

At: Aelodau'r Pwyllgor Llywodraethu  
ac Archwilio

Dyddiad: Dydd Iau, 20 Gorffennaf  
2023

Rhif Union: 01824706204

ebost: [democrataidd@sirddinbych.gov.uk](mailto:democrataidd@sirddinbych.gov.uk)

Annwyl Gyngorydd

Fe'ch gwahoddir i fynychu cyfarfod y **PWYLLGOR LLYWODRAETHU AC ARCHWILIO, DYDD MERCHER, 26 GORFFENNAF 2023** am **9.30 am** yn **SIAMBR Y CYNGOR, NEUADD Y SIR, RHUTHUN A THRWY GYNHADLEDD FIDEO.**

Yn gywir iawn

G Williams  
Swyddog Monitro

## **AGENDA**

### **1 YMDDIHEURIADAU**

### **2 DATGANIADAU O FUDDIANT** (Tudalennau 5 - 6)

Dylai'r Aelodau ddatgan unrhyw gysylltiad personol neu gysylltiad sy'n rhagfarnu ag unrhyw fater a nodwyd fel un i'w ystyried yn y cyfarfod hwn.

### **3 MATERION BRYN**

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

### **4 COFNODION** (Tudalennau 7 - 20)

Derbyn cofnodion cyfarfod y Pwyllgor Llywodraethu ac Archwilio a gynhaliwyd ar 14 Mehefin 2023 (amgaeir copi).

### **5 EICH ADRODDIAD Cwynion LLAIS** (Tudalennau 21 - 30)

Derbyn adroddiad sy'n rhoi trosolwg o ganmoliaeth, awgrymiadau a chwynion a dderbyniwyd gan Gyngor Sir Ddinbych o dan bolisi adborth cwsmeriaid y cyngor 'Eich Llais' yn ystod Ch4 2022/23 (copi wedi'i amgáu).

**6 RHEOLAETH FLYNYDDOL Y TRYSORLYS** (Tudalennau 31 - 70)

Derbyn adroddiad gan y Pennaeth Cyllid (amgaeir copi) ar y diweddariad Blynyddol gan Reolwyr y Trysorlys a Rheolwyr y Trysorlys (TM) am weithgarwch buddsoddi a benthyca'r Cyngor yn ystod 2022/23. Mae hefyd yn rhoi manylion am yr hinsawdd economaidd yn ystod y cyfnod hwnnw ac yn dangos sut y gwnaeth y Cyngor gydymffurfio â'i Ddangosyddion Darbodus, a manylion gweithgareddau TM y Cyngor yn ystod 2023/24 hyd yma.

**7 DIWEDDARIAD ARCHWILIO MEWNOL** (Tudalennau 71 - 94)

Ystyried adroddiad gan y Pennaeth Archwilio Mewnol (copi amgaeedig) sy'n rhoi'r wybodaeth ddiweddaraf i'r aelodau am gynnydd Archwilio Mewnol.

**8 DATGANIAD LLYWODRAETHIANT BLYNYDDOL 2022 - 2023**  
(Tudalennau 95 - 122)

Derbyn Adroddiad Datganiad Llywodraethu Blynyddol yr Archwilio Mewnol 202-23 (copi amgaeedig).

**9 RHAGLEN WAITH Y PWYLLGOR LLYWODRAETHU AC ARCHWILIO**  
(Tudalennau 123 - 132)

Ystyried blaenraglen waith y pwyllgor (copi'n amgaeedig).

**ADRODDIAD GWYBODAETH**

**10 ADRODDIAD ARCHWILIO CYMRU - A YW SWYDDOGAETHAU CYMORTH CORFFORAETHOL Y CYNGOR YN EFFEITHIOL? - CYNGOR SIR DDINBYCH** (Tudalennau 133 - 144)

I dderbyn gwybodaeth, mae adroddiad Archwilio Cymru o'r enw 'A yw swyddogaethau cymorth corfforaethol y cyngor yn effeithiol?' (copi wedi'i amgáu).

**AELODAETH**

**Y Cynghorwyr**

Ellie Chard  
Justine Evans  
Carol Holliday

Arwel Roberts  
Andrea Tomlin  
Mark Young

**Aelod Lleyg**

Nigel Rudd  
David Stewart

Paul Whitham

**COPIAU I'R:**

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

Mae tudalen hwn yn fwriadol wag

DEDDF LLYWODRAETH LEOL 2000

Cod Ymddygiad Aelodau

## DATGELU A CHOFRESTRU BUDDIANNAU

Rwyf i,  
(enw)

\*Aelod /Aelod cyfetholedig o  
(\*dileuer un)

**Cyngor Sir Ddinbych**

**YN CADARNHAU** fy mod wedi datgan buddiant **\*personol / personol a sy'n rhagfarnu** nas datgelwyd eisoes yn ôl darpariaeth Rhan III cod ymddygiad y Cyngor Sir i Aelodau am y canlynol:-  
(\*dileuer un)

Dyddiad Datgelu:

Pwyllgor (nodwch):

Agenda eitem

Pwnc:

Natur y Buddiant:

(*Gweler y nodyn isod*)\*

Llofnod

Dyddiad

Noder: Rhwng ddigon o fanylion os gwelwch yn dda, e.e. 'Fi yw perchennog y tir sy'n gyfagos i'r cais ar gyfer caniatâd cynllunio a wnaed gan Mr Jones', neu 'Mae fy ngŵr / ngwraig yn un o weithwyr y cwmni sydd wedi gwneud cais am gymorth ariannol'.

Mae tudalen hwn yn fwriadol wag

## PWYLLGOR LLYWODRAETHU AC ARCHWILIO

Cofnodion cyfarfod o'r Pwyllgor Llywodraethu ac Archwilio a gynhaliwyd yn YN SIAMBR Y CYNGOR, NEUADD Y SIR, RHUTHUN A THRWY GYNHADLEDD FIDEO, Dydd Mercher, 14 Mehefin 2023 am 9.30 am.

### YN BRESENNOL

**Y Cynghorwyr** - Ellie Chard, Justine Evans, Carol Holliday, Arwel Roberts, Andrea Tomlin a/ac Mark Young (Is-Gadeirydd)

**Yr Aelodau Lleyg** – David Stewart (Gadeirydd), Nigel Rudd a Paul Whitham

**Aelodau'r Cabinet** – Y Cynghorydd Gwyneth Ellis – Aelod Arweiniol dros Gyllid, Perfformiad ac Asedau Strategol.

Y Cynghorydd Rhys Thomas –Aelod Arweiniol dros Dai a Chymunedau

Sylwedydd - Y Cynghorydd Jeanette Chamberlain-Jones

### HEFYD YN BRESENNOL

Pennaeth Gwasanaeth Dros Dro - Adran Gwasanaethau Cyfreithio a Democraidaidd /Dirprwy Swyddog Monitro (LJ), Pennaeth Gwasanaeth Dros Dro Gwasanaeth Cymorth Corfforaethol: Perfformiad, Digidol ac Asedau (NK), Swyddog Cynllunio a Pherfformiad (EM) Pennaeth Gwasanaethau Cyllid ac Eiddo (Section 151 Officer) (SG), Prif Archwilydd Mewnol (BC), Gweinyddwr Pwyllgorau (KJ) (Zoom Host) and Gweinyddwr Pwyllgorau (SJ).

Roedd cynrychiolwyr Archwilio Cymru, Simon Monkhouse, hefyd yn bresennol.

#### 1 YMDDIHEURIADAU

Ni dderbyniwyd unrhyw ymddiheuriadau.

#### 2 PENODI CADEIRYDD

Gofynnwyd am enwebiadau i Aelod wasanaethu fel Cadeirydd y Pwyllgor ar gyfer y flwyddyn i ddod. Enwebodd yr Aelod Lleyg Nigel Rudd Dave Stewart, eiliwyd gan y Cynghorydd Mark Young. Ni dderbyniwyd unrhyw enwebiadau eraill ac felly yr oedd;

***PENDERFYNWYD*** penodi'r Aelod Lleyg Dave Stewart yn Gadeirydd y Pwyllgor Llywodraethu ac Archwilio am y flwyddyn i ddod.

#### 3 PENODI IS-GADEIRYDD

Gofynnwyd am enwebiadau i Aelod wasanaethu fel Is-gadeirydd y Pwyllgor ar gyfer y flwyddyn i ddod. Enwebodd y Cynghorydd Ellie Chard, y Cynghorydd Mark Young, eiliwyd gan y Cynghorydd Andrea Tomlin. Ni dderbyniwyd unrhyw enwebiadau eraill ac felly yr oedd;

**PENDERFYNWYD** penodi'r Cynghorydd Mark Young yn Is-gadeirydd y Pwyllgor Llywodraethu ac Archwilio am y flwyddyn i ddod.

#### **4 DATGANIADAU O FUDDIANT**

Datganodd y Cynghorydd Mark Young, fuddiant personol yn eitem 13 ar yr agenda - Gan ei fod yn Llywodraethwr ysgol yn Ysgol Uwchradd Dinbych.

Datganodd y Cadeirydd, yr Aelod Lleyg David Stewart fuddiant personol yn eitem 6 yr agenda ac eitem 7 ar yr agenda gan ei fod yn derbyn pensiwn cronfa bensiwn Clwyd ac roedd yn aelod ar bwyllgor Llywodraethu ac Archwilio Cyngor Bwrdeistref Sirol Wrecsam.

#### **5 MATERION BRYD**

Dim.

#### **6 COFNODION**

Cyflwynwyd cofnodion cyfarfod y Pwyllgor Llywodraethu ac Archwilio a gynhaliwyd ar 26 Ebrill 2023 i'w hystyried.

Materion yn Codi –

Dywedodd y Cynghorydd Tomlin wrth yr aelodau bod disgwyl i'r adroddiad ar Recriwtio a Cadw gael ei gyflwyno i'r Pwyllgor Craffu Perfformiad ym mis Mehefin, ond ei fod wedi'i ohirio i gyfarfod y pwyllgor ym mis Gorffennaf.

Mewn ymateb i bryder yr aelodau ar statws y Datganiad Cyfrifon cadarnhaodd y Pennaeth Cyllid fod y gwaith ar asedau wedi'i gwblhau. Roedd Archwilio Cymru wedi derbyn y canfyddiadau i'w hasesu mewn egwyddor cyn i'r adroddiad cyfrifon drafft terfynol gael ei gyflwyno iddynt yn llawn. Roedd y dyddiad cau ym mis Medi i'r adroddiad gael ei gyflwyno i'r pwyllgor yn dal yn gyraeddadwy.

**PENDERFYNWYD**, yn amodol ar yr uchod, fod cofnodion y pwyllgor Llywodraethu ac Archwilio a gynhaliwyd ar 26 Ebrill 2023 yn cael eu derbyn a'u cymeradwyo fel cofnod cywir.

#### **7 HUNANASESIAD Y CYNGOR O'I BERFFORMIAD 2022 I 2023**

Arweiniodd yr Aelod Arweiniol dros Gyllid, Perfformiad ac Asedau Strategol ynghyd â'r Pennaeth Dros Dro Gwasanaeth Cymorth Corfforaethol: Perfformiad, Digidol ac Asedau a'r Swyddog Cynllunio a Pherfformiad aelodau drwy'r adroddiad (a ddsbarthwyd yn flaenorol).



Pwysleisiodd yr Aelod Arweiniol bod yr hunan-asesiad hwn yn seiliedig ar y Cynllun Corfforaethol newydd. Gwnaed llawer o waith ar yr adroddiad, a'r atodiadau gan swyddogion, y Cabinet, y Tîm Arwain Strategol, ac ati.

Roedd yr adroddiad a gyflwynwyd i'r pwyllgor yn adroddiadau statudol ac yn rhoi cyfle i'r aelodau asesu a oedd yr awdurdod yn cyflawni'r hyn yr oedd yn ei nodi yn unol â'r Cynllun Corfforaethol.

Cadarnhaodd swyddogion fod atodiad 2 yn adroddiad perfformiad chwarterol yn seiliedig ar y cynllun Corfforaethol a throsolwg o feysydd llywodraethu, a oedd yn ddogfen statudol. Ymatebodd i ddyletswyddau'r awdurdodau o dan Ddeddf Llesiant Cenedlaethau'r Dyfodol, y Ddeddf Cydraddoldeb a'r Ddeddf Llywodraeth Leol ac Etholiadau. Pwysleisiwyd mai hwn oedd yr adolygiad perfformiad cyntaf o'r Cynllun Corfforaethol newydd a byddai'n cael ei ddefnyddio fel llinell sylfaen ar gyfer hunanasesiadau yn y dyfodol yn y dyfodol.

Cyflwynwyd Atodiad 2 i bwyllgor Craffu Perfformiad ynghyd â'r Cabinet, i dderbyn diweddariad o'r adroddiad perfformiad bedair gwaith y flwyddyn, derbyniwyd chwarter 1 a 3 yn rhithiol drwy e-bost gyda chwarter 2 a 4 yn cael eu cyflwyno mewn cyfarfod ar gyfer trafodaeth.

Atodiad 1 oedd yr hunanasesiad. Roedd yn offeryn statudol o dan Ddeddf Llywodraeth Leol ac Etholiadau (Cymru) 2021. Cyflwynwyd y ddogfen honno i'r Pwyllgor Llywodraethu ac Archwilio yn flynyddol ynghyd â'r Cyngor Sir a'r Pwyllgor Craffu Perfformiad. Roedd yr adroddiad yn ystyried sut roedd yr awdurdod yn perfformio yn erbyn y Cynllun Corfforaethol a'r amcanion a osodwyd yn y cynllun, ac i ba raddau yr oedd ein perfformiad yn arwain at ganlyniadau cadarnhaol a pha mor dda yr oedd ein llywodraethiant yn cefnogi gwelliant parhaus. Roedd yn rhaid i'r hunanasesiad hefyd gyfeirio at arolwg y cyfranddaliwr. Bob blwyddyn roedd gofyn i'r awdurdod gynnal arolwg rhanddeiliaid a oedd yn ystyried barn pobl leol yn y sir. Roedd yr arolwg ar gael ar-lein, gyda chopïau caled ar gael mewn llyfrgelloedd rhwng 7 Tachwedd 22 a 18 Mawrth 23. Derbyniwyd 630 o ymatebwyr. Gellid gweld canlyniadau'r arolwg yn yr hunanasesiad.

Un o'r prif resymau dros yr hunanasesiad oedd asesu i ba raddau yr oedd perfformiad yr awdurdod yn ysgogi gwelliant mewn canlyniadau i bobl a dadansoddiad o ba mor effeithiol oedd y trefniadau llywodraethu wrth gefnogi gwelliant yn y cyngor. Y gobaith oedd y byddai'r papurau a'r asesiadau yn ddefnyddiol ar gyfer gwasanaethau a meysydd gwella.

Pwysleisiwyd bod y dogfennau ar hyn o bryd yn ddogfennau byw o hyd ac y byddent yn cael eu cyflwyno i'r Cyngor Sir i'w cymeradwyo ym mis Gorffennaf 2023. Roedd mwy o ddata a feincnodwyd yn genedlaethol yn cael ei fesur yr oedd swyddogion o'r farn ei fod yn bwysig. Roedd angen gwaith pellach i gytuno ar sut olwg oedd rhagoriaeth yn rhai o'r mesurau hynny.

Ym marn swyddogion, roedd y ddau adroddiad yn cynrychioli dadansoddiad teg o ble roedd yr awdurdod yn sefyll ar y cam hwn o'r Cynllun Corfforaethol. Roedd swyddogion yn gofyn am adborth gan yr aelodau, ac yn ystyried yr adroddiadau ac yn nodi meysydd lle gallai fod angen craffu pellach ar waith o bosibl.

Diolchodd y Cadeirydd i'r swyddogion a'r Aelod Arweiniol am y cyflwyniad manwl a'r adroddiadau cynhwysfawr. Diolchodd i'r swyddogion am olwg cynnar yr adroddiad, yn ei farn ef roedd yr adroddiad yn dryloyw ac yn eglur. Amlygwyd llwyddiannau

ynghyd ag unrhyw faterion neu fylchau yr oedd swyddogion yn agored am y gwaith oedd ei angen yn y meysydd hynny.

Pwysleisiwyd mai'r hunanasesiad (atodiad 1) oedd yr adroddiad statudol a gyflwynwyd i Lywodraeth Cymru.

Clywodd yr aelodau fod yr adroddiad diwethaf ar gyfer Cynllun Perfformiad C3 yn anarferol yn llai. Er bod adroddiad C4 o'i gymharu yn edrych yn llawer iawn mwy, nid oedd yn fwy nag adroddiadau perfformiad C4 blaenorol. Clywodd yr aelodau y byddai Llywodraeth Cymru yn ystyried yr holl adroddiadau perfformiad am y flwyddyn i fwydo i'r hunanasesiad.

Darparwyd sicrwydd bod gweithio'n agos gydag archwiliad mewnol i sicrhau bod y negeseuon llywodraethu yn yr adroddiad hwn a'r rhai yn adroddiad blynyddol y Datganiad Llywodraethu yn cyd-fynd.

Wrth ymateb i gwestiynau'r aelodau mae'r Aelod Arweiniol a'r swyddogion:

- Roedd gwaith cadarnhaol ar agwedd cydraddoldeb ac amrywiaeth y cynllun wedi digwydd. Roedd yr Aelodau'n pryderu bod twf cyfyngedig wedi digwydd yn y maes gwaith hwn dros y misoedd diwethaf. Mewn ymateb dywedodd swyddogion fod yr awdurdod yn rhan o rwydwaith Cydraddoldeb Gogledd Cymru, un darn o waith sy'n ofynnol gan y grŵp hwnnw oedd creu rhestr gysylltiadau ar gyfer pwy i gysylltu â nhw o grwpiau â nodweddion gwarchodol.
- Roedd ystod o fesurau ar waith i adlewyrchu gwaith yn y dyfodol i annog cyflawniad o amgylch thema Sir Ddinbych decach, mwy diogel a mwy cyfartal.
- Pwysleisiodd yr Aelodau bwysigrwydd ymgysylltu â rhanddeiliaid a phreswylwyr. Roedd lefel yr ymatebwyr yn ystadegol berthnasol ac yn bodloni gofynion y Ddeddf Llywodraeth Leol ac Etholiadau.
- Roedd yr adroddiad a'r hunanasesiad i'w gyflwyno i'r Cyngor Sir ar 4 Gorffennaf 2023. Wrth symud ymlaen â'r eitem honno, roedd papur ar lywodraethu i'w gyflwyno i bob cynghorydd.
- Arweiniwyd pob un o'r themâu yn y Cynllun Corfforaethol gan aelod o'r Cabinet. Byddai hefyd arweiniad clir gan Gyfarwyddwr Corfforaethol ac uwch swyddogion.
- Awgrymodd yr aelodau y dylid darparu diffiniad ochr yn ochr â phob pennawd, er enghraifft caffael ac asedau.
- Nodwyd pwysigrwydd dangos sicrwydd ar y system gaffael a chydymffurfio â'r fframwaith caffael.
- Roedd swyddogion yn ymwybodol bod angen cyfeirio ac eglurhad pellach rhwng cysylltiadau fel asedau a chynllunio'r gweithlu.
- Teimlai'r aelodau y byddai'r adroddiad yn elwa o nodi perfformiad y Cyngor mewn cyd-destun rhanbarthol a chenedlaethol ehangach, gan nodi bod y sefyllfa ddiodyn i feincnodi yn erbyn dangosyddion cenedlaethol. Pwysleisiodd swyddogion bwysigrwydd cyd-destun yn yr adroddiad. Amlygwyd bod data posibl yn cael ei feincnodi yn genedlaethol.
- Byddai'r papur llywodraethu a oedd i fod i gael ei gyflwyno i'r Cyngor Sir yn dangos lle mae atebolrwydd. Byddai'n sicrhau atebolrwydd a her i Aelodau'r Cabinet am eu portffolios.

- Atgoffwyd aelodau o'r ddyletswydd newydd a roddwyd ar arweinwyr grwpiau yn y Ddeddf Llywodraeth Leol ac Etholiadau.
- Datblygu byrddau llywodraethu i arwain ar themâu a chynnydd yn y meysydd hyn. Nid oedd system ar waith i fesur llwyddiant Aelodau Arweiniol gwleidyddol pob thema. Diolchodd swyddogion i'r aelodau am godi'r cwestiwn a byddent yn edrych ar sut y gellid ymgorffori hyn yn y trefniadau.
- Cafodd yr adroddiad perfformiad chwarterol ei ddrafftio gan y tîm mewn cydweithrediad â gwasanaethau o fewn y cyngor. Ar ôl ei ddrafftio cafodd ei rannu gydag uwch swyddogion am sylwadau. Fe'i cyflwynwyd hefyd i'r Cabinet a Chraffu Perfformiad.
- Ar adeg cyfansoddi roedd swyddogion yr adroddiad yn aros am gadarnhad o gynnig Cymdeithas Llywodraeth Leol Cymru mewn perthynas ag asesiadau panel. Mae asesiadau'r panel yn offeryn statudol bod yn rhaid penodi panel annibynnol o fewn pob tymor i roi adborth i'r Cyngor ar ei lywodraethu a'i berfformiad. Ers hynny mae'r wybodaeth wedi dod i law Llywodraeth Cymru ac roedd swyddogion wedi dechrau cyfathrebu. Cadarnhawyd y byddai rhagor o wybodaeth yn cael ei chyflwyno i'r pwyllgor yn ddiweddarach yn y flwyddyn.
- Roedd Sir Ddinbych yn rhan o grŵp archwilio Gogledd Cymru a Chanolbarth Cymru, roedd grŵp ochr twyll a llygredd. Roedd y grŵp hwnnw wedi'i neilltuo i greu modiwl hyfforddi i'r holl staff gwblhau hyfforddiant.

## **PENDERFYNODD**

*Trafododd y Pwyllgor Llywodraethu ac Archwilio yr adroddiad a nododd y camau canlynol fel rhan o'i argymhellion:*

1. *Bod yr adroddiad yn darparu diffiniadau clir, yn benodol, ond nid yn unig, mewn perthynas â chaffael ac asedau.*
2. *Byddai'r adroddiad yn elwa o nodi perfformiad y Cyngor mewn cyd-destun rhanbarthol a chenedlaethol ehangach, gan nodi mai'r sefyllfa ddiodyfyn yw meincnodi yn erbyn dangosyddion cenedlaethol.*
3. *Mae'r Pwyllgor yn nodi ac yn ystyried yr arweinyddiaeth enghreifftiol mewn perthynas â newid yn yr hinsawdd, ond mae'n cydnabod y bydd cyflawni amcanion yn gofyn am gydweithio â'r holl bartneriaid.*
4. *Sylwodd y Pwyllgor y gallai fod cyfle i ymgysylltu'n fwy gorlawn â fforymau busnes lleol a rhanbarthol i lywio ymgysylltiad ehangach â rhanddeiliaid.*
5. *Mae'r Pwyllgor yn ceisio sicrwydd, mewn perthynas â thenantiaid tai Cyngor, fel rhanddeiliaid, yn enwedig y rhai sydd â nodweddion gwarchoddedig, yr ymgynghorir yn effeithiol ac yn ystyrlon.*

## **8 Y DIWEDDARAF AM BROSES Y GYLLIDEB**

Cyflwynodd yr Aelod Arweiniol dros Gyllid, Perfformiad ac Asedau Strategol yr adroddiad (a ddisbarthwyd yn flaenorol). Rhoddodd wybod i'r aelodau bod yr adroddiad yn nodi'r amcanestyniadau ariannol diwygiedig ar gyfer y cyfnod o 3 blynedd 2024/25 i 2026/27 a strategaeth gyllidebol arfaethedig ar gyfer pennu'r gyllideb ar gyfer 2024/25.

Clywodd yr aelodau ei bod yn falch o nodi'r cynllun cyfathrebu oedd yn cael ei ddatblygu ar hyn o bryd. Dangosodd ddeialog dda gyda phawb yr effeithiwyd arnynt gan amcanestyniadau cyllidebol.

Yn ogystal, dywedodd y Pennaeth Cyllid fod yr adroddiad yn 3 elfen i'r papur:  
Crynodeb o sefyllfa gosod cyllideb 23/24;  
Rhagamcanion Cyllideb Diwygiedig ar gyfer 2024/25 i 2026/27 a  
Meysydd allweddol i gyfrannu at y Strategaeth Gyllideb ar gyfer 2024/25.

Atgoffwyd yr Aelodau fod yr awdurdod wedi derbyn setliad gwell na'r disgwyl yn ystod 2023/24. Pwysleisiwyd er ei bod yn well na'r farn gyntaf nad oedd yn cwmpasu'r pwysau a wynebai'r awdurdod. Felly, arweiniodd at fwch cyllido o ychydig o dan £11 miliwn. Roedd cynnydd yn nhreth y cyngor o 3.8% wedi helpu i bontio'r bwlch a chynhyrchu £2.7 miliwn.

Roedd gostyngiad yn y swm a dalwyd i Bensiwn Clwyd i gyfrannu at bensiynau mewn gwaged, gan arwain at swm cyfraniad is i'w wneud. Ni chafodd hyn unrhyw effaith ar bensiynau unigolion.

Roedd Arbedion Corfforaethol wedi cyfrannu at ariannu'r bwlch. Roedd y cynllun wrth gefn Covid-19 gwerth £2 filiwn wedi cael ei roi'n ôl.

Cyflwynwyd adroddiadau ariannol misol i'r Cabinet i adrodd canfyddiadau'r gyllideb. Cafodd y manylion eu cyhoeddi cyn pob cyfarfod.

Pwysleisiwyd bod y gwahaniaeth rhwng y senario achos gorau a'r senario gwaethaf o'r amcanestyniadau wrth symud ymlaen yn dipyn o wahaniaeth. Pwysleisiwyd i'r aelodau yr ansicrwydd ar hyn o bryd ac wrth symud ymlaen. Awgrymodd trafodaethau gyda Phenaethiaid Cyllid eraill a Swyddogion Adran 151 ei fod yn bryder ar draws nifer o awdurdodau.

