

To: Members of the County Council

Date: 4 September 2024

Direct Dial: 01824 712589

e-mail: democratic@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **COUNTY COUNCIL** to be held at **10.00 am** on **TUESDAY, 10 SEPTEMBER 2024** in **COUNCIL CHAMBER, COUNTY HALL, RUTHIN LL15 1YN AND VIA 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 DECLARATIONS OF INTEREST (Pages 5 - 6)

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

3 NOTICE OF MOTION (Pages 7 - 8)

To consider a Notice of Motion (copy attached).

4 APPOINTMENT OF VICE-CHAIR OF COUNTY COUNCIL (Pages 9 - 12)

To appoint the Vice-Chair of the Council for the remainder of the 2024/2025 municipal year.

5 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.

6 MINUTES (Pages 13 - 20)

To receive the minutes of the meeting of County Council held on 9 July 2024 (copy attached).

7 APPOINTMENT OF DIRECTOR OF DENBIGHSHIRE LEISURE LIMITED
(Pages 21 - 24)

To consider a report by the Corporate Director: Governance and Business (copy attached) to appoint a Director to the Board of Directors of Denbighshire Leisure Limited.

8 COUNCIL POLICY ON MEMBER TRAINING (Pages 25 - 38)

To consider a report by the Democratic Services Manager (copy attached) to report to full Council the recommendations of the Democratic Services Committee on a Council Policy for mandatory member training.

9 NOTICE OF MOTION (Pages 39 - 40)

To consider a Notice of Motion by the Plaid Cymru Group (copy attached).

10 COUNTY COUNCIL FORWARD WORK PROGRAMME (Pages 41 - 48)

To consider the Council's forward work programme and the Council Workshop forward work programme (copy attached).

MEMBERSHIP

Councillors

Councillor Peter Scott (Chair)

Michelle Blakeley-Walker
Joan Butterfield
Jeanette Chamberlain-Jones
Ellie Chard
Kelly Clewett
Ann Davies
Karen Edwards
Pauline Edwards
Gwyneth Ellis
James Elson
Chris Evans
Hugh Evans
Justine Evans
Bobby Feeley
Jon Harland
Elen Heaton

Delyth Jones
Paul Keddie
Diane King
Geraint Lloyd-Williams
Julie Matthews
James May
Jason McLellan
Barry Mellor
Terry Mendies
Raj Metri
Merfyn Parry
Arwel Roberts
Gareth Sandilands
Rhys Thomas
Andrea Tomlin
Cheryl Williams

Huw Hilditch-Roberts
Martyn Hogg
Carol Holliday
Alan Hughes
Hugh Irving
Alan James
Brian Jones

David Williams
Elfed Williams
Eryl Williams
Huw Williams
Emrys Wynne
Mark Young

COPIES TO:

Press and Libraries
Town and Community Councils

This page is intentionally left blank

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'.

This page is intentionally left blank

Agenda Item 3

NOTICE OF MOTION – Proposal for the removal from office of the Leader of the Council and Cabinet.

To consider a motion submitted by Councillors Huw Hilditch-Roberts, Pauline Edwards, Geraint Lloyd-Williams, Paul Keddie, Merfyn Parry, Andrea Tomlin, Hugh Evans, Bobby Feeley, Huw Williams, Karen Edwards and Chris Evans.

We, wish to propose the motion for the removal of Leader Councillor Jason McLellan and his Cabinet. Recent events surrounding the leadership of the council have raised serious concerns about their effectiveness. The disastrous and inefficient execution of the new waste recycling system, coupled with the lack of clarity and ownership highlighted in a recent briefing, has resulted in a complete loss of confidence among residents.

Moreover, the ripple effects of this new system have placed a significant strain on other departments within Denbighshire County Council, as staff resources have been diverted to address the failures of the recycling initiative. This diversion has led to a noticeable increase in operational costs, which in turn has negatively impacted front-line services that are vital to the community.

The lack of strategy and effective leadership has caused considerable challenges for residents throughout the county, and the financial implications for the authority have been immense. It is no longer sustainable to maintain this approach, and the priority must be the well-being of Denbighshire residents. Therefore, as members of the independent group, we strongly call upon the Leader and his Cabinet to resign.

This page is intentionally left blank

Report to	Council
Date of meeting	10 September 2024
Head of Service	Catrin Roberts, Head of Corporate Support Service: People
Report author	Steve Price, Democratic Services Manager
Title	Appointment of Vice Chair of Council

1. What is the report about?

- 1.1. The arrangements for the appointment of the vice chair of Council for the remaining part of the 2024 / 2025 municipal year.

2. What is the reason for making this report?

- 2.1. The vice chair of Council is appointed at the Annual Meeting of Council in May each year. In May 2024 Council appointed Councillor Diane King to the role which is now vacant following Councillor King's resignation as vice chair in July 2024.

3. What are the Recommendations?

- 3.1 That Council appoints a councillor to the post of vice chair of Council for the remainder of the 2024 / 2025 municipal year.

4. Report details

- 4.1. In May 2024 Council appointed Councillor Diane King to the role of vice chair of the Council, supporting Councillor Peter Scott in his role as chair of Council. The appointment of a vice chair of Council is for a municipal year, ending with the annual meeting of Council the following May.
- 4.2. The Council's tradition is for the current vice chair of Council to be elected as chair of Council at the following year's annual meeting.

4.3. As a result of a vacancy on Denbighshire County Council's Cabinet the Leader of the Council offered Councillor King a seat on Cabinet, which Councillor King has accepted. Cabinet members are not permitted to undertake the civic roles of chair or vice chair of Council, so Councillor King resigned her civic role in July 2024 in order to begin her Cabinet duties.

5. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

5.1. The role of vice chair of Council does not impact directly on the corporate plan but it is a key role in supporting meetings of full Council and for representing the Council on a range of civic duties.

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

6.1. The role of vice chair of Council currently attracts a civic salary of £22,406. This figure is inclusive of the basic salary paid to all elected members.

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 The leaders of the political groups on the Council have been consulted on the nomination of their members to the role of vice chair of Council.

9. Chief Finance Officer Statement

9.1. There are no additional costs arising from this report.

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

10.1. There is a potential reputational risk to the Council which can arise from any uncertainties in the proposed candidates for the civic role.

11. Power to make the decision

11.1. Section 5 Local Government Act 1972 and section 4 of the Council's constitution.

COUNTY COUNCIL

Minutes of a meeting of the County Council held in Council Chamber, County Hall, Ruthin LL15 1YN via Video Conference on Tuesday, 9 July 2024 at 10.00 am.

PRESENT

Councillors Michelle Blakeley-Walker, Jeanette Chamberlain-Jones, Ellie Chard, Kelly Clewett, Ann Davies, Karen Edwards, Pauline Edwards, Gwyneth Ellis, James Elson, Chris Evans, Hugh Evans, Justine Evans, Bobby Feeley, Jon Harland, Elen Heaton, Huw Hilditch-Roberts, Martyn Hogg, Carol Holliday, Alan Hughes, Hugh Irving, Alan James, Brian Jones, Diane King (Vice-Chair), Geraint Lloyd-Williams, Julie Matthews, James May, Jason McLellan, Barry Mellor, Terry Mendies, Merfyn Parry, Arwel Roberts, Gareth Sandilands, Peter Scott (Chair), Rhys Thomas, Andrea Tomlin, Cheryl Williams, David Williams, Elfed Williams, Huw Williams, Emrys Wynne and Mark Young

ALSO PRESENT

Chief Executive (GB); Corporate Director: Governance and Business (GW); Head of Corporate Support Service: People (CR); Head of Corporate Support Service: Performance, Digital and Assets (HV-E); Planning and Performance Officer (EH); Climate Change Manager (JH); Scrutiny Co-ordinators (RE and KE); Zoom Hosts and Webcast (RT-J and ED); and Committee Administrator (SLW)

1 APOLOGIES

Apologies for absence were received from Councillors Joan Butterfield, Delyth Jones and Raj Metri

2 DECLARATIONS OF INTEREST

None.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No urgent matters.

At this juncture, the Leader, Councillor Jason McLellan, congratulated Councillor Gill German on becoming an MP at the recent general election.

Councillor McLellan also congratulated fellow Councillor Martyn Hogg on his campaign at the general election.

Congratulations were also extended to the four MPs who were successful at the general election for Clwyd North, Clwyd East, Bangor Aberconwy and Dwyfor Meirionnydd.

Councillor Kelly Clewett congratulated Councillor Gill German and wished her well in her role as MP for Clwyd North.

4 MINUTES

The minutes of Full Council held on 14 May were submitted.

Page 11 – Councillor Jon Harland asked whether a written response had been sent to Mr Gonzalez, who had put forward a question at the meeting.

Councillor Julie Matthews confirmed she had sent a written response and she would share the letter with councillors.

The Monitoring Officer confirmed there was a policy on what flags were flown and on what days different flags were flown. There was provision in the Constitution for the council to depart from the policy in consultation with the Chief Executive and the Leader, but the advice was usually not to depart from the policy.

RESOLVED that, subject to the above, the minutes of Full Council held on 14 May 2024 be confirmed as a correct record.

5 DENBIGHSHIRE COUNTY COUNCIL CLIMATE AND NATURE STRATEGY 2021/22 - 2029/30 - YEAR 3 REVIEW AND REFRESH

The Lead Member for Environment and Transport, Councillor Barry Mellor, introduced the Denbighshire County Council's Climate and Nature Strategy (2021/22 – 2029/30) – Year 3 review and refresh report (previously circulated).

Councillor Mellor thanked Cabinet for unanimous support all the way through the hard work of the review of the Strategy which needed to be carried out every three years. A cross party group had been formed and Councillor Mellor thanked all members of the group for their contribution. He particularly thanked the two members of the Green Party for their input.

Councillor Mellor also took the opportunity to welcome Jane Hodgson, the Climate Change Manager back to Denbighshire County Council.

The Council had declared a Climate Change and Ecological Emergency in July 2019 which committed the Council to become Net Carbon Zero by 2030 at the latest and to improve biodiversity across the County.

The Climate and Ecological Change Strategy (2021/22 – 2029/30) had been adopted in February 2021. As well as becoming Net Carbon Zero by 2030, the Council were to reduce the carbon emissions from the goods and services purchased (the Council's supply chain) by 35% by 2030. The Council also changed the Constitution in October 2020 so all decisions made by the Council must have regard to tackling Climate and Ecological Change.

The Strategy was to be reviewed and refreshed every three years and the first official review and refresh of the Strategy was 2023/24 and a thorough process had been completed as part of that review and refresh.

The Corporate Director – Governance and Business and Climate and Ecological Change Programme Senior Responsible Owner – Gary Williams, also thanked the Interim Climate Change Programme Manager, Liz Wilcox-Jones, all officers, and the Cross Party Group for the work carried out on the review and refresh.

The activity undertaken as part of the Review and Refresh was contained within Appendix 3 of the report.

