

To: Members of the Performance
Scrutiny Committee

Date: 18 January 2023

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Dear Councillor

You are invited to attend a meeting of the **PERFORMANCE SCRUTINY COMMITTEE** to be held at **10.00 am** on **THURSDAY, 26 JANUARY 2023** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN AND BY VIDEO CONFERENCE.**

Yours sincerely

G. Williams
Monitoring Officer

AGENDA

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

1 APOLOGIES

2 DECLARATION OF INTERESTS (Pages 5 - 6)

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

3 URGENT MATTERS AS AGREED BY THE CHAIR

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

4 MINUTES OF THE LAST MEETING (Pages 7 - 14)

To receive the minutes of the Performance Scrutiny Committee meeting held on 24 November 2022 (copy attached).

10:05 a.m. – 10:10 a.m.

PART 2 - CONFIDENTIAL ITEMS

It is recommended in accordance with Section 100A (4) of the Local Government Act 1972 that the Press and Public be excluded from the meeting during consideration of the following item(s) of business because it is likely that exempt information (as defined in Paragraph(s) 13 and 15 of Part 4 of Schedule 12A of the Act) would be disclosed.

5 CHRIST THE WORD INSPECTION REPORT (Pages 15 - 20)

To consider a confidential report (copy attached) by the Head of Education on the response to the recent Estyn Inspection Report.