Clywodd yr aelodau fod pwysau ychwanegol ar gynigion tâl i rai nad ydynt yn athrawon wedi bod yn gynnydd mwy yn y staff gradd is. Roedd disgwyl y byddai'n rhaid i swyddogion edrych ar effaith y system graddau cyflog.

Rhoddyd gwybod i'r Aelodau am feysydd allweddol y gyllideb wrth symud ymlaen, roedd hwn yn faes allweddol i'r pwyllgor ei adolygu a sicrhau bod prosesau digonol ar waith i gydbwyso cyllideb i'w chymeradwyo gan y Cabinet a'r Cyngor Sir. Cynigiwyd parhau gydag effeithlonrwydd o 1% a gofyn a disgwyl i wasanaethau gyflawni'r effeithlonrwydd hynny. Roedd disgwyl hefyd y byddai gwasanaethau'n cynyddu ffioedd a thaliadau yn unol â chwyddiant yn y rhan fwyaf o feysydd. Byddai arbedion eraill yn cael eu gofyn gan brosiectau lle gellid newid y ddarpariaeth o wasanaethau. Roedd gwasanaethau wedi'u rhybuddio o flaen llaw y byddai angen dod o hyd i newidiadau a chytunwyd i sicrhau bod arbedion yn cael eu gwneud. Byddai lleihau gorwariant mewn ardaloedd a gwasanaethau hefyd yn cael ei asesu. Annogwyd cyfranogiad aelodau a staff ac roedd nifer o ffactorau lle gallai aelodau gymryd rhan fod i ddigwydd. Trefnwyd gweithdy llawn gan y Cyngor ar gyfer mis Gorffennaf i adolygu a thrafod y gyllideb a'r cynigion.

Pwysleisiwyd pwysigrwydd cael y cyfathrebu'n gywir o ystyried y cyllidebau a ragwelir yn y dyfodol.

Diolchodd yr Aelodau i'r Pennaeth Cyllid am gyflwyno a chyflwyno'r broses gyllidebu'n fanwl. Anogodd yr aelodau i gyflwyno cwestiynau i'r Pennaeth Cyllid drwy e-bost y tu allan i'r cyfarfod.

Trafodwyd y meysydd canlynol yn fanylach:

- Canmolodd yr aelodau y gwaith a oedd yn cael ei wneud i liniaru'r risgiau posibl.
- Roedd yr aelodau yn falch o glywed am awgrymiadau swyddogion ac aelodau. Byddai'r cynllun awgrym staff yn cael ei gynnig i bob gweithiwr o fewn y cyngor. Pwysleisiwyd nad oedd gan bob aelod o staff fynediad at e-byst yn ddyddiol.
- Nid oedd angen cynnwys rhai o'r prosiectau cyllideb fawr yn 2024/25 a oedd yn cynnwys y cynlluniau llifogydd ar hyd yr arfordir, roedd angen ystyried y referniw ar ôl cwblhau'r cynlluniau. Roedd y cynllun cyfalaf a'i ddull o ariannu yn cael ei adolygu.
- Roedd cyllid i ysgolion yn swyddogaeth ddirprwyedig, gyda phennu cyllidebau ysgolion yn fater dirprwyedig. Roedd gan bob clwstwr reolwr cyllid i drafod cyllidebau a nodi arbedion neu arfer da.
- Ailgyllido benthyciadau hanesyddol a oedd â chyfradd llog uwch na'r cyfraddau cyfredol daeth yn fwy hyfyw. Roedd ymgynghorwyr rheoli'r Trysorlys yn gweithio gyda swyddogion i benderfynu a oedd hynny o fudd ariannol.
- Byddai swyddogion yn adolygu ac yn edrych lle y gellid cyflawni arbedion i helpu i gydbwysu'r gyllideb.
- Roedd ffrwd strategaeth asedau i edrych ar arbedion. Roedd yr opsiynau'n cael eu datblygu a byddent yn cael eu hadrodd yn ôl pan fyddant wedi'u cwblhau. Y pennaeth y tu ôl i'r nant oedd gweithio gyda phartneriaid i ddod â nhw i mewn i swyddfeydd gwag. Un her a nodwyd oedd bod awdurdodau eraill yn cwblhau prosiectau tebyg.
- Roedd gweithio ar draws y sir bob amser yn cael ei ystyried wrth edrych ar wneud arbedion. Ar hyn o bryd roedd yr adran gaffael yn wasanaeth a rennir. Byddai trafodaethau ar feysydd gwasanaeth posibl a fyddai'n fwy buddiol yn ariannol i'r ddau awdurdod bob amser yn digwydd.
- Roedd yr awdurdod wrthi'n archwilio datganoli i drydydd partion eraill. Roedden nhw yng nghyfnod y trafodaethau babanod; Roedd angen ymchwil pellach o feysydd y gellid eu hallanoli.
- Gofynnwyd i wasanaethau adolygu effaith y gwasanaeth o ystyried yr arbedion gofynnol a'r effaith y byddai hynny'n ei chael ar ddarparu gwasanaethau. Byddai angen adolygu pob maes wrth edrych ar arbedion i gydbwysu'r gyllideb.
- Roedd tri chategori o arbedion - effeithlonrwydd, arbedion a thoriadau i wasanaeth. Yn hanesyddol roedd swyddogion wedi ceisio sicrhau arbedion drwy arbedion effeithlonrwydd ac arbedion o fewn gwasanaethau.

Diolchodd y Cadeirydd i'r swyddog a'r Aelod Arweiniol am y trafodaethau manwl ac anogodd yr aelodau i gysylltu â'r Pennaeth Cyllid gydag unrhyw bryderon neu gwestiynau.

**PENDERFYNWYD**, bod aelodau'n nodi'r rhagamcanion ariannol diwygiedig ar gyfer y cyfnod o 3 blynedd 2024/25 i 2026/27 ac mae'r pwyllgor yn nodi'r strategaeth gyllideb y cytunwyd arni gan y Cabinet ar gyfer pennu'r gyllideb ar gyfer 2024/25.

Ar y pwynt hwn (11.45 am) cafwyd egwyl gysur o 10 munud.

Ailgynhaliwyd y cyfarfod am 11.55am.

## **9 ADRODDIAD ARCHWILIO MEWNOL 2022-23**

Cyflwynodd yr Aelod Arweiniol dros Gyllid, Perfformiad ac Asedau Strategol Adroddiad Blynyddol Archwilio Mewnol i'r pwyllgor (a ddosbarthwyd yn flaenorol). Pwysleisiodd yr ymdrech wirioneddol a wnaed gan y tîm archwilio dan amgylchiadau anodd dros y 12 mis diwethaf.

Bu'r Prif Archwilydd Mewnol yn tywys aelodau drwy'r adroddiad. Roedd yr adroddiad blynyddol yn enghraifft o arfer da o dan safon mabwysiedig Safonau Archwilio Mewnol y Sector Cyhoeddus. Roedd y safonau hynny'n gofyn am adroddiad blynyddol ar Archwilio Mewnol i fwydo i'r Datganiad Llywodraethu Blynyddol statudol.

Roedd yr adroddiad yn cwmpasu gwaith y tîm archwilio ar gyfer y flwyddyn flaenorol ac yn rhoi manylion am y gwaith a wnaed gan yr archwilwyr. Ymddiheurodd i'r aelodau gan ddweud nad oedd y farn gyffredinol wedi'i chynnwys/Eglurodd fod ei farn wedi'i chyflwyno fel rhan o'r Datganiad Llywodraethu Blynyddol a oedd i'w gyflwyno yng nghyfarfod pwyllgor mis Gorffennaf. Ers cyhoeddi'r papurau roedd adroddiad diwygiedig wedi ei gylchredeg i aelodau yn tynnu sylw at y newid. Er eglurder darllenodd y Prif Archwilydd Mewnol ei farn gyffredinol fel a ganlyn:

"Barn y Prif Archwiliwr Mewnol yw bod trefniadau llywodraethu, rheoli risg a rheolaeth fewnol y cyngor yn y meysydd sy'n cael eu harchwilio yn parhau i weithredu'n foddhaol. Er bod cwmpas y gwaith sicrwydd wedi'i leihau oherwydd materion staff a thri ymchwiliad, gellir rhoi sicrwydd rhesymol na nodwyd unrhyw wendidau mawr mewn perthynas â'r systemau rheoli mewnol sy'n gweithredu o fewn y Cyngor."

Ategwyd i'r aelodau ddeinameg y tîm yn ystod y 12 mis diwethaf. Roedd y tîm wedi bod yn gweithredu heb gyflenwad llawn am y rhan fwyaf o'r flwyddyn. Pwysleisiodd hefyd y gwaith a fu'n rhan o gwblhau'r tri ymchwiliad arbennig. Roedd yn ddigynsail cael 3 mewn blwyddyn. Roedd y ddau bwynt hyn wedi effeithio ar faint o archwiliadau arfaethedig a gwblhawyd o'r cynllun gwreiddiol a gyflwynwyd i'r pwyllgor y llynedd.

Clywodd yr aelodau bod 43% o'r gwaith arfaethedig wedi'i gwblhau. Cafodd 74% o'r gwaith a wnaed sicrwydd uchel, derbyniodd 26% sicrwydd canolig heb unrhyw raddfeydd sicrwydd isel neu ddim sicrwydd yn cael eu rhoi. Roedd 3 darn o waith ymgynghorol wedi'u cwblhau, ac roedd pob un ohonynt yn foddhaol. Roedd 7 darn dilynol o waith wedi'u cynnwys ar y rhaglen waith, roedd y tîm wedi cwblhau 6 o'r adolygiadau dilynol.

Parhaodd twyll a'r modd y cafodd ei reoli gan yr awdurdod. Rheolwyd twyll gan uwch swyddogion o fewn y cyngor ac ymchwiliwyd i unrhyw bryderon i ddechrau gan y gwasanaeth ac yna archwiliad mewnol am gymorth. Yna dylai'r gwasanaeth adrodd yn ôl i archwiliad mewnol gyda'r canfyddiadau. Dros y 12 mis diwethaf cadarnhaodd nad oedd wedi derbyn unrhyw adroddiadau o dwyll.

Bob dwy flynedd roedd yn ofynnol i'r awdurdod wneud darn o waith ar gyfer y Fenter Twyll Genedlaethol, a oedd yn edrych ar baru data. Roedd yr adroddiad diweddaraf a gynhaliwyd wedi'i ddarparu i'r aelodau adeg ei gwblhau. Darparwyd manylion y drefn o gyfateb data.

Roedd gan y tîm archwilio ddangosyddion perfformiad a oedd yn cynnwys yr adroddiad drafft yn cael ei gyhoeddi mewn 10 diwrnod gwaith a chynhyrchwyd yr adroddiad terfynol 5 diwrnod yn dilyn cytundeb yr adroddiad drafft.

Un maes yr oedd y tîm wedi mynd i'r afael ag ef oedd angen ei wella oedd yr holiaduron yn dilyn archwiliad yn cael ei ddychwelyd. Roedd y tîm wedi edrych ar y ffurflen er mwyn ei gwneud hi'n haws llywio a defnyddio. Gobeithio y byddai hynny'n gweld cynnydd yn yr holiaduron a ddychwelwyd i'r tîm.

Diolchodd y Cadeirydd i'r Prif Archwilydd Mewnol am y cyflwyniad manwl. Trafodwyd y pwyntiau canlynol ymhellach:

- Derbyniwyd cwynion chwythu'r chwiban gan y Swyddog Monitro a rannodd yn ei dro unrhyw wybodaeth gyda'r Prif Archwilydd Mewnol i benderfynu ar y ffordd orau ymlaen. Bryd hynny, edrychwyd ar yr hyn y gall ac y dylai archwiliad mewnol ei wneud a beth all fod yn fferm allan.
- Roedd nifer o archwiliadau wedi'u cynnal. Os bydd unrhyw un o'r risgiau yn dal i gael eu nodi neu'n dod yn fwy o berygl, byddant yn cael eu symud i fyny'r rhestr flaenoriaeth. Y gobaith oedd y byddai'r rhan fwyaf o'r archwiliadau yn cael eu cwblhau y flwyddyn nesaf. Byddai'n gyfuniad o waith a fyddai'n cael ei gario drosodd a'r rhai a restrir ar raglen waith 2023/4. Cynhelir archwiliadau ym mhob gwasanaeth yn ystod y flwyddyn, cynhaliwyd cyfarfodydd rheolaidd â phenaethiaid gwasanaeth i flaenoriaethu'r drefn waith.
- Roedd y rhan fwyaf o'r gwaith mewn perthynas â'r gwaith ymchwilio arbennig wedi'i gwblhau yn y swyddfa. Cynhaliwyd y ddau ymchwiliad arbennig yn sgil chwythu'r chwiban, archwiliadau ar y safle.
- Roedd yr archwiliad wedi edrych ar y trefniadau perthynas rhwng yr awdurdod a Bwrdd Iechyd Prifysgol Betsi Cadwaladr ac yn hyderus bod y berthynas gyda'r bwrdd yn dal i fod yn effeithiol. Ar ôl i'r holl ymchwiliadau gael eu cwblhau gan y Bwrdd Iechyd, gallai archwiliad mewnol sicrhau bod ganddo'r sicrwydd cywir. Roedd swyddogion yr awdurdod wedi penderfynu ar y risg sy'n gysylltiedig â phob ardal ar y gofrestr Risg Gorfforaethol. Pwysleisiodd yr Aelodau eu pryder bod y sicrwydd sy'n gysylltiedig â CRR00021 ar y gofrestr Risg Gorfforaethol yn wyrdd, Sicrwydd uchel. Pwysleisiwyd bod y sicrwydd mewn perthynas â'r cyfathrebu rhwng y ddau gorff nid ar berfformiad y bwrdd iechyd.
- Nododd yr Aelodau nad oedd archwiliadau sicrwydd isel neu ddim wedi'u cwblhau. Pwysleisiwyd bod hynny'n wir, yn seiliedig ar y gwaith oedd wedi'i gwblhau. Mae proses weithio ar waith ar gyfer pob archwiliad, cyflwynir pob adroddiad i'r Prif Archwilydd Mewnol cyn ei gwblhau.

- Mewn perthynas â rhywfaint o'r twyll data cyfatebol, roedd yn aml yn wir bod awdurdodau eraill wedi cwblhau'r gwaith terfynol, yn dibynnu a oedd twyll yn amlwg mewn awdurdod penodol.
- Cadarnhad bod disgwyl i'r strategaeth gwrth-dwyll a'r cynllun ymateb i dwyll gael eu hadolygu yn ystod y 12 mis nesaf. Gofynnodd yr Aelodau i'r canfyddiadau hynny gael eu rhannu fel rhan o'r diweddariad archwilio mewnol. Roedd yr Aelodau'n falch o glywed bod gweithio gydag awdurdodau lleol eraill i adolygu arferion gorau yn digwydd.

**PENDERFYNWYD** bod aelodau'n nodi ac yn rhoi sylwadau ar adroddiad blynyddol y Prif Archwiliwr Mewnol a barn gyffredinol.

## 10 SIARTER ARCHWILIO MEWNOL A STRATEGAETH 2023-24

Cyflwynodd y Prif Archwilydd Mewnol y Strategaeth Archwilio Fewnol i'r pwyllgor (a ddosbarthwyd yn flaenorol). Rhoddodd yr adroddiad Siarter a Strategaeth Archwilio Mewnol i'r Pwyllgor ar gyfer 2023-24. Roedd y Siarter yn diffinio pwrpas, awdurdod a chyfrifoldeb yr Archwiliad Mewnol yn unol â Safonau Archwilio Mewnol y Sector Cyhoeddus.

Roedd y Strategaeth yn rhoi manylion y prosiectau Archwilio Mewnol arfaethedig ar gyfer y flwyddyn a fyddai'n galluogi'r Prif Archwilydd Mewnol i roi 'barn' ar ddigonolrwydd ac effeithiolrwydd fframwaith llywodraethu, risg a rheolaeth y Cyngor yn ystod y flwyddyn.

Cadarnhaodd y Prif Archwilydd Mewnol fod y Siarter yn rhoi gwybodaeth i'r aelodau am sut y byddai Archwilio Mewnol yn gweithredu drwy gydol y flwyddyn.

Pwysleisiwyd bod Awdurdodau Lleol yn ddarostyngedig i'r Rheoliadau Cyfrif ac Archwilio (Cymru) ac mae'n rhaid iddynt gynnal system ddigonol ac effeithiol o archwilio mewnol o'i gofnodion cyfrifeg a'i system rheolaethau mewnol.

Roedd adnoddau wedi bod yn broblem drwy gydol y flwyddyn, roedd manylion y tîm wedi eu cynnwys yn y papurau. Clywodd yr aelodau fod dau ailstrwythuro'r adran wedi digwydd dros y 12 mis diwethaf.

Mewn ymateb i sylwadau'r aelodau, cadarnhaodd y Prif Archwilydd Mewnol fod gofynion Safonau Archwilio Mewnol y Sector Cyhoeddus yn cynnwys cyflwyno'r Siarter i'r pwyllgor am sylwadau. Dywedodd fod yn ofynnol i'r Siarter a'r Strategaeth gael eu cyflwyno'n flynyddol. Cadarnhaodd y byddai'n cysylltu'r sylwadau yn ôl ynglŷn â'r angen i'r pwyllgor dderbyn yr adroddiad yn flynyddol.

Cadarnhaodd y Cadeirydd ei fod wedi cyfarfod â'r Prif Weithredwr ac roedd yn gweld y cyfarfod yn werth chweil ac yn gadarnhaol. Roedd yn gefnogol iawn i rôl y pwyllgor a chytunodd i gynnal cyfarfodydd pellach gyda'r Cadeirydd yn y dyfodol. Dywedodd wrth aelodau y byddai'r Cadeirydd a'r Is-gadeirydd yn cymryd rhan yn y cyfweiliadau asesu cymheiriaid. Croesawodd yr Aelodau bresenoldeb Prif Archwilydd Mewnol arall i unrhyw gyfarfodydd yn y dyfodol.

Roedd y Strategaeth Archwilio Fewnol (atodiad 2) yn rhoi gwybodaeth am y rhaglen waith arfaethedig ar gyfer y flwyddyn i ddod. Rhoddwyd disgrifiad byr o'r gwaith i'r aelodau. Roedd y rhaglen waith yn cynnwys amrywiaeth o archwiliadau o bob maes gwasanaeth. Roedd nifer o archwiliadau wedi'u cynnal o'r flwyddyn flaenorol.



Pwysleisiwyd mai dim ond archwiliadau y byddai Archwilio Mewnol yn ei ystyried yn fuddiol i'r awdurdod. Roedd y Strategaeth yn cynnwys yr amrywiaeth eang o waith a wnaed gan Archwilio Mewnol a manylodd y swyddogion cyfarfodydd a fynychwyd i adrodd yn ôl arnynt.

Clywodd yr aelodau bod swyddogion wedi pwysleisio pwysigrwydd diweddarau system Verto i reolwyr, cadarnhaodd y Prif Swyddog Mewnol ei fod wedi codi cyfarfod yr Uwch Dîm Arwain i bwysleisio pwysigrwydd rheolwyr yn diweddarau'r system.

Pwysleisiodd y Cadeirydd bwysigrwydd cydweithrediad staff a chydymffurfio â diweddarau Verto. Pwysleisiodd y Pwyllgor gefnogaeth yr aelodau i bwysleisio pwysigrwydd diweddarau'r system.

Nododd yr Aelodau y rhestr estynedig o waith archwilio arfaethedig a fwriadwyd ar gyfer y flwyddyn i ddod. Pwysleisiodd y Prif Archwilydd Mewnol na fyddai'r ymchwiliadau arbennig yn effeithio ar y llwyth gwaith. Roedd un o'r ymchwiliadau ar y cam drafft ac roedd y llall wedi'i gynnwys yn y gwaith arfaethedig ar gyfer 2023/24.

Mewn ymateb i gwestiynau'r aelodau, rhoddwyd sicrwydd i'r aelodau fod mewnblannu systemau ariannol newydd yn cael eu rheoli gan brosiect. Dywedodd y Prif Archwilydd Mewnol ei fod yn hyderus y byddai cofnod priodol ar y gofrestr risg ariannol wedi'i gynnwys. Roedd trafodaethau gyda'r prif gyfrifydd a'r swyddogion arweiniol wedi digwydd yn ystod y broses a'r gweithredu. Byddai gweithio'n agos gyda'r tîm cyllid yn parhau.

Awgrymodd yr Aelodau y dylid trefnu sesiwn hyfforddi ar Archwilio Mewnol yn y dyfodol a sut y cafodd gwaith ei gynllunio a'i flaenoriaethu.

Clywodd yr aelodau bod trafodaethau wedi eu cynnal i ystyried trefniadau gweithio agosach gydag awdurdodau cyfagos.

Roedd;

**PENDERFYNWYD** bod aelodau'n cymeradwyo'r Siarter Archwilio Mewnol a'r Strategaeth Archwilio Fewnol 2023-24.

## 11 CYNLLUNIO'R GWEITHLU

Rhoddodd y Prif Archwilydd Mewnol ddiweddariad llafar i'r aelodau ar y gwaith archwilio mewnol ar gynllunio'r Gweithlu.

Cadarnhaodd mai cylch gwaith y pwyllgor oedd i'w archwilio edrych ar sut roedd AD yn mynd i'r afael â phryderon cynllunio'r gweithlu. Cyfarfu swyddogion archwilio ag AD a mynd trwy weithdrefn gwmpasu. Roedd cynllun gweithredu ar waith, a oedd yn cynnwys pum cam. Dywedodd wrth aelodau mai'r camau gweithredu oedd:

- Ystyried prosesau datblygu arweinyddiaeth a rheoli
- Adolygu polisi recriwtio a chadw awdurdodau
- Mae gwerthuso'r Cyngor yn hyrwyddo ei hun fel gweithlu sy'n perfformio'n dda ac yn rymusol
- Adolygu trefniadau presennol ac yn y dyfodol y Cyngor ar gyfer datblygu gweithlu hyblyg ac Ystwyth
- Sut roedd y Cyngor yn cefnogi staff gyda materion iechyd a lles.

Roedd dau faes wedi'u nodi fel materion ac roeddent yn cael eu trafod gydag Adnoddau Dynol. roedd y swyddogion archwilio mewnol wedi dyfarnu sicrwydd canolig ar gyfer y gwaith archwilio. Roedd yr adroddiad yn dal i fod mewn drafft ar hyn o bryd. Byddai'r Aelodau'n derbyn yr adroddiad archwilio unwaith y cytunir arno, byddai hwn yn cael ei ddosbarthu i bawb.

Pwysleisiwyd y byddai recriwtio a chadw staff bob amser yn broblem i awdurdodau lleol, edrychodd yr adroddiad ar sut roedd Adnoddau Dynol wedi ceisio annog pobl i'r gwasanaeth a'r awdurdod.

Byddai'r adroddiad terfynol yn cael ei gynnwys yn y diweddariad Archwilio a gyflwynwyd i'r pwyllgor maes o law. Gofynnodd yr Aelodau y dylid darparu adborth ochr yn ochr â'r adroddiad ar delerau Amodau Cenedlaethol ar gyfer swyddi allweddol yng Ngogledd Cymru.

Gofynnodd yr Aelodau a fyddai modd darparu diweddariad e-bost y tu allan i'r cyfarfod ynglŷn â'r cynnydd wrth recriwtio swyddog adran 151 newydd.

Cadarnhaodd y Prif Archwilydd Mewnol fod yr hysbyseb wedi'i chyhoeddi ar gyfer swyddog Adran 151 gyda dyddiad cau o 19 Mehefin 2023. Yn dilyn hynny, byddai'r cyfweiliadau'n cael eu cynnal ym mis Gorffennaf 2023.

***PENDERFYNWYD*** bod aelodau'n nodi'r diweddariad llafar ac yn aros am gopi o'r adroddiad Archwilio Mewnol terfynol.

## **12 RHAGLEN WAITH Y PWYLLGOR LLYWODRAETHU AC ARCHWILIO**

Cyflwynwyd Blaenraglen Waith y Pwyllgor Llywodraethu ac Archwilio (FWP) i'w hystyried (a ddosbarthwyd yn flaenorol).

Cadarnhaodd y Cadeirydd ei fod ef a'r Is-gadeirydd wedi mynegi pryder bod yr adroddiad Chwythu'r Chwiban wedi ei ohirio. Cadarnhaodd y byddai'r adroddiad yn cael ei gyflwyno yng nghyfarfod pwyllgor mis Gorffennaf.

Byddai'r adroddiad blynyddol drafft Llywodraethu ac Archwilio Blynyddol hefyd yn cael ei gyflwyno yng nghyfarfod mis Gorffennaf. Cafodd ei ohirio o'r cyfarfod ym mis Mehefin.

Cyflwynwyd y Gofrestr Risg Gorfforaethol i'r pwyllgor yn flynyddol. Cynigiodd y Cadeirydd fod y pwyllgor wedi derbyn adroddiad ar y gofrestr ddwywaith y flwyddyn. Awgrymwyd y dylid cynnwys copi o'r Gofrestr Risg fel adroddiad gwybodaeth ar gyfer cyfeirio yng nghyfarfod mis Gorffennaf.

Anogodd y Cadeirydd yr aelodau i gysylltu ag ef yn uniongyrchol gydag unrhyw farn ar dderbyn y Gofrestr Risg ddwywaith y flwyddyn.

***PENDERFYNWYD*** nodi rhaglen waith y Pwyllgor Llywodraethu ac Archwilio.

## **ER GWYBODAETH**

### **13 LLYTHYR ESTYN I'R AWDURDOD LLEOL YN DILYN GWEITHDAI ARA**

Cyflwynodd y Cadeirydd yr adroddiad gwybodaeth i'r aelodau. Amlygodd y Cadeirydd yr adroddiad gan nad oedd yn ymwybodol bod Ysgol Uwchradd Dinbych wedi bod mewn mesurau arbennig ers peth amser.

