pob Pwyllgor Craffu, yn ogystal â rheolau gweithdrefnau a trafodaethau.
- 4.2 Mae'r Cyfansoddiad yn amodi bod yn rhaid i bwyllgorau craffu'r Cyngor osod, ac adolygu'n rheolaidd, rhaglen ar gyfer eu gwaith i'r dyfodol. Trwy adolygu a blaenoriaethu materion, gall aelodau sicrhau bod y rhaglen waith yn cyflwyno agenda a arweinir gan yr aelodau.
- 4.3 Arfer sydd wedi'i fabwysiadu yn Sir Ddinbych ers nifer o flynyddoedd yw bod pwyllgorau craffu'n cyfyngu ar nifer yr adroddiadau a ystyrir mewn unrhyw gyfarfod i uchafswm o bedwar, yn ogystal ag adroddiad rhaglen waith y Pwyllgor ei hun. Nod y dull hwn yw hwyluso trafodaeth fanwl ac effeithiol ar bob pwnc.
- 4.4 Yn y blynyddoedd diweddar mae Llywodraeth Cymru (LIC) ac Archwilio Cymru wedi tynnu sylw at yr angen i gryfhau rôl craffu ar draws llywodraeth leol a gwasanaethau cyhoeddus yng Nghymru, gan gynnwys defnyddio craffu fel modd o ymgysylltu â phreswylwyr a defnyddwyr gwasanaeth. O hyn allan, disgwylir i graffu ymgysylltu'n well ac yn amlach â'r cyhoedd gyda bwriad i sicrhau penderfyniadau gwell a fydd yn y pen draw yn arwain at well canlyniadau i ddinasyddion. Bydd Archwilio Cymru yn mesur effeithiolrwydd craffu wrth gyflawni'r disgwyliadau hyn.
- 4.5 Gan ystyried y weledigaeth genedlaethol ar gyfer craffu a chanolbwyntio ar yr un pryd ar flaenoriaethau lleol, gwnaeth y Grŵp Cadeiryddion ac Is-gadeiryddion Craffu (GCIGC) argymhell yn ddiweddar y dylai pwyllgorau craffu'r Cyngor, wrth benderfynu ar eu rhaglenni gwaith, ganolbwyntio ar y meysydd allweddol canlynol:
- arbedion ar y gyllideb;
 - cyflawni Amcanion y Cynllun Corfforaethol (gyda phwyslais arbennig ar y modd o'u cyflawni yn ystod cyfnod o galedi ariannol);
 - unrhyw eitemau eraill a gytunwyd gan y Pwyllgor Craffu (neu'r GCIGC) fel blaenoriaeth uchel (yn seiliedig ar y meini prawf profion PAPER - gweler ochr gefn y 'Ffurflen Cynnig gan Aelodau' yn Atodiad 2);
 - Materion brys, na ragwelwyd neu flaenoriaeth uchel; a

- Cefnogi gwaith adfer y Cyngor mewn perthynas ag effeithiau'r argyfwng COVID-19 ar wasanaethau'r Cyngor, yr economi leol a chymunedau'r sir

4.6 Ffurflenni Cynnig ar gyfer Craffu

Fel y crybwyllwyd ym mharagraff 4.2 uchod, mae Cyfansoddiad y Cyngor yn gofyn i bwyllgorau craffu baratoi ac adolygu rhaglen ar gyfer eu gwaith i'r dyfodol. Er mwyn cynorthwyo'r broses o flaenoriaethu adroddiadau, os yw'r swyddogion o'r farn fod pwnc yn haeddu'r amser i gael ei drafod ar raglen fusnes y Pwyllgor, mae'n rhaid iddynt wneud cais ffurfiol i'r Pwyllgor i ystyried derbyn adroddiad ar y pwnc hwnnw. Gwneir hyn trwy gyflwyno 'ffurflen gynnig' sy'n egluro pwrpas, pwysigrwydd a chanlyniadau posibl y pynciau a awgrymir. Does dim un ffurflen gynnig wedi dod i law gan swyddogion i'w ystyried yn y cyfarfod cyfredol.