10:10 a.m. – 11:00 a.m.

~~~~ **BREAK (11.00 a.m. – 11.15 a.m.)** ~~~~

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

### **6 CEFNDY PERFORMANCE REPORT 2022-23 (Pages 21 - 28)**

To consider a report (copy attached) by the Interim Head of Community Support Services and the Operational Service Manager to provide an overview of the current performance of Cefndy within this financial year and the market conditions within which it is operating.

**11:15 a.m. – 11:45 a.m.**

### **7 SCRUTINY WORK PROGRAMME (Pages 29 - 50)**

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

**11:45 a.m. – 12:00 p.m.**

### **8 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

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

## **MEMBERSHIP**

### **Councillors**

Councillor Hugh Irving (Chair)

Councillor Gareth Sandilands (Vice-Chair)

Ellie Chard  
Chris Evans  
Martyn Hogg

Paul Keddie  
Diane King  
Terry Mendies

Carol Holliday  
Alan Hughes

Andrea Tomlin

**Voting Co-opted Members for Education (Agenda Item No. 5 only)**

Terry Flanagan  
Kathleen M Jones  
Neil Roberts

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Press and Libraries  
Town and Community Councils

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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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## **PERFORMANCE SCRUTINY COMMITTEE**

Minutes of a meeting of the Performance Scrutiny Committee held in Council Chamber, County Hall, Ruthin and by video conference on Thursday, 24 November 2022 at 10.00 am.

### **PRESENT**

Councillors Ellie Chard, Martyn Hogg, Carol Holliday, Hugh Irving (Chair), Paul Keddie, Terry Mendies, Gareth Sandilands (Vice-Chair) and Andrea Tomlin

Councillors Gwyneth Ellis, and Julie Matthews were in attendance at the Committee's invitation in their role as Lead Members to introduce the reports within their portfolios.

Observer – Councillor Elen Heaton.

### **ALSO PRESENT**

Gary Williams – Corporate Director: Governance and Business

Nicola Stubbins – Corporate Director: Communities

Iolo McGregor – Strategic Planning and Performance Team Leader

Emma Horan – Strategic Planning and Performance Officer

Ann Lloyd – Interim Head of Community Support Services

Rhian Morrle – Head of Children Services

David Solely – Interim Head of Community Support Services

Rhian Evans – Scrutiny Co-ordinator

Kath Jones/Nicola Hughes – Zoom Host, Webcast

Sharon Walker – Committee Administrator

### **1 APOLOGIES**

Apologies for absence were received from Councillors Alan Hughes and Diane King and also received from Nicola Kneale, Interim Head of Business Improvement and Modernisation.

### **2 DECLARATION OF INTERESTS**

Councillor Gareth Sandilands declared a personal interest in business items 5 and 6, as a trustee of Denbighshire Voluntary Services Council (DVSC).

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

No matters of an urgent nature had been raised with the Chair or the Scrutiny Co-ordinator prior to the commencement of the meeting.

#### 4 MINUTES OF THE LAST MEETING

The minutes of the Performance Scrutiny Committee meeting held on 29 September 2022 were submitted. It was:

**Resolved:** - *that the minutes of the meeting held on 29 September 2022 be received and approved as a true and correct record of the proceedings.*

No matters were raised in relation to the contents of the minutes.

#### 5 PERFORMANCE SELF-ASSESSMENT UPDATE, QUARTER 2 2022 TO 2023

The Lead Member for Finance, Performance and Strategic Assets, Councillor Gwyneth Ellis, introduced the Performance Self-Assessment Update Quarter 2 report (previously circulated).

The report presented an update on the Council's performance against its functions as at the end of quarter 2, 2022 to 2023, including Corporate Plan and Strategic Equality objectives, and the seven key areas of governance.

Regular reporting was an essential monitoring requirement of the council's Performance Management Framework. Quarterly performance reports were routinely shared with the Senior Leadership Team, Cabinet and Performance Scrutiny Committee to support constructive discussion regarding performance and the identification of interventions where necessary.

The report was presented in two parts to outline progress against the following key areas –

- **Performance Objectives** – comprised of the Corporate Plan / Strategic Equality Objectives
- **Governance Areas** – Seven governance areas predetermined by the Statutory Guidance on performance under the Local Government and Elections (Wales) Act 2021.

The summary evaluation provided had been determined by the status of measures and projects for each of the following priorities: the following projects –

- **Housing:** Everyone was supported to live in homes that met their needs
- **Connected Communities:** Communities were connected and had access to goods and services locally, online and through good transport links
- **Resilient Communities:** The Council worked with people and communities to build independence and resilience
- **Environment:** Attractive and protected, supported well-being and economic prosperity
- **Young People:** A place where younger people would want to live and work and had the skills to do so
- **Corporate Health:** The Council was efficient, well-managed and environmentally sustainable

Members were advised that the report presented to them was the final report on the 2017 – 2022 Corporate Plan. From now on the performance reports would be



focussing on the introduction and implementation of the new Corporate Plan, from 2022 – 2027.

The following were summarised during the discussion –

- A large number of the housing units earmarked for development under the 2017-22 Corporate Plan were now nearing completion towards the end of the Plan's lifespan.
- Damaged roads and pavements were not within the report as the issue was to be addressed by the relevant service.
- Domestic Abuse – Denbighshire saw a 34.3% decrease in the number of repeat victims of domestic crime for July, August and September 2022 in comparison to the same period last year. Figures reduced from 405 to 266. As a whole, North Wales had seen a 7.5% decrease in repeat victims of domestic violence for July to September. The number of repeat offenders of Domestic Abuse had also decreased in Denbighshire from 33 this time last year to 28 this year, equating to a 15.2% reduction. The overall picture for North Wales was a reduction of 8.1% for same period.
- 100 carer assessments had taken place between July and September, bringing the financial year total to 197 (cumulative since April). The figure was, however, a decrease of 11% for the same period last year (221). Officers advised that members may wish to consider scrutinising this particular area in the near future.
- Data for the average length of time adults (aged 65 years or over) were supported in residential care homes had decreased from 1,059 (April to June) to 1,043 for July to September. This figure was 1,050 days for the same period last year.
- Recently published data for the total economic impact of tourism in Denbighshire had seen a dramatic increase from £213m in 2020 to £432m in 2021. This remained lower than pre-pandemic figures (£552m in 2019), but this increase was encouraging and indicated the resilience of the tourism sector and its continued economic significance to the county.
- Young People Priority - There was only one update to give within the report to the data framework for Young People. This related to the 18 to 24 claimant count. Data for July to September revealed a slight increase in Denbighshire's claimant count, at 5.3% (up from 4.9% in June). The increase appeared to reflect national trends, with both the Wales and UK averages also rising. DCC remained behind the Wales average at 4.3% (up from 4.1%). The UK claimant count had not recovered its pre-pandemic levels (which was historically lower than Wales), now at 4.6% (up from 4.3% in June). The new Corporate Plan would be focussing on ways of getting young people into the right type of work and career paths.