Pwysleisiodd y Cynghorydd Mark Young yn y llythyr ei fod yn nodi bod yr ysgol wedi bod mewn mesurau arbennig o 2016 pan oedd mewn gwirionedd yn 2018. Pwysleisiodd bwysigrwydd sicrhau bod y ffeithiau'n gywir. Cadarnhaodd ei fod wedi mynychu llawer o gyfarfodydd cadarnhaol ac roedd llawer iawn o waith da cadarnhaol wedi'i wneud yn yr ysgol yn ystod y 5 mlynedd diwethaf. Pwysleisiodd bwysigrwydd bod yn deg a chytbwys ym mhob cyfathrebiad. Awgrymodd y dylai'r ymateb gan yr awdurdod neu'r ysgol bwysleisio'r gwaith cadarnhaol sy'n cael ei wneud yn yr ysgol.

Pwysleisiodd y Cadeirydd mai rôl y pwyllgor oedd sicrhau bod y pwyllgor yn cael sicrwydd bod y mesurau'n cael sylw ac yn cael eu trafod yn y pwyllgor cywir.

***PENDERFYNWYD*** bod y pwyllgor yn nodi'r adroddiad gwybodaeth.

**Daeth y cyfarfod i ben am 13.35pm.**

Mae tudalen hwn yn fwriadol wag

<b>Adroddiad i'r</b>	Pwyllgor Llywodraethu ac Archwilio
<b>Dyddiad y cyfarfod</b>	23 Gorffennaf, 2023
<b>Aelod / Swyddog Arweiniol</b>	
<b>Pennaeth Gwasanaeth</b>	Ann Lloyd
<b>Awdur yr adroddiad</b>	Kevin Roberts
<b>Teitl</b>	Adroddiad Cwynion Eich Llais Ch4 2022/23

## 1. Am beth mae'r adroddiad yn sôn?

Mae'r adroddiad hwn yn darparu trosolwg o'r sylwadau da, awgrymiadau a chwynion y mae Cyngor Sir Ddinbych wedi eu derbyn dan bolisi adborth cwsmeriaid y cyngor 'Eich Llais' yn ystod Chwarter 4 2022/23. Mae'r adroddiad hefyd yn cynnwys cwynion Gwasanaethau Cymdeithasol a dderbyniwyd o dan ei drefn gwyno statudol.

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

I alluogi'r Pwyllgor i gyflawni ei rôl archwilio mewn perthynas â pherfformiad y cyngor i ymdrin ag adborth cwsmeriaid ac i roi gwybodaeth i'r Pwyllgor ynglŷn ag enghreifftiau penodol ble mae gwasanaethau'r cyngor wedi bod yn dysgu o gwynion.

## 3. Beth yw'r Argymhellion?

Bod y Pwyllgor yn ystyried cynnwys yr adroddiad hwn ac, os yw hynny'n briodol, nodi unrhyw feysydd y dylid eu craffu ymhellach.

## 4. Manylion yr adroddiad

### 4.1 Penawdau ar gyfer Ch4 (gweler atodiad 1 am fanylion pellach).

- Cafodd y cyngor 56 o gwynion yn ystod Ch4.
- Cafodd y cyngor 93 o ganmoliaethau yn ystod Ch4.
- Cafodd y cyngor 19 o awgrymiadau yn ystod Ch4.

### 4.2 Ymdriniwyd â 98% o gwynion Cam 1 ar amser yn Ch4. Gweler tabl 1 ar gyfer perfformiad yn ôl gwasanaeth 2022/23.

### 4.3 Perfformiad – Chwarter 4 2022/23

- Ymatebwyd i 98% (55/56) o gwynion Cam 1 o fewn yr amserlen. Y targed corfforaethol yw 95%.
- Mae Siart 1 yn atodiad 1 yn dangos perfformiad hanesyddol mewn perthynas ag ymateb i gwynion cam 1. Mae'r targedau corfforaethol yn uchelgeisiol iawn, ac mae cwrdd â 95% yn cynrychioli "rhagoriaeth".
- Ymatebwyd i 89% (8/9) o gwynion cam 2 ar amser. Y targed corfforaethol eto yw 95%. Gweler tabl 2 ar gyfer perfformiad Cam 2 yn ôl gwasanaeth.
- Mae Siart 2 yn atodiad 1 yn dangos perfformiad hanesyddol mewn perthynas ag ymateb i gwynion cam 2.
- Mae Siart 3 yn atodiad 1 yn dangos perfformiad hanesyddol mewn perthynas ag ymateb i'r nifer o gwynion a gafwyd.
- Mae Tabl 3 yn atodiad 1 yn rhoi manylion canmoliaeth a dderbyniwyd gan y gwasanaeth yn 2022/23.
- Mae Siart 4 yn atodiad 1 yn dangos perfformiad hanesyddol mewn perthynas â chanmoliaeth a dderbyniodd yr awdurdod.

### 4.4 Cwynion Cam 2 Ch4 2022/23

- Roedd 9 cwyn Cam 2 yn Ch4 ac ymatebwyd i un yn hwyr gan y Gwasanaethau Cymorth Cymunedol

### 4.5 Canlyniadau Cam 1 Ch4 2022/23

- Wedi'u Cadarnhau: 37% (20 cwyn)
- Wedi'u Cadarnhau yn rhannol: 5% (3 cwyn)
- Heb eu Cadarnhau: 58% (33 cwyn)

### 4.6 Cwynion ynghylch gwasanaethau a gomisiynwyd: Ch4 (2022/23)

- Cafwyd 11 cwyn cam 1 ynglŷn â gwasanaethau a ddarperir gan Civica. Nid oedd unrhyw gwynion Cam 2. Deliwyd â phob cwyn o fewn y terfynau amser. Mae'r gwasanaeth hwn bellach yn rhan o'r cyngor.

#### 4.7 Gwelliannau i'r Gwasanaeth o ganlyniad i gwynion: Ch4 (2022/23)

##### Priffyrdd a Gwasanaethau Amgylcheddol

Mae tîm TGCh y Cyngor yn gweithio ar addasiadau i'n galluogi i ddarparu'r nodiadau atgoffa a'r awgrymiadau hyn oherwydd problemau gyda thaliadau tanysgrifio ar gyfer gwastraff gardd. Er nad yw hwn yn achos cwynion rheolaidd, mae'n ddiffyg gwirioneddol yn ein system ac yn faes clir i'w wella.

#### 4.8 Cwynion hwyr yn Ch4 2022/23

Cofnodwyd cwyn hwyr yn Ch4 yng Ngham 1 gan Gwsmeriaid, Cyfathrebu a Marchnata oherwydd oedi cyn cael gwybodaeth berthnasol ar gyfer ymateb i gŵyn am dai. Cafwyd cwyn hwyr yng Ngham 2 gan y Gwasanaethau Cymorth Cymunedol lle na chafodd cwyn yn erbyn y Swyddog Cwynion ymateb o fewn y terfynau amser corfforaethol.

### **5. Sut mae'r penderfyniad yn cyfrannu at y Themâu Corfforaethol?**

Mae cynllun Eich Llais yn cyfrannu'n uniongyrchol at flaenoriaeth gorfforaethol

Cymunedau Gwydn, gan mai ei brif nod yw darparu gwasanaethau modern ac effeithlon

sy'n cael eu rheoli'n dda.

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

Mae'r holl gostau sy'n ymwneud ag adborth cwsmeriaid yn cael eu hamsugno o fewn y cyllidebau presennol.

### **7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Les?**

Adroddiad perfformiad yw hwn ac ni cheisir unrhyw benderfyniad er mwyn gwneud unrhyw newidiadau a fyddai'n effeithio ar staff neu'r gymuned. Felly, nid oes angen Asesiad o'r Effaith ar Les ar gyfer yr adroddiad hwn.

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

Adroddiad chwarterol i'r Pwyllgor Craffu.

## **9. Datganiad y Prif Swyddog Cyllid**

Nid oes unrhyw oblygiadau ariannol amlwg yn codi o'r adroddiad hwn.

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

Drwy beidio â delio â chwynion yn effeithiol, gall enw da'r Cyngor ddiodef.

## **11. Pŵer i wneud y penderfyniad**

Mae adrannau 7.3 a 7.4.2(b) o Gyfansoddiad y Cyngor yn amlinellu cylch gwaith y Pwyllgor a'i bwerau o ran perfformiad Gwasanaethau.

Swyddog Cyswllt: Kevin Roberts Swyddog Cwynion Statudol a Chorfforaethol, ffôn: 01824 706409.



## Your Voice information

### 1 Your Voice reporting periods

The following periods are used for reporting data:

Quarter 1: 1-Apr to 30-Jun

Quarter 2: 1-Jul to 30-Sep

Quarter 3: 1-Oct to 31-Dec

Quarter 4: 1-Jan to 31-Mar

### 2 Complaint response timescales

The 'Your Voice' feedback policy states that the following timescales should be adhered to when responding to complaints:

Stage 1: **10** working days

Stage 2: **20** working days

Please note: Community Support Services and Children and Family Services complaints usually follow statutory timescales.

### 3 Your Voice performance measures

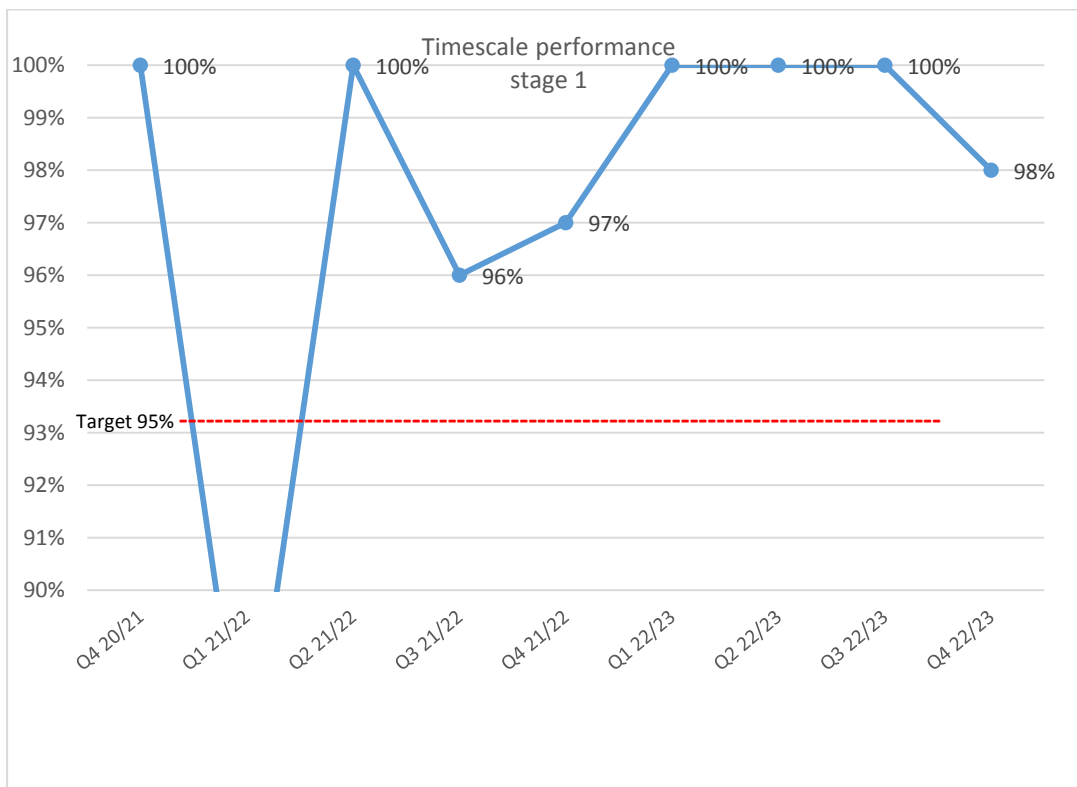
A traffic light system is used to highlight performance in relation to response timescales to complaints. Performance is rated according to:

<b>Red</b>	less than 90% of complaints responded to within timescale
<b>Amber</b>	when more than 90% but less than 95% of complaints are responded to within timescale
<b>Green</b>	95% or more of complaints responded to within timescale

**Table 1: Overall complaint response times for stage 1 complaints – Q4 2022/23**

Service	Quarter 1			Quarter 2			Quarter 3			Quarter 4			Total Stage 1		
	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%
Business Improvement & Modernisation	0	0	-	0	0	-	0	0	-	0	0	-	0	0	-
Legal, HR and Democratic Services	1	1	100%	1	1	100%	0	0	-	0	0	-	2	2	100%
Customers, Communication and Marketing	3	3	100%	11	11	100%	6	6	100%	6	5	83%	26	25	96%
Finance - including Revs and Bens (Civica)	8	8	100%	12	12	100%	11	11	100%	11	11	100%	42	42	100%
Highways, Facilities and Environmental Services	60	60	100%	51	51	100%	28	28	100%	22	22	100%	161	161	100%
Planning, Public Protection and Countryside	3	3	100%	4	4	100%	5	5	100%	3	3	100%	15	15	100%
Community Support Services	7	7	100%	2	2	100%	1	1	100%	8	8	100%	18	18	100%
Education and Childrens Services	3	3	100%	1	1	100%	1	1	100%	6	6	100%	11	11	100%
<b>Corporate Total</b>	<b>85</b>	<b>85</b>	<b>100%</b>	<b>82</b>	<b>82</b>	<b>100%</b>	<b>52</b>	<b>52</b>	<b>100%</b>	<b>56</b>	<b>55</b>	<b>98%</b>	<b>278</b>	<b>277</b>	<b>100%</b>

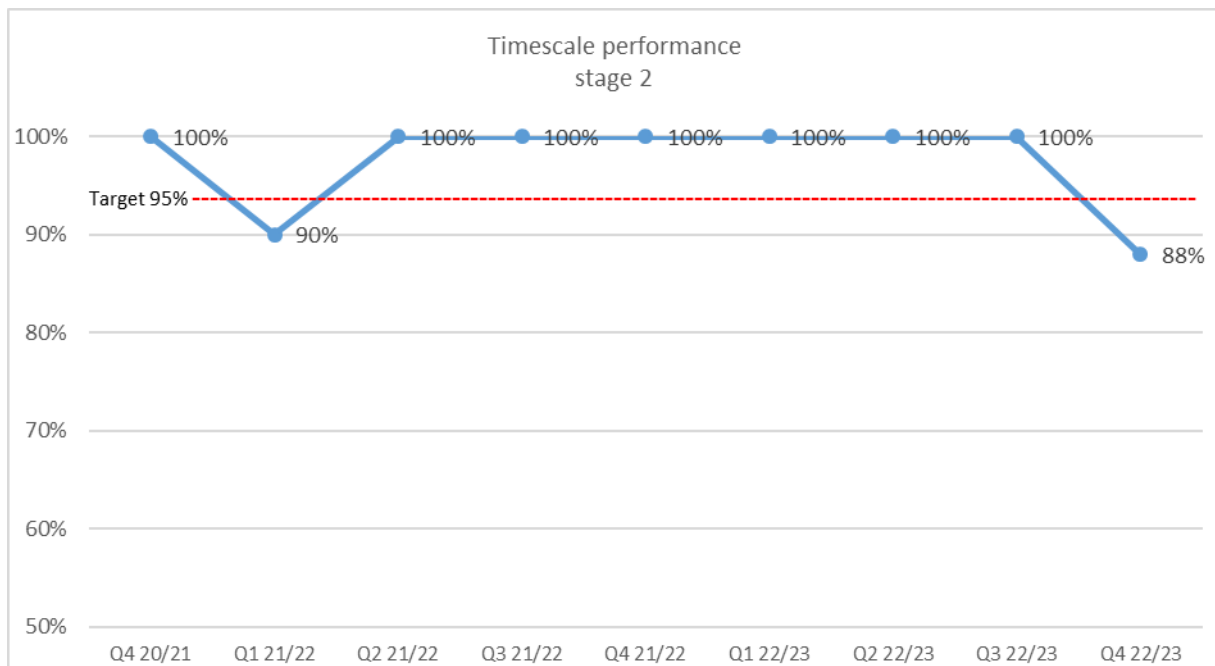
**Chart 1: Stage 1 complaint response times**



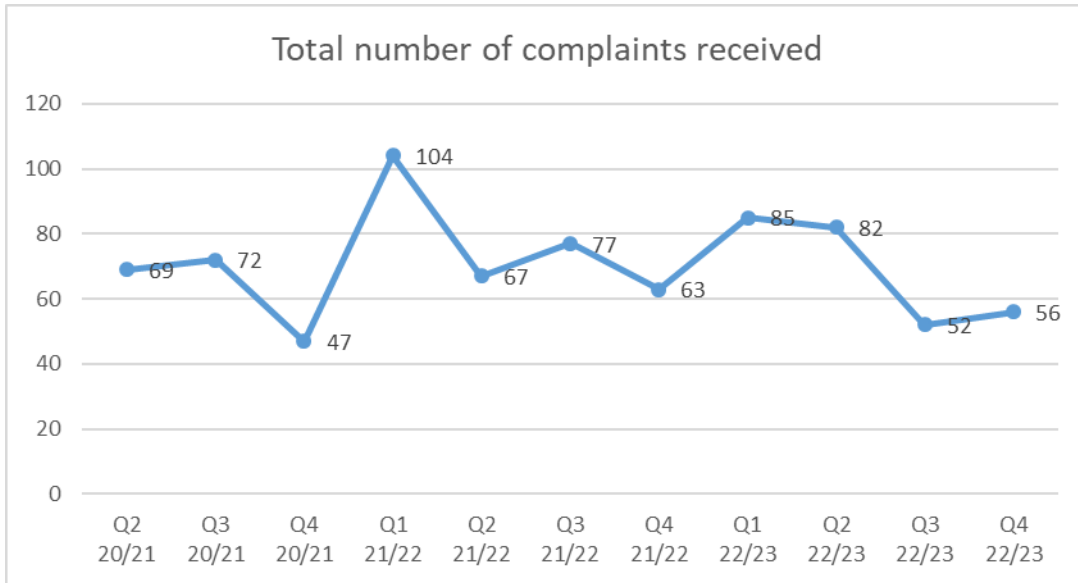
**Table 2: Overall complaint response times for stage 2 complaints – Q4 22/23**

Service	Quarter 1			Quarter 2			Quarter 3			Quarter 4			Total Stage 2		
	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%	Rec'd	Within	%
Business Improvement & Modernisation	0	0	-	0	0	-	1	1	-	0	0	-	1	1	100%
Legal, HR and Democratic Services	0	0	-	0	0	-	0	0	-	0	0	-	0	0	-
Customers, Communication and Marketing	1	1	100%	0	0	-	1	1	-	1	1	100%	3	3	100%
Finance - including Revs and Bens (Civica)	3	3	100%	1	1	100%	1	1	100%	0	0	-	5	5	100%
Highways, Facilities and Environmental Services	2	2	100%	3	3	100%	1	1	100%	2	2	100%	8	8	100%
Planning, Public Protection and Countryside	1	1	100%	2	2	100%	4	4	100%	2	2	100%	9	9	100%
Community Support Services	2	2	100%	2	2	100%	0	0	-	3	2	67%	7	6	86%
Education and Childrens Services	1	1	100%	0	0	-	1	1	100%	1	1	100%	3	3	100%
<b>Corporate Total</b>	<b>10</b>	<b>10</b>	<b>100%</b>	<b>8</b>	<b>8</b>	<b>100%</b>	<b>9</b>	<b>9</b>	<b>100%</b>	<b>9</b>	<b>9</b>	<b>88%</b>	<b>36</b>	<b>35</b>	<b>97%</b>

**Chart 2: Stage 2 complaint response times**



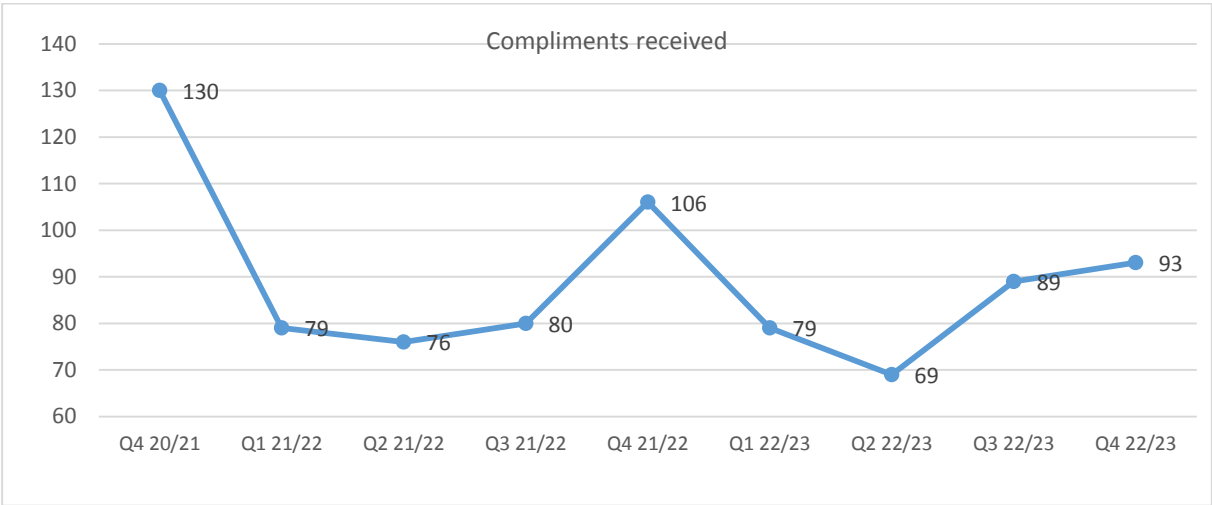
**Chart 3: Total number of Stage 1 complaints received**



**Table 3: Compliments received during 2022/23**

<b>Compliments 2022/23</b>					
<b>Service Area</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
Business Improvement and Modernisation	0	0	0	0	0
Legal HR and Democratic Services	1	0	1	0	2
Customers, Communication and Marketing	26	4	14	9	53
Finance and Property (Inc Revs and Bens)	4	3	1	4	12
Education and Children's Services	12	17	29	16	74
Highways Facilities and Environmental Services	24	25	23	34	106
Planning, Public Protection and Countryside	0	4	3	3	10
Community Support Services	12	16	18	27	73
	<b>79</b>	<b>69</b>	89	<b>93</b>	<b>330</b>

**Chart 4: Compliments received**



### **Example Compliment – Community Support Services**

After an especially difficult complaint against South Locality without merit was not upheld, the complainant referred to the Ombudsman who fully supported the council's response. Team Manager NEJ gave the following compliment to Social Worker SM

“Thank you for providing the update SM and I am glad X has arrived safe and sound. It was the best outcome for him and I am pleased it was achieved. I would just like to once again take the opportunity to thank you all for your continued hard work and perseverance in relation to this case as I know the ongoing difficulties and challenges that you were faced with and overcome. SM, you did a fantastic job and I hope you are as proud of yourself as I am. It was a fantastic piece of Social Work undertaken, you did your job exceptionally well and the outcomes were achieved for X. Very well done. Hopefully the situation will calm now and X will enjoy being back home and reconnecting with his family after the time lost with them.”

### **Example Complaint – Invalid, No further Action**

Customer reporting a picture that has been posted to Facebook of children without permission. Caller had spoken to both the owner and the police. Poster has been asked to remove the post but refuses to do so.

Desired outcome? For this to be dealt with and the posts to be removed. For the company to recognise a safeguarding policy and stick to it.

This is an example of when citizens complain to the council about issues that do not concern us. These issues still take officer time as we have to respond informing them we cannot look at the matter – and give them the option to contact the Ombudsman should they be unhappy with our response.

<b>Adroddiad i'r</b>	Pwyllgor Archwilio a Llywodraethu
<b>Dyddiad y cyfarfod</b>	26 Gorffennaf 2023
<b>Aelod / Swyddog Arweiniol</b>	Gwyneth Ellis, Aelod Arweiniol Cyllid, Perfformiad ac Asedau Strategol
<b>Awdur yr adroddiad</b>	Steve Gadd, Pennaeth Cyllid
<b>Teitl</b>	1. Adroddiad blynyddol rheoli'r trysorlys 2022/23 (Atodiad 1) 2. Adroddiad Diweddaru ar Reoli Trysorlys 2023/24 (Atodiad 2)

## 1 Am beth mae'r adroddiad yn sôn?

- 1.1 Mae Adroddiad Blynyddol Rheoli Trysorlys 2022/23 (Atodiad 1) am weithgaredd buddsoddi a benthycy'r Cyngor yn ystod 2022/23. Yn ogystal mae'n darparu manylion ar yr hinsawdd economaidd yn ystod y cyfnod ac yn dangos sut mae'r Cyngor wedi crynhoi gyda Dangosyddion Darbodus. Mae Adroddiad Diweddaru RhT (Atodiad 2) yn rhoi manylion gweithgareddau RhT y Cyngor yn ystod 2023/24 hyd yma.
- 1.2 Mae'r term 'rheoli trysorlys' yn cynnwys rheoli benthyciadau, buddsoddiadau a llif arian y Cyngor. Pob blwyddyn mae oddeutu £0.5 biliwn yn mynd drwy gyfrifon banc y Cyngor. Mae'r benthyciad sydd gan y Cyngor heb ei dalu ar 31 Mawrth 2023 yn £261.5 miliwn ar gyfradd gyfartalog o 4.15%. Mae ganddo hefyd £24.2 miliwn mewn buddsoddiadau ar gyfradd gyfartalog o 3.41%.

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

- 2.1 Ar 27 Hydref 2009 cytunodd y Cyngor y dylai'r gwaith o lywodraethu gweithgareddau Rheoli Trysorlys gael ei archwilio gan y Pwyllgor Llywodraethu ac Archwilio. Rhan o'r rôl hon yw cael diweddariadau am weithgarwch Rheoli Trysorlys bedair gwaith y flwyddyn ac adolygu Adroddiad Blynyddol Rheoli Trysorlys 2022/23 sydd ynghlwm.