- 4.7 Er mwyn gwneud gwell defnydd o amser craffu drwy ganolbwyntio adnoddau pwyllgorau i archwilio testunau'n fanwl, gan ychwanegu gwerth drwy'r broses o wneud penderfyniadau a sicrhau gwell canlyniadau ar gyfer preswylwyr, penderfynodd y GCIGC y dylai'r aelodau, yn ogystal â swyddogion, lenwi 'ffurflenni cynnig ar gyfer craffu' yn amlinellu pam eu bod yn credu y byddai'r testun yn elwa o fewnbwn craffu. Mae copi o'r 'ffurflen gynnig gan aelod' i'w gweld yn Atodiad 2. Mae ochr gefn y ffurflen hon yn cynnwys siart lif sy'n rhestru'r cwestiynau y dylai aelodau eu hystyried wrth baratoi i gynnig eitem ar gyfer craffu, ac y dylai pwyllgorau eu gofyn wrth benderfynu ar addasrwydd testun i'w gynnwys ar y rhaglen gwaith i'r dyfodol craffu. Os, ar ôl cwblhau'r broses hon, y penderfynir nad yw'r testun yn addas i'w archwilio'n ffurfiol gan bwyllgor craffu, yna gellir ystyried dulliau eraill o rannu'r wybodaeth neu archwilio'r mater e.e. darparu 'adroddiad gwybodaeth', neu os yw'r mater yn un o natur leol gellir ei archwilio gan y Grŵp Ardal Aelodau (GAA) perthnasol. Ni fydd unrhyw eitemau'n cael eu cynnwys ar raglen gwaith i'r dyfodol heb lenwi 'ffurflen gynnig ar gyfer craffu' a derbyn cymeradwyaeth i'w gynnwys ar y rhaglen gan y Pwyllgor neu'r GCIGC. Mae cymorth ar gael i lenwi'r ffurflenni gan y Cydlynnydd Craffu.

Rhaglen Gwaith i'r Dyfodol y Cabinet

- 4.8 Wrth benderfynu ar eu rhaglen gwaith i'r dyfodol mae'n bwysig fod pwyllgorau craffu yn ystyried amserlen rhaglen waith y Cabinet. At y diben hwn, mae copi o rhaglen gwaith i'r dyfodol y Cabinet ynghlwm yn Atodiad 3.

Datblygiad Penderfyniadau'r Pwyllgor

- 4.9 Yn Atodiad 4 o'r adroddiad hwn mae tabl yn crynhoi penderfyniadau diweddar y Pwyllgor ac yn cynghori'r aelodau ar ddatblygiadau yn sgîl y penderfyniadau.

5. Grŵp Cadeiryddion ac Is-Gadeiryddion Craffu

Dan drefniadau craffu'r Cyngor mae'r Grŵp Cadeiryddion ac Is-gadeiryddion Craffu (GCIGC) yn gweithredu fel pwyllgor cydlynu. Nid yw'r Grŵp wedi cwrdd ers i'r Pwyllgor hwn gyfarfod ddiwethaf, ar 27 Ionawr, ac nid oes cyfarfod arall o'r Grŵp wedi ei drefnu tan ar ôl yr etholiadau lleol ym mis Mai 2022.

6. Sut mae'r penderfyniad yn cyfrannu at y Blaenoriaethau Corfforaethol?

Bydd craffu effeithiol yn gymorth i'r Cyngor gynnal y blaenoriaethau corfforaethol yn unol ag anghenion cymunedau a dymuniadau trigolion. Bydd datblygu ac adolygu rhaglen waith gydlynol yn barhaus yn cynorthwyo'r Cyngor i ddarparu ei flaenoriaethau corfforaethol, i wella canlyniadau i breswylwyr tra hefyd yn dygymod â phwysau ar adnoddau ac ar y gyllideb.