Revised and updated areas of the Strategy of particular note included –

- Change of name to Denbighshire County Council’s Climate and Nature Strategy (2021/22 – 2029/30) from Denbighshire County Council’s Climate and Ecological Change Strategy (2021/22 – 2029/30).
- Addition of three new sections –
 - Reducing emissions and increasing absorption across Denbighshire
 - Increasing our resilience across the county, and
 - Nature Recovery across Denbighshire.
- There was also the introduction of a technical appendix which included further information on areas where achieving the required target was experiencing challenge.

An online public consultation had taken place from 25 March until 20 May. 336 responses had been received with 88% of the residents who had responded, agreeing that the Council should adopt the revised Strategy document.

To allow easier understanding of the substantial document, an Executive summary of the Strategy had been produced together with a Youth version.

Councillor Martyn Hogg stated that the process and level of engagement had been good. Achieving net zero would be difficult and everyone would need to do more.

Members stated that to be carbon net zero by 2030 would be a challenge and unaffordable. The question was raised as to why the date was not 2050 which could be achievable and was the date the Welsh Government were working towards. The Head of Corporate Support Service: Performance, Digital & Assets confirmed the WG ambition had not changed and it had always been net zero Wales by 2050 but there had been targets for the public sector of 2040. It was confirmed that the ambition of 2030 would remain to ensure as much as possible could be attained, restraints permitting.

The Audit Wales report had stated that the public sector needed to be bold and to make robust decisions and the Strategy report had been an honest and bold report of the way forward.

During discussions the financial aspect of achieving net zero had been raised. £48 million would be the cost of achieving net zero over the next six years. As DCC and other Local Authorities were facing a financial crisis, it was queried how this was to be funded.

The Head of Corporate Support Service: Performance, Digital and Assets responded that the financial appraisal had been based on the carbon saved in the

first three years, how much that had cost and then extrapolated for what was needed going forward. It did not include the statutory requirements around decarbonising DCC's housing stock. The work to be carried out on housing stock would be financed from the Housing Revenue Account.

It was important to note that the funding for the schemes which needed to be delivered were not expected to come from DCC's budget alone. The projects completed so far, under the strategy, had been funded 36% from external grant funding – a percentage level which the Council sought to increase in future years. Within the medium term financial plan there was a provision of £250k to fund prudential borrowing.

It was confirmed there were a number of funding streams not labelled as climate grants but which could be included and applied for within this agenda.

Farmland owned by DCC but rented out to tenant farmers would not be included within the statistics.

It had been stated in the report that there would be an increase in the forestry and woodland the council operated. Cost figures were requested and officers confirmed they would circulate the figures following the meeting.

The issue of cutting but not clearing the grass cuttings had been raised. It was confirmed that contractors were currently cutting but they would clear the cuttings as soon as possible. Work was taking place with Comms to communicate that message and the contractors would be doing more cuts at the end of the season.

RESOLVED that –

- (i) Council adopted the Denbighshire County Council's Climate and Nature Strategy 2021/22 – 2029/30 (Appendix 1);
- (ii) Council confirmed it had read, understood and taken account of the Well-being Impact Assessment as part of its consideration (Appendix 2)

6 COUNCIL PERFORMANCE SELF-ASSESSMENT 2023/24

The Lead Member for Finance, Performance and Strategic Assets, Councillor Gwyneth Ellis, introduced the Council Performance Self-Assessment 2023/24 report (previously circulated).

At this juncture, Councillor Ellis offered thanks to the Head of Corporate Support Service: Performance, Digital and Assets, Helen Vaughan-Evans, Iolo McGregor who had recently left the local authority, and the team for all their hard work.

The report contained the Council's Performance Self-Assessment for 2023/24, provided the end of year analysis of progress and challenges with the key performance objectives ie: Corporate Plan themes.

Performance was regularly monitored, taking six monthly reports to Scrutiny and Cabinet meetings.

Appendix 1 presented the Executive Summary which sought to draw out the highlights of the Council's performance against the objectives (ie: Corporate Plan themes which were also Well-being and Equality objectives) and the seven governance areas prescribed in the Local Government and Elections (Wales) Act 2021.

Appendix 2 was the quarterly Performance Update report which was the process for ongoing self-assessment and embodied all the evidence and analysis. This appendix presented the latest information covering October 2023 to March 2024 and was the first performance report of the revised Corporate Plan.

The Performance Update Report together with the Executive Summary and the two preceding Update Reports made up the self-assessment for 2023/24.

Appendix 3 summarised the actions which arose from all the Service Performance Challenges which had taken place during the year.

Appendix 4 – Scope: Panel Performance Assessment 2024, outlined the agreed parameters of the Panel Performance Assessment of DCC, taking place between 9 September and 12 September 2024 (to be confirmed on appointment of the Panel). Facilitated by the Welsh Local Government Association (WLGA), the arrangements complied with the council's duty to arrange a panel performance assessment under the Local Government and Elections (Wales) Act 2021.

Within the Performance Self-Assessment 2023/24, six improvements had been identified –

- (i) To provide an update on the reasons for poor performance relating to the percentage of damaged roads and pavements made safe within target time.
- (ii) The new Economic Strategy to take into account the county's cultural offer and how it contributed to wider economic and well-being outcomes.
- (iii) Following agreement and to allow the council to focus on the development of the Regional Transport Plan, to close the Sustainable Transport Plan project and amend the commitment within the Corporate Plan.
- (iv) To consider the Stakeholder Survey 2023-2024 responses.
- (v) To consider the findings and recommendations of the Well-being of Future Generations Commissioner's New Ways of Working Journey Checker.
- (vi) To keep Corporate Plan commitments and performance expectations under continual review in the context of the present difficult financial environment.

