

To: Members of the Partnerships  
Scrutiny Committee

Date: 2 February 2023

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Dear Councillor

You are invited to attend a meeting of the **PARTNERSHIPS SCRUTINY COMMITTEE** to be held at **10.00 am** on **THURSDAY, 9 FEBRUARY 2023** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN AND BY VIDEO CONFERENCE.**

Yours sincerely

G. Williams  
Monitoring Officer

## **AGENDA**

### **1 APOLOGIES**

### **2 DECLARATION OF INTERESTS (Pages 3 - 4)**

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

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

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

### **4 MINUTES OF THE LAST MEETING (Pages 5 - 14)**

To receive the minutes of the Partnerships Scrutiny Committee meeting held on the 15<sup>th</sup> December 2022 (Copy attached).

## **5 NORTH DENBIGHSHIRE COMMUNITY HOSPITAL PROJECT**

To discuss with representatives from Betsi Cadwaladr University Health Board their plans and projected timescales for the delivery of the hospital project and associated facilities.

10.15 A.M- 11 A.M

~~~~ BREAK (11.00 A.M - 11.15 A.M) ~~~~

## **6 PARTNERSHIP WORKING IN RELATION TO MENTAL HEALTH**

A discussion with representatives from Denbighshire County Council's Social Services, Betsi Cadwaladr University Health Board and North Wales Police on their partnership working arrangements in relation to Mental Health matters.

11.15 A.M- 12.00 P.M

## **7 SCRUTINY WORK PROGRAMME (Pages 15 - 40)**

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

12.00 P.M- 12.15 P.M

## **8 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

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

## **MEMBERSHIP**

### **Councillors**

Councillor Joan Butterfield (Chair)

Councillor Peter Scott (Vice-Chair)

Jeanette Chamberlain-Jones

Terry Mendies

Kelly Clewett

Raj Metri

Pauline Edwards

David Williams

Bobby Feeley

Elfed Williams

Martyn Hogg

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## LOCAL GOVERNMENT ACT 2000

### Code of Conduct for Members

### DISCLOSURE AND REGISTRATION OF INTERESTS

I, *(name)*

a \*member/co-opted member of  
*(\*please delete as appropriate)*

**Denbighshire County Council**

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

Date of Disclosure:

Committee *(please specify)*:

Agenda Item No.

Subject Matter:

Nature of Interest:

*(See the note below)\**

Signed

Date

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

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## **PARTNERSHIPS SCRUTINY COMMITTEE**

Minutes of a meeting of the Partnerships Scrutiny Committee held in the Council Chamber, County Hall, Ruthin and by video conference on Thursday, 15 December 2022 at 10.00 am.

### **PRESENT**

Councillors Joan Butterfield (Chair), Jeanette Chamberlain-Jones, Pauline Edwards, Bobby Feeley, Martyn Hogg, Peter Scott (Vice-Chair), David Williams and Elfed Williams.

Lead Member for Housing and Communities, Councillor Rhys Thomas and Lead Member for Corporate Strategy, Policy and Equalities, Councillor Julie Matthews were in attendance at the Committee's invitation to present items from within their portfolios.

### **ALSO PRESENT**

Corporate Director: Communities (NS); Interim Head of Business Improvement & Modernisation (NK); Community Safety Manager, Conwy County Borough Council (ST); Chief Officer, Denbighshire Voluntary Services Council (TB); Scrutiny Coordinator (RhE) Committee Administrator – Host (SW) and Democratic Services Officer – minutes (KE)

#### **1 APOLOGIES**

Apologies were received from Councillor Kelly Clewett.

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

There were no declarations of interest.

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

None.

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

The minutes of the Partnerships Scrutiny Committee meeting held on 27 October 2022 were submitted.

Matters arising:

Environmental Enforcement Services Contract Provision (recommendation ii page 8) – The Chair asked whether the recommendation had been implemented? The Scrutiny Coordinator advised that the Service had confirmed that the Communications Team had been contacted with a view to drawing up a communication plan to inform residents, businesses, city, town and community councils of the proposed changes.

The Committee:

***Resolved: that the minutes of the meeting held on 27 October 2022 be received and approved as a true and correct record of the proceedings.***

**Prior to the commencement of the following item of business the Chair informed members that the Committee would be discussing business item number 5, in its capacity as the Council's designated Crime & Disorder Scrutiny Committee in accordance with the Police & Justice Act 2006 ss. 19 and 20.**

## **5 COMMUNITY SAFETY PARTNERSHIP**

The Lead Member for Housing and Communities introduced the report (previously circulated). He reminded the Committee that it was the Community Safety Partnership (CSP) annual report - April 2021 to March 2022.

Interim Head of Business Improvement & Modernisation explained that Community Safety was managed within the Business Improvement & Modernisation Service but there were many other departments with whom they worked closely, including Youth Services, Planning & Public Protection and Safeguarding etc.

The Conwy and Denbighshire CSP's action plan was part of a regional plan developed across North Wales led by the Police and Crime Commissioner. The plan was formulated from an analysis undertaken on an annual basis. Locally the plan was managed by a Conwy and Denbighshire Community Safety Partnership.

The Community Safety Manager referred to the Performance Summary Report (appendix 1) highlighting:

- Priority 1: Reduce Crime and Disorder in Denbighshire by working in Partnership - performance status at the end of 2021/22 was acceptable;
- Priority 2: Reducing reoffending - performance status at the end of 2021/22 was acceptable; and
- Priority 3: Local Priorities – performance status at the end of 2021/22 was good.

The change from the previous reporting period was due to youth offending and domestic abuse/stalking increasing.

Priority 1 involved working collectively with partners e.g. North Wales Fire & Rescue Authority, Police, Probation, Health with the aim of:

- reducing victim based crime;
- reducing Antisocial Behaviour (ASB);
- reducing domestic abuse and sexual violence and
- working with colleagues on multi agency risk assessments and conferences to manage repeat offenders.

Priority 2 – the aim was to reduce reoffending by working with:

- Probation Service (on adult reoffending);
- Children and Young People's Service / Youth Services; and
- collectively to prevent organised crime.

Priority 3 - Local and Regional priorities which were often highlighted by elected members or North Wales Police where they received numerous calls e.g. linked to licensed premises, anti-social behaviour etc.

### **Priority 1- Reduce Crime and Disorder in Denbighshire by working in Partnership.**

Overall, the performance for the Partnership was acceptable due to the continued increased numbers of victims of domestic abuse and stalking and harassment that came forward to report such incidents. Whilst the percentage increase seemed high, the actual numbers were small. Examples of working in partnership to deal with this priority included the following measures undertaken:

- Raising awareness of victim based crimes via social media, attending events ensuring information was available on partner websites.
- Home and business surveys carried out by crime reduction advisors and Police Community Support Officers to help prevent burglaries.
- Provision of target hardening equipment and crime prevention advice (Locks/door bars etc.).
- Participation in the monthly online Multiagency Risk Assessment Conference meetings (MARACs) reviewing cases of victims of domestic abuse and implementing action plans.
- Denbighshire sent out numerous press releases on domestic abuse throughout the year and changed the colour of the Pont y Ddraig Bridge to signify the support of the Local Authority on White Ribbon day on the 25<sup>th</sup> of November 2021. A vigil was held with partners in the events arena in Rhyl to show support in the prevention of violence.