7. Faint fydd hyn yn ei gostio a sut y bydd yn effeithio ar wasanaethau eraill?

Mae'n bosib y bydd yn rhaid i wasanaethau neilltuo amser swyddog i gynorthwyo'r Pwyllgor gyda'r eitemau a nodwyd yn y rhaglen waith a chydag unrhyw gamau gweithredu yn dilyn ystyried yr eitemau hynny.

8. Beth yw prif gasgliadau'r Asesiad o'r Effaith ar Les?

Nid oes Asesiad o Effaith ar Les wedi ei wneud mewn perthynas â phwrpas neu gynnwys yr adroddiad hwn. Ond bydd y Pwyllgor Craffu, drwy ei waith yn archwilio darpariaeth gwasanaethau, polisiâu, gweithdrefnau ac argymhellion, yn ystyried eu heffaith neu eu heffaith posib ar yr egwyddor o ddatblygu cynaliadwy a'r amcanion o ran lles a nodir yn Neddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.

9. Pa ymgynghoriadau sydd wedi'u cynnal gyda Chraffu ac eraill?

Does dim angen cynnal ymgynghoriad ar yr adroddiad hwn Fodd bynnag, mae'r adroddiad ei hun a'r ystyriaeth a roir gan y Pwyllgor i'w raglen waith ar gyfer y dyfodol yn gyfystyr ag ymgynghoriad gyda'r Pwyllgor o ran ei raglen waith.

10. Pa risgiau sydd yna ac a oes unrhyw beth y gallwn ei wneud i'w lleihau?

Nid oes risg wedi ei ganfod o ran y Pwyllgor yn ystyried ei raglen waith. Fodd bynnag, drwy adolygu ei raglen gwaith i'r dyfodol yn rheolaidd, gall y Pwyllgor sicrhau y rhoddir ystyriaeth ac yr archwilir meysydd risg pan eu bod yn cael eu nodi, a gwneir argymhellion gyda'r bwriad o fynd i'r afael â'r risgiau hynny.

11. Pŵer i wneud y Penderfyniad

11.1 Adran 21 o Ddeddf Llywodraeth Leol 2000.

11.2 Mae Adran 7.11 Cyfansoddiad y Cyngor yn datgan y bydd pwyllgorau craffu ac/neu'r Grŵp Cadeiryddion ac Is-gadeiryddion Craffu yn gyfrifol am osod eu rhaglenni gwaith eu hunain, gan ystyried dymuniadau Aelodau o'r Pwyllgor nad ydynt yn aelodau o'r grŵp gwleidyddol mwyaf ar y Cyngor.

Swyddog Cyswllt:

Rhian Evans - Cydlynnydd Craffu

Rhif Ffôn: (01824) 712554

E-bost: rhian.evans@sirddinbych.gov.uk

Mae tudalen hwn yn fwriadol wag

Note: Any items entered in italics have not been approved for inclusion at the meeting shown by the Committee. Such reports are listed here for information, pending formal approval.

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
17 March	<i>Cllr. Richard Mainon</i>	1. Staff Absences and Turnover in Denbighshire during 2020/21 & 2021/22	To examine the data on: (i) staff absences per Council service during 2020/21 and the first three quarters of 2021/22 in comparison to previous years (including data on short and long-term absences); (ii) staff turnover per service during 2020/21 and the first three quarters of 2021/22 in comparison to previous years along with the number of staff resignations in each pay grade band (and the reasons for the resignations); (iii) Denbighshire's position in relation to staff absences and staff turnover in comparison to other local authorities and public bodies in Wales; (iv) the findings of the recent Workforce Planning exercise; and (v) the effect of COVID-19 on staff absences and turnover during this period and its consequential impact on customer services	An assessment of the Council's resilience in dealing with the impact of a pandemic on its staffing resources and the effectiveness of its contingency planning in relation to staff retention and recruitment and how that supported the customer experience during difficult times with a view to ensuring that lessons are learnt to further improve the Council's resilience to meet future pressures and unplanned events.	<i>Gary Williams/Louise Dougal</i>	<i>By SCVCG September 2021 (rescheduled December 2021)</i>
28 April (meeting not being held due to pre-election period)						