RESOLVED that –

- (i) County Council approve the Performance Self-Assessment 2023-24
- (ii) County Council approve the draft Scope for the Panel Performance Assessment (Appendix IV).

7 ANNUAL REPORT OF THE COUNCIL'S SCRUTINY COMMITTEE

Councillor Hugh Irving introduced the Annual Report of the Council's Scrutiny Committees 2023/24 (previously circulated).

The report was presented to County Council to comply with Section 7.4.4 of the Council's Constitution which stipulated that the Authority's Scrutiny Committees must report annually to Full Council on their work and make recommendations for future work programmes and amended working methods if appropriate.

The report detailed the pre and post-decision scrutiny work undertaken, along with performance monitoring, risk management and examination of partnership working arrangements. All of which were aimed at delivering quality services in an efficient manner for the benefit of local residents, businesses and the county's communities.

There had been a number of scrutiny requests received during the year from various sources. There had been a decrease last year in the number of requests received from elected members, although the numbers had increased since the start of the new Council year, which was encouraging.

Members were requested to encourage residents to submit requests for items of concern to them so they could be scrutinised. Proposals of areas of concern could be made to councillors as their representatives, or directly to officers on the 'paper' proposal form contained in the report or electronically via the website

These are challenging times and all were conscious of the tough decisions faced by public services in attempting to finance the delivery of essential services. With a view to supporting the Council to undertake this work the Scrutiny Committees would, for the foreseeable future, be focussing some considerable proportion of their time to budget setting and monitoring work, as well as examining the proposals that would form part of the Council's Transformation Programme.

The report was currently in draft form but when approved, it would then be translated and be made available on the Council's website.

At this juncture, members offered their thanks to the Scrutiny Co-ordinators, Rhian Evans and Karen Evans for all their support and hard work.

Following a vote by a show of hands, it was unanimously agreed to approve the report.

RESOLVED that Council having considered the Annual Report of the Scrutiny Committees for 2023/24, approve its publication.

8 COMMITTEE TIMETABLE 2025

The Head of Corporate Support Service: People, Catrin Roberts, introduced the Committee Timetable 2025 report (previously circulated).

It was necessary for Council to approve a timetable for 2025 to enable meeting arrangements and resources to be confirmed, to publicise the timetable and to populate the members' diaries.

The Head of Corporate Support Service: People, took the opportunity to thank Kath Jones, Senior Committee Administrator for preparing the Schedule and liaising with officers, as it required extremely careful organisation.

RESOLVED that Council unanimously approved the draft Committee timetable 2025.

9 APPOINTMENT OF DIRECTOR OF DENBIGHSHIRE LEISURE LIMITED

The Corporate Director: Governance and Business introduced the Appointment of Director of Denbighshire Leisure Limited report (previously circulated).

It was confirmed that Nicola Stubbins, Corporate Director: Social Services and Education, had stepped down from the Board and, therefore, it was necessary for the Council to appoint a new Director to fill the vacancy.

Members of SLT had been canvassed for their interest in taking up the role and had agreed to nominate Tony Ward, Corporate Director: Environment and Economy for the role.

It was queried whether Tony Ward would have the capacity in his workload to take on the additional role. It was confirmed Tony Ward had agreed to take up the role if approved by Council. He would undertake training and not take up the role until September 2024.

A majority of members present voted to approve the appointment, therefore it was –

RESOLVED that Council appoint Tony Ward, Corporate Director: Environment and Economy to be a Director of Denbighshire Leisure Limited (DLL).

10 COUNTY COUNCIL FORWARD WORK PROGRAMME

The Corporate Director: Governance and Business, Gary Williams, introduced the Council's Forward Work Programme and the Council Workshop Forward Work Programme.

RESOLVED that the Council's Forward Work Programme and the Council Workshop Forward Work Programme be noted.

THE MEETING CONCLUDED AT 11.20 A.M.

This page is intentionally left blank

Report to	Council
Date of meeting	10 September 2024
Lead Member / Officer	Cllr Jason McLellan, Leader of the Council and Lead Member for Economic Growth & Tackling Deprivation
Head of Service	Gary Williams, Corporate Director: Governance and Business
Report author	Gary Williams, Corporate Director: Governance and Business
Title	Appointment of Director of Denbighshire Leisure Limited

1. What is the report about?

1.1. The report is about the appointment of a Director to the Board of Directors of Denbighshire Leisure Limited ‘(the Board)’.

2. What is the reason for making this report?

2.1. A vacancy has arisen on the Board and it is necessary for the Council to appoint a new Director to fill that vacancy.

3. What are the Recommendations?

3.1. That Council appoints a Non-Cabinet elected member, to be a Director of Denbighshire Leisure Limited (‘DLL’).

3.2. That Council confirms that Cllr Diane King will remain as a Director of DLL but in her capacity as Lead Member for Education, Children and Families

4. Report details

4.1. On 30th May 2019 Council approved the creation of a not for profit Local Authority Trading Company Limited by Guarantee as an alternative delivery model for the provision of leisure services on behalf of the Council. This company is called Denbighshire Leisure Limited (DLL).

4.2. The Council is the sole owner and member of DLL. The Articles of Association of the Company provide that the appointment of Directors to the Board is a matter for Council to decide.