- Promoted the 'Live fear free All Wales helpline' which received 192 calls from Denbighshire residents.

Project activity meetings with partnership agencies covered:

- Modern day slavery;
- County Lines;
- Integrated Offender Management;
- Domestic Abuse; and
- Drink Aware campaigns.

### **Priority 2 – Reducing re-offending.**

There had been a decrease in re-offending in the over 18's but an increase in youth offending. The focus of the partnership had been to:

- Participate in local offender management programmes;
- Promote community resolutions and restorative justice when solving minor issues;
- Attend restorative justice conferences as a critical friend;
- Identify repeat antisocial behaviour (ASB); and

- Established a dedicated forum in Rhyl to look specifically at crime and disorder.

### **Priority 3 – Local Priorities.**

The overall performance status of priority was good. The partnership had:

- Established local multiagency groups in Denbighshire to manage repeat incidents of Antisocial Behaviour;
- Promoted the use of community resolutions to resolve repeat incidents of antisocial behaviour;
- Implemented community protection notices / Public Space Protection Orders;
- Controlled licenced premises and enforced / monitored taxi licences;
- Continued (March 2022) operations on targeting car washes under modern day slavery action plans;
- Monitoring community tension, protests/vigils - including hate crime with the assistance of the Regional cohesion team.
- Applied for additional third sector funding for additional domestic abuse services locally.

Corporately Denbighshire had published communications both internally and externally relating to training and early intervention complimenting the work of the Regional Vulnerabilities Board and the regional domestic abuse team.

Additional police activity was undertaken around the night time economy -- specifically looking at violence against women and girls. The 'Ask Angela' scheme was running in public houses in Denbighshire.

A £5000 grant was received to publicise the Live Fear Free campaign merchandise – lip balms, hand sanitisers and pens which included the helpline number – strategically placed – in order for those needing assistance to access.

### **Crime Statics Analysis**

Of the 13 Crime and incident reporting categories relating to Denbighshire 7 recorded the highest Year to Date (YTD), compared to pre-covid figures. The figures were as expected with no anomalies being flagged up.

The Community Safety Manager went on to explain the different crime categories that were monitored. Comparisons were made with figures recorded pre-covid as the lockdowns had an impact on the type of crimes being committed. For that reasons trends were monitored rather than figures.

Significantly there had been a year on year increase in Stalking and Harassment. Coercive and Controlling Behaviour had been added to that category which had the impact of a spike in numbers recorded.

Antisocial behaviour had seen an increase nationally involving young people. The partnerships were working closely with Youth Services to ascertain the root of the



cause in communities where there were issues. Multi agency meetings – including local members – were being held to identify and resolve issues.

Responding to the Committee's questions the Community Safety Manager advised that:

- The benefits of working in partnership included shared resources, collective responsibility, eligibility for grant funding and avoidance of duplication of work.
- Feedback on the 'Ask Angela' campaign had been positive. The Licensing Team would be asked whether any statistics were available
- Statistics were compared with regional and national figures to identify trends.
- Online fraud / scams were not part of the report's crime category statistics – although they were a regional priority for attention by the Police and Crime Commissioner – figures would be available as the Trading Standards Service was responsible for recording and investigating alleged incidents of on-line fraud and scams.
- In addition to the annual report updates were provided to the Senior Leadership Team and Lead Member on a quarterly basis.
- The Monitoring of Protests/Vigils was introduced during Covid but would be utilised going forward to monitor any community tensions.
- The 3<sup>rd</sup> Sector services were a vital part of the partnership when working with young people. The Hwb in Denbigh and West Rhyl Young People's Project had provided support and valuable engagement over recent antisocial behaviour incidents and with the Safer Streets Project and
- North Wales Police's Chief Inspector for Denbighshire could be invited to attend the Committee the next time the Community Safety Partnership annual report was presented.

The Interim Head of Business Improvement & Modernisation advised that the Rhyl Safety Community Group forum (which included local members) had been established to address the number of antisocial behavioural issues taking place. The next meeting was scheduled to take place in January 2023.

The Lead Member for Housing and Communities thanked the Community Safety Manager for her enthusiasm and commitment in the role, these sentiments were echoed by the Chair and Committee members.

At the conclusion of an in-depth discussion the Committee:

**Resolved: subject to the above observations –**

- (i) to receive the Conwy and Denbighshire Community Safety Partnership's performance and statistical update for 2021/22;***
- (ii) to support the priorities identified by the Community Safety Partnership for delivery during 2022/23; and***
- (iii) with a view to facilitating effective scrutiny of the delivery of community safety activity in the area, to request that North Wales Police's Chief Inspector for Denbighshire be invited to attend the Committee meeting in September 2023 for the presentation of the Community Safety Partnership's Annual Report for 2022/23.***

## 6 DENBIGHSHIRE VOLUNTARY SERVICES COUNCIL (DVSC)

The Lead Member for Corporate Strategy, Policy and Equalities introduced Tom Barham, Chief Officer of Denbighshire Voluntary Services Council (DVSC), commenting on the importance of the working relationship and support with Third Sector partners to achieve mutual objectives.

The Chief Officers presented an update report on the work of the DVSC over the previous 12 months as it moved on from the challenges of the Covid Pandemic to the Cost of Living Crisis.

The DVSC had recently produced a purpose statement to clarify the purpose of voluntary councils:

‘DVSC enables charities and community groups (Third Sector) to be more effective and more connected, working together to build a strong and vibrant Denbighshire’.

He advised The DVSC were an independent charity that worked best in partnership with the Third Sector and Denbighshire County Council (DCC), to improve the communities in Denbighshire as enablers that advise, facilitate, fund and champion the voluntary sector.

The residents of Denbighshire had a range of needs met in part by the activities of the Third Sector. The DVSC supported community-based groups who had needs around:

- setting up,
- growth,
- good Governance,
- partnership,
- networking and influence,
- recruitment of staff and volunteers,
- access to funding,
- skills and
- ability to respond effectively to change.

The DVSC was part of Third Sector Support Wales, a network funded by Welsh Government, with a range of online resources that encouraged work across 4 pillars: volunteering, good governance, sustainable funding and engagement & influencing. There would be a renewed focus on volunteering over the coming months.

The DVSC also managed the assessment and distribution of grant programmes with DCC, Wales Council for Voluntary Action, Welsh Government and Health Board. Last year almost 0.25 million pounds of funding, 87 grants had been distributed within Denbighshire.

Governance was an important aspect of DVSC’s role, it continued to provide training, consultancy and direct advice to Third Sector groups, helping to form 18 new social enterprises over the previous year.

With the aid of DCC funding the DVSC undertook a project in 2022 to ascertain the resilience of Third Sector organisations in the wake of Covid.

The Third Sector Research Report April 2022 highlighted:

- that there were 2450 Third sector organisations in Denbighshire
- that 10% of all jobs in Denbighshire were in the Third Sector
- that volunteering levels in Denbighshire were the 3rd highest in Wales representing 4,700,000 volunteer hours
- that these organisations had been resilient during Covid but were now under threat from increased demand, ongoing uncertainty, short term funding and increased operating costs
- that there were issues around recruitment, skills gaps, technology and data. 52% thought their organisation would grow, with only 54% thinking they were sustainable.

The DVSC worked with a range of organisations (approximately 250), mostly small, start-up and growing organisations. Provision of support could be face to face or by being signposted to national resources on funding etc..

The DVSC was working with DCC under the Shared Prosperity Fund to improve how local authorities commissioned and procured services from the Third Sector, and attempting to lower barriers to procurement that many of the smaller organisations feared, focussing on the social value aspect.

The DVSC research showed:

- potential in improving working relationship with Denbighshire County Council and a
- shared desire for partnership, networking and bridging the gap, particularly around the cost of living crisis.

Practical examples of DVSC working with DCC included:

- Setting up a new 3<sup>rd</sup> Sector Liaison Group.
- Croeso Cynnes / Warm Welcome Initiative and
- Working together on the Shared Prosperity Fund / 3<sup>rd</sup> Sector Opportunities, creating networks of peer support.

Responding to members' questions the DVSC's Chief Officer encouraged members to share their local knowledge as to organisations who needed help or support, particularly around funding or grants. He advised that it was important for DVSC to have a presence and be visible across the county. The organisation did not employ a large number of people, its role was to support and facilitate community groups to become resilient. It had recently undertaken a volunteer fayre in Llangollen, with the next one due to be held in Rhyl/Prestatyn.

The Chief Officer thanked DCC's officers and councillors for the welcome he had been given in the role and their willingness to work together. He encouraged elected members to raise awareness of DVSC's services within their communities.

The Committee thanked the Chief Officer for attending the meeting, for his informative presentation and for his comprehensive answers to members' questions. It was:

**Resolved: to –**

- (i) acknowledge the progress achieved by Denbighshire Voluntary Services Council (DVSC) to date in realising its vision for delivering and enhancing its working relationship with the Council and with voluntary organisations within Denbighshire; and***
- (ii) support DVSC and the Council's aims of developing close and effective partnership working relationships between public and voluntary sector stakeholders with the aim of ensuring that all the County's communities will be vibrant, connected and resilient for the future.***

## **7 SCRUTINY WORK PROGRAMME**

The Scrutiny Coordinator submitted a report (previously circulated) seeking members' review of the Committee's work programme. Members were informed that the purpose of the report was to review the Committee's future work to ensure it included all items requested by members.

The Committee was reminded that the next Partnerships Scrutiny Committee meeting was scheduled for 9<sup>th</sup> February 2023. There were two substantial items tabled with the Betsi Cadwaladr University Health Board:

- I. Partnership Working in Relation to Mental Health and
- II. North Denbighshire Community Hospital Project.

The Scrutiny Chairs and Vice-Chairs Group (SC&VCG) were next scheduled to meet on 19<sup>th</sup> January 2023. Members were reminded to complete the Scrutiny Proposal Form (appendix 2) if they had any items they would like submitting to the SC&VCG for review and/or allocation to scrutiny committee's forward work programme.

The Committee asked for a reminder to be circulated to members on how to propose a scrutiny item.

The Committee:

**Resolved: subject to the above comments to**

- (i) confirm its forward work programme as detailed in Appendix 1 to the report; and***
- (ii) request that all councillors be reminded of the process to be followed in order to propose an item for future scrutiny.***

## 8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

Councillor Bobby Feeley had attended the first meeting of the Bwthyn y Ddôl Project Board, a flagship children's assessment centre venture in partnership with DCC, Conwy County Borough Council and BCUHB.

Unfortunately, the project was being run from temporary accommodation in Colwyn Bay owing to the originally appointed contractor going into administration. Following a lengthy tender process a trusted contractor had been identified, it was anticipated that they would be appointed, pending conclusion of a successful evaluation, at the end of that week and building would commence in the new year.

The Committee:

***Resolved: to receive the verbal report given by Councillor Bobby Feeley on the discussions that had taken place at a recent meeting of the Bwthyn y Ddôl Project Board.***

Meeting concluded at 12.15pm

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|                        |                                                                  |
|------------------------|------------------------------------------------------------------|
| <b>Report to</b>       | <b>Partnerships Scrutiny Committee</b>                           |
| <b>Date of meeting</b> | <b>9 February 2023</b>                                           |
| <b>Head of Service</b> | <b>Lisa Jones, Interim Head of Legal and Democratic Services</b> |
| <b>Report author</b>   | <b>Rhian Evans, Scrutiny Co-ordinator</b>                        |
| <b>Title</b>           | <b>Scrutiny Work Programme</b>                                   |

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

1.1 The report seeks Partnerships Scrutiny Committee to review its draft forward work programme (see Appendix 1). As part of its review the Committee is asked to reflect on the implications of the focus on business critical operations during the emergency phase of the COVID -19 pandemic and the work underway under the recovery phase, whilst also prioritising matters which the Committee deems important to scrutinise.

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

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

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

That the Committee

- 3.1 considers the information provided and approves, revises or amends its forward work programme as it deems appropriate;
- 3.2 appoint a representative to serve on the Capital Scrutiny Group; and
- 3.3 determines whether any key messages or themes from the current meeting should be publicised via the press and/or social media.

## 4. Report details

- 4.1 Section 7 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, as well as the rules of procedure and debate.
- 4.2 The Constitution stipulates that the Council's scrutiny committees must set, and regularly review, a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 In recent years the Welsh Government (WG) and Audit Wales (AW) have highlighted the need to strengthen scrutiny's role across local government and public services in Wales, including utilising scrutiny as a means of engaging with residents and service-users. From now on scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. AW will measure scrutiny's effectiveness in fulfilling these expectations.
- 4.5 Having regard to the national vision for scrutiny whilst at the same time focussing on local priorities, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) recommended that the Council's scrutiny committees should, when deciding on their work programmes, focus on the following key areas:
- budget savings;
  - achievement of the Corporate Plan themes (with particular emphasis on their deliverability during a period of financial austerity);



- any other items agreed by the Scrutiny Committee (or the SCVCG) as high priority (based on the PAPER test criteria – see reverse side of the ‘Member Proposal Form’ at Appendix 2);