## 2.2 Swyddogaeth y Pwyllgor Llywodraethu ac Archwilio

2.2.1 Bydd y tîm Rheoli Trysorlys yn darparu adroddiadau i'r Pwyllgor Llywodraethu ac Archwilio yn unol â'r amserlen isod:

<b>Pwyllgor</b>	<b>Dyddiad</b>	<b>Teitl yr Adroddiad</b>	<b>Cynnwys yr Adroddiad</b>
Llywodraethu ac Archwilio	Ionawr	Diweddariad Rheoli Trysorlys	- Amgylchedd Allanol - Risgiau - Gweithgaredd - Rheolyddion - Gweithgarwch yn y Dyfodol
Llywodraethu ac Archwilio	Ionawr	Strategaeth Rheoli Trysorlys	- Polisi - Strategaeth - Dangosyddion Darbodus
Cyngor	Chwefror	Strategaeth Rheoli Trysorlys	Fel yr uchod
Llywodraethu ac Archwilio	Ebrill	Diweddariad Rheoli Trysorlys	Fel y Diweddariad Rheoli Trysorlys uchod
Llywodraethu ac Archwilio	Gorffennaf	Diweddariad Rheoli Trysorlys	Fel y Diweddariad Rheoli Trysorlys uchod
Llywodraethu ac Archwilio	Gorffennaf	Adolygiad Rheoli Trysorlys	- Adolygiad o weithgarwch Rheoli Trysorlys yn ystod y flwyddyn flaenorol - Perfformiad swyddogaeth Rheoli Trysorlys



Cabinet	Medi	Adolygiad Trysorlys	Rheoli	Fel yr uchod
Llywodraethu Archwilio	ac Tachwedd	Diweddariad Trysorlys	Rheoli	Fel y Diweddariad Rheoli Trysorlys uchod

2.2.2 Mae Rheoli Trysorlys yn faes cymhleth sy'n cymryd amser i'w deall yn llwyr, a darperir diweddariadau rheolaidd. Felly ystyriwyd bod cyflwyno'r diweddariadau hyn i'r Pwyllgor Llywodraethu ac Archwilio yn hytrach na'r Cyngor yn fwy priodol gan y gellid neilltuo'r amser a'r ymrwymiad angenrheidiol i'r maes hwn.

2.2.3 Mae'n rhaid i'r Pwyllgor gael lefel benodol o ddealltwriaeth yn y maes hwn a chaiff hyn ei gyflawni drwy ddiweddariadau rheolaidd. Bydd ymgynghorwyr trysorlys y Cyngor, Arlingclose Ltd, hefyd yn darparu sesiwn hyfforddi i aelodau cyn bo hir, er mwyn trafod y meysydd hyn yn fwy trylwyr.

2.2.4 Mae rôl y Pwyllgor yn cynnwys y canlynol:

- Deall y Dangosyddion Darbodus
- Deall effaith benthyca ar y sefyllfa refeniw
- Deall y cymhellion ehangach sy'n cael effaith ar weithgarwch Rheoli Trysorlys y Cyngor
- Sicrhau bod y Cyngor bob amser yn gweithredu mewn modd darbodus mewn perthynas â'i weithgarwch Rheoli Trysorlys

### 3 Beth yw'r Argymhellion?

3.1 Bod aelodau yn nodi perfformiad swyddogaeth Rheoli Trysorlys y Cyngor yn ystod 2022/23 a'i chydymffurfiaeth â'r Dangosyddion Darbodus gofynnol, fel yr adroddwyd yn adroddiad Rheoli Trysorlys Blynyddol 2022/23 (Atodiad 1).

3.2 Bod aelodau'n nodi'r Adroddiad Diweddarau ar Reoli Trysorlys (Atodiad 2) sy'n manylu ar y perfformiad hyd yma yn 2023/24.

3.3 Bod y Pwyllgor yn cadarnhau ei fod wedi darllen, wedi deall ac wedi ystyried yr Aseiad o'r Effaith ar Les (Atodiad 3) fel rhan o'i ystyriaethau.

## **4 Manylion yr adroddiad**

4.1 Diben yr Adroddiad Rheoli Trysorlys Blynyddol (Atodiad 1) yw:

- cyflwyno manylion am gyllid cyfalaf, benthycu, ad-drefnu dyledion a thrafodion buddsoddi yn 2022/23;
- Adrodd am oblygiadau risg penderfyniadau a thrafodion y trysorlys
- Cadarnhau cydymffurfiaeth â therfynau'r trysorlys a Dangosyddion Darbodus

4.2 Mae'r Adroddiad Diweddarau ar Reoli'r Trysorlys (Atodiad 2) yn cynnwys gwybodaeth am y canlynol:

- Amgylchedd economaidd allanol
- Risgiau
- Gweithgaredd
- Rheolyddion
- Gweithgarwch i ddod

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

5.1 Mae penderfyniadau buddsoddi a benthycu da yn caniatáu i'r Cyngor roi adnoddau ychwanegol i wasanaethau eraill y Cyngor.

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

6.1. Amherthnasol.

## **7 Beth yw prif gasgliadau'r Asesiad o Effaith ar Les?**

7.1 Dylai cynllunio ariannol a gwneud penderfyniadau sicrhau y rhoddir ystyriaeth briodol i ofynion Deddf Llesiant Cenedlaethau'r Dyfodol ac, yn benodol, ystyriaeth briodol i effaith hirdymor penderfyniadau ariannol, gan gynnwys y cyfnod ad-dalu a chostau oes gyfan penderfyniadau buddsoddi cyfalaf, cynigion cyllideb â'u heffaith wedi eu hasesu'n briodol a strategaethau dyled a buddsoddiad hirdymor (rheoli trysorlys). Mae egwyddorion pwyll, fforddiadwyedd a chynaliadwyedd eisoes wedi'u cynnwys o fewn gofynion y Cod Darbodus a dylent fod yn sail i gynllunio ariannol a gwneud penderfyniadau.

7.2 Yng nghyd-destun rheoli trysorlys, mae'r gofynion presennol i asesu ac adrodd ar ganlyniadau ariannol hirdymor penderfyniadau buddsoddi a benthycu, gan ddefnyddio dangosyddion darbodus a chynllunio dyled hirdymor, yn cefnogi nodau cynaliadwyedd y Ddeddf Llesiant.

- 7.3 Mae'r adroddiad ar yr Asesiad o Effaith ar Les wedi ei gynnwys yn Atodiad 3 sy'n dangos sut mae strategaeth Rheoli Trysorlys effeithlon yn hyrwyddo nodau lles y Ddeddf.

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

- 8.1 Mae'r Cyngor wedi ymgynghori â'i ymgynghorwyr trysorlys, Arlingclose Ltd.

## **9 Datganiad y Prif Swyddog Cyllid**

- 9.1 Mae rheoli trysorlys yn golygu gofalu am symiau sylweddol o arian parod, felly mae'n rhan hanfodol o waith y Cyngor. Mae'n gofyn am strategaeth gadarn a rheolaethau priodol i ddiogelu arian y Cyngor, er mwyn sicrhau bod dyledion yn cael eu rheoli'n effeithiol ac yn ddoeth a bod ennillion rhesymol ar fuddsoddiadau.

- 9.2 Mae Cod Ymarfer CIPFA ar Reoli Trysorlys yn ei gwneud yn ofynnol i'r pwyllgor hwn gael yr wybodaeth ddiweddaraf am weithgareddau Rheoli Trysorlys bedair gwaith y flwyddyn ac i adolygu Adroddiad Rheoli Trysorlys Blynyddol.

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

- 10.1 Mae Rheoli Trysorlys ynddo'i hun yn risg, ond mae'r Cyngor yn monitro ac yn rheoli'r risgiau hyn fel yr amlinellir yn y prif adroddiad. Fodd bynnag, mae'n amhosibl cael gwared ar y risgiau hyn yn gyfan gwbl. Caiff strategaeth a gweithdrefnau rheoli trysorlys y Cyngor eu harchwilio'n flynyddol ac mae adolygiad yr archwiliad mewnol diwethaf yn gadarnhaol heb unrhyw fater sylweddol yn codi.

## **11 Pŵer i wneud y Penderfyniad**

- 11.1 Mae Rheoliadau Awdurdodau Lleol (Cyllid Cyfalaf a Chyfrifyddu) (Cymru) yn ei gwneud hi'n ofynnol i awdurdodau lleol ystyried Cod Ymarfer Sefydliad Siartredig Cyllid Cyhoeddus a Chyfrifyddiaeth ar Reoli Trysorlys sy'n penderfynu ar y gofyniad i'r Cyngor baratoi diweddariadau rheolaidd ar reoli'r trysorlys ac adroddiad blynyddol ar weithgareddau'r trysorlys yn ystod y flwyddyn ariannol flaenorol.

Mae tudalen hwn yn fwriadol wag

# Appendix 1

## DENBIGHSHIRE COUNTY COUNCIL

### ***ANNUAL TREASURY MANAGEMENT REPORT 2022/23***

**Steve Gadd**  
Head of Finance

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1	Background
2	Economic Background
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5	Compliance with Prudential Indicators
6	Money Laundering Update
	Annex A - PWLB borrowing rates and UK Money Market rates
	Annex B – Compliance with Prudential Indicators 2022/23
	Annex C – Glossary

## **1. Background**

- 1.1 The Council's treasury management activity is underpinned by CIPFA's Code of Practice on Treasury Management ("the Code"), which requires local authorities to produce Prudential Indicators annually and a Treasury Management Strategy Statement on the likely financing and investment activity. The Code also recommends that members are informed of treasury management activities at least twice a year. Reports are presented twice a year to the Governance and Audit Committee which is the committee with responsibility for the scrutiny of the Council's treasury policy, strategy and activity, as well as the annual report made to cabinet and the report to full council for approval of the annual treasury strategy.
- 1.2 Treasury management is defined as: "The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."
- 1.3 The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. This report covers treasury activity and the associated monitoring and control of risk.

## **2. Economic Background**

- 2.1 The war in Ukraine continued to keep global inflation above central bank targets and the UK economic outlook remained relatively weak with the chance of a mild recession. The economic backdrop during the January to March period continued to be characterised by high energy and commodity prices, high inflation, and the associated impact on household budgets and spending.
- 2.2 Central Bank rhetoric and actions remained consistent with combatting inflation. The Bank of England, US Federal Reserve, and European Central Bank all increased interest rates over the period, even in the face of potential economic slowdowns in those regions.
- 2.3 Starting the financial year at 5.5%, the annual CPI measure of UK inflation rose strongly to hit 10.1% in July and then 11.1% in October. Inflation remained high in subsequent months but appeared to be past the peak, before unexpectedly rising again in February. Annual headline CPI registered 10.4% in February, up from 10.1% in January, with the largest upward contributions coming from food and housing. RPI followed a similar pattern during the year, hitting 14.2% in October. In February RPI measured 13.8%, up from 13.4% in the previous month.

2.4 The Bank of England increased the official Bank Rate to 4.25% during the financial year. From 0.75% in March 2022, the Monetary Policy Committee (MPC) pushed through rises at every subsequent meeting over the period, with recent hikes of 50bps in December and February and then 25bps in March, taking Bank Rate to 4.25%. March's rise was voted by a majority of 7-2, with two MPC members preferring to maintain Bank Rate at 4.0%. The Committee noted that inflationary pressures remain elevated with growth stronger than was expected in the February Monetary Policy Report. The February vote was also 7-2 in favour of a hike, and again with two members preferring to keep Bank Rate on hold.

### 3. Borrowing Activity

3.1 The table below shows the level of the Council's borrowing from the Public Works Loan Board (PWLB) at the start and the end of the year.

	Balance at 01/04/2022 £000	Maturing loans £000	Premature repayments £000	New Borrowing £000	Balance at 31/03/2023 £000
Fixed rate loans – Public Works Loan Board (PWLB)	209,706	8,230	0	30,000	231,476
<b>Total borrowing</b>	<b>209,706</b>	<b>8,230</b>	<b>0</b>	<b>30,000</b>	<b>231,476</b>

3.2 The Council has been accessing temporary borrowing from other local authorities at very low rates to cover short-term cash flow requirements.

3.3 As a result of this borrowing, the average rate on the Council's debt increased from 3.77% at 1 April 2022 to 4.15% at 31 March 2023.

3.4 Annex A shows how interest rates for borrowing have moved over the course of the year.

### 4. Investment Activity

4.1 The Council held cash balances of £24.2m at the end of 2022/23. These represent the Council's Balances and Reserves (after internal borrowing and working cash balances are accounted for) and also where money has been borrowed before capital expenditure is incurred.

4.2 The Welsh Government's Investment Guidance requires local authorities to focus on security (keeping the money safe) and liquidity (making sure the Council never runs out of cash) as the primary objectives of a prudent investment policy. The Council's aim was to achieve a return on investments in line with these principles. The return is important but is a secondary consideration and the priority is the security of the sums invested.



- 4.3 The table below shows the level of the Council’s investments at the start and the end of the year.

	Balance at 01/04/2022 £000	Investments Raised £000	Investments Repaid £000	Balance at 31/03/2023 £000
<b>Investments</b>	<b>28,700</b>	<b>449,200</b>	<b>453,700</b>	<b>24,200</b>

- 4.4 Security of capital remained the Council’s main investment objective. This was maintained by following the Council’s counterparty policy as set out in its Treasury Management Strategy Statement for 2022/23 which defined “high credit quality” organisations as those having a long-term credit rating of A- or higher if domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher.

### **Unsecured Bank Deposits**

- 4.5 Conventional bank deposits have become riskier because of a lower likelihood that the UK and other governments will support failing banks. As the Banking Reform Act 2014 was implemented in the UK from January 2015, banks were no longer able to rely on government bail-outs if they got into difficulty. They would be required instead to bail themselves out by taking a proportion of investors’ deposits to build up their capital. This new risk has been termed ‘bail-in’ risk and is potentially a greater risk to investors than the ‘bail-out’ risk of the past.
- 4.6 Given the increasing risk and continued low returns from short-term unsecured bank investments, the Council has only held a minimal amount of investments for short-term cash flow purposes and has placed a far greater emphasis on investing with the UK Government’s Debt Management Office and other local authorities in order to minimise these risks.

### **Credit Risk Management**

- 4.7 Counterparty credit quality was assessed and monitored with reference to the following:
- credit ratings (minimum long-term counterparty rating of A- across rating agencies Fitch / S&P / Moody’s);
  - analysis of funding structure and susceptibility to bail-in;
  - credit default swap prices;
  - financial statements;
  - information on potential government support;
  - share prices.

## **Liquidity Management**

- 4.8 In keeping with the WG's Guidance on Investments, the Council maintained a sufficient level of liquidity through the use of overnight deposits and instant access call accounts. The Authority uses purpose-built cash flow forecasting software to determine the maximum period for which funds may prudently be committed.

## **Yield**

- 4.9 The Council sought to achieve the best return balanced against its objectives of security and liquidity. The UK Bank Rate was increased at regular intervals during 2022/23 and ended the year at a level of x.xx%. Short term money market rates remained at very low levels which had a significant impact on investment income.
- 4.10 All investments made during the year complied with the Council's agreed Treasury Management Strategy, Prudential Indicators, Treasury Management Practices and prescribed limits. Maturing investments were repaid to the Council in full and in a timely manner.

## **5. Compliance with Prudential Indicators**

- 5.1 The Council can confirm that it has complied with its Prudential Indicators for 2022/23, which were set in February 2022 as part of the Council's Treasury Management Strategy Statement. Details can be found in Annex B.
- 5.2 In compliance with the requirements of the CIPFA Code of Practice this report provides members with a summary report of the treasury management activity during 2022/23. None of the Prudential Indicators have been breached and a prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.

## **6. Money Laundering Update**

- 6.1 The Council is alert to the possibility that it may become the subject of an attempt to involve it in a transaction involving the laundering of money. Accordingly, it has a Money Laundering Policy and maintains procedures for verifying and recording the identity of counterparties and reporting suspicions, and will ensure that relevant staff are properly trained. This policy is due to be reviewed and updated in view of new regulations.
- 6.2 The Section 151 Officer is the Money Laundering Reporting Officer with the Deputy Section 151 Officer as the Deputy. There haven't been any cases of money laundering reported since the start of Denbighshire to date and the risk to the Council is considered to be minimal.

**Interest Rates 2022/23**

Public Works Loan Board (PWLB) borrowing rates and UK Money Market rates during the year were:

Example PWLB Borrowing rates (The rate at which the Council could borrow money from the Government)

<b>Start Date</b>	<b>Length of Loan</b>		
	<b>1yr %</b>	<b>19½-20 yrs %</b>	<b>49½-50 yrs %</b>
01-Apr-22	2.15	2.87	2.58
30-Sep-22	4.89	5.10	4.39
31-Mar-23	4.98	4.90	4.61

Example Bank Rate, Money Market rates (The rate at which the Council could invest with banks)

<b>Date</b>	<b>Bank Rate %</b>	<b>7-day Investment Rates %</b>	<b>1-month Investment Rates %</b>	<b>6-month Investment Rates %</b>
01-Apr-22	0.75	0.67	0.60	1.33
30-Sep-22	2.25	2.22	2.32	4.10
31-Mar-23	4.25	4.20	4.11	4.59

**Compliance with Prudential Indicators 2022/23**

**1 Estimated and Actual Capital Expenditure**

1.1 This indicator is set to ensure that the level of proposed investment in capital assets remains within sustainable limits and, in particular, to consider the impact on the Council Tax and in the case of the HRA, housing rent levels.

<b>Capital Expenditure</b>	<b>2022/23 Estimated February 2022 £000</b>	<b>2022/23 Revised February 2023 £000</b>	<b>2022/23 Outturn March 2023 £000</b>
Non-HRA	63,897	55,895	40,830
HRA	22,823	25,514	20,473
<b>Total</b>	<b>86,720</b>	<b>81,409</b>	<b>61,303</b>

NB The figures for the February estimate were produced early in January but due to the nature of capital expenditure, some of the major schemes have slipped and this expenditure will now be incurred in 2023/24.

**2 Estimated and Actual Ratio of Financing Costs to Net Revenue Stream**

2.1 This is an indicator of affordability and demonstrates the revenue implications of capital investment decisions by highlighting the proportion of the revenue budget required to meet the borrowing costs associated with capital spending. The financing costs include existing and proposed capital commitments.

<b>Ratio of Financing Costs to Net Revenue Stream</b>	<b>2022/23 Estimated February 2022 £000</b>	<b>2022/23 Revised February 2023 £000</b>	<b>2022/23 Outturn March 2023 £000</b>
Financing Costs	16,695	15,955	15,944
Net Revenue Stream	233,693	233,696	233,696
<b>Non-HRA Ratio</b>	<b>7.14%</b>	<b>6.83%</b>	<b>6.82%</b>
Financing Costs	6,631	6,327	6,151
Net Revenue Stream	17,235	17,223	17,223
<b>HRA Ratio</b>	<b>38.47%</b>	<b>36.74%</b>	<b>35.71%</b>

**3 Capital Financing Requirement**

3.1 The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. In order to ensure that over the medium term net borrowing will only be for a capital purpose, the Council ensures that net external borrowing does not, except in the short term, exceed the CFR in the preceding year plus the estimates of any additional CFR for the current and next two financial years. Performance during 2022/23 is demonstrated in the following table:

<b>Capital Financing Requirement</b>	<b>2022/23 Estimated February 2022 £000</b>	<b>2022/23 Revised February 2023 £000</b>	<b>2022/23 Outturn March 2023 £000</b>
Non-HRA	254,051	238,940	228,458
HRA	88,083	82,622	77,455
<b>Total</b>	<b>342,134</b>	<b>321,562</b>	<b>305,913</b>
<b>Borrowing</b>	<b>282,142</b>	<b>271,476</b>	<b>261,476</b>

NB The outturn figures are taken from the pre-audited Statement of Accounts 2022/23 so they may be subject to change.

#### 4 **Authorised Limit and Operational Boundary for External Debt**

##### **Summary Table:**

<b>2022/23</b>	<b>31/03/2023 £000</b>
<b>External Borrowing</b>	261,476
<b>Internal Borrowing</b>	44,437
<b>Operational Boundary</b>	315,000
<b>Authorised Limit</b>	320,000

- 4.1 **Operational Boundary:** This limit is set to reflect the Council's best view of the most likely prudent (i.e. not worst case) levels of borrowing activity.
- 4.2 **Authorised Limit:** This is the maximum amount of external debt that can be outstanding at one time during the financial year. The limit, which is expressed gross of investments, is consistent with the Council's existing commitments, proposals for capital expenditure and financing and with its approved treasury policy and strategy and also provides headroom over and above for unusual cash movements.
- 4.3 The levels of debt are measured on an ongoing basis during the year for compliance with the Authorised Limit and the Operational Boundary. The Council maintained its total external borrowing and other long-term liabilities within both limits; at its peak this figure was £273.7m. In addition to external borrowing, the Council uses its own reserves and balances to fund capital expenditure and this is known as internal borrowing as shown in the table above.

## 5 Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure

- 5.1 These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates. The exposures are calculated on a net basis i.e. fixed rate debt net of fixed rate investments. The upper limit for variable rate exposure allows for the use of variable rate debt to offset exposure to changes in short-term rates on the portfolio of investments.

	<b>2022/23 Estimated %</b>	<b>2022/23 Actual Peak Exposure %</b>
<b>Upper Limit for Fixed Rate Exposure</b>	100	100
<b>Upper Limit for Variable Rate Exposure</b>	40	0

## 6 Maturity Structure of Fixed Rate borrowing

- 6.1 This indicator is to limit large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates and is designed to protect against excessive exposures to interest rate changes in any one period, in particular in the course of the next ten years.
- 6.2 It is calculated as the amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate.

<b>Maturity structure of fixed rate borrowing</b>	<b>Upper limit %</b>	<b>Lower limit %</b>	<b>Actual Borrowing as at 31/03/2023 £000</b>	<b>Percentage of total as at 31/03/2023 %</b>
under 12 months	30	0	39,392	15.07
12 months and within 24 months	30	0	9,480	3.63
24 months and within 5 years	30	0	25,876	9.90
5 years and within 10 years	30	0	37,494	14.34
10 years and above	100	50	149,234	57.06
<b>Total</b>			<b>261,476</b>	<b>100.00</b>

## **7 Total principal sums invested for periods longer than 364 days**

- 7.1 This indicator is set in order to allow the Council to manage the risk inherent in investments longer than 364 days. For 2022/23 this limit was set at £10m. The Council did not have any investments which exceeded 364 days during 2022/23.

## **8 Adoption of the CIPFA Treasury Management Code**

- 8.1 The Council confirms its adoption of the CIPFA Code of Treasury Management at its Council meeting on 26 March 2002. The Council has incorporated the changes from the revised CIPFA Code of Practice into its treasury policies, procedures and practices.

**GLOSSARY - Useful guide to Treasury Management Terms and Acronyms**

<b>BANK OF ENGLAND</b>	UK's Central Bank
<b>BANK RATE</b>	Bank of England Interest Rate (also known as Base Rate)
<b>CPI</b>	Consumer Price Index – a measure of the increase in prices
<b>RPI</b>	Retail Price Index – a measure of the increase in prices
<b>DMO</b>	Debt Management Office – issuer of gilts on behalf of HM Treasury
<b>FSA</b>	Financial Services Authority - the UK financial watchdog
<b>GDP</b>	Gross Domestic Product – a measure of financial output of the UK
<b>LIBID</b>	London Interbank Bid Rate - International rate that banks lend to other banks
<b>LIBOR</b>	London Interbank Offer Rate – International rate that banks borrow from other banks (the most widely used benchmark or reference for short term interest rates)
<b>PWLB</b>	Public Works Loan Board – a Government department that lends money to Public Sector Organisations
<b>MPC</b>	Monetary Policy Committee - the committee of the Bank of England that sets the Bank Rate
<b>LONG TERM RATES</b>	More than 12 months duration
<b>SHORT TERM RATES</b>	Less than 12 months duration
<b>BOND (GENERAL)</b>	An investment in which an investor loans money to a public or private company that borrows the funds for a defined period of time at a fixed interest rate
<b>GOVERNMENT BOND</b>	A type of bond issued by a national government generally with a promise to pay periodic interest payments and to repay the face value on the maturity date
<b>CORPORATE BOND</b>	A type of bond issued by a corporation to raise money in order to expand its business



**COVERED BOND**

A corporate bond issued by a financial institution but with an extra layer of protection for investors whereby the investor has recourse to a pool of assets that secures or “covers” the bond if the financial institution becomes insolvent

**GILT**

A bond that is issued by the British government which is classed as a low risk investment as the capital investment is guaranteed by the government

**REPO**

A repurchase agreement involving the selling of a security (usually bonds or gilts) with the agreement to buy it back at a higher price at a specific future date  
For the party selling the security (and agreeing to repurchase it in the future) it is a REPO  
For the party on the other end of the transaction e.g. the local authority (buying the security and agreeing to sell in the future) it is a reverse REPO

**FTSE 100**

Financial Times Stock Exchange 100 - An index composed of the 100 largest companies listed on the London Stock Exchange which provides a good indication of the performance of major UK companies

Mae tudalen hwn yn fwriadol wag

### Treasury Management (TM) Update Report

#### 1 Changes in the external environment

##### Economic Outlook

- 1.1 The economic outlook remains uncertain following the impact of the coronavirus and the war in Ukraine. In view of this uncertainty, the Council will continue to take a cautious approach in relation to its investments.