4.3. The Board of Directors (the Board) is responsible for the running of the company. The composition of the Board is currently as follows:

Managing Director – Jamie Groves,

Lead Member for Housing and Communities, Cllr Rhys Thomas

Lead Member for Education, Children and Families, Cllr Diane King

Independent Director x 2 (Paul McGrady and Sian Rodgers),

A Non-Cabinet elected member – Vacant,

Member of SLT – Tony Ward, Corporate Director: Environment and Economy

4.4. The position on the Board to be occupied by a Non-Cabinet elected member is currently vacant. Cllr Diane King, who was appointed by Council to this role has since become a Cabinet Member. Cllr Gill German has resigned her seat on the Board as a result of her election to Parliament.

4.5. Cllr King will remain on the Board, but will do so in her new capacity as Lead Member for Education, Children and Families

4.6. Council is accordingly requested to appoint a Non-Cabinet elected member to the Board of DLL.

5. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

5.1. This report has no direct impact upon corporate priorities.

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

6.1. There are no direct costs associated with this report.

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

7.1. An assessment is not required for this report.

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

8.1. There has been no consultation with Scrutiny. Group Leaders have been asked to canvass their groups for nominations.

9. Chief Finance Officer Statement

9.1. Although there are no direct financial implications of this report, it is important that strong governance arrangements are maintained to help reduce risks going forward. The report is fully supported.

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

10.1 There is a risk that carrying vacancies on the Board will not provide sufficient oversight and support to DLL

11. Power to make the decision

11.1 s111 Local Government Act 1972

11.2 Article 13 Articles of Association of Denbighshire Leisure Limited.

Report to	Council
Date of meeting	10 September 2024
Lead Member	Councillor Julie Matthews, Deputy Leader and Lead Member for Corporate Strategy, Policy and Equalities
Head of Service	Catrin Roberts, Head of Corporate Support Services: People
Report author	Steve Price, Democratic Services Manager
Title	Council Policy on Member Training

1. What is the report about?

- 1.1. In March 2024 the Democratic Services Committee considered issues related to member training. This report provides information on a proposed mandatory training policy for members.

2. What is the reason for making this report?

- 2.1. The purpose is to report to full Council the recommendations of the Democratic Services Committee on a Council policy for mandatory member training.

3. What are the Recommendations?

- 3.1. That Council adopts, with any appropriate amendments, the draft Council Policy on Member Training, attached as appendix 1 to this report.

4. Report details

Introduction

- 4.1. A programme of member inductions, training and development commenced immediately after the Council elections in May 2022. The sessions delivered as part

of the initial induction for new and returning members included training on the Council's Code of Conduct, members' ICT provision, familiarisation with services, equality and diversity, safeguarding, and an introduction to Scrutiny. Training was also provided for undertaking certain roles as members, for example, for members of the Planning or Governance and Audit Committees and acting as a 'corporate parent'. Training opportunities have continued with the regular availability of new or repeat training, development and e-learning sessions for members.

Mandatory and Discretionary Training

- 4.2. The Council could decide to designate certain training as being mandatory for all members, or for members undertaking certain roles. Attending at least one training session on the Members' Code of Conduct during each full term of office is mandatory because the requirement is included within the Council's Code of Conduct. The Council has continued to operate mandatory training for members of the Planning Committee, because of the quasi-judicial role being undertaken.
- 4.3. To enable members to fulfil their obligations, any mandatory training would need to be offered at appropriate times and frequencies, and over a realistic timeframe. The line-management and training policy arrangements for staff are not appropriate for councillors as they are elected office holders rather than employees. However, Council could adopt a mandatory training policy for members with appropriate measures for dealing with any instances of non-compliance with the policy.
- 4.4 The previous Council decided that the following would be mandatory training courses:
- Code of Conduct - once a term for all members
 - Planning – two training events each year for Planning Committee Members
 - Licensing - two training events each year for Licensing Committee Members
 - Data Protection and GDPR – annual training but subsequently amended to once a term for all members
 - Local Government Finance - once a term for all members
 - Safeguarding - once a term for all members
 - Corporate Parenting – once a term for all members
- 4.5 The Democratic Services Committee re-considered member training after full Council had referred member training issues to the group leaders, who requested that a survey be issued to clarify the views of members. The results of the survey, which

was conducted in February and March this year and was open to councillors, senior officers and lay members, are attached as appendix 2.

- 4.6 In March 2024, the Democratic Services Committee recommended the setting of mandatory training requirements for the current Council for certain subjects and roles. The committee supported the involvement of the political groups and group leaders in encouraging compliance with mandatory training requirements. To further this, the committee supported the provision of training records to the group leaders and for the political groups to consider mandatory training issues when allocating seats and roles to their members.

5. How does the decision contribute to the Corporate Plan 2022 to 2027: The Denbighshire We Want?

- 5.1. This report does not directly contribute to the Corporate Priorities but appropriately trained and supported elected members will contribute to the Council's performance at strategic, policy development and decision-taking levels.

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

- 6.1. Most of the training plan is provided by the Council's officers. This does not require extra funding but does require officer time and that is an important factor in the size and complexity of the training programme that can be delivered. For some training sessions external facilitation may be required which would need to be contained within the member training budget. E-learning modules for some topics are also available. The Welsh Local Government Association provides a number of key professional training and development courses.

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. Member training and development issues are reported to the Democratic Services Committee and full Council. The political group leaders have been consulted for their views on member training and councillors, lay-members and senior officers have been surveyed for their views.

9. Chief Finance Officer Statement

9.1. As noted in section 6, most of the training is provided by existing staff and it is welcome that there is a commitment to try and keep costs for any external resource required within existing budget.

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

10.1. Training and development are intended to equip members and co-opted members with the skills and knowledge required for the different roles of the modern councillor and lay member. Without appropriate training and development there is also a greater risk of successful challenges to decisions and of complaints. As mentioned in section 6 above, to a large extent the provision of member training relies on the capacity of Council staff to provide training on their areas of work and expertise.