Performance Scrutiny Committee Forward Work Plan

Appendix 1

Tudalen 76

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
9 June	TBC: pre-meeting training session for Committee members on Performance & Risk Management (incl. WBFQ Act)					Feb 2022
	TBC	1. Draft Director of Social Services Annual Report	To scrutinise the content of the draft annual report to ensure it provides a fair and clear evaluation of performance and clearly articulates future plans	Identification of any specific performance issues which require further scrutiny by the committee in future	Nicola Stubbins	July 2021
	TBC	2. Council Performance Self-Assessment	To present the Council's self-assessment of its performance in delivering against the Council's strategic plan and services	Identification of areas for improvement and potential future scrutiny	Iolo McGregor	December 2021
	TBC	3. Corporate Risk Register (Feb Review)	To consider the latest version of the Council's Corporate Risk Register and risk appetite statement	Effective monitoring and management of identified risk to reduce risks to residents and the Authority	Iolo McGregor/Emma Horan	December 2021
No further items to be included for the above meeting						
14 July	TBC	1. Curriculum for Wales [Education]	To detail the progress made to date towards the implementation of the new Curriculum for Wales along with the support provided by the local education authority and GwE to schools, education staff and governing bodies in readiness for the delivery of the new curriculum from September 2022	Assurances that all educational establishments and staff are fully equipped and trained to deliver the new curriculum, identification of any gaps or risks associated with the provision and solutions to address them, ahead of its implementation with a view to ensuring that children and young people in Denbighshire realise their full potential in line with the Council's Corporate Plan	Geraint Davies/James Brown/GwE	June 2021 (rescheduled by SCVCG Jan 2022)
	TBC	2. Additional Learning Needs (ALN) Transformation [Education]	To examine the Council's compliance with the statutory requirements of the Additional Learning Needs and Education Tribunal (Wales) Act 2018	To reduce the risk of the Authority not complying with any of the requirements of the Act and to ensure that every pupil and student in the County is given the required support and opportunities to realise their full potential	Geraint Davies/Mari Gaskell/Joseph Earl	June 2021 (rescheduled by SCVCG Jan 2022)

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	TBC	3. Social Care Market Stability Report	To examine the Regional Market Stability Report based on the Population Needs Assessment as per the requirements of the SSWB Act	To make recommendations in relation to the final version of the document to ensure that there is stability within each of the market sectors to allow sufficient quality provision to meet the future care and support needs of the local population	Ann Lloyd	February 2022
29 September	TBC	1. <i>Provisional External Examinations and Teacher Assessments [Education]</i> (tbc)	<i>To review the performance of schools and that of looked after children</i>	<i>Scrutiny of performance leading to recommendations for improvement</i>	Geraint Davies/GwE	July 2021
	TBC	2. <i>Hafan Deg, Rhyl</i> (tbc) Representatives from KL Care to be invited to attend	<i>To monitor the effectiveness of the transfer of the facility and services to an external provider and the provider's progress in growing and expanding the services available at the centre, including the lessons learnt from COVID-19 and the new services commissioned as a result of the pandemic</i> <i>(the report to include an updated Well-being Impact Assessment)</i>	<i>To evaluate the impact of the transfer of the facility and services on all stakeholders and to assess whether the services provided at Hafan Deg are in line with the contract specification, support the Council's vision for adult social care and the five ways to well-being and the requirements of the Social Services and Well-being (Wales) Act 2014</i>	Ann Lloyd/Katie Newe/Ben Chandler	September 2019 (Rescheduled October 2020, January & March 2021 due to COVID-19)
	TBC	3. <i>School Categorisation according to Welsh—medium Provision</i> Education	<i>To outline the conclusions of the recent Welsh Government consultation and its implications for Denbighshire schools and pupils</i>	<i>Identification of potential changes to the Council's education policies and any associated costs and budget implications</i>	Geraint Davies/James Curran	January 2021
	TBC	4. <i>Learner Travel Measure (Wales) 2008</i> Education	<i>To outline the conclusions of the recent Welsh Government consultation on the Measure and its implications for Denbighshire schools and pupils</i>	<i>Identification of potential changes to the Council's learner travel policy and any associated costs and budget implications</i>	Geraint Davies/Ian Land	January 2021