#### 2 Investment Strategy

- 2.1 Given the increasing risk and continued low returns from short-term unsecured bank investments, the Council has placed a far greater emphasis on investing with the UK Government's Debt Management Office (DMO) in order to minimise these risks. The majority of our investment cash is therefore placed with the DMO on a short term basis to meet monthly outgoings and the remainder with an instant access call account up to a maximum limit of £5m.
- 2.2 The Council's cash flow position is monitored constantly with a view to undertake further borrowing if required later in the year as the level of our investment cash decreases

#### 3 Borrowing Strategy

- 3.1 The Council borrowed £30m in 2022-23 from the Public Works Loan Board (PWLB) in advance of further interest rate rises. The Council will continue to monitor its cash position and interest rate levels to ensure that further long term borrowing is undertaken from the PWLB at the optimal time to fund on-going Capital commitments.
- 3.2 At the last strategy meeting with the Council's treasury advisers, Arlingclose Ltd, the analysis of the Balance Sheet projections showed that the Council is likely to have a significant borrowing requirement in the future so the Council will continue to fund this borrowing requirement through a mix of temporary local authority borrowing and long term PWLB borrowing. This is reviewed and discussed monthly in the Capital and Treasury Management update meeting.
- 3.3 The Council currently has 5 temporary loans from other local authorities for £20m in total over a 12 month period. This total is made up of £10m which is repayable in January and £10m in March. At that time, the Council will review its cash flow position and will either repay those loans or continue the loans for a further period if the cash is required. Local authority loans remain a readily available source of cash so the Council will therefore continue to undertake temporary

borrowing from other local authorities in the future as required to cover short-term cash flow requirements.

#### **4 PWLB Borrowing Update**

- 4.1 We are required to submit annually a detailed 3 year capital expenditure plan to the PWLB with confirmation of the purpose of our capital expenditure. In particular, we have to confirm that we are not planning to purchase 'investment assets primarily for yield' in the current or next two financial years. We have been able to give this assurance so we can continue to take advantage of PWLB borrowing at low rates.

#### **5 Controls**

##### **Prudential Indicators**

- 5.1 The Council sets prudential indicators which set boundaries within which its treasury management activity operates. The indicators are calculated to demonstrate that the Council's borrowing is affordable and include measures that show the impact of capital and borrowing decisions over the medium term. The Council has remained within all of its borrowing and investment limits for 2023/24 as stated in the TM Strategy Statement and the Capital Strategy Report agreed by Council in February 2023. The Council has not deviated from the Capital related indicators either.
- 5.2 The Capital related Prudential Indicators are included in the Capital Strategy Report. It is intended to give a high level, concise and comprehensible overview to all elected members of how capital expenditure, capital financing and treasury management activity contribute to the provision of the Council's services.
- 5.3 The Capital Strategy Report was included with the Capital Plan report to Council in February 2023 and included the following Capital related Prudential Indicators:

Estimates of Capital Expenditure and Financing  
Ratio of Financing Costs to Net Revenue Stream  
Capital Financing Requirement  
Authorised Limit and Operational Boundary for External Debt

#### **5.4 Audit Reviews**

The last Internal Audit review undertaken in March 2023 found effective controls in place with good examples of working practices identified. A high assurance rating was awarded which shows that risks and controls are well managed and objectives are being achieved. The next Internal Audit review is due in Spring 2024.

### **6 Future**

#### **6.1 TM Strategy for next six months**

As planned capital expenditure is incurred, the Council will continue to monitor its cash flow position to ensure that temporary borrowing is undertaken if required. The Council will also monitor market conditions and interest rate levels to ensure that external PWLB borrowing is undertaken at the optimal time in line with the TM strategy.

#### **6.2 Staffing Changes**

One member of the TM team retired at the end of June 2022 and his replacement was already part of the TM team so she will continue to undertake her TM duties. Two new employees have also been added to the TM rota to provide additional cover and they have received training and have recently started their TM duties.

#### **6.2 Medium Term Capital Strategy**

Work is continuing to develop a medium term strategy for capital. This will help identify projects that we are planning to develop and invest in over a 5 to 10 year period, but have not yet gone through the approval process. This will impact on the level of borrowing that the Council will require to undertake over the coming years. To complement and aid this work a new capital approval process has been developed which was reviewed by the Governance and Audit Committee in November and approved by Cabinet in December. This includes setting up a new Capital Scrutiny Group, the papers of which will be available to all Members.

#### **6.3 Reports**

The Annual TM Report 2022/23 will be submitted to Cabinet in September following a review by the Governance and Audit Committee. The next report to the Governance and Audit Committee will be the TM Update Report 2023/24 in November.

Mae tudalen hwn yn fwriadol wag



## **Annual Treasury Management Report 2022/23: Well-being Impact Assessment Report**

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

**Assessment Number:** 148

**Brief description:** A review of the Treasury Management activities for 2022/23

**Date Completed:** 03/07/2023 15:58:45 Version: 29

**Completed by:** Rhys Ifor Jones

**Responsible Service:** Finance and Audit Services

**Localities affected by the proposal:** Whole County,

**Who will be affected by the proposal?** Proposals have little or no direct impact on the vast majority of residents as the strategy involves managing the Council's investments and borrowing.

**Was this impact assessment completed as a group?** No

## Summary and Conclusion

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

### Score for the sustainability of the approach

**2 out of 4 stars**

**Actual score : 23 / 36.**

### Summary for each Sustainable Development principle

#### Long term

The impact of this report is neutral in this particular area.

#### Prevention

The impact of this report is neutral in this particular area.

#### Integration

The impact of this report is neutral in this particular area.

#### Collaboration

The impact of this report is neutral in this particular area.

#### Involvement

The impact of this report is neutral in this particular area.

### Summary of impact



Well-being Goals	Overall Impact
<a href="#">A prosperous Denbighshire</a>	Positive
<a href="#">A resilient Denbighshire</a>	Positive
<a href="#">A healthier Denbighshire</a>	Neutral
<a href="#">A more equal Denbighshire</a>	Neutral
<a href="#">A Denbighshire of cohesive communities</a>	Neutral
<a href="#">A Denbighshire of vibrant culture and thriving Welsh language</a>	Neutral
<a href="#">A globally responsible Denbighshire</a>	Neutral

### Main conclusions

An effective Treasury Management strategy ensures that the Council's investment and borrowing decisions will contribute towards the goal of maximising income and minimising costs which supports efficient service delivery.

## **The likely impact on Denbighshire, Wales and the world.**

### **A prosperous Denbighshire**

#### **Overall Impact**

Positive

#### **Justification for impact**

An effective Treasury Management strategy ensures that the Council's investment and borrowing decisions will contribute towards the goal of maximising income and minimising costs which supports efficient service delivery.

#### **Further actions required**

Sound financial planning and efficient long term treasury management strategies ensure that the positive impact of this report on the County's prosperity is maximised.

#### **Positive impacts identified:**

##### **A low carbon society**

Not applicable

##### **Quality communications, infrastructure and transport**

Financial planning and decision making ensures that proper consideration of the long term impact of financial decisions is given, including the payback period and whole life costs of capital investment decisions, properly impact assessed budget proposals and long term debt and investment (treasury management) strategies.

##### **Economic development**

The Treasury Management strategy and Prudential Indicators ensure that the Council's cash is safeguarded as much as possible by making investments in banks recommended in the annual strategy statement.

### **Quality skills for the long term**

The strategy ensures that the Council's borrowing is monitored and is within set limits and is affordable. It identifies current financing requirements for the Capital Plan and estimates the proposed capital requirements for the next three financial years.

### **Quality jobs for the long term**

Sound investment and borrowing decisions relating to the Council's cash will maximise the Council's income within the guidelines set in the Treasury Management strategy.

### **Childcare**

The Prudential Indicators are a statutory requirement which demonstrate the affordability of our plans and contribute towards the overall financial wellbeing of Denbighshire.

### **Negative impacts identified:**

#### **A low carbon society**

Not applicable

#### **Quality communications, infrastructure and transport**

Not applicable

#### **Economic development**

Not applicable

#### **Quality skills for the long term**

Not applicable

#### **Quality jobs for the long term**

Not applicable

**Childcare**

Not applicable

**A resilient Denbighshire**

**Overall Impact**

Positive

**Justification for impact**

A sound Treasury Management strategy ensures that the Council's cash is secure and new borrowing is affordable. It also enables the Council to react quickly to market volatility by continual monitoring of the financial institutions throughout the year.

**Further actions required**

Good investment decisions will help the Council to develop more efficient working practices which will use less resources which will help to maximise the positive impact of this report on the County's resilience.

**Positive impacts identified:**

**Biodiversity and the natural environment**

Not applicable

**Biodiversity in the built environment**

Not applicable

**Reducing waste, reusing and recycling**

Good investment decisions will help the Council to develop more efficient working practices which will use less resources.

**Reduced energy/fuel consumption**

The strategy is set at the start of the financial year but it is monitored carefully throughout the year to ensure that the Council reacts quickly to any market volatility and the impact on the banking institutions.

**People's awareness of the environment and biodiversity**

Not applicable

**Flood risk management**

Not applicable

**Negative impacts identified:**

**Biodiversity and the natural environment**

Not applicable

**Biodiversity in the built environment**

Not applicable

**Reducing waste, reusing and recycling**

Not applicable

**Reduced energy/fuel consumption**

Not applicable

**People's awareness of the environment and biodiversity**

Not applicable

**Flood risk management**

Not applicable

## **A healthier Denbighshire**

### **Overall Impact**

Neutral

### **Justification for impact**

Proposals have little or no direct impact on the vast majority of residents as the strategy involves managing the Council's investments and borrowing.

### **Further actions required**

The impact of this report is neutral in this particular area so this is not applicable.

### **Positive impacts identified:**

#### **A social and physical environment that encourage and support health and well-being**

Not applicable

#### **Access to good quality, healthy food**

Not applicable

#### **People's emotional and mental well-being**

Not applicable

#### **Access to healthcare**

Not applicable

#### **Participation in leisure opportunities**

The strategy contributes to the overall financial health of Denbighshire and therefore supports the delivery of the annual budget.

**Negative impacts identified:**

**A social and physical environment that encourage and support health and well-being**

Not applicable

**Access to good quality, healthy food**

Not applicable

**People's emotional and mental well-being**

Not applicable

**Access to healthcare**

Not applicable

**Participation in leisure opportunities**

Not applicable

**A more equal Denbighshire**

**Overall Impact**

Neutral

**Justification for impact**

A good treasury management strategy contributes to the overall financial resilience of the Council and supports the on-going work of the Authority without impacting on residents.

**Further actions required**

The impact of this report is neutral in this particular area so this is not applicable.

**Positive impacts identified:**

**Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation**

Not applicable

**People who suffer discrimination or disadvantage**

Not applicable

**People affected by socio-economic disadvantage and unequal outcomes**

An efficient treasury management strategy contributes to the financial resilience of the Council and supports service delivery.

**Areas affected by socio-economic disadvantage**

Not applicable

**Negative impacts identified:**

**Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation**

Not applicable

**People who suffer discrimination or disadvantage**

Not applicable

**People affected by socio-economic disadvantage and unequal outcomes**

Not applicable

**Areas affected by socio-economic disadvantage**

Not applicable



## **A Denbighshire of cohesive communities**

### **Overall Impact**

Neutral

### **Justification for impact**

A good treasury management strategy contributes to the overall financial resilience of the Council and supports the on-going work of the Authority without impacting on residents.

### **Further actions required**

The impact of this report is neutral in this particular area so this is not applicable.

### **Positive impacts identified:**

#### **Safe communities and individuals**

Not applicable

#### **Community participation and resilience**

Not applicable

#### **The attractiveness of the area**

Not applicable

#### **Connected communities**

Not applicable

#### **Rural resilience**

Not applicable

### **Negative impacts identified:**

**Safe communities and individuals**

Not applicable

**Community participation and resilience**

Not applicable

**The attractiveness of the area**

Not applicable

**Connected communities**

Not applicable

**Rural resilience**

Not applicable

**A Denbighshire of vibrant culture and thriving Welsh language**

**Overall Impact**

Neutral

**Justification for impact**

A good treasury management strategy contributes to the overall financial resilience of the Council and supports the on-going work of the Authority. It has no direct impact on the language and the culture because any treasury management decisions are based on the treasury strategy and advice from financial consultants.

**Further actions required**

The impact of this report is neutral in this particular area so this is not applicable.

**Positive impacts identified:**

**People using Welsh**

Not applicable

**Promoting the Welsh language**

Not applicable

**Culture and heritage**

Not applicable

**Negative impacts identified:**

**People using Welsh**

Not applicable

**Promoting the Welsh language**

Not applicable

**Culture and heritage**

Not applicable

**A globally responsible Denbighshire**

**Overall Impact**

Neutral

**Justification for impact**

A good treasury management strategy contributes to the overall financial resilience of the Council and supports the on-going work of the Authority. It has no direct impact on the local area.

**Further actions required**

The impact of this report is neutral in this particular area so this is not applicable.

**Positive impacts identified:**

**Local, national, international supply chains**

Not applicable

**Human rights**

All investments are undertaken from national institutions in line with the strategy and financial advice. The strategy determines the institutions with the minimum credit rating which the Authority is permitted to invest with.

**Broader service provision in the local area or the region**

All borrowing is undertaken from central Government as detailed in the strategy and in line with other local authorities.

**Reducing climate change**

Not applicable

**Negative impacts identified:**

**Local, national, international supply chains**

Not applicable

**Human rights**

Not applicable

**Broader service provision in the local area or the region**

Not applicable

**Reducing climate change**

Not applicable

Mae tudalen hwn yn fwriadol wag

<b>Adroddiad i'r</b>	Pwyllgor Llywodraethu ac Archwilio
<b>Dyddiad y cyfarfod</b>	26 Gorffennaf 2023
<b>Aelod / Swyddog Arweiniol</b>	Y Cyng. Gwyneth Ellis / Steve Gadd – Pennaeth Cyllid ac Archwilio
<b>Awdur yr adroddiad</b>	Bob Chowdhury- Prif Archwilydd Mewnol
<b>Teitl</b>	Y wybodaeth ddiweddaraf am Archwilio Mewnol

## 1. Am beth mae'r adroddiad yn sôn?

- 1.1. Mae'r adroddiad hwn yn rhoi diweddariad i'r Pwyllgor Llywodraethu ac Archwilio ar gynnydd diweddaraaf Archwilio Mewnol o ran darpariaeth gwasanaeth, darparu sicrwydd, adolygiadau a gwblhawyd, perfformiad ac effeithiolrwydd mewn ysgogi gwelliant.

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

- 2.1. Darparu gwybodaeth am y gwaith a wnaed gan yr Adain Archwilio Mewnol ers cyfarfod diwethaf y Pwyllgor. Mae'n galluogi'r Pwyllgor i fonitro perfformiad a chynnydd yr Adain Archwilio Mewnol yn ogystal â darparu crynodeb o adroddiadau Archwilio Mewnol er mwyn i'r Pwyllgor gael sicrwydd ar wasanaethau eraill y Cyngor a meysydd corfforaethol. Mae hyn yn galluogi'r Pwyllgor i gyflawni ei gyfrifoldebau yn unol â'i Gylch Gorchwyl. Bydd cyflawni'r cynllun archwilio yn cynorthwyo'r Pwyllgor i gael sicrwydd bod y Datganiad Llywodraethu Blynyddol yn adlewyrchu amodau'r Cyngor yn briodol.

## 3. Beth yw'r Argymhellion?

- 3.1. Bod y Pwyllgor yn ystyried cynnwys yr adroddiad ac yn asesu cynnydd a pherfformiad yr Adain Archwilio Mewnol.

- 3.2. Bod y Pwyllgor yn penderfynu a oes arno angen sicrwydd pellach ynglŷn ag unrhyw rai o'r meysydd a archwiliwyd i olrhain cynnydd y cynlluniau gweithredu gwelliant.

## 4. Manylion yr adroddiad

- 4.1. Mae Atodiad 1 yn darparu diweddariad ar y gwaith archwilio mewnol a wnaed ers yr adroddiad diweddar diwethaf i'r Pwyllgor ym mis Gorffennaf 2023.
- 4.2. Ers yr adroddiad diweddar diwethaf i'r Pwyllgor Llywodraethu ac Archwilio, mae saith archwiliad wedi'u cwblhau, ac ni roddwyd sgôr sicrwydd isel i unrhyw un. Mae pump o'r archwiliadau wedi derbyn sgôr sicrwydd uchel neu ganolig, un lle nad oedd angen sgôr sicrwydd gan mai adolygu proses ydoedd a'r archwiliad diwethaf a gwblhawyd oedd un ar gyfer Cyngor Tref Rhuddlan.
- 4.3. Ers y diweddariad Archwilio Mewnol diwethaf ym mis Ebrill 2023, mae Archwilio Mewnol wedi symud drosodd i'r Gwasanaeth Cyllid ac Archwilio newydd, a bydd yn adrodd i Steve Gadd, Swyddog Adran 151 a'r Pennaeth Gwasanaeth.
- 4.4. Roedd un swydd wag yn yr adain Archwilio Mewnol yn ystod y 3 mis diwethaf, ond rydym yn awr wedi recriwtio ar gyfer rôl Uwch Archwilydd gyda thrydydd Llwybr Gyrfa - Archwilydd sydd am ddechrau yn y swydd ar 17 Gorffennaf 2023. Bu un aelod o'r tîm yn absennol oherwydd salwch hir dymor, ond maent wedi dychwelyd yn awr a bydd yn dda cael y swyddi'n llawn ar gyfer y dyfodol. Yn ystod y pythefnos diwethaf, rydym wedi derbyn hysbysiad gan ddau Bennaeth Gwasanaeth am dwyll ariannol posibl sydd yn golygu y bu'n rhaid i ni roi ein harchwiliadau a drefnwyd o'r neilltu a dechrau gwaith ar ddau ymchwiliad arbennig.
- 4.5. Mae'r Adain Archwilio Mewnol yn monitro perfformiad mewn cysylltiad â mynd i'r afael â chymau sy'n deillio o adolygiadau archwilio. Cyfrifoldeb y rheolwyr yw mynd i'r afael â chymau a chofnodi cynnydd ar y system rheoli perfformiad (Verto). Mae Archwilio Mewnol yn parhau i gynnal archwiliadau 'dilynol' ac yn adrodd ar gynnydd gan gyflwyno cynlluniau gweithredu sy'n deillio o archwiliadau sicrwydd isel er mwyn sicrhau bod gwelliannau angenrheidiol yn cael eu gwneud.



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

5.1. Nid oes angen gwneud penderfyniad ynglŷn â'r adroddiad hwn. Nid oes cyfraniad uniongyrchol at y Blaenoriaethau Corfforaethol, ond bydd rhai prosiectau yn y Cynllun yn adolygu meysydd Blaenoriaeth Corfforaethol ac yn darparu sicrwydd ar eu darpariaeth.

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

6.1. Amherthnasol – nid oes penderfyniad na chostau yn gysylltiedig â'r adroddiad hwn.

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

7.1. Amherthnasol – nid oes angen penderfyniad na chynnig ar gyfer newid mewn perthynas â'r adroddiad hwn.

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

8.1. Nid oes gofyn am un

## **9. Datganiad y Prif Swyddog Cyllid**

9.1. Ni cheir goblygiadau ariannol o ganlyniad i'r adroddiad hwn.

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

10.1. Os na chwblheir gwaith archwilio digonol yn ystod y flwyddyn, mae risg na fydd y Prif Archwilydd Mewnol yn gallu tynnu ar sicrwydd digonol i gyflwyno barn flynyddol gyflawn yn unol â Safonau Archwilio Mewnol y Sector Cyhoeddus. Caiff archwiliadau eu blaenoriaethu i roi sylw i lywodraethu, rheoli risg a rheolaethau mewnol a bydd y cwmplas ar gyfer yr archwiliadau hyn yn canolbwyntio ar risgiau allweddol.

## **11. Pŵer i wneud y penderfyniad**

11.1. Amherthnasol - nid oes angen gwneud penderfyniad ynglŷn â'r adroddiad hwn.

Mae tudalen hwn yn fwriadol wag

# Internal Audit Update

**July 2023**

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## Internal Audit Reports Recently Issued

Since the last Internal Audit update report in April 2023, Internal Audit has completed:

- Seven reviews, but only six can be shared, as the fifth report in the table was completed for Rhuddlan Town Council. However, for the six being reported on, a full copy of each report has been circulated to members of the committee.
- Work has started on the NFI data matching and we have completed a number of checks.

The assurance given and number of issues raised for each review is summarised below:

Reference Number	Area of work	Assurance Level	Critical Issues	Major Issues	Moderate Issues
D222324	Housing Support Grant	High ●	0	0	0
D222318	ICT Asset Management	High ●	0	0	1
D232414	Process Review of Library Fees and Charges	N/A	N/A	N/A	N/A
D222315	Workforce Planning	Medium Assurance ●	0	0	2
D232437	Rhuddlan Town Council	High ●	0	0	0
D232431	Ysgol Bryn Collen	High ●	0	0	2
D232434	AONB	High ●	0	0	0

## Housing Support Grant – May 2023

High Assurance ●

Number of Risk Issues: None ●

The review confirmed effective arrangements are still in place for the Housing Support Grant (HSG) which comply with the Welsh Government (WG) guidance March 2021.

Regular reports are provided to Welsh Government as evidence of confirmation of how funding is spent. Examples include quarterly progress updates on expenditure, final outturn expenditure and end of year progress report. While there were delays in submitting some reports, Welsh Government were aware of the reasons in advance.

The service has key documentation in place to ensure HSG priorities and outcomes are monitored and reported to Welsh Government. Examples include Housing Support Needs Assessment, which includes a single outcome framework and an annual delivery plan.

The service continues to work collaboratively with other local authorities and public sector providers. As part of the requirements the North Wales Regional Housing Support Collaborative Group (RHSCG) submitted an annual statement of collaborative work, which details priorities, objectives, representatives from organisations and work completed to work collaboratively.

We reviewed a sample of financial transactions and confirm that funding is being spent in line with the grant's terms and conditions. Examples of support provided through the grant include preventative measures such as training and awareness sessions for officers; support for tenants in terms of items for homes and supporting clients in community living.

## ICT Asset Management – May 2023

High Assurance ●

Number of Risk Issues:

1 Moderate ●

The review identified that there are effective controls in place within the council's ICT asset management process. Policies and procedures are in place for issuing and receiving ICT equipment, including the receipt of redundant devices and records where devices are allocated to staff. However, the redundant devices procedure did not have a date when last reviewed to demonstrate that the procedure is reviewed regularly.

Testing of devices on the ICT network against the ICT asset register confirmed that assets matched to staff. ICT Service team have recently introduced monitor and peripheral reports that are performed on a regular basis, which identify other assets connected to laptops, such as monitors and docking stations confirming what assets staff are using.

Other processes in place include identifying assets that have been replaced or are redundant. A report of redundant assets is maintained where the assets are automatically removed after 90 days. Testing identified 87% of assets were removed from the list however 13% were still assigned to the staff member, which was as a result of devices not being received from managers as part of the leavers process. Staff accounts and devices are disabled to prevent devices from being used and reminders are issued to managers as additional controls.

In March 2020 most staff were advised to work from home as a result of covid-19 lockdown. All services were advised by the Interim Head of Service to complete an asset register detailing equipment that had been taken off site. As part of our testing, we requested services to provide their asset registers. We only received eight out of nine, which equated to 89%. We identified some inconsistencies in recording of ICT assets. (See Risk Issue 1)

We visited four sites to verify assets were in the stated location recorded on the ICT asset register. Testing confirmed laptops were not always on site; however, further checks confirmed the base for staff were accurate and staff were working remotely. The DCC numbers were accurate and reflect the information captured on the ICT asset registers.

## Process Review of Library Fees and Charges – June 2023

Assurance Rating – N/A

Number of Risk Issues:

None

The removal of late fees appears to have had a positive effect on the service. There are effective measures in place to manage the risks for borrowed items, examples include issuing reminders to customer when items are late, charging schedule for lost or damaged items and limiting free replacement cards to three per customer, after which there is a nominal charge. Customers can also access their account through the online catalogue and the Pori App.

The Library Management System (LMS) performs a variety of different functions, including automatic updates on customers' accounts with little input required from staff.

There is a charging schedule in place for services offered including costs for replacement items, photocopying, printing and room hire, which was reviewed in 2021-22, and is comparable with other Local Authorities and printing companies. Where items are not available locally, the services use the Inter-Library Lending (ILL) system to enable customers to search for stock within Wales. We advise that the charging schedule is reviewed on a regular basis to ensure prices cover appropriate service charges and incorporate any feedback from annual income reviews carried out.

Denbighshire offer music score hire, song collections, choral and orchestral sets, which are a limited resources in the UK and have agreed hire costs. The agreements include costs for lost or damaged sheets. The written process needs amending to include steps for recovering costs if items are lost or damaged.

There has been an increase in customers utilising room hire facilities at libraries, including regular bookings from banks, which are hiring spaces due to branch closures. There is a charging scheme in place to accommodate different type of bookings. Some customers require invoices for room bookings for processing through their purchasing system. The council use the sundry debtors system, which is not cost effective for all rooms bookings in libraries, as the cost of raising an invoice can be greater than the room hire costs. Internal



Audit will advise the service of alternative methods for raising invoices for customers requiring invoices.

Miscellaneous sales are either made by cash, cheque or when available through card where a specific code is used to correctly allocate the transaction.

There are effective controls in place for the library service charges, where a proactive approach has been used to identify any weaknesses and this has already progressed in strengthening areas to minimise risks.

## Workforce Planning – June 2023

Medium Assurance ●	Number of Risk Issues:	2
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The review confirmed there are robust HR initiatives and strategies in place to support the Corporate Workforce Plan. Agile policy and guidance is on target and is on the agenda to be presented to Cabinet in May 2023, with a target of June 2023 to go live. Leadership conferences have been reviewed by the Chief Executive Officer (CEO) and Senior Leadership Team (SLT) with a timetable in place for the next 12 months. The review of Leadership Conference is required prior to one-to-ones being carried out and performance indicators are being monitored. Succession planning is carried out routinely and a decision has been made to draft a formal plan by the end of April 2024 to support managers.