- Workstart had changed to "at risk". The project was at risk as there were continued delays to the announcement of the UK Government's Shared Prosperity Fund. This had been due in August but was now not expected until the end of October. No further funding has been agreed to support the project beyond December, which placed staff at risk of redundancy. However, delivery of current targets were on track to be delivered until the end of December 2022. The Council's Corporate Executive Team (CET)

had agreed to bridge the funding gap in the interim, until future funding streams had been secured.

- The second part of the report explained corporate health pressures on finance.
- Recruitment and retention of staff was an ongoing issue. The report demonstrated the productivity and progress by the Council. The Scrutiny Chairs and Vice-Chairs Group had already requested an information report following the end of the current financial year on recruitment and retention in Denbighshire, with a view to determining if this area merited in-depth scrutiny.
- Connected Communities – BT Openreach had attended a Scrutiny Committee meeting in the past and it was suggested that the Denbighshire Digital Officer attend a future meeting.
- Regarding DVSC, it was confirmed that the Managing Director of DVSC would be attending Partnerships Scrutiny Committee on 15 December 2022 to discuss its relationship and work with Denbighshire County Council.
- Officers agreed to provide members with more information on the suspension of the Allocations Policy for Social Housing and on the Council's recent percentage spend with suppliers based within Denbighshire.

The report authors explained that illustrations and graphs etc. could not be used within the report due to accessibility rules. However, the new performance framework that is currently being developed to support the new Corporate Plan is an opportunity for officers to explore with communications colleagues alternative ways of reporting data, such as reintroducing coloured statuses and trend analysis. We will seek Member input through future reports.

At the conclusion of an in-depth discussion on the matters raised within the Performance Self-Assessment update report, the Chair encouraged members to refer areas which were a cause of particular concern to them to the Scrutiny Chairs and Vice-Chairs Group for consideration as potential future topics for thorough scrutiny. The Committee:

**Resolved: - subject to the above observations and advice –**

- (i) to receive the contents of the Performance Self-Assessment Update report for Quarter 2 2022 to 2023; and***
- (ii) that members complete scrutiny proposal forms on any areas of concern and submit them to the Scrutiny Chairs and Vice-Chairs Group for consideration for inclusion on a scrutiny committee forward work programme for future detailed examination.***

## **6 CORPORATE RISK REGISTER REVIEW, SEPTEMBER 2022**

The Lead Member for Corporate Strategy, Policy and Equalities, Councillor Julie Matthews introduced the report to provide an update on the Corporate Risk Register Review, September 2022.

The Corporate Risk Register was developed and owned by the Senior Leadership Team (SLT) and Cabinet. It was reviewed twice every year by Cabinet at Cabinet Briefing.

Following each review, the revised register was presented at Performance Scrutiny Committee, and Governance and Audit Committee. Officers explained each Committee's different role and focus in relation to the Risk Register.

The Strategic Planning and Performance Officer, Emma Horan, summarised the risks within the report as follows -

- Risk 01: The risk of a serious safeguarding or practice error, where the Council had responsibility, resulting in serious harm or death, had increased in both its inherent score (A1 – Critical Risk Almost certain / Very high impact) and residual score (A1 – Critical Risk Almost certain / Very high impact). The risk score had been increased on the basis of an assessment that the chance of this occurring was currently higher than it was previously. Although the Council did not regard the likelihood as “almost certain to occur in most circumstances” (which was the definition of Risk Likelihood A in the authority's risk methodology), the risk had certainly increased. It therefore felt appropriate to increase the Risk Likelihood score, this meant increasing it from B to A. Increasing the risk score enabled the risk to be further prioritised and escalated, which felt appropriate and necessary at present. It was noted that the Corporate Executive Team (CET) had undertaken a review of Risk 01. CET were to review this risk monthly, and Cabinet would be receiving a verbal update every month at Cabinet Briefing.
- Risk 12: The risk of a significantly negative report(s) from external regulators. The risk score had increased to C3 – Moderate Risk: Possible / Medium Impact.
- Risk 36: The risk that the economic and financial environment worsened beyond current expectations, and had a detrimental impact on local businesses and economic hardship for the local community. The inherent and residual scores had been increased.
- Risk 43: The risk that the Council did not have the funds or resources to meet its statutory obligations under the Additional Learning Needs and Education Tribunal (Wales) Act 2018. The proposal was to de-escalate this risk for it to be managed by the Service.
- Risk 44: The risk of Ash Dieback Disease (ADB) in Denbighshire leading to significant health and safety issues that represented a potential risk to life. The risk owner was now the Head of Planning, Public Protection and Countryside Services. On the basis of better intelligence, inherent and residual risk scores had decreased (but remained outside the Authority's risk appetite).
- Risk 47: The risk that the new North Wales Corporate Joint Committee (CJC) resulted in the Council having less influence and control at a local level. The proposal was to de-escalate this risk for it to be managed by Service(s).

During discussions the following points were made –

- The cumulative impact of recruitment and retention issues in social care was significantly impacting on the Council's ability to deliver statutory social care

functions. There was a national recruitment and retention crisis in social care. Social care frequently lost staff due to the superior pay and conditions offered by recruitment agencies, other local authorities and the Health Board, often for similar but less demanding roles. Social Care services were often only able to replace experienced staff with newly qualified or inexperienced workers that required significant support and were unable to independently work with the increasingly complex cases referred to the service. Many new starters were younger, newly qualified staff and rates of maternity leave in some teams were high. The impact of Covid-19 was a significant movement of the workforce away from social care and health. Fewer social workers were entering the profession than were leaving. The market was extremely competitive and there was no national pay structure in place in the sector.

At the same time, caseloads were increasing and becoming more complex. There was a risk of people not being supported, or not being seen with the right intensity. This was impacting social care services' ability to deliver its statutory responsibilities which was placing increased pressure on staff and negatively impacting their well-being and causing increased levels of unplanned absence. It was requested that the information provided in future be split as to Adults and Children's Services. The issue of recruitment and retention was a nationwide problem. The problem was outside the control of the Local Authority. Meetings with Welsh and UK Governments had taken place to discuss the concerns and how the risk had escalated. Internal meetings were taking place involving CET, the Leader and Lead Members. There had been some future movement on a draft memorandum, which was being led by Social Care Wales. Children's Services and Adult Services officers outlined the procedures and timescales which they abided by when they received referrals into their Services. They also outlined all methods that they had utilised to try and recruit workers at all levels and the good working relationships they had with local schools, colleges and universities. National terms and conditions was a matter within the gift of the WG, who had established a forum to explore the potential of establishing national terms and conditions.