- Urgent, unforeseen or high priority issues; and
- Supporting the Council’s recovery work in relation to the effects of the COVID-19 crisis on Council services, the local economy and the county’s communities

#### 4.6 Scrutiny Proposal Forms

As mentioned in paragraph 4.2 above the Council’s Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on Scrutiny’s business agenda they have to submit a formal request to the SCVCG seeking Scrutiny to consider a report on that topic. This is done via the submission of a ‘proposal form’ which clarifies the purpose, importance and potential outcomes of suggested subjects.

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

Committee or the SCVCG. Assistance with their completion is available from the Scrutiny Co-ordinator.

#### Cabinet Forward Work Programme

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

#### Progress on Committee Resolutions

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

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

- 5.1 Under the Council's scrutiny arrangements, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group met on 19 January 2023 and considered a number of scrutiny requests. At the conclusion of its deliberations it referred the following items to this Committee for detailed examination:

- Re-ballot for potential Rhyl Business Improvement District (BID) 2<sup>nd</sup> Term
- Quality and Condition of Registered Social Landlords (RSLs) Housing Stock in Denbighshire

Both items are listed on the forward work programme in Appendix 1 for the Committee's consideration at its meeting on 18 May 2023

- 5.2 The Group's next meeting is scheduled for 9 March 2023.

## **6. Committee representation on Council Boards and Groups**

- 6.1 Periodically the Committee will be asked to appoint a representative to serve on various Council Boards or Groups.
- 6.2 At its meeting on 13 December 2022 Cabinet approved a new capital process and supported the draft Terms of Reference for a new Capital Scrutiny Group (CSG) – copy attached at Appendix 5. This Group will meet six times a year. In

May, July, September, November, January and March, with all meetings being held virtually.

- 6.3 Each Scrutiny Committee is being asked to appoint a representative to serve on this Group. The appointed representative will be expected to report back to the Committee on the CSG's work under the standard business item on the Committee's agenda, 'Feedback from Committee Representatives'.
- 6.4 A special meeting of the CSG is expected to be held in April 2023 at which the Group will approve its Terms of Reference. The Committee is therefore requested to appoint its representative.

## **7. How does the decision contribute to the Corporate Themes?**

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

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

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

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

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

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

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

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

10.1 No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

## **12. Power to make the decision**

11.1 Section 21 of the Local Government Act 2000.

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

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

| Meeting                                                         | Lead Member(s)           | Item (description / title)                                                               | Purpose of report                                                                           | Expected Outcomes                                                                                                                                                                                                                                                                               | Author                      | Date Entered                         |
|-----------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------------------------|
| 30 March                                                        |                          |                                                                                          |                                                                                             |                                                                                                                                                                                                                                                                                                 |                             |                                      |
| 18 May                                                          | <b>Leader</b>            | 1. RE-ballot for potential Rhyl Business Improvement District (BID) 2 <sup>nd</sup> Term | To examine proposals for a potential 2 <sup>nd</sup> 5-year term for the Rhyl Bid           | Pre-decision scrutiny to determine whether:<br>(i) The BID arrangements are likely to conflict to a significant extent with existing policy<br>(ii) The burden on ratepayers from the levy is unjust; and<br>(iii) DCC should use its votes as a levy payer to vote 'Yes' or 'No' in any ballot | Tony Ward                   | By SCVCG<br>January<br>2023          |
| All main RSLs operating in Denbighshire to be invited to attend | <b>Cllr. Rhys Thomas</b> | 2. <i>Quality &amp; Condition of Registered Social Landlords (RSL)</i>                   | To discuss with local RSLs the condition of their housing stock in the county, whether they | Ensure that all necessary measures are taken to make sure                                                                                                                                                                                                                                       | <i>Emlyn Jones and RSLs</i> | <i>By SCVCG<br/>January<br/>2023</i> |

| Meeting | Lead Member(s)                                                | Item (description / title)                                   | Purpose of report                                                                                                                                               | Expected Outcomes                                                                                                                                                                                                                                                                                             | Author            | Date Entered |
|---------|---------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------|
|         |                                                               | <i>Housing Stock in Denbighshire</i>                         | comply with health & Safety requirements (including damp, mould and condensation measures) and do not pose any health & safety or well-being hazards to tenants | that all RSL units in Denbighshire are fit for human occupation or if they are not fit for habitation recommend that the Council does not refer potential tenants to those RSL. This will support the delivery of the Corporate Plan's theme of a 'Denbighshire of Quality Housing that meets people's needs' |                   |              |
| 6 July  | <b>Leader</b><br>(NWEAB Programme Office reps also to attend) | 1. North Wales Economic Ambition Board Annual Report 2022/23 | To consider the Board's Quarter4/Annual Report on its work and progress during 2022/23                                                                          | To ensure that the Board delivers its priorities and projects in line with the stipulations and conditions laid out between the Board and the UK & Welsh Governments                                                                                                                                          | NWEAB/Emlyn Jones | July 2022    |