11. Power to make the decision

11.1. Local Government (Wales) Measure 2011.

DRAFT - Council Policy on Member Training – Revised September 2024

Section A - Mandatory Training Subjects for All Elected Members
--

<u>Subject</u>	<u>Minimum Requirements</u>
Members' Code of Conduct	Once a term within the first 6 months of a member taking office.
Comments: This continues a long-standing minimum training requirement for members who are encouraged to attend the repeat sessions of code of conduct training throughout the term of the Council.	
Climate Change / Ecological Emergency	Once a term
Corporate Parenting	Once a term
Data Protection for Elected Members	Once a term
Comments: Data protection training is designated as a mandatory subject for the protection of elected members and to ensure compliance with statutory personal requirements.	
Equality and Diversity	Once a term
Gypsy and Traveller Training	Once a term
Health and Safety	Once a term
Comments: In respect of councillor-related aspects of health and safety legislation and practice.	
Local Government Finance and Budget Setting	Once a term
Mental Health and Well-being	Once a term
Safeguarding	Once a term
Scrutiny: Role of the Scrutiny Committees and Scrutiny Members	Once a term
Comments: The Overview and Scrutiny function is a central component of the Local Government Act 2000's provisions for the democratic governance arrangements for principal councils.	
Well-being of Future Generations Act	Once a term

Section B - Mandatory Training Subjects for Specific Elected Members

Subject

Minimum Requirements

Chairing of Meetings

Once a term for serving chairs and vice chairs

Comments: Chairing of meeting training is mandatory for elected and lay members appointed as a chair or vice chair of a committee or panel recognised in the Council's constitution. The training is discretionary for other elected or lay members.

Planning Committee

Twice a year for members of the Planning Committee

Comments: The twice a year training requirement continues a long-standing minimum training requirement for members of the Planning Committee. The Planning Committee is a quasi-judicial decision-making body that must operate with due regard to the latest planning regulations and guidance.

Licensing Committee

A minimum of once a year for members of the Licensing Committee

Comments: The Licensing Committee and sub-committee hearings are quasi-judicial decision-making bodies that may impact on the community, private-sector business activities and employment opportunities.

Corporate Governance

Once a term for elected and lay members of the Governance and Audit Committee

Comments: An understanding of the main features of the Council's corporate governance arrangements is essential for a Governance and Audit Committee elected or lay member.

Section C – Monitoring and Compliance Arrangements

Availability of Training

The mandatory training requirements will be supported by suitable training at appropriate times and frequencies, over a realistic timeframe that offer members a reasonable opportunity to fulfil their personal mandatory training requirements.

Individual Member's Personal Responsibilities

Individual members have a personal responsibility for ensuring they fulfil their mandatory training requirements.

A member will not be considered to be in breach of their mandatory training requirements in instances where the necessary training opportunities were not available over a reasonable period.

Group Leaders and Political Groups

The group leaders will receive the training records of their group members and discuss with them any issues of non-compliance with the mandatory training requirements.

The group leaders and the political groups as a whole should have regard to any instances of non-compliance with mandatory member training requirements when considering the allocation of committee seats and offices to their members.

The political group leaders have a statutory duty to take reasonable steps to promote and maintain high standards of conduct by members of their group. Statutory guidance for this duty outlines reasonable steps a group leader may take, including actively encouraging group members to attend relevant development or training around equalities and standards, the code of conduct and for ensuring that nominees to a committee have received the recommended training for participating on that committee. Group leaders will report to the Council's Standards Committee about the actions they have taken to comply with their statutory duty to promote and maintain high standards of conduct by members of their group.

Standards Committee Role

The Council's Standards Committee has a statutory duty to report annually to Council. The report will include the advice the committee has provided on training for all members and how that has been implemented.

Support for the Member's Mandatory Training Policy

Advice and support for members in respect of the Council's mandatory training policy will be available from the Monitoring Officer and the Democratic Services Manager.

This page is intentionally left blank

Responses from “Survey of Members: Council Policy on Mandatory Training”

The aim of this survey is to provide Council with information from elected members, SLT and lay members on member training. In particular, the survey sought feedback on what training should be mandatory and to what extent, and what sanctions should be applied to address instances of non-compliance with any mandatory training required by Council of its members.

Responses:

Question 1 asked respondents to indicate whether they are a councillor, lay member or officer. The results show 30 responses were received in total.

1. Please indicate whether you are:



Question 2 asked respondents to state whether they think the training topics shown in the first (Training) column should be mandatory for all councillors, mandatory for certain councillors, or not mandatory for anyone. The table below shows the outcome of this question.

The options that received the most votes are highlighted in green.