- Risk 45 – the risk that the Council failed to become a net carbon zero and ecologically positive council by 2030. As the risk was B2 – Critical Risk: Likely/High, officers assured members that robust arrangements were in place to attain this and work was in progress.
- Risk 36 – the risk that the economic and financial environment worsened beyond current expectations, and had a detrimental impact on local businesses and economic hardship for the local community. Members asked how the North Wales Economic Ambition Board (NWEAB) was assisting with this. It was confirmed that a report on the NWEAB's activities and performance was submitted to Partnerships Scrutiny Committee on a quarterly basis. If members felt that the NWEAB merited being invited to attend Scrutiny earlier than its annual visit a proposal form should be submitted for the Scrutiny Chairs and Vice-Chairs to assess.

At this juncture, thanks were extended to the Strategic Planning and Performance Team Leader and the Strategic Planning and Performance Officer for their detailed report and presentation and to the Lead Member and Social Services officers for their detailed response to the questions raised.

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

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

- (i) having discussed the risks, scores and controls included in the Corporate Risk Register (Appendix 1), including the status of each risk against the Council's Risk Appetite Statement (Appendix 2), and accepting the verbal update provided on recent changes to the risk appetite statement, to receive and endorse the information provided; and*
- (ii) request that members who have particular concerns about specific risks contained in the Corporate Risk Register along with the controls in place to manage those risks escalate them for detailed examination via the submission of a Member Scrutiny Proposal form to the Scrutiny Chairs and Vice-Chairs Group.*

## **7 SCRUTINY WORK PROGRAMME**

The Scrutiny Coordinator introduced the report (previously circulated). There were three items listed for the next Performance Scrutiny Committee on 26 January 2023 –

- (i) Christ the Word – Response to Estyn Inspection
- (ii) Cefndy Health Care and Options Appraisal for future business delivery
- (iii) Library Service Standards 2021/2022

It was suggested that as items (i) and (ii) would be substantial discussions, item (iii) Library Service Standards 2021/2022 be deferred to the meeting taking place on 16 March 2023. All members present agreed to this amendment to the Forward Work Programme.

The next meeting of the Scrutiny Chairs and Vice-Chairs Group was to take place on 24 November 2022.

Appendix 2 contained a copy of the Member Proposal form

Appendix 3 to the report was the Cabinet's forward work.

Appendix 4 – informed members of the recommendations made at the previous Scrutiny meeting.

It was:

**Resolved:** - *subject to enquiries being made with the County's Library Service, on the feasibility of rescheduling the presentation of its Annual Service Standards report from January to March 2023, to confirm the Committee's forward work programme, attached as Appendix 1 to the report.*

## **8 FEEDBACK FROM COMMITTEE REPRESENTATIVES**

The Chair, as the Scrutiny Committees' representative on the Queen's Building Project Board, advised that construction work had recently commenced on the foundations for the new facility.

The Committee:

**Resolved: - to receive the feedback provided.**

Meeting concluded at 12.05pm

By virtue of paragraph(s) 13, 15 of Part 4 of Schedule 12A  
of the Local Government Act 1972.

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| <b>Report to</b>             | <b>Performance Scrutiny Committee</b>    |
| <b>Date of meeting</b>       | <b>26<sup>th</sup> January 2023</b>      |
| <b>Lead Member / Officer</b> | <b>Cllr Elen Heaton / Ann Lloyd</b>      |
| <b>Head of Service</b>       | <b>Ann Lloyd</b>                         |
| <b>Report author</b>         | <b>Ann Lloyd / Nick Bowles</b>           |
| <b>Title</b>                 | <b>Cefndy Performance Report 2022-23</b> |

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

1.1. This report is providing an overview of the current performance of Cefndy within this financial year and the market conditions within which it is operating.

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

2.1. To provide an updated report on Cefndy's performance during the 2022 – 2023 financial year.

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

3.1. That the Committee analyses the performance of Cefndy as a commercial service within Denbighshire County Council and scrutinise as necessary.

## **4. Report details**

4.1. There has been significant disruption and cost volatility to global supply chains since the start of the Covid pandemic, increasing Cefndy's competitiveness against imports. This has impacted positively with sales increasing with existing customers and has seen some additional business with new customers.

4.2. A detailed analysis of sales and costs are provided in Appendix 1 covering the 2021 / 2022 and 2022 / 2023 financial years. *Appendix 1 is exempt from public*

*disclosure by virtue of paragraph 14 of Part 4 of Schedule 12A of the Local Government Act 1972.*

- 4.3. Cefndy has experienced some unforeseen budget pressures during this financial year which are detailed in Appendix 1, and include additional energy costs, higher than expected salary increases and emergency building repairs.
- 4.4. To help stabilise the service there has been a lot of work going on over the last 18 – 24 months, resulting in several of Cefndy's operational processes being reviewed, achieving closer alignment to the rest of the Council's practices with clear roles and responsibilities and open and transparent practice implemented. A significant amount of work has gone into engaging and working closely with Corporate services such as Finance, HR, Procurement and ICT.
- 4.5. Feedback received from one of our largest customers is that Cefndy should be building on the fact we are a British Manufacturer, delivering social value. As a result of this advice, Sian Owen, Principal Manager, Strategic Marketing run a session to support the team in developing an action plan around increasing business to business trade with existing customers. There are 5 large customers with whom we will explore development opportunities to increase sales with them. We are also looking at opportunities to re-ignite relationships with previous customers based on the current market opportunities and our ability to compete (on a range of products) with imports.
- 4.6. There are some vacant posts within Cefndy and this is giving us the opportunity to review the business model to ensure that the resources we have are: doing the right job at the right grade; focussing on the areas of most importance for Cefndy which is maximising sales and effectively managing costs; and allow us to undertake succession planning for the future workforce. As well as, ensuring a sustainable future for Cefndy as a supported business providing employment opportunities for disabled people and those disadvantaged in the workplace.