| Meeting                                                                                           | Lead Member(s)           | Item (description / title)                                              | Purpose of report                                                                                                                                                                                                                                                                                                                                                                                                                            | Expected Outcomes                                                                                                                                                                                                                       | Author                                 | Date Entered   |
|---------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------|
|                                                                                                   | <b>Cllr. Elen Heaton</b> | 2. Annual Report on Adult Safeguarding 2022/23                          | To consider the annual report on adult safeguarding, and information in place to meet the statutory requirements of the Social Services and Well-being Act 2014 and an evaluation of the financial and resource impact of the Supreme Court's 2014 Judgement on deprivation of liberty on the Service and its work<br><br>(data to include actual numbers in each category as well as % figures and the actual number of allegations proven) | An evaluation of whether the Authority is meeting its statutory duty with respect to adult safeguarding and has sufficient resources to undertake this work along with the additional work in the wake of the Supreme Court's judgement | David Soley/Alaw Pierce/Nerys Tompsett | June 2022      |
| 14 September<br><b>NWP Chief Inspector for Denbighshire to be invited to attend for this item</b> | <b>Cllr. Rhys Thomas</b> | 1. Community Safety Partnership [Crime and Disorder Scrutiny Committee] | To detail the Partnership's achievement in delivering its 2022/23 action plan and its progress to date in delivering its action plan for 2023/24. The report to include financial                                                                                                                                                                                                                                                            | Effective monitoring of the CSP's delivery of its action plan for 2022/23 and its progress to date in delivering its plan for 2023/24 will                                                                                              | Nicola Kneale/Sian Taylor              | September 2022 |

| Meeting     | Lead Member(s)           | Item (description / title)                                      | Purpose of report                                                                                                                                                                                                     | Expected Outcomes                                                                                                                                                                     | Author                         | Date Entered |
|-------------|--------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------|
|             |                          |                                                                 | sources and the progress made in spending the allocated funding.<br><br>(report to include actual numbers as well as percentages to enable the Committee to effectively evaluate the impact of measures put in place) | ensure that the CSP delivers the services which the Council and local residents require                                                                                               |                                |              |
|             | <b>Cllr. Elen Heaton</b> | 2. North Wales Regional Partnership Board Annual Report 2022/23 | To provide an overview of the Regional Partnership Board's activities during 2022/23 and its priority areas for 2023/24                                                                                               | Ensure that the Board is working effectively to support the delivery seamless health, social care and well-being services for Denbighshire residents and the wider North Wales region | Nicola Stubbins/Catrin Roberts | October 2022 |
| 26 October  |                          |                                                                 |                                                                                                                                                                                                                       |                                                                                                                                                                                       |                                |              |
| 14 December |                          |                                                                 |                                                                                                                                                                                                                       |                                                                                                                                                                                       |                                |              |
|             |                          |                                                                 |                                                                                                                                                                                                                       |                                                                                                                                                                                       |                                |              |



## Future Issues

| Item (description / title) | Purpose of report | Expected Outcomes | Author | Date Entered |
|----------------------------|-------------------|-------------------|--------|--------------|
|                            |                   |                   |        |              |
|                            |                   |                   |        |              |

## For future years

|                                                                                                                                                                                                                                                                 |                                                                                                                                             |                                                                  |                              |                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <i>Mental Capacity (Amendment) Act 2019 Note: information on the Act is still awaited (further delayed due to COVID – 19 and WG decision in relation to Liberty Protection Safeguards (LPS)). Not now expected to be implemented before the spring of 2023.</i> | <i>To review the content of the Act and associated statutory regulations and code of practice (expected to be published in April 2020).</i> | <i>To review the implications for the Council and residents.</i> | <i>Ann Lloyd/David Soley</i> | <i>December 2019 (rescheduled April 2020 due to COVID-19) – check with lead officer in the spring of 2023 whether available</i> |
|                                                                                                                                                                                                                                                                 |                                                                                                                                             |                                                                  |                              |                                                                                                                                 |