The HR department had a number of vacancies within the team, and are in the process of recruiting SLT members, which is priority. Therefore, the development of some policies and guidance has been delayed. Management induction is a mechanism for supporting and upskilling new managers on policies, procedures, tools and systems, and this has also been delayed until September 2023. These delays pose a moderate risk (See Issue 1).

The One Council Approach is making good progress, corporate induction and new starter provisions are functioning well and Welsh Unions Learning Funding (WULF) ensures regular courses, which are well advertised and also include a good provision of management courses. The Operational Development specialist (OD) helps identify skills gaps so that future provisions offering bespoke training can get underway. Discussions are

ongoing to support the Welsh Language Strategy and Welsh courses are promoted for employees to develop their skills.

Testing confirms that HR have taken a proactive approach to recruitment with regular workshops being held for CSS/CS vacancies and in September 2022 a job fair organised by HR proved successful. The number of staff on a career pathway has doubled in the last three years and managers are seeing the benefits of career pathways as managers are growing their own and filling skills gaps as well as retaining staff. New adverts and person specifications for vacancies have been streamlined to encourage more applicants and employee benefits are advertised well.

HR are demonstrating a strong commitment to support Health and Wellbeing. There is a mass of resources and policies which are easily accessible and publicised well. There are dedicated Mental Health first aiders in each department, who are listed on the intranet. HR have identified the need to ensure the list is current and intend to schedule reviewing this on a 6-monthly basis. Policies are updated regularly, but we advise going forward, that the date of review and next review date should be recorded on the front cover, as it was not always clear during testing (See Issue 2)

The Staff Council continues to be effective, having been used as a consultative body for communicating messages such as NWOW and the Corporate Plan.

## Ysgol Bryn Collen – June 2023

High Assurance ●

Number of Risk Issues:

2 Moderate ●

Our review identified effective controls in place for the governing body. Declarations of Interests (DOI) for governors are up to date. In accordance with the Disclosure and Barring Service (DBS), all governors require a DBS check, and testing identified compliance with the DBS process.

Governing body meetings are held regularly and the supporting documents, including agendas and minutes, are shared with the governors in advance of meetings. All statutory policies are in place and are accessible to staff and governors and are reviewed regularly. The governing body performs informal skills set analysis; however, this should be formally

recorded using self-evaluation forms which will assist in identifying further training and development needs for governors.

The school budget is currently in deficit, however they have taken a proactive approach in reducing the deficit and are working with officers on a recovery plan. There are effective controls in place for budget monitoring with regular reviews of school budgets, including review of staff costs and the school's financial position.

The school uses corporate systems for processing income, purchasing and invoicing. There is appropriate separation of duty in place and regular reconciliations are performed. Written processes are not in place for all key processes but there is adequate knowledge within the team to cover absence; it would be wise to document these procedures in the future. School fund certificates are audited annually; however, approval of the independent auditor should be minuted to strengthen the separation of duty.

The school currently does not charge for letting that is in place but intends to introduce charges in September for wrap-around care facilities provided. Appropriate controls will need to be considered for the collection of income. and the Governing Body will need to approve the school-wide lettings policy which is currently being drawn up by Education Services.

Work required on site is procured through the corporate buildings maintenance team who perform relevant checks of approved suppliers. Grant funding received by the school is monitored by the school and by the Council's finance officers to ensure compliance with relevant terms and conditions.

There are effective controls in place for health and safety and safeguarding. The school is secure with high fencing and restricted access during school hours. CCTV is on site with regularly reviewed CCTV policy in place. The school has arranged for the retention period to be changed to 30 days to be in line with corporate retention schedule period. Other examples include regular testing of fire drills, 'sign in' process as well as written processes for staff to follow for child protection/safeguarding. Fire risk assessments are in place and reviewed regularly.

ICT security arrangements appear to be effective; staff have individual usernames and passwords and all external devices are encrypted and password protected. The school has an asset register in place for ICT assets, however the asset register needs strengthening.

## AONB – June 2023

High Assurance ●

Number of Risk Issues:

None

Our review identified effective controls in place for monitoring of income and expenditure with supporting documentation in place. Examples include providing financial reports to the Clwydian Range and Dee Valley AONB Joint Committee on a regular basis and regular reconciliations of AONB accounts and petty cash. Appropriate treatment of VAT, National Insurance and PAYE were in place and comply with corporate financial regulations.

The AONB committee meet regularly using virtual platforms and have detailed supporting documentation in place for recording discussions and decisions agreed.

A review of the completed annual returns for 2022-23 identified some significant variations in income and expenditure in comparison to 2021-22. Through discussion with officers, we were satisfied that the variances were reasonable and we have no concerns.

Regular reviews of the AONB risk register are performed and discussed and approved by the Clwydian Range and Dee Valley AONB Joint Committee.

## WAO reports specific to Denbighshire County Council that are due to be undertaken in 2023/24

Review	Report status	Link to report
Audit of the Council's 2021-22 statement of accounts		
Audit of the Council's 2022-23 statement of accounts		
Grants certification 2021-22		
Local Report on Council's Corporate Support Functions		
Assurance and Risk Assessment		
Cross-sector review focusing on the flow of patients out of hospital		
Digital Strategy Review		
Examination of the Setting of Well-being Objectives by Denbighshire County Council		
Use of Performance Information – Service		
Welsh Housing Quality Standard local project		

## National WAO reports that are due to be undertaken in 2023/24, for the 22 LA in Wales

All 22 local authorities will be audited on an agreed review area and then the 22 local authority reports will be pulled into one national report that will be issued to each local authority. This generic report will be produced and shared across the 22 local authorities highlighting good / bad practice identified.

Review	Report status	Link to report
Thematic review – Digital		
Thematic review – Financial Sustainability		

Thematic review – commissioning and contract management		
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## Local government national studies planned/in progress

The local government national studies are undertaken by a specific team within WAO who will not look at all 22 local authorities in Wales. They will select a sample of local authorities across Wales and carry out the review. Once completed, a generic report will be produced and shared across the 22 local authorities highlighting good / bad practice identified.

Review	Link to report
Building Social Resilience and Self reliance	<a href="https://www.audit.wales/sites/default/files/publications/Together_we_can_Community_resilience_and_self_reliance_English_2.pdf">https://www.audit.wales/sites/default/files/publications/Together_we_can_Community_resilience_and_self_reliance_English_2.pdf</a>
Building safety	
Planning for sustainable development – Brownfield regeneration	
Governance of special purpose authorities – National Parks	
Corporate Joint Committees (CJCs)	



## Estyn visits / reports update within the last 12 months

School Name	Report status	Link to report
Christ the Word	Special Measures	<a href="https://www.estyn.gov.wales/provider/6635902">https://www.estyn.gov.wales/provider/6635902</a>
Ysgol Uwchradd Glan Clwyd	LA to review	<a href="https://www.estyn.gov.wales/system/files?file=2022-">https://www.estyn.gov.wales/system/files?file=2022-</a>
Ysgol Llywelyn	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2022-">https://www.estyn.gov.wales/system/files?file=2022-</a>
Ysgol Y Castell	No follow Up	<a href="https://www.estyn.gov.wales/system/files/2022-">https://www.estyn.gov.wales/system/files/2022-</a>

# Internal Audit Update – July 2023

Rhyl High	No Follow Up	<a href="https://www.estyn.gov.wales/system/files/2022-">https://www.estyn.gov.wales/system/files/2022-</a>
Ysgol Borthyn	No Follow Up	<a href="https://www.estyn.gov.wales/system/files/2022-">https://www.estyn.gov.wales/system/files/2022-</a>
Ysgol Carrog	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2023-">https://www.estyn.gov.wales/system/files?file=2023-</a>
Ysgol Caer Drewyn	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2023-">https://www.estyn.gov.wales/system/files?file=2023-</a>
Prestatyn High School	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Prestatyn%20High%20School%202023_0.pdf">https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Prestatyn%20High%20School%202023_0.pdf</a>
Denbigh High School	Monitoring Visit	<a href="https://www.estyn.gov.wales/system/files?file=2020-08/Denbigh%2520High%2520School_0.pdf">https://www.estyn.gov.wales/system/files?file=2020-08/Denbigh%2520High%2520School_0.pdf</a> Report produced 06/07/2018 and since then the school has been receiving monitoring visits and letters are sent to Head of Education
Ysgol Penmorfa	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Ysgol%20Penmorfa%202023_3.pdf">https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Ysgol%20Penmorfa%202023_3.pdf</a>
Ysgol Pendref	Estyn Follow up	<a href="https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Ysgol%20Pendref%202023_0.pdf">https://www.estyn.gov.wales/system/files?file=2023-03/Inspection%20report%20Ysgol%20Pendref%202023_0.pdf</a>
Ysgol Gynradd Pentrecelyn	No Follow Up	<a href="https://www.estyn.gov.wales/system/files?file=2023-05/Inspection%20report%20Ysgol%20Gynradd%20Pentrecelyn%202023_0.pdf">https://www.estyn.gov.wales/system/files?file=2023-05/Inspection%20report%20Ysgol%20Gynradd%20Pentrecelyn%202023_0.pdf</a>

## CIW / Other reports update for 2023/24

Area Reviewed	Link to Report
Dolwen Care Home	<a href="https://www.careinspectorate.wales/sites/default/files/inspection-reports/00009247-mgnd_c_27042022_e.pdf">https://www.careinspectorate.wales/sites/default/files/inspection-reports/00009247-mgnd_c_27042022_e.pdf</a>
Cysgod Y Gaer	<a href="https://www.careinspectorate.wales/sites/default/files/inspection-reports/00009248-hclp_c_05052022_e.pdf">https://www.careinspectorate.wales/sites/default/files/inspection-reports/00009248-hclp_c_05052022_e.pdf</a>
Joint Inspection of Child Protection Arrangements: Denbighshire County Council, Betsi Cadwaladr University Health Board, North Wales Police	  230517-Denbighshire-JICPA-en-easyreact-230517-Denbighshire-JICPA-en.pdf

## **Progress in Delivering the Internal Audit Assurance**

Since the last Internal Audit update in April 2023, Internal Audit has moved over to the newly named Finance and Audit Service and will report to the S.151 officer and HoS.

The last 3 months has seen Internal Audit carrying one vacancy, but we have now recruited into the vacant Senior Auditor post with a third Career Pathway – Auditor who is due to start on the 17 July 2023. We have also had a member of the team off on long-term sick, but they have now returned and going forward it will be good to have a full complement of staff.

Internal audit monitors performance in relation to addressing actions arising from audit reviews. It is management's responsibility to address the actions and record progress on the performance management system (Verto). Internal Audit continues to perform a 'follow up' and reports on progress with implementing action plans arising from low assurance audits to ensure that necessary improvements are being made.

Audits due to commence shortly include:

- DLL reviews (completed under a SLA, but feed into the S.151 annual Financial Statement);
- UK Resettlement Team  
Cefyndy
- Insurance;
- Court of Protection;
- Partnership Arrangements; &
- Risk Management.



## Internal Audit FWP

Area of work	Current status	Assurance level	Critical issues	Major issues	Moderate issues	Comment
Risk Management	Not yet started	-	-	-	-	
Fostering	Not yet started	-	-	-	-	
Looked after children – Independent Reviewing Officers	Not yet started	-	-	-	-	
Programme & Project Management	Not yet started	-	-	-	-	
Financial Systems	Not yet started	-	-	-	-	
Revenues & Benefits	Not yet started	-	-	-	-	
Internal Audit of Housing Support Grant 2023/24	Not yet started	-	-	-	-	
Liberty Protection Safeguards	Not yet started	-	-	-	-	
Mediquip	Not yet started	-	-	-	-	
Court of Protection	Not yet started	-	-	-	-	
Internal Audit of ICT Asset Management	Complete	High ●	0	0	1	
Community Equipment Service	Not yet started	-	-	-	-	
Denbighshire Leisure Limited (DLL)	Not yet started	-	-	-	-	
Youth Service	Not yet started	-	-	-	-	
Process Review of Library Fees and Charges	Complete	N/A	N/A	N/A	N/A	
Procurement – pre-tender stage	Not yet started	-	-	-	-	
Partnership Arrangements	Not yet started	-	-	-	-	
Cefndy Healthcare	Not yet started	-	-	-	-	

# Internal Audit Update – July 2023

Area of work	Current status	Assurance level	Critical issues	Major issues	Moderate issues	Comment
Tackling Poverty	Not yet started	-	-	-	-	
Denbigh High School	Scope	-	-	-	-	
Ysgol Esgob Morgan	Scope	-	-	-	-	
Ysgol Pentrecelyn	Scope	-	-	-	-	
Ysgol Dinas Bran	Scope	-	-	-	-	
Ysgol Bro Famau	Scope	-	-	-	-	
Ysgol Emmanuel	Scope	-	-	-	-	
Ysgol Henllan	Scope	-	-	-	-	
Ysgol Bro Dyfrdwy	Fieldwork	-	-	-	-	
Ysgol Bodfari	Fieldwork	-	-	-	-	
Ysgol Trefnant/Llanbedr	Draft Report	-	-	-	-	
Ysgol Plas Brondyfryn	Not yet started	-	-	-	-	
Ysgol Bryn Collen	Completed	High ●	0	0	2	
Ysgol Gwenant	Draft Report	-	-	-	-	
Rhuddlan Town Council	Completed	High ●	0	0	0	
Asset Management	Not yet started	-	-	-	-	
Health and Wellbeing	Not yet started	-	-	-	-	
Flood Risk Strategy	Not yet started	-	-	-	-	
Insurance	Not yet started	-	-	-	-	
Planning Applications	Not yet started	-	-	-	-	
Post-16 Education Grant	Not yet started	-	-	-	-	
Housing Support Grant 2022/23	Completed	High ●	0	0	0	
Council Run Care Homes	Not yet started	-	-	-	-	
Blue Badges	Not yet started	-	-	-	-	
AONB Grant	Completed	High ●	0	0	0	

# Internal Audit Update – July 2023

Area of work	Current status	Assurance level	Critical issues	Major issues	Moderate issues	Comment
Cash Collection	Not yet started	-	-	-	-	
ALN	Not yet started	-	-	-	-	
Wellbeing Impact Assessment	Not yet started	-	-	-	-	
National Fraud Initiative	Not yet started	-	-	-	-	
UK Resettlement Team	Fieldwork	-	-	-	-	
Taxi Licensing	Not yet started	-	-	-	-	
Staff PayScale review	Not yet started	-	-	-	-	
Housing Contact Centre / Corporate Call centre	Not yet started	-	-	-	-	
Liberty Gas	Not yet started	-	-	-	-	
Contract Management of ICT system	Not yet started	-	-	-	-	
Climate Change & Ecological Change Programme	Not yet started	-	-	-	-	
Work Force Planning	Complete	Medium Assurance ●	0	0	2	
Christ the Word	Draft Report	-	-	-	-	
Whistleblowing Investigation	As required.	-	-	-	-	
Follow up audits	Ongoing	-	-	-	-	
School Funds Audits	Ongoing	-	-	-	-	

## Progress with Counter Fraud Work

Counter fraud work carried out since the last internal audit update includes:

1. Providing advice on counter fraud to officers on request.
2. National Fraud Initiative (NFI) update - Data matches for the 2022-23 exercises have been released and work has started on checking the matches.
3. Education Support continue to prompt schools to maintain up-to-date school fund certificates. We are currently looking at on-line banking arrangements for school fund as schools are looking to move away from cheques.
4. The Strategy for the Prevention and Detection of Fraud, Corruption and Bribery and Fraud Response Plan are available on the Council's website and the North & Mid Wales Audit Partnership Fraud sub-group is looking at developing an E-learning module to advise staff on what to do should they suspect fraud.
5. A template Counter Fraud Policy and procedural guidance has been produced for schools and following the success of the first training session in January 2023 we are looking at repeating the exercise in September/October 2023.
6. Alerts from the National Anti-Fraud Network (NAFN) reviewed with the relevant service and response taken accordingly.
7. Responding to a whistleblowing response and counter response of concerns of potential fraud. This is an on-going investigation and the findings will be shared with relevant officer.

## Referrals 2022/23

While it is not Internal Audit's role to identify or investigate fraud, as this responsibility rests with management, Internal Audit keeps abreast of potential fraud from a view of ensuring that any governance, risk management or control weaknesses are addressed in line with Financial Regulations and the Strategy for the Prevention and Detection of Fraud, Bribery & Corruption.

# Internal Audit Update – July 2023

During the first three months of 2023/24 financial year, we have been asked by two separate services to investigate potential frauds. In both cases the issues are around misappropriation of grant funding.

Whistleblowing concerns are reported separately to Committee as part of the Annual Whistleblowing Report but are detailed above should there be an element relating to potential fraud.

## Internal Audit Performance Standards

The table below shows Internal Audit's performance to date for 2022/23.

Performance Measure	Target	Current Performance
Send a scoping document before the start of every audit	100%	100%
Issue draft report within 10 days of the closing meeting	Average days less than 10	6.6 days
Issue final report within 5 days after agreeing the draft report and action plan	Average days less than 5	2.9 days
Percentage of audit agreed actions that have been implemented by services	75%	Please see explanation below

The audit agreed actions that have been implemented by service figure has been left blank because currently School reviews have not been entered on Verto, which means that we are not picking up all actions and secondly, we have noted that not all Services are updating their action status on Verto. Therefore, we will look at addressing the issues identified and update this figure for the next Governance and Audit Committee.

Internal Audit are prioritising the completion of assurance work and continue to follow up previous reviews awarded a low assurance to ensure that necessary improvements are being made. While many actions are taking longer to resolve than originally envisaged by services, we are satisfied that progress is still being made to implement the requisite change.

## Appendix 1 – Assurance Level Definition

Assurance Level	Definition	Management Intervention
High Assurance ●	Risks and controls well managed and objectives being achieved	Minimal action required, easily addressed by line management
Medium Assurance ●	Minor weaknesses in management of risks and/or controls but no risk to achievement of objectives.	Management action required and containable at service level. Senior management and SLT may need to be kept informed.
Low Assurance ●	Significant weaknesses in management of risks and/or controls that put achievement of objectives at risk.	Management action required with intervention by SLT.
No Assurance ●	Fundamental weaknesses in management of risks and/or controls that will lead to failure to achieve objectives.	Significant action required in a number of areas. Required immediate attention from SLT.

Risk Issue Category	Definition
Critical ●	Significant issues to be brought to the attention of SLT, Cabinet Lead Members and Governance and Audit Committee.
Major ●	Corporate, strategic and/or cross-service issues potentially requiring wider discussion at SLT.
Moderate ●	Operational issues that are containable at service level.

<b>Adroddiad i'r</b>	Pwyllgor Llywodraethu Corfforaethol ac Archwilio
<b>Dyddiad y cyfarfod</b>	26 Gorffennaf 2023
<b>Aelod / Swyddog Arweiniol</b>	Y Cyng. Gwyneth Ellis / Steve Gadd – Pennaeth Cyllid ac Archwilio
<b>Awdur yr adroddiad</b>	Bob Chowdhury- Prif Archwilydd Mewnol
<b>Teitl</b>	Datganiad Llywodraethu Blynyddol 2022-2023

## 1. Am beth mae'r adroddiad yn sôn?

1.1. I ddangos llywodraethu da, rhaid i'r Cyngor ddangos ei fod yn cydymffurfio â'r egwyddorion craidd a nodir yn Fframwaith Darparu Llywodraethu Da o fewn Llywodraeth Leol (Cymru), rhifyn 2016. Mae'r Datganiad Llywodraethu Blynyddol (AGS) wedi'i baratoi gan ddefnyddio hunanasesiad, ac mae'n adrodd ar drefniadau llywodraethu a gwelliant y Cyngor ar gyfer 2022-23 ac ar gynnydd o ran mynd i'r afael a'r camau gwella yn AGS 2021-22. Cyflwynir yr AGS fel rhan o'r Datganiad Cyfrifon terfynol.

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

2.1. Mae gan y Cyngor ddyletswydd statudol i gyhoeddi AGS i gydymffurfio â Rheoliadau Cyfrifon ac Archwilio (Cymru) 2014. Fel y'i diwygiwyd gan Reoliadau Cyfrifon ac Archwilio (Cymru) (Diwygiad) 2018. Mae'r adroddiad hwn yn gyfle i'r pwyllgor gyflwyno sylwadau ar y datganiad llywodraethu blynyddol ar gyfer eleni ar wahân i'r Datganiad Cyfrifon er mwyn gallu rhoi ystyriaeth ddyledus iddo.

### **3. Beth yw'r Argymhellion?**

- 3.1. Bod y Pwyllgor yn adolygu a chymeradwyo'r datganiad llywodraethu blynyddol drafft ar gyfer 2022-23 (Atodiad 1) ac yn monitro'r cynnydd a wnaed ar y cynllun gweithredu o 2021-22.

### **4. Manylion yr adroddiad**

- 4.1. Datblygwyd y Datganiad Llywodraethu Blynyddol 2022-23 (Atodiad 1) drwy gynnal hunanasesiad o drefniadau llywodraethu'r Cyngor yn erbyn y Fframwaith Darparu Llywodraethu Da Mewn Llywodraeth Leol (Cymru), rhifyn 2016. Cynhaliwyd hyn gan grŵp swyddogion yn cynrychioli'r swyddogaethau llywodraethu allweddol o bob rhan o'r Cyngor. Mae'r AGS yn cyfeirio at ffynonellau tystiolaeth a ffynonellau sicrwydd amrywiol megis Adroddiad Blynyddol Archwilio Mewnol, Adroddiad Perfformiad Blynyddol, adroddiadau Archwilio Allanol, a chofrestrau risg.
- 4.2. Unwaith eto mae crynodeb o effaith Covid-19 ar drefniadau llywodraethu ac ystyriaethau mewn perthynas â gadael yr Undeb Ewropeaidd wedi'i gynnwys yn y datganiad, ynghyd ag adolygiad o ddulliau gweithio newydd staff ac aelodau. Mae'r datganiad hefyd wedi adolygu cyfarfodydd pwyllgor a sut maen nhw'n bellach ar-lein ac yn cael eu gweddarlledu i sicrhau trefniadau llywodraethu da.
- 4.3. Mae'r AGS yn tynnu sylw at unrhyw feysydd i'w gwella o ran trefniadau llywodraethu mewn cynllun gweithredu. Mae cynnydd yn erbyn cynllun gwella'r flwyddyn flaenorol yn dangos cynnydd da ac mae unrhyw gamau gweithredu sydd ar y gweill wedi'u cario ymlaen i gynllun gwella'r flwyddyn gyfredol.

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

- 5.1. Nid yw'r AGS yn cyfrannu'n uniongyrchol at y blaenoriaethau corfforaethol. Mae'n darparu asesiad a sicrwydd ar y gwaith o gyflawni'r Cynllun Corfforaethol, perfformiad gweithredol ac ariannol y Cyngor, trefniadau llywodraethu, ymgysylltu â'r gymuned ac ati, gyda phob un ohonynt yn cael eu cyfeirio tuag at gyflawni'r Blaenoriaethau Corfforaethol.



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

6.1. Nid oes unrhyw gostau uniongyrchol yn gysylltiedig â'r adroddiad hwn.

## **7. Beth yw prif gasgliadau'r Asesiad o Effaith ar Les?**

7.1. Amherthnasol.

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

8.1. Cynhyrchwyd yr AGS gyda chyfraniad gan swyddogion llywodraethu allweddol. Bydd yn cael ei gyflwyno i'r Uwch Dîm Arwain ac yn cael ei adolygu gan Archwilio Cymru (Swyddfa Archwilio Cymru yn flaenorol) fel rhan o archwiliad y cyfrifon ariannol.

## **9. Datganiad y Prif Swyddog Cyllid**

9.1. Amherthnasol.

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

10.1. Pe na bai'r Cynllun Gwella yn cael ei weithredu, byddai gwendidau yn aros yn nhrefn lywodraethol y Cyngor, a allai arwain at:

- Adroddiadau rheoleiddiol niweidiol;
- Defnydd gwael o arian cyhoeddus;
- Methiant i wella meysydd corfforaethol a meysydd gwasanaeth allweddol;
- Colli hyder budd-ddeiliaid; ac
- Effaith andwyol ar enw da'r Cyngor.

## **11. Pŵer i wneud y penderfyniad**

11.1. Amherthnasol.

Mae tudalen hwn yn fwriadol wag

# **Annual Governance Statement 2022 – 2023**

# Annual Governance Statement

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# Annual Governance Statement

## 1. Introduction and background

- 1.1 Denbighshire County Council (the Council) is responsible for making sure that its business is carried out in accordance with the law and proper standards. The Accounts and Audit (Wales) Regulations 2014 (as amended by the Accounts and Audit (Wales) (Amendment) Regulations 2018) require the Council to conduct a review on the effectiveness of its system of internal control and include an Annual Governance Statement reporting on the review with the Statement of Accounts
- 1.2 The statement has been prepared in accordance with the guidance produced by the Chartered Institute of Public Finance & Accountancy (CIPFA) and the Society of Local Authority Chief Executives and Senior Managers (SOLACE) – ‘Delivering Good Governance in Local Government Framework’ (2016). This is to show that the Council:
- Conducts its business in accordance with relevant laws and regulations;
  - Properly accounts for and safeguards public money;
  - Uses its resources economically, efficiently and effectively to achieve agreed priorities that benefit local people.
- 1.3 The Council has adopted the ‘Core Principles’ which underpin the CIPFA / SOLACE framework to form its Corporate Governance Framework. The seven core principles are set out below:
- A. Behave with integrity
  - B. Engage with stakeholders
  - C. Define outcomes
  - D. Ensure planned outcomes are achieved
  - E. Develop capacity, capability and leadership
  - F. Manage risks and performance effectively
  - G. Demonstrate transparency and accountability

# Annual Governance Statement

- 1.4 The review against the CIPFA/SOLACE framework highlights if there are opportunities to improve the Council's arrangements. Where this is the case, an action plan is included to ensure that the necessary action is taken.