- 4.7. The Service Manager is working closely with our Strategic Assets Team as the building now needs significant repairs carried out, an Extraction system needs replacing to reflect changes in H&S legislation and some equipment is past its serviceable life with spare parts no longer being available. A business case is currently being developed to take to Strategic Investment Group for circa

£400K, this includes £267K costs to address building repairs, following a building survey, £30k to remove 2 offices and develop further warehousing facilities and circa £100K to install a new welding extraction system that will meet H&S requirements and replace existing dated welding kits.

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

- 5.1. Cefndy contributes to A Prosperous Denbighshire by providing supported employment opportunities for local disabled people who would otherwise struggle to find employment. Many staff have worked in Cefndy for a very long time with the average length of service being 17 years.
- 5.2. For the disabled staff in Cefndy there is additional support and reasonable adjustments made to allow them to carry out their roles. By being a supportive employer Cefndy contributes to A Healthier, Happy, Caring Denbighshire, developing resilience, maintaining well-being and giving people real work opportunities.
- 5.3. We support the development of the staff and look to promote from within wherever possible to retain the skills, knowledge and experience that has been provided to the team. Many of our management team have been supported to learn and grow within their roles, allowing them to apply for higher graded posts, thus contributing to A Learning and Growing Denbighshire

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

- 6.1. Currently Cefndy does not receive budget from Denbighshire and is expected to cover its costs through the commercial activity that it undertakes. However as detailed in paragraph 4.5, the service is likely to have a budget pressure in this financial year. More detail is provided in Appendix 1.

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

- 7.1. A well-being Impact Assessment is not required for this report.

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

8.1. As this is an information report, no consultation has been carried out.

## **9. Chief Finance Officer Statement**

9.1. It is really welcome to see the progress that Cefndy has made over the last year or so. The modest shortfall projected for 2023/24 has been factored into the overall pressure for Adult Social Care budgets.

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

10.1. Cefndy's biggest risk is market volatility and its ability to compete in the global market. During the last 3 years of the pandemic, Brexit and Global issues, opportunities were created which meant Cefndy gained a competitive edge in relation to imports. However, the import market is stabilising and we are starting to see orders return to pre-pandemic levels. To mitigate this, we are reviewing our marketing strategy and brand, focussing on customer relations and looking to increase sales with our existing customer base.

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

11.1. Scrutiny powers with respect to this matter are set out in Section 21 of the Local Government Act 2000 and Section 7.4.2(b) of the Council's Constitution

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A  
of the Local Government Act 1972.

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| <b>Report to</b>       | <b>Performance Scrutiny Committee</b>                            |
| <b>Date of meeting</b> | <b>26 January 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 Performance 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; and

3.2 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 last met on 24 November 2022 and is scheduled to meet again on 19 January 2023. At its November meeting it requested that this Committee consider matters relating to Broadband Connectivity, and Economic & Business Development at future meetings. These items are currently listed under the 'Future Issues' section of the Committee's forward work programme (Appendix 1 attached) pending confirmation from various parties on the most appropriate time to present reports to the Committee. Any items referred to this Committee at the Group's meeting on 19 January will be reported verbally at the meeting on 26 January.

## **6. 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.

## **7. 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.

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

8.1 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.

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

9.1 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.

## **10. 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.

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

| Meeting  | Lead Member(s)              | Item (description / title)                                         | Purpose of report                                                                                                                                                                                  | Expected Outcomes                                                                                                                                                                                                                                                   | Author                                    | Date Entered                                    |
|----------|-----------------------------|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------|
| 16 March | <b>Cllr. Gill German</b>    | 1. <i>Learner Travel Measure (Wales)</i><br><br><b>[Education]</b> | <i>To outline the conclusions of the recent Welsh Government consultation on the Measure and its implications for Denbighshire schools and pupils</i>                                              | <i>Identification of potential changes to the Council's learner travel policy and any associated costs and budget implications</i>                                                                                                                                  | <i>Geraint Davies/Ian Land</i>            | <i>January 2021 (rescheduled Sept 2022)</i>     |
|          | <b>Cllr. Rhys Thomas</b>    | 2. Denbighshire's Housing and Homelessness Strategy Action Plan    | To examine the progress made to date in delivering the revised Strategy and Action Plan approved by County Council in December 2020                                                                | The identification of actions that will support and ensure the delivery of the Council's Corporate Priorities relating to Housing, Environment, Young People and Resilient Communities and ultimately the Corporate Plan                                            | Emlyn Jones/<br>Angela Loftus/Jane Abbott | January 2022 (rescheduled Sept 2022)            |
|          | <b>Cllr. Emrys Wynne</b>    | 3. Library Service Standards 2021-22                               | To consider the results of the WG's annual evaluation of the Council's Library Service and receive information on how the Service has progressed and adapted its service provision during the year | Identification of any slippages in performance in order to formulate recommendations to redress the situation and ensure that the Service delivers the Council's Corporate Plan and its priorities in relation to Young People, Resilient and Connected Communities | <i>Liz Grieve/Bethan Hughes</i>           | <i>January 2022 (rescheduled November 2022)</i> |
| 27 April | <b>Cllr. Julie Matthews</b> | 1. Corporate Risk Register: February 2023 Review                   | To seek the Committee to review the risks facing the Council and the Council's risk appetite statement.                                                                                            | Determination of whether the Committee is satisfied with risk management within the Council and is assured that all identified risks are appropriately managed.                                                                                                     | <i>Iolo McGregor/Heidi Barton-Price</i>   | <i>January 2023</i>                             |