## Information/Consultation Reports

| Information / Consultation                                   | Item (description / title)                      | Purpose of report                                                                                                                                                                                   | Author                                      | Date Entered  |
|--------------------------------------------------------------|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------|
| <b>Information Report</b><br>(for circulation December 2022) | Quarterly Monitoring of External Care Providers | To provide details of the regular monitoring of external care service providers commissioned by the council for social care services, identifying any escalating concerns or other areas of concern | Katie Newe/Liana Duffy/Zoe Bradley-Ashcroft | By SCVCG 2018 |

|                                                                                                                                                  |                                                            |                                                                                                                                                                                                                 |                                |                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------|
| <b>INFORMATION REPORT</b><br>(for circulation in Sept (Q1),<br>Nov/Dec (Q2) & February<br>(Q3) each year)<br><br><b>Feb, Sept &amp; Nov 2023</b> | North Wales<br>Economic<br>Ambition Board                  | To provide information on the Board's performance and progress in delivering its priorities and projects in line with the stipulations and conditions laid out between the Board and the UK & Welsh Governments | NWEAB/Emlyn<br>Jones           | December<br>2021                                          |
| <b>INFORMATION REPORT</b><br>(September 2023)                                                                                                    | Collaborative<br>Procurement<br>Service's Annual<br>Report | To receive information on the collaborative Service's activity and performance against targets set out in the Procurement Strategy for 2022/23                                                                  | Gary<br>Williams/Lisa<br>Jones | By SCVCG<br>March 2020<br>rescheduled<br>February<br>2022 |

Updated 27/01/2023 – RhE

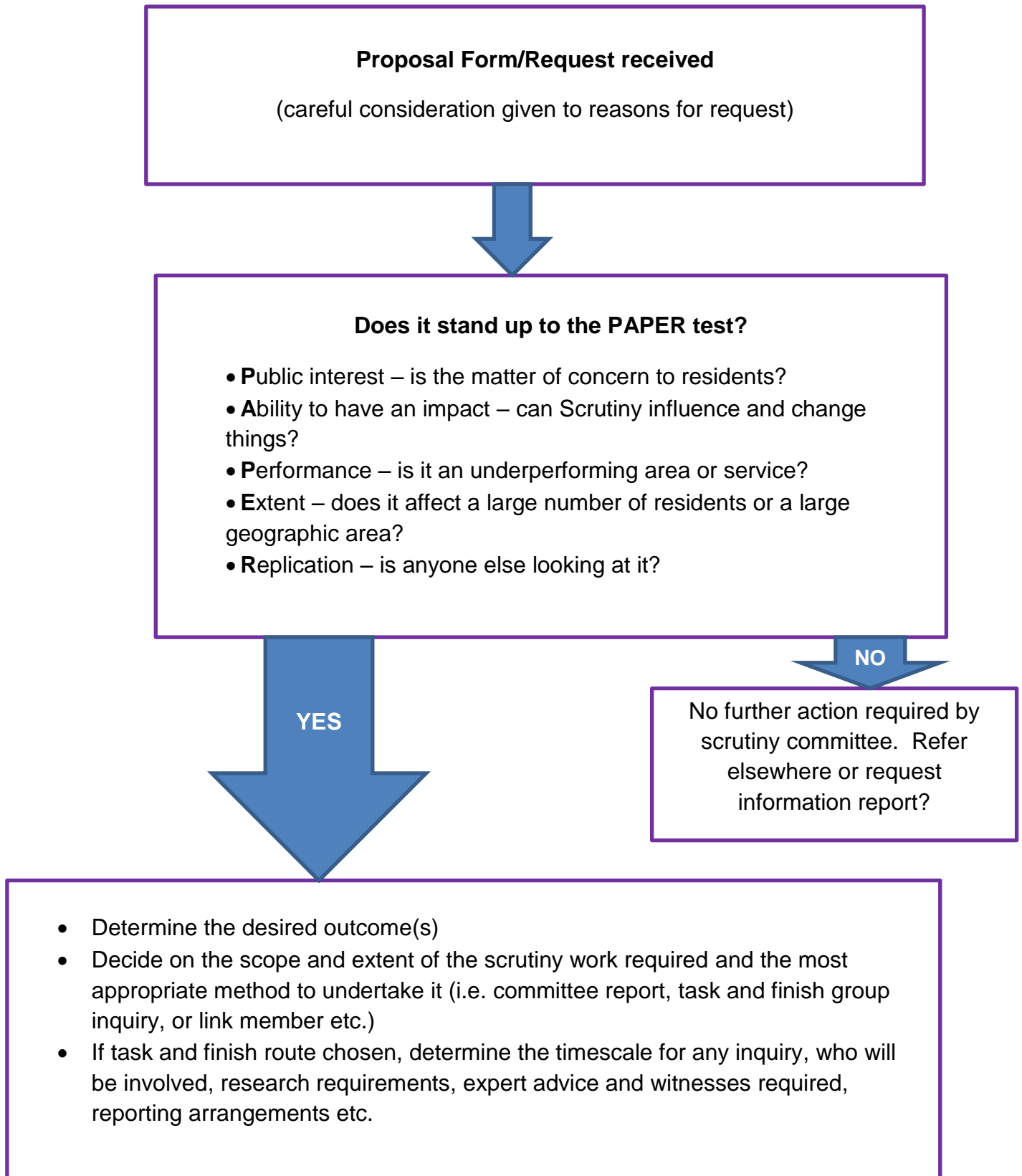
**Note for officers – Committee Report Deadlines**

| Meeting  | Deadline        | Meeting | Deadline                  | Meeting | Deadline       |
|----------|-----------------|---------|---------------------------|---------|----------------|
| 30 March | <b>16 March</b> | 18 May  | <b>3 May (due to B/H)</b> | 6 July  | <b>22 June</b> |
|          |                 |         |                           |         |                |

Partnerships Scrutiny Work Programme.doc

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

## Consideration of a topic's suitability for scrutiny



## Cabinet Forward Work Plan

| Meeting         | Item (description / title) |                                                                      | Purpose of report                                                                                                            | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                                             |
|-----------------|----------------------------|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------------------------------------------------------|
| <b>21 Feb</b>   | 1                          | Shared Prosperity Funding – Investment Proposals                     | To seek Cabinet approval for spend against the Shared Prosperity Fund                                                        | Yes                                | Cllr Jason McLellan<br>Lead Officer – Liz Grieve<br>Report Author – Nicola Kneale    |
|                 | 2                          | Ysgol Plas Brondyffryn                                               | To review the objection report and consider the determination of the statutory notice                                        | Tbc                                | Cllr Gill German<br>Lead Officer Geraint Davies<br>Report Author James Curran        |
|                 | 3                          | North Wales Energy Strategy                                          | To present the North Wales Strategy and Action Plan for endorsement, and note the commencement of Local Area Energy Planning | Yes                                | Cllr Barry Mellor<br>Lead Officer Gary Williams<br>Report Author Helen Vaughan-Evans |
|                 | 4                          | Finance Report                                                       | To update Cabinet on the current financial position of the Council                                                           | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author Steve Gadd                          |
|                 | 5                          | Items from Scrutiny Committees                                       | To consider any issues raised by Scrutiny for Cabinet's attention                                                            | Tbc                                | Lead Officer – Scrutiny Coordinator                                                  |
|                 |                            |                                                                      |                                                                                                                              |                                    |                                                                                      |
| <b>28 March</b> | 1                          | Replacement Local Development Plan – Preferred Strategy Consultation | To report back on the consultation on the LDP Preferred Strategy and seek                                                    | Tbc                                | Cllr Win Mullen-James<br>Lead Officer – Emlyn Jones                                  |

## Cabinet Forward Work Plan

| Meeting         | Item (description / title) |                                                  | Purpose of report                                                     | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                                          |
|-----------------|----------------------------|--------------------------------------------------|-----------------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------------|
|                 |                            |                                                  | approval for proposed changes to the Strategy.                        |                                    | Report Author – Angela Loftus                                                     |
|                 | 2                          | Shared Prosperity Funding – Investment Proposals | To seek Cabinet approval for spend against the Shared Prosperity Fund | Yes                                | Cllr Jason McLellan<br>Lead Officer – Liz Grieve<br>Report Author – Nicola Kneale |
|                 | 3                          | Finance Report                                   | To update Cabinet on the current financial position of the Council    | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author<br>Steve Gadd                    |
|                 | 4                          | Items from Scrutiny Committees                   | To consider any issues raised by Scrutiny for Cabinet's attention     | Tbc                                | Lead Officer – Scrutiny Coordinator                                               |
|                 |                            |                                                  |                                                                       |                                    |                                                                                   |
| <b>25 April</b> | 1                          | Shared Prosperity Funding – Investment Proposals | To seek Cabinet approval for spend against the Shared Prosperity Fund | Yes                                | Cllr Jason McLellan<br>Lead Officer – Liz Grieve<br>Report Author – Nicola Kneale |