Training:	Mandatory for All	Mandatory for Certain Members	Not Mandatory
Chairing of Meetings	26.9%	61.5%	11.5%
Climate Change / Ecological Emergency	64.3%	14.3%	21.4%
Code of Conduct	89.3%	3.6%	7.1%
Corporate Governance	39.3%	46.4%	14.3%
Corporate Parenting	51.9%	22.2%	25.9%
Data Protection	72.4%	13.8%	13.8%
Equality / Diversity	75.9%	13.8%	10.3%
Gypsy and Traveller	46.4%	35.7%	17.9%
Health and Safety	51.9%	33.3%	14.8%

Training	Mandatory for All	Mandatory for Certain Members	Not Mandatory
Local Government Finance and Budget Setting	50%	35.7%	14.3%
Licensing (Committee)	11.1%	70.4%	18.5%
Mental Health and Wellbeing	59.3%	22.2%	18.5%
Performance Data	13.8%	55.2%	31%
Planning Committee	22.2%	70.4%	7.4%
Questioning Skills	31%	34.5%	34.5%
Safeguarding	66.7%	22.2%	11.1%
Schools and Education	37%	33.3%	29.6%
Scrutiny (introduction)	42.3%	38.5%	19.2%
Wellbeing of Future Generations Act	50%	25%	25%
Welsh Language Standards	46.4%	35.7%	17.9%

Question 3 asked respondents if they had any comments relating to their answers in question 2. The responses are listed below:

- We should all have a mandatory standard of training equally so all of them makes sense as all of them criss-cross everything that we do or become involved in or observe. If we don't all have at least a basic level of training, how can we possibly contribute?
- Should be optional, due to existing overall workload.
- There are some topics I would not feel qualified to scrutinise as out of my field of knowledge.
- Concerned that there are different of what 'Corporate Governance' means. If seen as just necessary legal and finance processes then it may not be seen as something for all members, whereas since the true meaning is much wider than it should be mandatory for all members.
- The key thing here is determining who should require mandatory training. I think it is mostly obvious - Scrutiny members require scrutiny training, at least one member of each group should have training in some subjects etc (this makes pt8 tricky though).
- I have suggested many are mandatory for all. Perhaps, if the training is mandatory for just certain Cllr's - e.g. planning, the training could be made available for any Cllr's who wish to attend.
- A one off [*in relation to questioning skills*].

Question 4 focused on how often mandatory training should be undertaken.

4. For the topics you noted as mandatory in question 2, please indicate how often the training should be undertaken.



Question 5 asked if they had any comments or suggestions relating to their answers to question 4 and the timescales for completing the mandatory courses. The responses are listed below:

- Once per council term
- Really, we should then be asked how frequent for each one we've ticked as mandatory as the frequency is different for each. Maybe tag some of them as much as possible onto County Council meetings as we're all there for those anyway?
- Once a term or any change in legislation
- Biannually due to workload
- Some should be annually some less often.
- completed once a term or as and when new legislation is introduced.
- Some could be annual; others more often; others as a one-off
- Don't think this question is designed well - the frequency depends on the particular topic. Code of Conduct, for example, should be annual, but others could be less frequent. There needs to be a balance struck with available time for training from members and also be officers (or others) delivering training.
- Training should be per term (5 years)
- This will depend on the subject area - safeguarding for example should be annually whereas questioning skills could be once a term.
- I would suggest that the frequency of training could vary with some areas such as data/GDPR protection, safeguarding etc needing a biannual refresher and other aspects such as Finance and budget setting etc on a 1 in a term basis.
- Within the year
- None

Question 6 asked if there are any topics not listed above on which respondents would like training to be provided? The responses are listed below:

- Councillors need a Council led process of legal redress against malicious accusations or slander by the public.
- Housing & Homelessness: annual
- The Constitution - how the different groups, committees and key officers' function and relate together. This need not be annual but should be mandatory for all members (including lay) upon induction.
- Use of social media and other communication platforms mandatory

Question 7 queried whether the Council should have measures in place to promote compliance with mandatory training requirements:

7. Should the training topics designated by Council as mandatory be accompanied by measures to promote compliance with Council's policy?



If the Council decided to have measures to promote compliance with its mandatory training policy respondents were asked in **question 8** for their views on the suitability of 4 potential measures.

The options that received the most votes are highlighted in green:

	Yes, I support this measure	No, this measure is not appropriate	I am unsure / No response
Provision of training records to the group leaders	82.1%	10.7%	7.1%
Public reporting of mandatory training records to an appropriate committee	53.6%	32.1%	14.3%

Publishing details of non-compliance with mandatory training requirements	44.4%	33.3%	22.2%
Groups reviewing & encouraging the completion of mandatory training / consideration of training in the allocation of roles	66.7%	14.8%	18.5%

Finally, respondents were invited to leave any further comments that had not been covered in their responses. The following comments were received:

- Councillors have a heavy workload already without mandatory training
- Mandatory means mandatory
- Agree with mandatory training and need for measures to promote compliance, but consideration needs to be given to means of training - attendance at formal group training sessions may not always be necessary, but online training which requires some questions to be answered may be a more appropriate in some cases.

This page is intentionally left blank

RHYBUDD O GYNNIG AR GYFER CYFARFOD CYNGOR LLAWN 10 Medi 2024

Gyda'r galw am wasanaethau'r gwasanaeth cymdeithasol plant a phobl ifanc yn cynyddu ar raddfa nas gwelid yn flaenorol yn ein Sir, a'r pwysau aruthrol mae hyn yn ei osod ar ein cyllideb fel Cyngor. Cynigiwn fel aelodau Grŵp Plaid Cymru ein bod yn ysgrifennu at yr holl aelodau seneddol sy'n cynrychioli ein sir yn San Steffan ar y mater. Cynigiwn ein bod yn gofyn i'r aelodau perthnasol hynny i ail edrych ar eu safbwynt ar fater terfyn budd dal dau blentyn, a chefnogi'r angen i'w ddiddymu. Trwy hyn i ddangos eu cefnogaeth i deuluoedd mwyaf bregus Sir Ddinbych yn ogystal â chynorthwyo i ostwng y galw ar ein gwasanaethau cymdeithasol yn lleol.