Performance Scrutiny Committee Forward Work Plan

Appendix 1

Tudalen 78

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
24 November	TBC	1. Council Performance Update (July – Sept)	To present details of the Council's performance in delivering against the Council's strategic plan and services	Identification of areas for improvement and potential future scrutiny	Iolo McGregor	December 2021
	TBC	2. Corporate Risk Register (Sept Review)	To consider the latest version of the Council's Corporate Risk Register and risk appetite statement	Effective monitoring and management of identified risk to reduce risks to residents and the Authority	Iolo McGregor/Emma Horan	December 2021
	TBC	3. Denbighshire's Housing and Homelessness Strategy Action Plan	To examine the progress made to date in delivering the revised Strategy and Action Plan approved by County Council in December 2020	The identification of actions that will support and ensure the delivery of the Council's Corporate Priorities relating to Housing, Environment, Young People and Resilient Communities and ultimately the Corporate Plan	Emlyn Jones/ Angela Loftus/Jane Abbott	January 2022
	TBC	4. Cefndy Healthcare & Options Appraisal for future business delivery	To consider an options appraisal for future delivery of the company's business	Formulate recommendations in relation to a future business model that will support the delivery of the Council's priority relating to Resilient Communities	Ann Lloyd/Nick Bowles	October 2021
January 2023	TBC	1. Verified External Examinations [Education]	<p>To review the performance of schools and that of looked after children; and GwE's impact on the educational attainment of the County's pupils.</p> <p>The report to include actual figures in addition to percentages along with school absenteeism and exclusion data.</p> <p>The report to incorporate GwE's Annual report and information on the 5 year trend in relation to educational attainment in Denbighshire</p>	Scrutiny of performance leading to recommendations for improvement	Geraint Davies/GwE	July 2021

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	TBC	2. Library Service Standards 2021-22	To consider the results of the WG's annual evaluation of the Council's Library Service and receive information on how the Service has progressed and adapted its service provision during the year	Identification of any slippages in performance in order to formulate recommendations to redress the situation and ensure that the Service delivers the Council's Corporate Plan and its priorities in relation to Young People, Resilient and Connected Communities	<i>Liz Grieve/Bethan Hughes</i>	<i>January 2022</i>

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
<i>Dolwen Residential Care Home</i>	<i>To consider the Task and Finish Group's recommendations relating to the future provision of services at Dolwen Residential Care Home, Denbigh</i>	<i>Pre-decision scrutiny of the task and finish group's findings and the formulation of recommendations for presentation to Cabinet with respect of the future provision of services at Dolwen with a view to ensuring that everyone is supported to live in homes that meet their needs and are able to live independent and resilient lives</i>	<i>Task and Finish Group/Phil Gilroy/Abbe Harvey</i>	<i>July 2018 (currently on-hold due to COVID-19)</i>
Post 16 provision at Rhyl College (suggested for scrutiny during service challenge) Date tbc following the easing of COVID-19 restrictions	<i>To examine the post 16 provision at Rhyl College</i>	<i>The development of an effective working relationship between the College and the Council to secure the delivery of courses required to support the delivery of the North Wales Growth Deal and improve the future prospects of the area's students</i>	Rhyl College (and invite Geraint Davies & John Evans – post 16 officer from DCC)	<i>By SCVCG July 2020</i>