|                 | 2                          | Finance Report                                   | To update Cabinet on the current financial position of the Council    | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author<br>Steve Gadd                    |
|                 | 3                          | Items from Scrutiny Committees                   | To consider any issues raised by Scrutiny for Cabinet's attention     | Tbc                                | Lead Officer – Scrutiny Coordinator                                               |
|                 |                            |                                                  |                                                                       |                                    |                                                                                   |

## Cabinet Forward Work Plan

| Meeting        | Item (description / title) |                                                                                  | Purpose of report                                                                                                                                                | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                                          |
|----------------|----------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------------|
| <b>23 May</b>  | 1                          | Shared Prosperity Funding – Investment Proposals                                 | To seek Cabinet approval for spend against the Shared Prosperity Fund                                                                                            | Yes                                | Cllr Jason McLellan<br>Lead Officer – Liz Grieve<br>Report Author – Nicola Kneale |
|                | 2                          | Finance Report                                                                   | To update Cabinet on the current financial position of the Council                                                                                               | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author<br>Steve Gadd                    |
|                | 3                          | Items from Scrutiny Committees                                                   | To consider any issues raised by Scrutiny for Cabinet’s attention                                                                                                | Tbc                                | Lead Officer – Scrutiny<br>Coordinator                                            |
|                |                            |                                                                                  |                                                                                                                                                                  |                                    |                                                                                   |
| <b>27 June</b> | 1                          | Rhyl Business Improvement District (BID): ballot for 2 <sup>nd</sup> 5-year term | To request a decision on whether DCC should vote “yes” or “no” in the ballot to determine whether there should be a 2 <sup>nd</sup> 5-year term for the Rhyl BID | Yes                                | Cllr Jason McLellan<br>Lead Officer – Tony Ward                                   |
|                | 2                          | Council Performance Self-Assessment                                              | To present an update on the council’s performance against its functions, including Corporate Plan and Strategic Equality objectives                              | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer – Nicola Kneale<br>Report Author – Emma Horan  |

## Cabinet Forward Work Plan

| Meeting        | Item (description / title) |                                                  | Purpose of report                                                     | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                                          |
|----------------|----------------------------|--------------------------------------------------|-----------------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------------|
|                | 3                          | Shared Prosperity Funding – Investment Proposals | To seek Cabinet approval for spend against the Shared Prosperity Fund | Yes                                | Cllr Jason McLellan<br>Lead Officer – Liz Grieve<br>Report Author – Nicola Kneale |
|                | 4                          | Finance Report                                   | To update Cabinet on the current financial position of the Council    | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author<br>Steve Gadd                    |
|                | 5                          | Items from Scrutiny Committees                   | To consider any issues raised by Scrutiny for Cabinet's attention     | Tbc                                | Lead Officer – Scrutiny Coordinator                                               |
|                |                            |                                                  |                                                                       |                                    |                                                                                   |
| <b>18 July</b> | 1                          | Finance Report                                   | To update Cabinet on the current financial position of the Council    | Tbc                                | Cllr Gwyneth Ellis<br>Lead Officer/Report Author<br>Steve Gadd                    |
|                | 2                          | Items from Scrutiny Committees                   | To consider any issues raised by Scrutiny for Cabinet's attention     | Tbc                                | Lead Officer – Scrutiny Coordinator                                               |
|                |                            |                                                  |                                                                       |                                    |                                                                                   |

## FUTURE ITEMS

|               |                                                                |                                                                          |                                                                                  |
|---------------|----------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>21 Nov</b> | Council Performance Self-Assessment Update – July to September | To present an update on the council's performance against its functions, | Cllr Gwyneth Ellis<br>Lead Officer – Nicola Kneale<br>Report Author – Emma Horan |
|---------------|----------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------|



**Cabinet Forward Work Plan**

|  |  |                                                            |  |
|--|--|------------------------------------------------------------|--|
|  |  | including Corporate Plan and Strategic Equality objectives |  |
|--|--|------------------------------------------------------------|--|

*Note for officers – Cabinet Report Deadlines*

| <i>Meeting</i>    | <i>Deadline</i>          | <i>Meeting</i>     | <i>Deadline</i>          | <i>Meeting</i>  | <i>Deadline</i>        |
|-------------------|--------------------------|--------------------|--------------------------|-----------------|------------------------|
|                   |                          |                    |                          |                 |                        |
| <i>24 January</i> | <b><i>10 January</i></b> | <i>21 February</i> | <b><i>7 February</i></b> | <i>28 March</i> | <b><i>14 March</i></b> |

Updated 24/01/2023 – KEJ

Cabinet Forward Work Programme.doc

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## Progress with Committee Resolutions

| Date of Meeting  | Item number and title                             | Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Progress                                                                                                                                                                                                           |