## 2 The Governance Framework

### 2.1 Principle A - Behaving with integrity, with commitment to ethical values, and respect for the rule of law

- 2.1.1 The Council's Constitution includes the Codes of Conduct for members and officers and demands a high standard of behaviour. Mandatory training for officers has been deployed to ensure that staff are aware of the code of conduct and other key policies. These are supported by more detailed guidance such as the Strategy for the Prevention and Detection of Fraud, Corruption and Bribery, Whistleblowing Policy, Financial Regulations and Contract Procedure Rules. The Corporate Director – Governance & Business (Monitoring Officer) and Head of Finance & Property Services (Section 151 Officer) both have responsibilities to ensure that Council decisions meet legal requirements.

### 2.2 Principle B - Ensuring openness and comprehensive stakeholder engagement

- 2.2.1 The Council engages with stakeholders and partners through joint working arrangements, partnership boards and representation on external bodies' governing boards.
- 2.2.2 The resident survey has been replaced by the Stakeholder Survey to comply with the requirements of the Local Government and Elections (Wales) Act 2021 and inform the Council's Self-Assessment of performance against its functions. During November 2022 and March 2023 the council launched its

# Annual Governance Statement

‘Stakeholder Survey’ for the second time, to ask specific questions now required under the Act.

2.2.3 The Council publishes information on the website and all Council meetings are now webcast. Online meetings were set up during Covid-19 and due to the success of these meetings, the council has now moved to a hybrid style meeting approach.

2.2.4 Internal Communication channels involve press releases and online releases through social media channels (Facebook and Twitter) and the County Conversation portal.

## **2.3 Principle C - Defining outcomes in terms of sustainable economic, social, and environmental benefits**

2.3.1 The strategic vision for Denbighshire is set out in its Corporate Plan. The new Corporate Plan 2022 to 2027 was approved by Council in October 2022. It sets out our Well-Being Objectives (otherwise referred to as our Corporate Plan themes), and our commitments in relation to the seven governance areas, and the Public Sector Equality Duty (which includes the new Socio-Economic Duty). Many of our Corporate Plan themes build on the work started in our last Corporate Plan demonstrates our commitment to using evidence and stakeholder aspirations to plan for the long term to prevent problems from deteriorating or developing in the first place. In short, we are committed to embedding the sustainable development principle and five ways of working.

2.3.2 The council has undertaken significant work in this year to develop its new Corporate Plan Performance Management Framework, with excellent engagement and input at all levels of the organisation. Significantly, the new framework will address concerns around a lack of national benchmarking within the council’s corporate performance reporting and elevate a significant amount of service level performance data to its public reports. New



# Annual Governance Statement

governance arrangements for the new Corporate Plan are being established and these will involve either establishing new Boards or redefining existing arrangements.

2.3.3 Our Self-Assessment, which is due to be published online [here](#) imminently, demonstrates that during the year we have used our resources economically, efficiently, and effectively; that our governance is functioning and effective; and that our focus is on securing the best possible outcomes for our environment and communities in Denbighshire.

2.3.4 This self-assessment summarises our performance and governance across the year into some general observations about our strengths and weaknesses, opportunities and challenges. Our Self-Assessment Performance Update report for the period January to March 2023, provides a baseline position for the new Corporate Plan using our new performance management framework. It provides an overview of performance against our measures and our projects, and highlights areas needing particular attention and effort.

2.3.5 A Wellbeing Impact Assessment is completed to inform significant decisions and [an assessment was undertaken for the new Corporate Plan](#). We have been in discussions with Public Health Wales, Welsh Government and other local and national partners on the arrangements for mandatory Health Impact Assessment and we are confident our existing assessment will or can meet any new requirements.

## **2.4 Principle D - Determining the intervention necessary to achieve intended outcomes**

2.4.1 Senior Management and Members (via Scrutiny committees and the Governance & Audit Committee), ensure the Council remains focussed on achieving its objectives and priorities. Our Chief Executive has led on a restructure of our Corporate Executive and Senior Leadership Teams (having

# Annual Governance Statement

appointed two new directors to key roles, and agreeing a new structure for services from April 2023). New governance arrangements to ensure effective delivery of the new Corporate Plan themes.

2.4.2 The council's Self-Assessment of Performance for 2022 to 2023 has been approved by Council in July 2023, and includes an assessment against our governance functions, as recommended by the statutory guidance for the Local Government & Elections (Wales) Act 2021. The Quarterly Performance Reports that make up the Self-Assessment have also continued to catalogue the activity of our principle meetings (Council, Cabinet, Scrutiny, and Governance and Audit), key news items, and reports by our internal audit and external regulators.

2.4.3 Like most other councils in Wales, we know that we still need to consider arrangements to put a Peer Assessment Panel in place in the term of the current council, responding to the Local Government and Elections (Wales) Act, 2021.

2.4.4 Service Performance Challenges were suspended this year and will resume from April 2023. These are instrumental in identifying potentially transformative actions to address deficiencies in services, to better align services with strategic and collaborative objectives, and to support services to maximise opportunities to achieve better value for money or service outcomes. Actions arising from these challenges will be reported as Improvement Actions through our quarterly self-assessment reports.

## **2.5 Principle E - Developing capacity, including the capability of leadership and individuals within the Council**

2.5.1 Development is directed by the leadership strategy, apprenticeship schemes and an e-learning portal is used to develop staff at all levels.

## Annual Governance Statement

- 2.5.2 Our corporate plan was developed using the body of evidence developed by the Public Service Board. Discussion at that level - and across Boards such as the Regional Leadership Board and the North Wales Economic Ambition Board - has informed the development of our Plan.
- 2.5.3 The Council also works across a broad set of partnerships and collaborative arrangements, and uses commissioning and procurement processes to maximise capacity by delivering services in the most effective and efficient way. A partnership (Alternative Service Delivery model) toolkit continues to be in place to set out key requirements and tools for ensuring partnerships are managed effectively.
- 2.5.4 Our senior leadership restructure was consulted on and implemented at Director-level from summer 2022, with the complete senior leadership structure being implemented from April 2023. This has taken longer than expected but will result in a transformational redesign of services, whereby the council is on the 'front foot' in relation to influencing and preventing demand; better positioned to maximise opportunities; and has clearer leadership on important matters like climate change and Welsh language.
- 2.5.5 We have completed a review of our flexible working policy and guidance, and subject to approval from Cabinet, these will be implemented from June 2023 together with support for staff and managers with the new ways of working. A fresh workforce planning process will commence once the new senior leadership structure is in place later in the year.
- 2.5.6 Workforce planning has continued to grow in significance as the consequences of the pandemic and changes in work patterns and opportunities have heightened challenges in relation to recruitment and retention across the council.

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## 2.6 Principle F - Managing risks and performance through strong internal control and financial management

- 2.6.1 Corporate risk registers are updated as a minimum twice every year, with significant risks brought to the attention of senior management and members. A Risk Register summary was created during the year to help communicate the growing number of risks that the council faces in the current global climate. The council's risk appetite statement was also reviewed and updated. The council's previously 'minimalist' risk appetite in relation to Workforce: Terms and Conditions was relaxed very slightly to a 'cautious' risk appetite, to reflect the way we are 'flexing' recruitment processes – in a safe way – to alleviate challenges in filling roles. All other aspects of our risk appetite statement have remained the same.
- 2.6.2 This year we have seen a growing interdependency between risks (in terms of existing risks growing in likelihood or impact), and national and global issues that are beyond our control, such as the deterioration in the economy and continuing pressures in relation to recruitment and retention. We apply a "three lines of defence model" whereby for our most serious corporate risks, we use performance data, identify key and ancillary controls, and identify external and internal assurance that is in place or is planned. For example, the risk of "a serious safeguarding or practice error, where the council has responsibility, resulting in serious harm or death" was escalated during the year. Our governance has responded to this with increasing oversight by Cabinet, Performance Scrutiny and Governance and Audit; whereby the relationship between risk management, corporate planning and workforce planning have been highly connected, and will be subject to further interrogation by Internal Audit in the new financial year.
- 2.6.3 The council has drafted a revised Information Risk Policy, which it will shortly seek approval for. The requirement for services to consider Information Risk

# Annual Governance Statement

was part of their Service Planning for 2023 to 2024 and services are also encouraged to continually review their Service Risk Registers, which should capture any information risks that services are carrying.

2.6.4 The Council has a strong track record in financial management, delivering services within budget and timely production of the accounts in response to the early closure requirements.

2.6.5 Internal Audit assess the overall quality of risk management, governance and internal control and agree actions for improvement as necessary.

## **2.7 Principle G - Implementing good practices in transparency, reporting and audit to deliver effective accountability**

2.7.1 The external assessment of Internal Audit confirms it conforms to the Public Sector Internal Audit Standards. External regulators provide independent assessments, notably: Audit Wales, Care Inspectorate Wales, Estyn and Ombudsman for Wales; overall positive results with no significant issues raised.

2.7.2 The Council provides clear and accurate information, and has developed both its website and the format of Council reports to improve transparency and accessibility. The website has been updated to meet Accessibility Standards. Minutes of meetings and key decisions are published on the Council's website.

2.7.3 Council meetings are carried out online and are now also available to the public in accordance with legislative requirements.

## **2.8 Covid-19 Impact on Governance**

2.8.1 As the impact of Covid-19 pandemic drew to a close in the first quarter of 2022/23, the impact to the Council and our residents required the council to adapt the way we deliver services to our residents as well as creation of new

# Annual Governance Statement

services. This has resulted in changes to governance arrangements, with council meetings moving to a hybrid set up, and prioritisation of service delivery to cope with changing demand.

2.8.2 The Council now has simultaneous translations to virtual meetings which are now able to be webcast to allow public access and increase transparency and openness.

2.8.3 As restrictions have been lifted, the Council implemented new rules to allow key employees access to work from a council office. The Council has also left shielding arrangements for employees classed as high risk. Implementing processes at speed in response to Welsh Government grants for financial support to small businesses (NNDR).

## 2.9 Cost of Living Crisis

2.9.1 Internal Audit during 2022/23 has worked with our Revenues and Benefits service to support the team in rolling out the following Welsh Government support grants:

- Cost of living crisis support for Denbighshire residents;
- Winter fuel scheme for Denbighshire residents; &
- Alternative fuel funding.

2.9.2 Internal Audit has provided support and assistance around setting up appropriate controls to ensure that all payments claimed are made by genuine residents and the amounts being claimed are correct.

# Annual Governance Statement

## 3 Key contributors to developing and maintaining the Governance Framework

Key Contributors	Contribution
Council	<ul style="list-style-type: none"> <li>• Approves the Corporate Plan</li> <li>• Endorses the Constitution</li> <li>• Approves the policy and financial frameworks</li> </ul>
Cabinet	<ul style="list-style-type: none"> <li>• Primary decision-making body of the Council</li> <li>• Comprises of the Leader of the Council and Cabinet members who have responsibility for specific portfolios</li> </ul>
Governance & Audit Committee	<ul style="list-style-type: none"> <li>• Help raise the profile of internal control, risk management and financial reporting issues within the Council, as well as providing a forum for the discussion of issues raised by internal and external auditors</li> </ul>
Standards Committee	<ul style="list-style-type: none"> <li>• Standards Committee promotes high standards of conduct by elected and co-opted members and monitors the operation of the Members' Code of conduct</li> </ul>
Programme & Project Boards	<ul style="list-style-type: none"> <li>• Track efficiencies, highlighting risk and mitigating actions to achievement</li> <li>• Consider the robustness of efficiency planning and forecasting and consider resourcing of planned delivery</li> <li>• Plan communication and engagement activity</li> </ul>
Scrutiny Committees	<ul style="list-style-type: none"> <li>• Review and scrutinise the decisions and performance of Council, Cabinet, and Committees</li> <li>• Review and scrutinise the decisions and performance of other public bodies including partnerships</li> </ul>
Licensing and Planning Committees	<ul style="list-style-type: none"> <li>• Licensing Committee considers issues relating to taxis, entertainment, alcohol, food premises and miscellaneous licensing functions.</li> <li>• Planning Committee makes decisions on development control issues, including applications for planning permissions.</li> </ul>

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Key Contributors	Contribution
Corporate Executive Team, Senior Leadership Team & Managers	<ul style="list-style-type: none"> <li>Responsible for developing, maintaining and implementing the Council's governance, risk and control framework</li> <li>Contribute to the effective corporate management and governance of the Council</li> </ul>
Internal Audit	<ul style="list-style-type: none"> <li>Provide an independent opinion on the adequacy and effectiveness of internal control, risk management and governance arrangements</li> <li>Delivers a programme of risk based audits, including counter fraud and investigation</li> <li>Identifies areas for improvement in the management of risk</li> </ul>
External Audit	Audit and report on the Council's financial statements (including the Annual Governance Statement), providing an opinion on the accounts and use of resources, concluding on the arrangements in place for securing economy, efficiency and effectiveness in the use of resources

The Governance Framework above are now all operating as hybrid meetings with members and officers choice to either join on-line or attend the meeting in person. Meetings are now carried out online and webcast to allow the public to attend. Members and Officers have adapted to the new way of working and it ensures transparency and openness.

## 3.1 Review of Effectiveness

3.1.1 The effectiveness of governance arrangements is measured in several ways, and in 2020/21, the first year in which the Council has prepared group accounts, the Council has considered its relationship with its group entities, i.e. Denbighshire Leisure Limited, in conducting its review.

3.1.2 The Corporate Governance Officer's Group reviewed the Council's arrangements against the CIPFA/Solace Framework in March 2023 and confirmed that governance arrangements such as the Code of Conduct, Financial Regulations, and other corporate processes have broadly operated



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as intended during the year; there were instances of non-compliance as highlighted by Internal Audit reviews. The Corporate Governance Framework is updated to reflect the current arrangements and will continue to be updated to reflect developments.

## 3.2 Internal Sources of Assurance

3.2.1 Our Self-Assessment report for 2022 to 2023 went to the Governance and Audit Committee on 14 June and was approved by Council on 4 July.

## 3.3 Internal Audit Annual Opinion

**3.3.1** One of the key assurance statements, in reviewing effectiveness, is the annual report and opinion of the Chief Internal Auditor. Internal Audit operates a flexible audit plan which enables it to refocus on changing priorities during the year. The focus of Internal Audit work in 2022/23 was to again audit areas considered to be a higher risk and the resultant changes to control processes. The Chief Internal Auditor's opinion is that the council's governance, risk management and internal control arrangements in the areas audited continue to operate satisfactorily. While the scope of assurance work was reduced due to the three investigations, recruitment, and staff sickness, reasonable assurance can be given that there have been no major weaknesses noted in relation to the internal control systems operating within the Council. Improvement in the following areas were recommended:

<b>Internal Audit Low Assurance Reports Issued in 2022/23</b>	<b>Agreed actions relating to significant risks/issues</b>
None were issued	N/A

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## 4.0 Chief Finance Officer Statement on Compliance with the Financial Management Code

4.1 The CIPFA Financial Management Code (CIPFA FM Code) is designed to support good practice in financial management and to assist local authorities in demonstrating their financial sustainability. The CIPFA FM Code therefore sets the standards of financial management for local authorities.

4.2 The Code is based on a series of principles supported by specific standards and statements of practice which are considered necessary to provide the strong foundation to:

- Financially manage the short, medium- and long-term finances of a local authority;
- manage financial resilience to meet foreseen demands on services; and
- financially manage unexpected shocks in their financial circumstances.

Each local authority must demonstrate that the requirements of the Code are being satisfied.

4.3 As Section 151 Officer I have the Statutory Responsibility (supported by the Corporate Leadership Team and Elected Members) for ensuring compliance with the FM Code. I have carried out a full assessment of Denbighshire's compliance with the FM Code, as part of the annual review of the Annual Governance Statement and I can confirm that in my opinion Denbighshire is compliant with the code in the majority of areas. However, areas of improvement have been identified, many of which are already underway, including:

- Develop Council's Project Management 'Verto' system to integrate more fully with Capital Business Plan process.
- Develop use of full-life costing in option appraisal.

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- Further develop the Budget Process to embed long term decision-making and consultation as core principles
- We will continue to lobby for multi-year indicative settlement figures from Welsh Government.
- Complete the annual review of the Medium Term Financial Strategy.

## 5.0 Key indicators

5.1 The adequacy of governance arrangements can also be gauged using several key outcome indicators:

<b>Key performance indicators</b>	<b>Outcomes 2022/23</b>
Statutory reports issued by the Monitoring Officer (Section 5 - Local Government and Housing Act 1989)	None issued
Proven frauds by councillors or members of staff	None in 2022/23
Ombudsman referrals 2022/23	No complaints upheld
Internal audit reports	No low assurance reviews
Complaints about elected members	5 in 2022/23
Number of negative reports from our External Regulators	None in 2022/23

## 6.0 Assurances from External Regulators:

### Audit Wales

6.1 The Council's external auditor, Audit Wales, provides assurance on the accuracy of the year-end Statement of Accounts and the overall adequacy of arrangements for securing and improving value for money. The draft accounts

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were signed by the Head of Finance on the 27th June; they were made available for audit as required and were open to public inspection from 15th July to 11th August.

6.2. Further to an issue regarding infrastructure assets which impacted all Welsh local authorities and would delay the audit to January 2023, two more specific issues were raised in the meantime concerning DCC's council house asset values which required a prior period adjustment. Due to the complexity involved a decision was made to delay the final audit work on the 2021-22 Statement of Accounts until Summer 2023.

6.3 Annual Audit Summary Report 2022 provided a summary of their audit work which included:

- Continuous Improvement – The Auditor General certified that the Council had met its remaining Local Government (Wales) Measure 2009 duties for the financial year 2020-21, as saved by an order made under the Local Government and Elections (Wales) Act 2021.
- Assurance and risk assessment review - We reviewed the arrangements the Council has put in place to secure value for money in the use of its resources. Our work focused on the following aspects of the Council's arrangements:
  - The Local Government and Elections Act (Wales) 2021
  - Recovery planning
  - Carbon reduction plans
  - Self-assessment arrangements

Our findings from this work will be set out in our Assurance and Risk Assessment Report.

- Springing forward review – assets and workforce - During 2021-22, we examined how councils are strengthening their ability to transform, adapt and

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maintain the delivery of services. Our work focused on the Council's strategic management of its assets and workforce. In our report we found that overall the Council is actively developing its New Ways of Working Project, which will impact on both its building assets and its workforce, integrating this activity with wider strategies, and looking further ahead will strengthen the Council's consideration of the sustainable development principle.

## Local projects

- Delivering Sustained Performance Improvement - During 2021-22 we examined if the Council's performance management arrangements are robust and likely to support continuous and sustainable improvement as it rebalances from the impact of COVID-19. In our report we found that the Council's performance management arrangements are supporting the delivery of the Council's corporate priorities, with opportunities to strengthen arrangements in some areas.

## 7.0 Estyn and Care Inspectorate Wales

7.1 The Council is subject to Statutory External Inspections from various bodies including ESTYN and Care Inspectorate Wales (CIW). Recent work is summarised below:

- CIW have identified strengths and areas for priority improvement, and they will review the progress of these areas through their performance evaluation review meetings with the Council's heads of service and director.
- There were no Denbighshire County Council inspections in this period, but Estyn has resumed its inspection of local schools in Denbighshire, and services that are registered with CIW in Denbighshire are subject to regular review.

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## 8.0 Action Taken in Response to 2021/22 Annual Governance Statement

8.1 Last year’s Annual Governance Statement highlighted seven areas for improvement. The table below sets out the action taken to address these issues during 2022/23:

<b>Improvement areas identified in 2021/22</b>	<b>Progress to date</b>
<p>Review and update Officers’ code of conduct and the process for capturing and response taken to declaration of interest, gifts and hospitality.</p>	<p>This is still ongoing as the service over the last year has been involved in recruitment for two Corporate Directors, five Head of Service and have recruitment challenges within the service.</p> <p>It has been agreed at the HoS meeting in June 2023 that this would be rolled over into 2023/24.</p>
<p>Continuing budget pressures and uncertainty over funding. Also, address any actions arising from the review of the Financial Management Code</p>	<p>Welsh Government provided a one-year indicative settlement figure in 2023/24 for 2024/25. We will continue to lobby for the return of multi-year indicative settlement figures.</p> <p>We reviewed the Medium-Term Financial Strategy and will continue to review on an annual basis.</p> <p>We monitored the impact of external pressures, such as legacy impact of Covid-19 and Cost of Living crisis, on our budgets and demand for services.</p> <p>We will continue to include the un-earmarked reserves in the corporate dashboard to compliment the annual outturn projections.</p> <p>Work on the following areas are continuing and will be rolled over to 2023/24:</p> <ul style="list-style-type: none"> <li>• Further develop the Budget Process to embed long term decision-making and consultation as core principles.</li> </ul>

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Improvement areas identified in 2021/22	Progress to date
Address contract management weaknesses highlighted by Internal Audit.	Internal audit completed two more follow-ups during the year and in November 2022, the assurance rating went from medium to high assurance as we noted a significant progress by the Procurement team. No further action required.
Implement requirements of the Local Government & Elections (Wales) Act 2021.	The Head of Legal, HR & Democratic Services and Strategic Planning & Performance Manager have completed this task.
Workforce capacity and resilience and reliance on key positions	<p>The last two CET positions, Corporate Director – Governance &amp; Business and Corporate Director – Economy &amp; Environment were filled in September 2022.</p> <p>The consultation paper on the review of the Senior Leadership Team (SLT) was approved in January 2023 and the five Head of Service positions will be filled by the end of July 2023.</p> <p>A review of the workforce plan has been completed by Internal audit and a medium assurance rating was provided. We confirmed that HR are working effectively through their action plan, but our review identified that certain positions are difficult to fill and therefore, we will look at a follow up in Quarter 4.</p>
Review the Whistleblowing Policy	This review has not been completed again this year due to several factors and it has been agreed to roll into the following year.
Uncertainty over future funding arrangements following EU Exit.	<p>Resources and processes put in place to ensure that the Council maximises the opportunities in relation to the new UK Funding Initiatives including the UK Levelling Up Fund, UK Community Renewal Fund and the forthcoming UK Shared Prosperity Fund.</p> <p>Denbighshire has been successful in applying for the various funds available and we have been working with the services to ensure</p>

# Annual Governance Statement

Improvement areas identified in 2021/22	Progress to date
	appropriate controls around diligence checks are in place to safeguard the monies and ensure the projects are completed.

## 9.0 Improvement Actions Arising from 2022-23 Annual Governance Statement

9.1 Looking ahead, the following areas for improvement have been identified to be addressed in 2023/24. This takes into consideration the continued impact of the coronavirus pandemic on governance:

Improvement areas identified for 2023/24	Agreed action
Review and update Officers' code of conduct and the process for capturing and response taken to declaration of interest, gifts and hospitality.	Review and update Officers' code of conduct and the process for capturing and response taken to declaration of interest, gifts and hospitality. Revised system to capture officer declaration of interests and gifts and hospitality. Strategic HR Manager by 31/03/2024
Workforce capacity and resilience and reliance on key positions	Recruit vacant five Head of Service positions by the end of July 2023  Internal Audit to look at a follow up of workforce planning process. Chief Internal Auditor by 31/03/2023.  New Ways of Working Project includes a work-stream developing new HR policies to support future work patterns
Review the Whistleblowing Policy	Update the policy capturing lessons learned from recent concerns raised.



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Improvement areas identified for 2023/24	Agreed action
	Corporate Director – Governance & Business by 31/03/2024
Address exceptions, exemptions and variations from Contract Procedure Rules (CPRs)	This was not reviewed due to restructuring / recruitment issues. Once the service has been restructured and a manager appointed, Internal Audit will review progress report the findings to the next Governance & Audit committee.
Continuing budget pressures and uncertainty over funding. Also, address any actions arising from the review of the Financial Management Code	<p>Welsh Government provided a one-year indicative settlement figure in 2023/24 for 2024/25. We will lobby for the return of multi-year indicative settlement figures.</p> <p>We reviewed the Medium-Term Financial Strategy and will continue to review on an annual basis.</p> <p>Work on the following areas are continuing and will be rolled over to 2023/24:</p> <p>Develop the Council's Project Management system to integrate with Capital Business Plan process.</p> <p>Further develop the Budget Process to embed long term decision-making and consultation as core principles.</p>
Uncertainty over future funding arrangements following EU Exit.	<p>Denbighshire has been successful in applying for the various funds available and we have been working with the services to ensure appropriate controls around diligence checks are in place to safeguard the monies and ensure the projects are completed.</p> <p>The next stage will be to provide support to services around maintaining appropriate financial records and where required, completing an audit of the completed accounts to comply with funding regulations.</p>

The areas for improvement that we have identified will be monitored by the Governance & Audit Committee and the Corporate Governance Officers Group. This plan also includes any issues raised in last year's action plan that have not yet been fully addressed.