Tudalen 79

Information/Consultation Reports

Date	Item (description / title)	Purpose of report	Author	Date Entered
<p>March 2022 & September 2022</p> <p>[Information]</p>	<p><i>Council Performance Update Q1 & Q3</i></p>	<p><i>To present details of the Council's performance in delivering against the Council's strategic plan and services</i></p>	<p>Iolo McGregor/Heidi Barton-Price</p>	<p>September 2018</p>
<p>Feb/May/Sept/November each year</p> <p>[Information]</p>	<p>Quarterly 'Your Voice' complaints performance to include social services complaints</p>	<p>To scrutinise Services' performance in complying with the Council's complaints and identify areas of poor performance with a view to the development of recommendations to address weaknesses. The report to include:</p> <ul style="list-style-type: none"> (i) a comprehensive explanation on why targets have not been met when dealing with specific complaints, reasons for non-compliance, and measures taken to rectify the failures and to ensure that future complaints will be dealt with within the specified timeframe; (ii) how services encourage feedback and use it to redesign or change the way they deliver services; and (iii) details of complaints which have been upheld or partially upheld and the lessons learnt from them. <p>Report to include example(s) of complaints and compliment(s) received.</p> <p><i>Consideration of the information provided will assist the Committee to determine whether any issues merit detailed scrutiny</i></p>	<p>Kevin Roberts/Ann Lloyd</p>	<p>November 2018</p>
<p>Information Report (June 2020 rescheduled to December 2022)</p>	<p>Housing Services – Review of the effectiveness of the new working model for Housing Officers and the development of new ways of working with residents from the lessons learnt through COVID-19</p>	<p>To review the effectiveness and impact of the new Housing Officer model in delivering personal advice and support to tenants, particularly those who reside in older people's schemes</p>	<p>Geoff Davies</p>	<p>March 2019 (rescheduled May 2019 & then Jan & Dec 2021 at officers request due to COVID-19 pressures)</p>
<p>Information Report (as soon as available)</p>	<p>Use made of properties, bed & breakfast accommodation and hotels located in Denbighshire by other local</p>	<p>(i) To understand the extent of the use by neighbouring local authorities and those further afield of properties in Denbighshire for housing</p>	<p>Emlyn Jones/Angela Loftus/Jane</p>	<p>January 2022</p>

	<p>authorities to house homeless individuals and families (and Denbighshire County Council's use of properties located out of county for the same purpose)</p>	<p>homeless individuals and families and its potential impact on the Denbighshire's tourist industry and local economy. Also the extent of Denbighshire's use of out of county properties to house its homeless individuals and families and whether it's on a par with other local authorities</p> <p>(ii) To determine whether the county is adversely affected by this practice in comparison to other local authority areas</p>	<p>Abbot/Ann Lloyd/Mark Dixon/Nigel Jones</p>	
--	--	---	---	--

Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
17 March	3 March	9 June	23 May (due to extended B/H)	14 July	30 June