|          |                             |                                                                    |                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                     |                                           |                                                 |

| Meeting | Lead Member(s)             | Item (description / title)                                              | Purpose of report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Expected Outcomes                                                                                                                                                                                                                                                                                                                                                                                 | Author                                  | Date Entered  |
|---------|----------------------------|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------------|
| 8 June  | <b>Cllr. Gwyneth Ellis</b> | 1. Council Performance Self-Assessment Update (Q4 & Annual)             | To present an update on the Council's performance against its functions, including Corporate Plan and Strategic Equality objectives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Identification of areas for improvement and potential future scrutiny                                                                                                                                                                                                                                                                                                                             | Emma Horan/Nicola Kneale                | November 2022 |
| 20 July | <b>Cllr. Gill German</b>   | 1. Curriculum for Wales<br><b>[Education]</b>                           | To detail the progress made in relation to the implementation of the new Curriculum for Wales:<br><br>(i) in primary schools – what worked well, areas for improvement and lessons learnt by all stakeholders during the initial implementation phase;<br>(ii) in secondary schools – the lessons learnt during the implementation phase at the high school that commenced rolling out the new curriculum from September 2022 and the support provided by the local education authority and GwE to schools, education staff and governing bodies in readiness for the delivery of the new curriculum in secondary schools from September 2023 | Assurances that all educational establishments and staff are fully equipped and trained to deliver the new curriculum, identification of any gaps or risks associated with the provision and solutions to address them, ahead of its implementation with a view to ensuring that children and young people in Denbighshire realise their full potential in line with the Council's Corporate Plan | Geraint Davies/James Brown/GwE          | July 2022     |
|         | <b>Cllr. Gill German</b>   | 2. Additional Learning Needs (ALN) Transformation<br><b>[Education]</b> | To examine the Council's compliance with the statutory requirements of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 and the effectiveness of the 'ECLIPSE' system in identifying, tracking,                                                                                                                                                                                                                                                                                                                                                                                                                          | To reduce the risk of the Authority not complying with any of the requirements of the Act and to ensure that every pupil and student in the County is given the required support and opportunities to realise their full potential                                                                                                                                                                | Geraint Davies/Mari Gaskell/Joseph Earl | July 2022     |

| Meeting      | Lead Member(s)                                                      | Item (description / title)                                                                                          | Purpose of report                                                                                                                                                                                   | Expected Outcomes                                                                                                                                                                                                               | Author                                               | Date Entered  |
|--------------|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------|
|              |                                                                     |                                                                                                                     | managing and supporting pupils identified as having ALNs                                                                                                                                            |                                                                                                                                                                                                                                 |                                                      |               |
|              | <b>Cllrs. Gill German &amp; Elen Heaton</b>                         | 3. Draft Director of Social Services Annual Report 2022/23                                                          | To scrutinise the content of the draft annual report to ensure it provides a fair and clear evaluation of performance and clearly articulates future plans                                          | Identification of any specific performance issues which require further scrutiny by the committee in future                                                                                                                     | Nicola Stubbins/Ann Lloyd/Rhiain Morelle/David Soley | July 2022     |
| 28 September | <b>Cllr. Gill German &amp; Cllr. Emrys Wynne</b><br><br>[Education] | 1. Delivery of Welsh Medium Curricula and Non-Curricula Provision in the County's Schools                           | To report on the progress made to date with planning and implementing Welsh medium education in all of the county's schools in line with the Welsh Government's vision for Welsh language provision | To ensure that all schools are appropriately resourced and supported to achieve their statutory targets in relation to the delivery of Welsh-medium provision whilst also supporting all pupils to realise their full potential | Geraint Davies/James Curran/Carwyn Edwards           | Sept 2022     |
| 30 November  | <b>Cllr. Julie Matthews</b>                                         | 1. Corporate Risk Register: September 2023 Review                                                                   | To seek the Committee to review the risks facing the Council and the Council's risk appetite statement.                                                                                             | Determination of whether the Committee is satisfied with risk management within the Council and is assured that all identified risks are appropriately managed.                                                                 | <i>Iolo McGregor/Heidi Barton-Price</i>              | January 2023  |