# Annual Governance Statement

## Certification

We propose over the coming year to take steps to address the issues identified in our Governance Improvement Action Plan to enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

**Name** Cllr Jason McLellan, Leader of the Council

**Signed**

**Dated**

**Name** Graham Boase, Chief Executive

**Signed**

**Dated**

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswllt
<b>20 Medi 2023</b>					
	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidaidd
		<b>Adroddiadau</b>			
	4	Adroddiad Archwilio Cyfrifon 2021-22			Pennaeth Cyllid – Steve Gadd
	5	Cymeradwyo Datganiad Cyfrifon 2021/22	Derbyn y cyfrifon archwiliedig	Oedd	Pennaeth Cyllid – Steve Gadd
	6	Datganiad Cyfrifon Drafft 2022/23			Pennaeth Cyllid – Steve Gadd
	7	Adroddiad Blynyddol Iechyd a Diogelwch Corfforaethol	Ystyried Rheolaeth Iechyd a Diogelwch yn CSDd yn ystod 2021-2022.		Rheolwr Iechyd a Diogelwch Corfforaethol – Gerry Lapington
	8	Adroddiad Diogelwch Tân	Derbyn adroddiad blynyddol ar y rhaglen		Rheolwr Diogelwch Tân – Dawn Jones

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
			Diogelwch Tân a'i pherfformiad.		
	9	Cydarolygiad o Drefniadau Amddiffyn Plant - Adroddiad Arolygu a Chynllun Gweithredu	Cael y cynllun gweithredu a'r adroddiad o'r cydarolygiad.		Nicola Stubbins/ Geraint Davies
	10	Asesiadau Perfformiad Panel			Iolo McGregor
	11	Adroddiad Rhannu Pryderon Blynyddol			Gary Williams - Swyddog Monitro
	12	Adroddiad Blynyddol Drafft y Pwyllgor Llywodraethu ac Archwilio (Bydd yr adroddiad hwn am y 2 flynedd diwethaf)	Cyflwyno adroddiad blynyddol Llywodraethu ac Archwilio i'r Cyngor Llawn		Gary Williams – Swyddog Monitro
	13	Cynllunio Gweithlu	Derbyn diweddariad yn dilyn archwiliad mewnol		Archwilydd Mewnol
<b>22 Tachwedd 2023</b>					
	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
	3	Diweddariad Archwilio Mewnol	Darparu'r wybodaeth ddiweddaraf i'r pwyllgor ar gynnydd Archwilio Mewnol		Archwilydd Mewnol
	4	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidaidd
		<b>Adroddiadau</b>			
	5	Y Diweddaraf am Broses y Gyllideb			Pennaeth Cyllid – Steve Gadd
	6	Cofrestr Risgiau Corfforaethol: Adolygiad Medi 2023	Adolygu'r risgiau sy'n wynebu'r Cyngor a'n datganiad archwaeth risg		Iolo McGregor/Heidi Barton-Price
	7	Adroddiad Blynyddol yr Uwchberchennog Risg Gwybodaeth			
	8	Adroddiad RIPA blynyddol			Gary Williams - Swyddog Monitro
<b>31 Ionawr 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswllt
					Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidaidd
		<b>Adroddiadau</b>			
<b>6 Mawrth 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Diweddariad Archwilio Mewnol	Darparu'r wybodaeth ddiweddaraf i'r pwyllgor ar gynnydd Archwilio Mewnol		Prif Archwilydd Mewnol
	4	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidaidd
		<b>Adroddiadau</b>			

Cyfarfod		Eitem (disgrifiad / teitl)	Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
<b>24 Ebrill 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidd
		<b>Adroddiadau</b>			
<b>12 Mehefin 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Diweddariad Archwilio Mewnol	Darparu'r wybodaeth ddiweddaraf i'r pwyllgor		Prif Archwilydd Mewnol

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
			ar gynnydd Archwilio Mewnol		
	4	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidd
		<b>Adroddiadau</b>			
<b>24 Gorffennaf 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidd
		<b>Adroddiadau</b>			



Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
<b>25 Medi 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Diweddariad Archwilio Mewnol	Darparu'r wybodaeth ddiweddaraf i'r pwyllgor ar gynnydd Archwilio Mewnol		Prif Archwilydd Mewnol
	4	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democrataidd
		<b>Adroddiadau</b>			
<b>20 Tachwedd 24</b>	1	Materion a Gyfeiriwyd gan y Pwyllgorau Craffu (os oes rhai)	Derbyn materion a godwyd gan y Pwyllgorau Craffu		Rhian Evans/ Karen Evans – Cydlynwyr Craffu
	2	Adroddiadau Rheoleiddio Allanol a Dderbyniwyd yn ddiweddar (os oes rhai)	Ystyried unrhyw adroddiad sydd wedi'i dderbyn		Nicola Kneale – Pennaeth Gwasanaeth Dros Dro, Gwella Busnes a

Cyfarfod	Eitem (disgrifiad / teitl)		Pwrpas yr adroddiad	Angen penderfyniad (oes/nac oes)	Awdur – swyddog cyswilt
					Moderneiddio – Rheolwr Tîm Cynllunio Strategol
	3	Rhaglen Gwaith i'r Dyfodol			Gwasanaethau Democraidd
		<b>Adroddiadau</b>			

EITEMAU'R DYFODOL			
	1	Y diweddaraf am Gomisiynu lleoliadau cartref gofal pobl hŷn	Nicola Stubbins – i gyflwyno adroddiad i'r pwyllgor pan fydd y wybodaeth ar gael
	2	Carbon-sero Net	Helen Vaughan-Evans
	3	Adroddiad dilynol – Archwilio Mewnol – Eithriadau	Prif Archwilydd Mewnol i ddiweddarau aelodau ar ôl yr adroddiadau Archwilio Mewnol
	4	Prosiectau Cyfalaf – Adroddiad Arian At Raid	Pennaeth Cyllid – Steve Gadd

Sylwer: Nid yw union ddyddiad cyhoeddi adroddiadau achlysurol gan e.e. Swyddfa Archwilio Cymru neu Adroddiadau Blynyddol yr Ombwdsmon yn hysbys ar hyn o bryd. Bydd dyddiad yn cael ei neilltuo ar eu cyfer cyn gynted ag y bo'n ymarferol.

Dyddiad Diweddaru: 3/7/2023 SJ

**DIWRNODAU HYFFORDDI YN Y DYFODOL**

<b><u>Dyddiad ac Amser</u></b>	<b><u>Pwnc</u></b>	<b><u>Swyddog</u></b>
21 Gorffennaf 2023 - dechrau am 2pm	Hyfforddiant Sefydliad Siartredig Cyllid Cyhoeddus a Chyfrifyddiaeth (CIPFA)	Prif Archwilydd Mewnol
14 Medi 2023 - dechrau am 2pm	Datganiad Cyfrifon	Swyddog Adran 151

Mae tudalen hwn yn fwiadol wag

## A yw Swyddogaethau Cymorth Corfforaethol y Cyngor yn Effeithiol? – Cyngor Sir Ddinbych

Blwyddyn archwilio: 2022-23

Dyddiad cyhoeddi: Mai 2023

Cyfeirnod y ddogfen: 3461A2023

Paratowyd y ddogfen hon ar gyfer defnydd mewnol Cyngor Sir Ddinbych fel rhan o waith a gyflawnir yn unol ag Adran 17 Deddf Archwilio Cyhoeddus (Cymru) 2004 ac Adran 15 Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.

Ni chymerir unrhyw gyfrifoldeb gan yr Archwilydd Cyffredinol na staff Archwilio Cymru mewn perthynas ag unrhyw aelod, cyfarwyddwr, swyddog neu gyflogai arall yn eu cymhwyster unigol, nac mewn perthynas ag unrhyw drydydd parti.

Os ceir cais am wybodaeth y gall y ddogfen hon fod yn berthnasol iddi, tynnir sylw at y Cod Ymarfer a gyhoeddwyd o dan adran 45 Deddf Rhyddid Gwybodaeth 2000. Mae Cod adran 45 yn nodi'r arfer o ran trin ceisiadau a ddisgwylir gan awdurdodau cyhoeddus, gan gynnwys ymgynghori â thrydydd partiön perthnasol. Mewn perthynas â'r ddogfen hon, mae Archwilydd Cyffredinol Cymru ac Archwilio Cymru yn drydydd partiön perthnasol. Dylid anfon unrhyw ymholiadau ynglŷn â datgelu neu aildddefnyddio'r ddogfen hon at Archwilio Cymru yn [swyddog.gwybodaeth@archwilio.cymru](mailto:swyddog.gwybodaeth@archwilio.cymru).

Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r ddogfen hon hefyd ar gael yn Saesneg. This document is also available in English.

# Cynnwys

Mae gan swyddogaethau cymorth corfforaethol y Cyngor ddealltwriaeth dda am yr egwyddor datblygu cynaliadwy ond nid yw'r gwasanaeth Archwilio Mewnol yn ystyried yr egwyddor yn gyson yn ei holl waith archwilio, mae rhai polisïau Adnoddau Dynol wedi dyddio, ac er bod gan y Cyngor drefniadau monitro priodol nid yw wedi mynd ati eto i ystyried amcanion ac anghenion strategol am adnoddau yn y dyfodol o ran y swyddogaethau a archwiliwyd gennym.

Adroddiad cryno

Yr hyn y gwnaethom ei adolygu a pham 4

Argymhellion 5

Adroddiad manwl

Mae gan swyddogaethau cymorth corfforaethol y Cyngor ddealltwriaeth dda am yr egwyddor datblygu cynaliadwy ond nid yw'r gwasanaeth Archwilio Mewnol yn ystyried yr egwyddor yn gyson yn ei holl waith archwilio ac mae rhai polisïau Adnoddau Dynol wedi dyddio 6

Er bod gan y Cyngor drefniadau monitro priodol nid yw wedi mynd ati eto i ystyried amcanion ac anghenion strategol am adnoddau yn y dyfodol o ran y swyddogaethau a archwiliwyd gennym 8

# Adroddiad cryno

## Yr hyn y gwnaethom ei adolygu a pham

- 1 Fe wnaeth yr adolygiad archwilio trefniadau Cyngor Sir Ddinbych (y Cyngor) ar gyfer ei swyddogaethau cymorth corfforaethol mewn pedwar maes allweddol: Adnoddau Dynol; Gwasanaethau Cwsmeriaid Corfforaethol; Gwasanaethau Digidol; ac Archwilio Mewnol.
- 2 Fe wnaethom fwrw golwg ar weledigaeth a chyfeiriad strategol y swyddogaethau cymorth corfforaethol hyn i ystyried a ydynt yn cefnogi amcanion y Cyngor yn effeithiol ac yn ddigonol.
- 3 Fe wnaeth yr adolygiad ystyried hefyd a yw swyddogaethau cymorth corfforaethol y Cyngor yn ystyried yr egwyddor datblygu cynaliadwy.

## Yr hyn y gwnaethom chwilio amdano

- 4 Roedd ein hadolygiad yn ceisio ateb y cwestiwn: A yw swyddogaethau cymorth corfforaethol y Cyngor yn effeithiol?
- 5 I ateb y cwestiwn yma, fe wnaethom ystyried:
  - a oedd trefniadau presennol ar gyfer swyddogaethau cymorth corfforaethol y Cyngor yn seiliedig ar ddealltwriaeth drylwyr am anghenion, heriau a chyfleoedd gwasanaethau yn awr ac yn y dyfodol gan gynnwys ystyried yr egwyddor datblygu cynaliadwy;
  - a yw'r Cyngor wedi ystyried a chynllunio mewn modd priodol sut y bydd yn darparu adnoddau ar gyfer ei swyddogaethau cymorth corfforaethol dros y tymor byr, canolig a hir; ac
  - a oes gan y Cyngor drefniadau priodol i fonitro ac adolygu amcanion tymor byr, canolig a hwy ei swyddogaethau cymorth corfforaethol.

## Yr hyn a ganfuom

- 6 Canfuom fel a ganlyn: mae gan swyddogaethau cymorth corfforaethol y Cyngor ddealltwriaeth dda am yr egwyddor datblygu cynaliadwy ond nid yw'r gwasanaeth Archwilio Mewnol yn ystyried yr egwyddor yn gyson yn ei holl waith archwilio, mae rhai polisïau Adnoddau Dynol wedi dyddio, ac er bod gan y Cyngor drefniadau monitro priodol nid yw wedi mynd ati eto i ystyried amcanion ac anghenion strategol am adnoddau yn y dyfodol o ran y swyddogaethau a archwiliwyd gennym. Daethom i'r casgliad yma am y rhesymau canlynol:
  - mae gan swyddogaethau cymorth corfforaethol y Cyngor ddealltwriaeth dda am yr egwyddor datblygu cynaliadwy ond nid yw'r gwasanaeth Archwilio Mewnol yn ystyried yr egwyddor yn gyson yn ei holl waith archwilio ac mae rhai polisïau Adnoddau Dynol wedi dyddio; ac



- er bod gan y Cyngor drefniadau monitro priodol nid yw wedi mynd ati eto i ystyried amcanion ac anghenion strategol am adnoddau yn y dyfodol o ran y swyddogaethau a archwiliwyd gennym.

## Argymhellion

### Arddangosyn 1: argymhellion

Mae'r tabl isod yn nodi'r argymhellion yr ydym wedi'u hadnabod yn dilyn yr adolygiad hwn.

#### Argymhellion

- A1 Dylai'r polisïau Adnoddau Dynol sydd wedi dyddio gael eu hadolygu.
- Canfuom fod rhai polisïau Adnoddau Dynol wedi dyddio a bod angen eu hadolygu. Gall hyn achosi risg i'r Cyngor, pe bai her gyfreithiol yn codi mewn perthynas ag Adnoddau Dynol, os nad yw polisïau'n gyfoes a bod dyddiadau adolygu wedi llithro.
- A2 Dylai adolygiadau'r gwasanaeth Archwilio Mewnol fynd ati'n gyson i ystyried yr egwyddor datblygu cynaliadwy wrth adolygu gwasanaethau. Mae angen i gydymffurfiaeth meysydd gwasanaeth â'r egwyddor datblygu cynaliadwy gael ei gwirio'n systematig gan y gwasanaeth Archwilio Mewnol yn ei adolygiadau ar gyfer pob archwiliad nad yw'n drafodiad. Trwy sicrhau bod y gwasanaeth Archwilio Mewnol yn ystyried yn fwy rheolaidd sut y mae gwasanaethau'n mynd i'r afael â'r maes yma, bydd yr egwyddor datblygu cynaliadwy'n cael ei wreiddio'n ddyfnach yn y Cyngor.

# Adroddiad manwl

## Mae gan swyddogaethau cymorth corfforaethol y Cyngor ddealltwriaeth dda am yr egwyddor datblygu cynaliadwy ond nid yw'r gwasanaeth Archwilio Mewnol yn ystyried yr egwyddor yn gyson yn ei holl waith archwilio ac mae rhai polisïau Adnoddau Dynol wedi dyddio

7 Wrth ddod i'r casgliad yma canfuom fel a ganlyn:

- roedd gan yr holl staff mewn gwasanaethau cymorth corfforaethol y siaradom ni gyda hwy ddealltwriaeth dda am Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 a'r egwyddor datblygu cynaliadwy. Mae staff y gwasanaethau cymorth corfforaethol yn defnyddio proses y Cyngor ar gyfer Asesiadau o'r Effaith ar Lesiant wrth ystyried newid neu gyflwyno polisïau a phrosiectau.
- canfuom fod rhai polisïau Adnoddau Dynol wedi dyddio a bod angen eu hadolygu. Gall hyn achosi risg i'r Cyngor, pe bai her gyfreithiol yn codi mewn perthynas ag Adnoddau Dynol, os nad yw polisïau'n gyfoes a bod dyddiadau adolygu wedi llithro. Polisi'r Cyngor yw y bydd polisïau AD yn cael eu hadolygu am dair blynedd, ond os bydd unrhyw newidiadau mewn deddfwriaeth yn digwydd yn ystod yr amser hwnnw, yna dylid diweddarau'r polisi ar unwaith. Mae'r polisïau'n cael eu 'hadolygu'n anffurfiol' yn ystod y tair blynedd hynny a bydd unrhyw faterion gyda geiriad neu ddehongliad o'r polisi yn cael sylw a gellir gwneud mân newidiadau ac fe gaiff eu gwneud. Nid oedd y polisïau Adnoddau Dynol a archwiliwyd gennym yn 2022 yn cofnodi i'r 'adolygiadau anffurfiol' hyn ddigwydd, ac nid oeddent o fewn y cylch tair blynedd ychwaith. Roedd y polisïau, felly, yn hen, ac mae'r risg o her gyfreithiol i bolisïau Adnoddau Dynol yn parhau.
- roedd y polisïau Adnoddau Dynol a archwiliwyd gennym ni'n ymdrin â'r egwyddor datblygu cynaliadwy.
- roedd swyddogion y siaradom ni gyda hwy'n disgwyl y byddai'r galw am adolygiadau Archwilio Mewnol yn cynyddu yn y blynyddoedd sydd i ddod wrth i'r Cyngor gyflwyno ffyrdd newydd o weithio ac wrth i'r gwasanaeth aildrefnu adolygiadau a ohiriwyd yn ystod y pandemig. Mae recriwtio i swyddi Archwilio Mewnol yn dal i fod yn her er bod y mater yn gyffredin ar draws gwasanaethau cyhoeddus Gogledd Cymru.
- yn dilyn y pandemig, mae rhai o wasanaethau'r Cyngor yn dal i geisio rhoi argymhellion hirsefydlog ar waith o adroddiadau Archwilio Mewnol blaenorol ac mae rhai camau gweithredu sydd heb gael eu rhoi ar waith yn fwy na theirblwydd oed gyda hynny yn ei dro'n sbarduno gwaith dilynol pellach gan y gwasanaeth Archwilio Mewnol. Mae'r Uwch Dîm Arwain, y Cabinet a'r Prif

Weithredwr yn cael gwybod am risgiau a godwyd i lefel baner goch gan y gwasanaeth Archwilio Mewnol, ond nid ydynt yn cael nac yn adolygu argymhellion gofynnol yn systematig, oni bai eu bod yn cael eu codi i lefel baner goch. Hefyd, efallai na fydd storïau da ac arfer gorau'n cyrraedd y lefel arweinyddiaeth a llywodraethu hon, gyda chyfleoedd yn cael eu colli o ganlyniad.

- canfuom, er y gallai'r gwasanaeth Archwilio Mewnol ddangos dealltwriaeth dda am Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 a'r egwyddor datblygu cynaliadwy, nad yw'r adroddiadau Archwilio Mewnol a archwiliwyd gennym ni wastad yn rhoi'r egwyddor datblygu cynaliadwy ar waith yn eu proses i archwilio gwasanaethau. Nid yw cydymffurfiaeth meysydd gwasanaeth â'r egwyddor datblygu cynaliadwy'n cael ei gwirio'n systematig gan y gwasanaeth Archwilio Mewnol ym mhob un o'i adolygiadau nad ydynt yn drafodiad.
- y Gwasanaethau Cymunedol a Chwsmeriaid sy'n ymdrin â'r rhan fwyaf o ymholiadau oddi wrth y cyhoedd a gyflwynir i'r Cyngor a lle na allant ddatrys yr ymholiad maent yn eu cyfeirio at y gwasanaeth priodol. Yn ystod y pandemig, roedd galw mawr am y gwasanaeth ac mae'r pwysau hynny wedi parhau yn ystod 2022. Nid yw'r Cyngor wedi adolygu eto pa un a fydd lefel yr ymholiadau'n gostwng yn 2023 ac, os na fyddant, sut y bydd yn gwneud y gwasanaeth yn gydnerth yn wyneb y pwysau newydd hyn.
- roedd galw mawr am y Gwasanaethau Digidol hefyd ac mae'r pwysau hyn wedi parhau yn ystod 2022. Roedd swyddogion y siaradom ni gyda hwy'n uchel eu canmoliaeth i'r gwaith gan y Gwasanaethau Digidol yn ystod ac ar ôl y pandemig. Roedd gan rai swyddogion y siaradom ni gyda hwy ddealltwriaeth glir am yr egwyddor datblygu cynaliadwy ond roeddent yn teimlo nad oedd y cysylltiadau rhwng gwaith y Gwasanaethau Digidol a chyfeiriad strategol corfforaethol y Cyngor wastad yn cael eu dangos yn glir, ac roedd rhai swyddogion yn teimlo y gallai eu gwasanaeth digidol gael ei gryfhau pe bai'r cysylltiadau â'r Cynllun Corfforaethol newydd yn fwy eglur, megis ymagwedd y Cyngor at gamau gweithredu a fydd yn rhoi hwb i wreiddio diwylliant digidol gyda staff a dinasyddion. Er bod y Camau Gweithredu yn Strategaeth Ddigidol y Cyngor yn ategu themâu corfforaethol y Cyngor, mae angen gwaith pellach i sicrhau bod y rhain yn adlewyrchu'r dirwedd ddigidol gyfredol yn llawn. Er enghraifft, nid yw'r trefniadau cyfredol yn rhoi adlewyrchiad llawn o'r gweithgarwch digidol cydweithredol sy'n cael ei gyflawni ar hyn o bryd gyda Bwrdd Uchelgais Economaidd Gogledd Cymru.

## Er bod gan y Cyngor drefniadau monitro priodol nid yw wedi mynd ati eto i ystyried anghenion y swyddogaethau cymorth corfforaethol am adnoddau yn y dyfodol

8 Wrth ddod i'r casgliad yma canfuom fel a ganlyn:

- mae gan bob gwasanaeth corfforaethol a archwiliwyd gennym gynllun gwasanaeth sydd o gymorth i gyflawni'r blaenoriaethau yn hen gynllun corfforaethol y Cyngor. Roedd y cynlluniau gwasanaeth a archwiliwyd gennym ni'n gynhwysfawr ac yn eglur ac yn nodi trosolwg o'r gwasanaeth a'r deilliannau y mae'r gwasanaeth yn amcanu at eu cyflawni. Mae'r cynlluniau'n cynnwys y dangosyddion perfformiad, mesurau a gweithgareddau a fydd yn cael eu defnyddio i asesu cynnydd o ran cyflawni'r amcanion. Rhoddir sgôr coch, ambr neu wyrdd (CAG) i bob deilliant, sy'n dynodi lefel y gwelliant y mae ei angen, ac fe gaiff y rhain eu diweddarau pan adroddir ar y cynlluniau gwasanaeth ym mhob chwarter. Caiff adroddiadau ar gynlluniau gwasanaeth eu hystyried fel rhan o broses herio gwasanaethau'r Cyngor, er nad yw hon wedi cael ei chynnal yn y ffordd arferol yn ystod y pandemig ond bydd yn aildechrau yn 2023 ac yn adlewyrchu'r blaenoriaethau yn y cynllun corfforaethol newydd.
- mae perfformiad yn erbyn blaenoriaethau'r cynllun corfforaethol a chynlluniau gwasanaeth yn cael ei adolygu'n chwarterol gan yr Uwch Dîm Arwain, gan y Cabinet a chan y Pwyllgor Craffu ar Berfformiad. Mae'r adroddiadau ar gael yn gyhoeddus fel rhan o bapurau agenda'r Pwyllgor Craffu a'r Cabinet. Mae'r adroddiadau'n darparu diweddariad naratif ar gynnydd yn erbyn y blaenoriaethau ac yn adrodd ar berfformiad mewn perthynas â mesurau penodol. Fe welsom ni graffu cadarn ar adroddiadau'r gwasanaethau corfforaethol gan Aelodau mewn cyfarfodydd craffu a chan y Pwyllgor Llywodraethu ac Archwilio.
- nid yw cynlluniau ar gyfer y dyfodol sy'n adlewyrchu'r Cynllun Corfforaethol newydd yn eu lle eto ar gyfer gwasanaethau cymorth corfforaethol y Cyngor, sy'n dal i adfer o COVID i ryw raddau a hwythau angen ychydig o seibiant. Mae anghenion adnoddau beunyddiol yr holl wasanaethau, gan gynnwys swyddogaethau cymorth corfforaethol, yn cael eu harchwilio a'u hystyried fel rhan o'r prosesau ar gyfer pennu'r gyllideb flynyddol. Yn benodol, yn y blynyddoedd diwethaf mae adolygiad blynyddol o bwysau nad ydynt yn strategol wedi galluogi'r holl wasanaethau i gyflwyno ceisiadau am adnoddau ychwanegol. Fe wnaeth penodi Prif Weithredwr newydd yn ystod y pandemig arwain at broses i adolygu ac ailstrwythuro uwch dîm arwain a Phenaethiaid Gwasanaeth y Cyngor na fydd yn cael ei chwblhau tan haf 2023. Fodd bynnag, dylai fod ffocws strategol yn awr ar swyddogaeth a

chynllunio gydag ystyriaeth i gyflawni'r egwyddor datblygu cynaliadwy gan y Cyngor.

- byddai asesiad strategol o anghenion gwasanaethau cymorth corfforaethol y Cyngor am adnoddau, ar ôl y pandemig, yn goleuo dealltwriaeth y Cyngor am y gofynion o ran darparu adnoddau a gofynion sy'n dod i'r amlwg o ran hyfforddi a datblygu'r gweithlu ac yn cryfhau trefniadau i fynd i'r afael â'r egwyddor datblygu cynaliadwy.



## Organisational response

**This document is set to read only – use File>Save as / save a copy**

**Report title:** Are the Council's Corporate Support Functions Effective? – Denbighshire County Council

**Completion date:** 16<sup>th</sup> of June 2023

**Document reference:** 3461A2023

Tudalen 143

Ref	Recommendation	<b>Organisational response</b> Please set out here relevant commentary on the planned actions in response to the recommendations	<b>Completion date</b> Please set out by when the planned actions will be complete	<b>Responsible officer (title)</b>
R1	Human Resource (HR) policies that are out of date should be reviewed. We found that some Human Resource (HR) policies are out of date and need to be reviewed. This can put the Council at risk, should a legal challenge arise around HR, if policies are not up to date and review dates have slipped.	<p>Action 1. Review policy dates to ensure that all policies have been reviewed within three years. This activity will be incorporated into the Service Plan, which will mean that it will be monitored and updated quarterly.</p> <p>Action 2. Ensure we update the review date when a policy is amended. The department have been updating policies in-line with legislative changes. In future, informal reviews will be recorded by way of updating the review date.</p>	31 <sup>st</sup> of December 2023	Louise Dougal (Interim Head of Service Human Resources)
R2	Internal Audit reviews should consistently consider the sustainable development when reviewing services. Service area compliance with sustainable development principles need to be systematically checked for all non-transactional audits by Internal Audit in their reviews. By Internal Audit more regularly considering how services are addressing this area, the sustainable development principle will be more deeply embedded within the Council.	<p>Action 1. Within our scoping document we will include questions to ascertain how services are complying with sustainable development and Carbon Emissions. Depending on the responses testing will be undertaken to confirm level of compliance.</p> <p>Action 2. Monitoring of the implementation of agreed actions in relation to sustainable development and carbon emission will be included as part of the ongoing monitoring of effectiveness of Internal Audit.</p>	31 <sup>st</sup> of July 2023	Steve Gadd (Head of Finance and Audit Service)