Performance Scrutiny Work Programme.doc
 Updated 22/02/2022 RhE

Mae tudalen hwn yn fwiadol wag

Ffurflen Gynnig ar gyfer Rhaglen Gwaith i'r Dyfodol Craffu	
ENW'R PWYLLGOR CRAFFU	
AMSERLEN I'W HYSTYRIED	
TESTUN	
Beth sydd angen ei graffu arno (a pham)?	
Ydi'r mater yn un o bwys i drigolion/busnesau lleol?	YDI/NAC YDI
Ydi craffu yn gallu dylanwadu ar bethau a'u newid? (Os 'ydi' nodwch sut rydych chi'n meddwl y gall craffu ddylanwadu neu newid pethau)	YDI/NAC YDI
Ydi'r mater yn ymwneud â gwasanaeth neu faes sy'n tanberfformio?	YDI/NAC YDI
Ydi'r mater yn effeithio ar nifer fawr o drigolion neu ardal fawr o'r Sir? (Os 'ydi', rhowch syniad o faint y grŵp neu'r ardal yr effeithir arni)	YDI/NAC YDI
Ydi'r mater yn gysylltiedig â blaenoriaethau corfforaethol y Cyngor? (Os 'ydi' nodwch pa flaenoriaethau)	YDI/NAC YDI
Hyd y gwyddoch, oes yna rywun arall yn edrych ar y mater hwn? (Os 'oes', nodwch pwy sy'n edrych arno)	OES/NAC OES
Os derbynnir y testun ar gyfer craffu, pwy fyddai arnoch chi eisiau eu gwahodd e.e. Aelod Arweiniol, swyddogion, arbenigwyr allanol, defnyddwyr y gwasanaeth?	
Enw'r Cynghorydd/Aelod Cyfetholedig	
Dyddiad	

Ystyried addasrwydd pwnc ar gyfer craffu

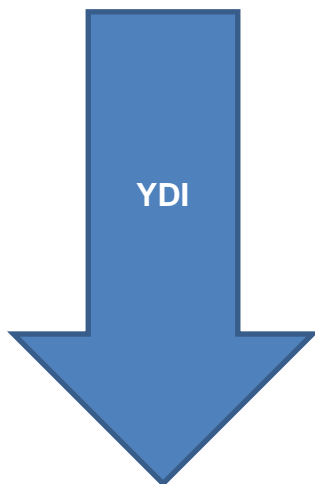
Ffurflen Gynnig / Cais a dderbyniwyd

(dylid rhoi ystyriaeth ofalus i'r rhesymau dros wneud cais)



Ydi o'n bodloni'r gofynion canlynol?

- **Diddordeb Cyhoeddus** – ydi'r mater o bwys i drigolion?
- **Effaith**– fedr craffu yn gael effaith ar bethau a'u newid?
- **Perfformiad** – ydi o'n wasanaeth neu faes sy'n tanberfformio?
- **Graddfa** – ydi o'n effeithio ar nifer o drigolion neu ardal ddaearyddol fawr?
- **Ailadrodd** – ydi'r mater yn destun craffu/ymchwiliad gan berson neu gorff arall?



Dim gweithredu pellach gan y Pwyllgor Craffu. Gellir ei gyfeirio at gorff arall neu ofyn am adroddiad er gwybodaeth.

- Penderfynu ar y canlyniadau a ddymunir
- Penderfynu ar gwmpas a swmp y gwaith craffu sydd ei angen a'r dull mwyaf priodol o graffu (h.y. adroddiad pwyllgor, ymchwiliad grŵp tasg a gorffen neu aelod cyswllt ac ati)
- Os penderfynir sefydlu grŵp tasg a gorffen, dylid penderfynu ar amserlen yr ymchwiliad, pwy fydd yn rhan o'r ymchwiliad, beth yw'r gofynion ymchwilio, a oes angen cyngor arbenigol a thystion, a beth yw'r trefniadau adrodd ac ati.

Cabinet Forward Work Plan

Meeting		Item (description / title)	Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
12 April	1	Updated Business Case for the Household Waste Collection Service Change	To seek Cabinet approval of the updated business case	Yes	Councillor Brian Jones / Tony Ward / Peter Clayton
	2	Contract Award approval for new Waste Fleet to support new Waste Service Model	To award the contract for the new Waste Fleet	Yes	Councillor Brian Jones / Tony Ward / Chris Brown / Lowri Roberts
	3	Contract Award approval for Phase 2 Construction Works – DCC Waste Transfer Station to support new Waste Service Model	To award the contract for Phase 2 construction works	Yes	Councillor Brian Jones / Tony Ward / Peter Clayton
	4	Reactive Maintenance Framework for Schools and Non School Properties	To seek approval for the award of successful contractors onto the Reactive Maintenance Framework for Schools and Non-school buildings	Yes	Councillor Julian Thompson-Hill / David Lorey / Mark Cassidy
	5	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Steve Gadd
	6	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
7 June	1	Council Performance Self-Assessment	To consider the Council's self-assessment of its performance in delivering against the council's strategic plan and services	Tbc	Iolo McGregor
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
26 July	1	North Wales Consultancy Framework	To seek approval of the Business Case to set up a regional Consultancy Framework to be used by the six North Wales authorities with Denbighshire County Council as the lead authority	Yes	Gary Williams / Tania Silva / Sion Evans
	2	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Steve Gadd
	3	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for	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
		Cabinet's attention		