|              | <b>Cllr. Gwyneth Ellis</b>                                          | 2. Council Performance Self-Assessment Update (July – Sept)<br><br>(Note: appendix not available until 23 November) | To present an update on the Council's performance against its functions, including Corporate Plan and Strategic Equality objectives                                                                 | Identification of areas for improvement and potential future scrutiny                                                                                                                                                           | Emma Horan/Nicola Kneale                             | November 2022 |
|              |                                                                     |                                                                                                                     |                                                                                                                                                                                                     |                                                                                                                                                                                                                                 |                                                      |               |

Future Issues

| Item (description / title)                                                                                                                                                                                                                  | Purpose of report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Expected Outcomes                                                                                                                                                                                                                                                                                                                     | Author                                                 | Date Entered                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------|
| <p><i>Broadband Connectivity Issues within Denbighshire</i></p> <p><i>(representatives of BT Openreach to be invited)</i></p> <p><b>TBC – possibly March 2023</b><br/><i>(potentially invite relevant officers to briefing session)</i></p> | <p><i>To outline the outstanding issues in relation to securing:</i></p> <p><i>(i) broadband of at least 10Mbps to all premises in Denbighshire; and</i></p> <p><i>(ii) Superfast coverage to as many properties as possible across the county</i></p>                                                                                                                                                                                                                                                                                                                                                 | <p><i>To support economic development across the county, better connectivity for all residents who wish to use the internet to access services and for pupils/students to access education and research services in order to support the delivery of the corporate theme of a better connected Denbighshire</i></p>                   | <p><i>Barry Eaton/Nicola Kneale/Philip Burrows</i></p> | <p><i>By SCVCG November 2022</i></p> |
| <p><i>Economic &amp; Business Development</i></p> <p><b>TBC (awaiting confirmation from Service on when this item can be scheduled)</b></p>                                                                                                 | <p><i>To:</i></p> <p><i>(i) consult with the Committee on the draft new Denbighshire Economic &amp; Community Ambition Strategy for 2024 onwards;</i></p> <p><i>(ii) detail how the current and proposed new Strategy dovetail with the work of the North Wales Economic Ambition Board, Welsh &amp; UK Governments and other economic development partners to support the delivery of a thriving economy in Denbighshire; and</i></p> <p><i>(iii) outline the work being undertaken to mitigate against the potential outcomes identified in Risk 36 of the Council’s Corporate Risk Register</i></p> | <p><i>Formulation of recommendations in relation to the new Strategy that will help secure the delivery, in partnership with all stakeholders, of a more prosperous Denbighshire that provides employment and business opportunities for residents to improve the quality of lives and support thriving, cohesive communities</i></p> | <p><i>Emlyn Jones/Gareth Roberts</i></p>               | <p><i>By SCVCG November 2022</i></p> |



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

**Information/Consultation Reports**

| <b>Date</b>                                             | <b>Item (description / title)</b>                                                   | <b>Purpose of report</b>                                                                                                                                                                                                                                                                                                                                                                   | <b>Author</b>            | <b>Date Entered</b> |
|---------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------|
| <b>March &amp; September 2023</b><br>[Information]      | Council Performance Self-Assessment Update<br>Q1 & Q3                               | To present an update on the Council's performance against its functions, including Corporate Plan and Strategic Equality objectives                                                                                                                                                                                                                                                        | Emma Horan/Nicola Kneale | September 2018      |
| <b>Feb/May/Sept/November each year</b><br>[Information] | Quarterly 'Your Voice' complaints performance to include social services complaints | To scrutinise Services' performance in complying with the Council's complaints and identify areas of poor performance with a view to the development of recommendations to address weaknesses. The report to include:<br>(i) a comprehensive explanation on why targets have not been met when dealing with specific complaints, reasons for non-compliance, and measures taken to rectify | Kevin Roberts/Ann Lloyd  | November 2018       |

|                                                                   |                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |              |                                                                                                       |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------------------------|
|                                                                   |                                                                                                                                                                                                 | <p>the failures and to ensure that future complaints will be dealt with within the specified timeframe;</p> <p>(ii) how services encourage feedback and use it to redesign or change the way they deliver services; and</p> <p>(iii) details of complaints which have been upheld or partially upheld and the lessons learnt from them.</p> <p>Report to include example(s) of complaints and compliment(s) received.</p> <p><b><i>Consideration of the information provided will assist the Committee to determine whether any issues merit detailed scrutiny</i></b></p> |              |                                                                                                       |