|------------------|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15 December 2022 | 5. Community Safety Partnership                   | <p><b><u>Resolved:</u></b> <i>subject to the above observations –</i></p> <ul style="list-style-type: none"> <li><i>(i) to receive the Conwy and Denbighshire Community Safety Partnership’s performance and statistical update for 2021/22;</i></li> <li><i>(ii) to support the priorities identified by the Community Safety Partnership for delivery during 2022/23; and</i></li> <li><i>(iii) with a view to facilitating effective scrutiny of the delivery of community safety activity in the area, to request that North Wales Police’s Chief Inspector for Denbighshire be invited to attend the Committee meeting in September 2023 for the presentation of the Community Safety Partnership’s Annual Report for 2022/23.</i></li> </ul> | Lead Member and officers informed of the Committee’s recommendations and forward work programme noted to invite North Wales Police’s Chief Inspector for Denbighshire to September 2023’s meeting (see Appendix 1) |
|                  | 6. Denbighshire Voluntary Services Council (DVSC) | <p><b><u>Resolved:</u></b> <i>to –</i></p> <ul style="list-style-type: none"> <li><i>(i) acknowledge the progress achieved by Denbighshire Voluntary Services Council (DVSC) to date in realising its vision for delivering and enhancing its working relationship with the Council and with voluntary organisations within Denbighshire; and</i></li> <li><i>(ii) support DVSC and the Council’s aims of developing close and effective partnership working relationships between public and voluntary sector stakeholders with the aim of ensuring that all the County’s</i></li> </ul>                                                                                                                                                          | Lead Member, officers and the Chief Officer of DVSC advised of the Committee’s recommendations.                                                                                                                    |

|  |                                   |                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                    |
|--|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |                                   | <i>communities will be vibrant, connected and resilient for the future.</i>                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                    |
|  | <b>7. Scrutiny Work Programme</b> | <p><b><u>Resolved:</u></b> <i>subject to the above comments to</i></p> <p><i>(i) confirm its forward work programme as detailed in Appendix 1 to the report; and</i></p> <p><i>(ii) request that all councillors be reminded of the process to be followed in order to propose an item for future scrutiny.</i></p> | <p>As per the Committee's request an e-mail was sent to all county councillors on 11 January 2023 reminding them of the process in place to propose items for future scrutiny. A copy of the member proposal form was attached to that e-mail.</p> |

## CAPITAL SCRUTINY GROUP

**November 2022**

### **DRAFT TERMS OF REFERENCE.**

The Capital Scrutiny Group (SIG) will provide an independent review of all business case proposals for capital investment other than schemes under £0.250m that are funded 100% by external grant funding. Final decisions will be taken by the following bodies as set out in Appendix 1, but will need to take account of the comments and views of the CSG:

- The council's constitution allows Cabinet to approve individual capital schemes, with the annual Capital Plan requiring approval by the full Council (Chart B).
- Council Executive Team can approve schemes under £1m if CSG has recorded support (Chart C).
- Cabinet are required to make the final decision on all schemes over £1m (Chart C).
- Schemes under £1m, that are not supported by CSG, can be taken by the Head of Service to Cabinet for a final decision if agreement cannot be reached (Chart C)

Quorum membership of CSG is achieved when two cabinet members are in attendance, one of whom is the lead member responsible for Finance and two CET members, one of whom is the S.151 Officer (or is represented by the Deputy S.151 Officer).

Ideally a consensus should be reached on decisions to support or not support individual bids. However the Lead Member with responsibility for Finance (Chair) can choose to take the decision to a vote if required.

CSG membership includes:

- Lead Cabinet member responsible for Finance (Chair)
- Leader of the Council
- Cabinet Member (to be nominated by Cabinet)
- Representative from each scrutiny committee
- Corporate Director for Governance and Business
- Head of Finance (S.151 Officer)
- County Landlord

**Core Functions:**

1. To review and comment on all capital schemes (other than those under £0.250m which are 100% externally funded) and register support if appropriate.
2. The overall decision making process is outlined in Appendix 1. If CSG do not feel that they can support a particular scheme, then CSG can request that any concerns or comments that they wish to record are reported to Cabinet to make the final decision if the Head of Service wishes to pursue.
3. Ensure all bids for capital schemes:
  - Comply with all statutory requirements
  - Have a full Business Case (in the prescribed format)
  - Consider an environmentally enhanced (net carbon zero/ecologically positive compatible) business option.
  - Clearly identify the total funding requirement and potential sources of funding
  - Clearly identify current and future revenue implications, including the whole life cost over 20 years for the preferred business option as well as for the environmentally enhanced business option if it is not selected as the preferred option.
  - Explain the impact on the council's corporate assets, carbon emissions and biodiversity.
  - Support the council's agreed priorities, including Net Carbon Zero and Ecologically Positive Council by 2030 goals.
  - Include an assessment under the Wellbeing of Future Generations Act
4. Review and comment on the Medium Term Capital Strategy and the annual bids to be included in the Capital Budget each year.
5. Review a selection of capital bids previously approved on an annual basis and consider reporting any comments and recommendations to Cabinet as appropriate.
6. The Terms of Reference apply to schemes accounted for within the council's General Fund and the Housing Revenue Account (HRA). However, annual capital expenditure included in the 'block grants' approved as part of the annual Capital Budget approved by Cabinet and Council will not require approval for individual schemes. Also excluded are schemes in support of the maintenance of the council's housing stock and the ad-hoc acquisition of former housing stock disposed of under

the Right to Buy scheme, will be approved annually by Cabinet as part of the HRA revenue and capital budget process and will not routinely require further approval by CSG.

7. CSG will normally be scheduled to meet in the following months (6 times a year).

Also included is an outline of the workload for each meeting:

- May – review any in year bids
- July – review any in year bids and progress on annual capital budget process
- September – formal review of Medium Term Capital Strategy and the annual bids
- November – review any in year bids
- January – review of capital budget process and review any in year business cases
- March – review a selection of capital projects that are complete or part complete and review any in year business cases

However, it is recognised that the nature of some bids or proposals may require additional meetings or, subject to the agreement of the lead member responsible for Finance and the Head of Finance, consideration and approval of proposals via e-mail.

8. CSG will agree a summary of actions, taking into account confidentiality requirements, which will allow representatives of Scrutiny Committees to report back to those committees.
9. Review the training requirements of Members of CSG, SLT, Middle Managers and the wider Council membership on the capital decision making process on an annual basis.

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