FUTURE ITEMS

22 Nov	Council Performance Update – July to September	To consider the Council's performance in delivering against the council's strategic plan and services	Iolo McGregor
---------------	--	---	---------------

Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
<i>April</i>	29 March	<i>June</i>	20 May	<i>July</i>	12 July

Updated 04/03/2022 - KEJ
Cabinet Forward Work Programme.doc

Mae tudalen hwn yn fwiadol wag

Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
27 January 2022	5. PROGRESS ON DELIVERING DENBIGHSHIRE'S HOUSING AND HOMELESSNESS STRATEGY	<p>RESOLVED that, subject to the above observations and the provision of the additional information requested during the course of the discussion to –</p> <p>(a) acknowledge the work undertaken to date to implement the Housing and Homelessness Strategy Action Plan, along with the progress made thus far with its delivery, and</p> <p>(b) request that a further progress report on the Action Plan's delivery be presented to the Committee during the autumn of 2022.</p>	<p>Lead Members and officers informed of the Committee's recommendations.</p> <p>The additional information requested has been circulated to Committee members in the 'Information Brief' document.</p> <p>(b) A progress report on the Action Plan's delivery has been scheduled into the Committee's forward work programme for its meeting on 24 November 2022 (see Appendix 1)</p>
	6. LIBRARY SERVICE STANDARDS AND PERFORMANCE	<p>RESOLVED that, subject to the above observations –</p> <p>(a) to acknowledge the efforts of the county's libraries to adapt and deliver an excellent service to Denbighshire residents during the Covid-19 pandemic;</p> <p>(b) to receive and note the information provided on the Library Service's performance in delivering against the 6th Framework of Welsh Public Library Standards</p>	<p>Lead Member and Officers advised of the Committee's recommendations.</p>

		<p>during 2020/21 along with the update on developments to date during 2021/22, and</p> <p>(c) to request that a further report on the Service's performance in delivering against the Welsh Public Library Standards during 2021/22 be submitted to the Committee in January 2023.</p>	<p>(c) A report on the Service's performance during 2021/22 has been scheduled into the Committee's forward work programme for presentation in January 2023 (see Appendix 1).</p>
	<p>7. REDUCTION OF SINGLE USE PLASTICS AND CARBON REDUCTION IN THE SCHOOL MEALS SERVICE</p>	<p>RESOLVED that subject to the above comments, concerns and observations to request that the Cabinet on behalf of the Council write to the Welsh Government seeking it to –</p> <p>(a) work with local authorities across Wales in a bid to reduce and eradicate the practice of using single use plastics and non-recyclable goods in the supply, preparation and serving of school meals, and</p> <p>(b) provide sufficient financial resources to all local authorities to enable them to realise the above objectives, facilitate carbon reduction measures within their School Catering Services whilst securing the delivery of a sustainable school meals service.</p>	<p>Lead Members and officers informed of the Committee's recommendations.</p> <p>The Chair of the Committee is scheduled to present a report detailing the Committee's recommendations to Cabinet at its meeting on 15 March 2022. The report (and webcast in due course) can be seen by following link below: https://moderngov.denbighshire.gov.uk/ieListDocuments.aspx?CId=281&MId=6463&LLL=0</p>