| Information Report<br><b>(June 2020 rescheduled to June 2023)</b> | Housing Services – Review of the effectiveness of the new working model for Housing Officers and the development of new ways of working with residents from the lessons learnt through COVID-19 | To review the effectiveness and impact of the new Housing Officer model in delivering personal advice and support to tenants, particularly those who reside in older people’s schemes                                                                                                                                                                                                                                                                                                                                                                                      | Geoff Davies | March 2019 (rescheduled May 2019 & then Jan & Dec 2021 at officers request due to COVID-19 pressures) |

**Note for officers – Committee Report Deadlines**

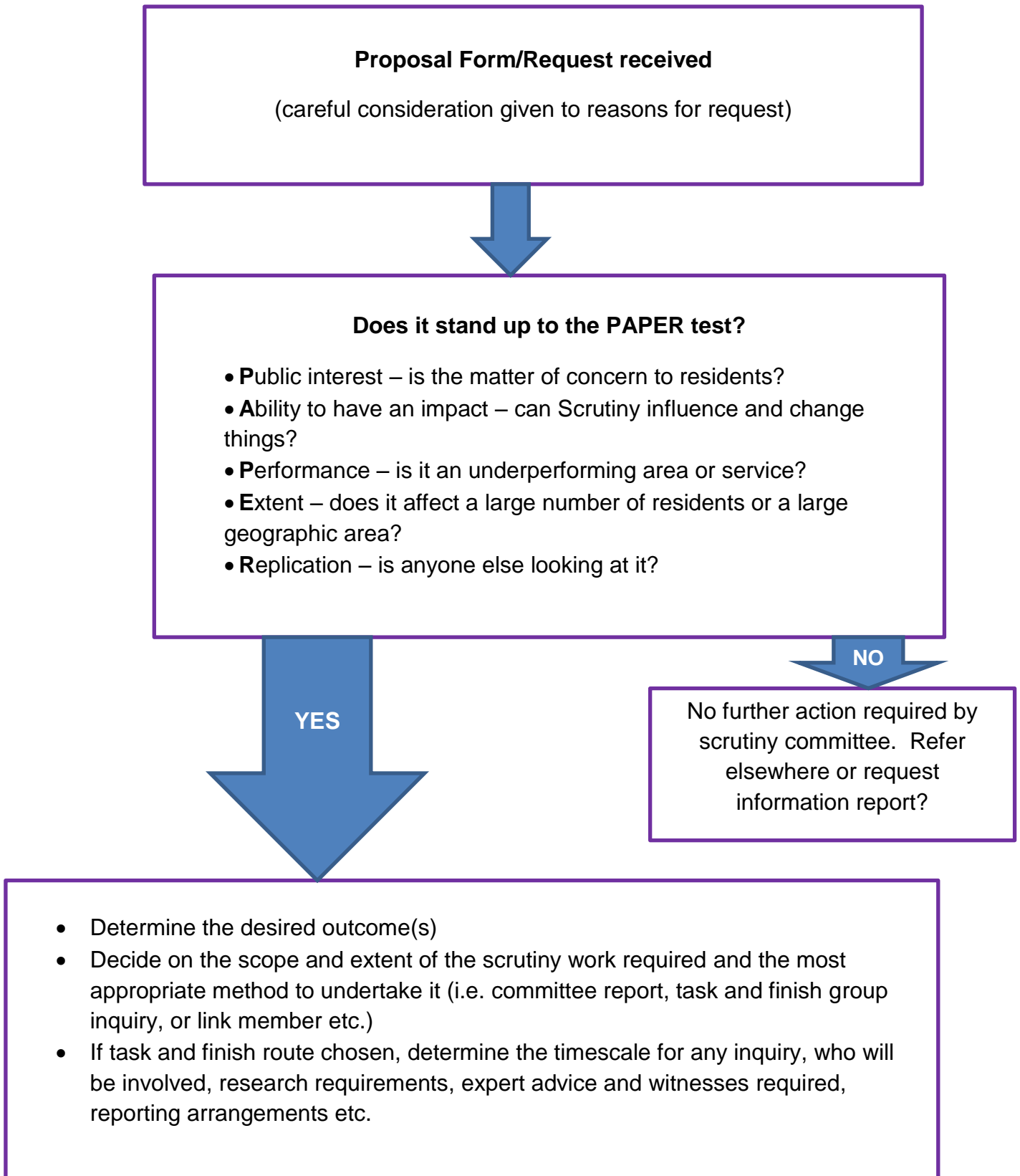
| Meeting  | Deadline       | Meeting  | Deadline        | Meeting | Deadline                   |
|----------|----------------|----------|-----------------|---------|----------------------------|
| 16 March | <b>2 March</b> | 27 April | <b>13 April</b> | 8 June  | <b>24 May (due to B/H)</b> |

Performance Scrutiny Work Programme.doc

Updated 17/01/2023 RhE

| <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 themes?</b><br>(if 'yes' please state which theme(s))                                                                               | <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 – Melanie Evans    |
|                 | 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<br>Report Author – Angela        |

## 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.                        |                                    | 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 – Melanie Evans |
|                 | 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 – Melanie Evans |
|                 | 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 – Melanie Evans |
|                | 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                                               |
|                |   |                                                                                  |                                                                                                                                                                  |                                    |                                                                                   |
| <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  |
|                | 3 | Shared Prosperity Funding –                                                      | To seek Cabinet approval for                                                                                                                                     | Yes                                | Cllr Jason McLellan                                                               |

## Cabinet Forward Work Plan

| Meeting        |   | Item (description / title)     | Purpose of report                                                  | Cabinet Decision required (yes/no) | Author – Lead member and contact officer                       |
|----------------|---|--------------------------------|--------------------------------------------------------------------|------------------------------------|----------------------------------------------------------------|
|                |   | Investment Proposals           | spend against the Shared Prosperity Fund                           |                                    | Lead Officer – Liz Grieve<br>Report Author – Melanie Evans     |
|                | 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, including Corporate Plan and Strategic Equality objectives |  | Cllr Gwyneth Ellis<br>Lead Officer – Nicola Kneale<br>Report Author – Emma Horan |
|---------------|--|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------|



## Cabinet Forward Work Plan

Note for officers – Cabinet Report Deadlines

| <i>Meeting</i>     | <b><i>Deadline</i></b>   | <i>Meeting</i>  | <b><i>Deadline</i></b> | <i>Meeting</i>  | <b><i>Deadline</i></b> |
|--------------------|--------------------------|-----------------|------------------------|-----------------|------------------------|
|                    |                          |                 |                        |                 |                        |
| <i>21 February</i> | <b><i>7 February</i></b> | <i>28 March</i> | <b><i>14 March</i></b> | <i>25 April</i> | <b><i>11 April</i></b> |

Updated 17/01/2023 – KEJ

Cabinet Forward Work Programme.doc

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## Progress with Committee Resolutions

| Date of Meeting  | Item number and title                                      | Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Progress                                                                                                                                                                                                              |
|------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 24 November 2022 | 5. Performance Self-Assessment Update, Quarter 2 2022-2023 | <p><b>Resolved:</b> - subject to the above observations and advice –</p> <p>(i) to receive the contents of the Performance Self-Assessment Update report for Quarter 2 2022 to 2023; and</p> <p>(ii) that members complete scrutiny proposal forms on any areas of concern and submit them to the Scrutiny Chairs and Vice-Chairs Group for consideration for inclusion on a scrutiny committee forward work programme for future detailed examination</p>                                                                                                                                                                                                                     | Lead Member and officers informed of the Committee's recommendations. Members advised to complete scrutiny proposal forms for any areas which in their view merit consideration for detailed examination by Scrutiny. |
|                  | 6. Corporate Risk Register Review, September 2022          | <p><b>Resolved:</b> - subject to the above observations –</p> <p>(i) having discussed the risks, scores and controls included in the Corporate Risk Register (Appendix 1), including the status of each risk against the Council's Risk Appetite Statement (Appendix 2), and accepting the verbal update provided on recent changes to the risk appetite statement, to receive and endorse the information provided; and</p> <p>(ii) request that members who have particular concerns about specific risks contained in the Corporate Risk Register along with the controls in place to manage those risks escalate them for detailed examination via the submission of a</p> | Lead Member and officers advised of the Committee's recommendations.<br><br>Members advised to complete scrutiny proposal forms for any risks which would in their opinion                                            |

|  |                                   |                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                               |
|--|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |                                   | <i>Member Scrutiny Proposal form to the Scrutiny Chairs and Vice-Chairs Group.</i>                                                                                                                                                                                                                                  | benefit from detailed scrutiny.                                                                                                                                               |
|  | <b>7. Scrutiny Work Programme</b> | <b><u>Resolved:</u></b> - <i>subject to enquiries being made with the County's Library Service, on the feasibility of rescheduling the presentation of its Annual Service Standards report from January to March 2023, to confirm the Committee's forward work programme, attached as Appendix 1 to the report.</i> | Library Service officers have agreed to the Committee's request to defer the presentation of the Annual Service Standards report to the Committee's meeting on 16 March 2023. |