NOTE OF MOTION FOR THE FULL COUNCIL MEETING 10 September 2024

With the demand for social services support for children and young people increasing on a scale not previously seen in our county, and the enormous pressure this places on our budget as a council. The Plaid Cymru Group propose that we, as a council write to all the members of parliament who represent our county in Westminster on the matter. We propose that we ask all relevant members to re-look at their position on the issue of the two-child benefit cap and support the need to abolish it. In so doing, to show their support for Denbighshire's most vulnerable families as well as helping to reduce the demand on our social services locally.

This page is intentionally left blank

COUNCIL FORWARD WORK PROGRAMME

Meeting	Item (Description / Title)		Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer	Date Entered-Updated / By
12 November 2024	1.	Petition Scheme	To approve a Petition Scheme for the Council (deferred from September meeting)	Yes	Lead Member – Cllr Julie Matthews Report Author – Gary Williams	19.08.24 SLW
	2.	Corporate Joint Committee Governance Arrangements	To approve updated governance arrangements (deferred from September meeting)	Yes	Lead Member – Cllr Jason McLellan Lead Officer/Report Author – Gary Williams	26.04.24 KEJ
28 January 2025	1.	Budget 2025/26		Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Liz Thomas	06.08.24 SLW
	2.	Council Tax Reduction Scheme 2025/26		Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Liz Thomas Report Author – Paul Barnes	06.08.24 SLW
20 February 2025	1.	Council Tax 2025/2026 and associated matters		Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Liz Thomas	06.08.24 SLW

COUNCIL FORWARD WORK PROGRAMME

	2.	Capital Plan 2025/26 and recommendations of the Strategic Investment Group		Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Liz Thomas	06.08.24 SLW
	3.	Treasury Management Strategic Statement (TMSS) 2025/2026 and prudential indicators 2025/26		Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Liz Thomas	06.08.24 SLW
13 May 2025 (Annual Council)		Appointment of Chair and Vice-Chair of County Council	To appoint the Chair and Vice-Chair of the Council for the 2025/26 municipal year	Yes	Gary Williams	06.08.24 SLW
	2.	Pay Policy Statement 2025/26	To approve the Pay Policy Statement for 2025/26	Yes	Lead Member – Cllr Gwyneth Ellis Head of Service – Catrin Roberts Report Author – Sophie Vaughan	06.08.24 SLW
	3.	Annual Review of Political Balance and Appointment of Scrutiny Chairs	To consider a report on Political Balance and Committee related issues	No	Lead Member – Cllr Julie Matthews Head of Service – Catrin Roberts Report Author – Steve Price	06.08.24 SLW
8 July 2025						
9 September 2025						

COUNCIL FORWARD WORK PROGRAMME

11 November 2025						

FUTURE ITEMS

Meeting	Item (Description / Title)	Purpose of Report	Council Decision Required (yes/no)	Lead member and Contact Officer
TBC	Review of Polling Places and Stations	To consider a statutory review of the county's polling places and polling stations.	Yes	Cllr Julie Matthews / Steve Price / Shellan Rowley

Note for Officers – Full Council Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
10.09.2024	27.08.2024	12.11.2024	29.10.2024	28.01.2025	14.01.2025
20.02.2025	06.02.2025	13.05.2025	29.04.2025	08.07.2025	24.06.2025
09.09.2025	26.08.2025	11.11.2025	28.10.2025		

COUNCIL FORWARD WORK PROGRAMME

Updated 19/08/2024 SLW

Council Workshop Forward Work Programme

DATE OF COUNCIL WORKSHOP	TOPIC(S)	LEAD SLT / LEAD MEMBER	DATE ENTERED / UPDATED BY
2024 DATES Tuesday 2pm			
September (date tbc)	To be rescheduled from 3 September for later in September to consider any Scrutiny review of the Waste Roll-out <i>Steve emailed Cllr Mellor and lead officers on 2pm of 26 September for the Workshop</i>	Tony Ward / Paul Jackson / Cllr Barry Mellor	22.8.24 SP
1 October	North Wales Police Chief Constable Amanda Blakeman. To discuss the chief constable's priorities for NWP and how these relate to the communities of Denbighshire. <i>Note for DS staff: Graham Boase is the contact for this item.</i>	Graham Boase Councillor Rhys Thomas	21.5.24 SP
5 November	Corporate Joint Committee (CJC) update including the regional transport plan.	Gary Williams	23.8.23 SP
10 December			
2025 DATES Tuesday 2pm			
14 January			
11 February			
11 March			
8 April			

Council Workshop Forward Work Programme

6 May				
10 June				
15 July				
2 September				
7 October				
4 November				
2 December				

Reserve List for consideration

1. Workshop on performance expectations and budgetary impacts
2. Promotion of Welsh Language (within the Council, Communities and Schools - Welsh Education Strategic Plan, New Language Categorisation). This was the topic for the 10 Oct 2023 Workshop which meeting was cancelled, with the intention of being rescheduled.
3. Strategic Flooding approach (inc DCC Strategy) - Tony Ward & Emlyn Jones / Councillor Barry Mellor
4. ALN Reform, the New Curriculum for Wales and the support provided by The Regional School Improvement Service (GwE)
5. Inclusion Service & Pupil Referral Unit
6. How we support Schools through Admissions, Transport, Governance and Resource Management.
7. Tackling Poverty/Deprivation
8. Tourism, including destination management and Tourism Strategy
9. Culture/Arts/Heritage
10. Young People in democracy
11. CJC Update to include the Regional Strategic Planning, Transport Plan etc
12. NWEAB work, including Growth Deal
13. Sustainable Transport Plan & Active Travel
14. LDP
15. Approach to Homelessness

Council Workshop Forward Work Programme

16. Town Centres
17. Flying Start, Family Support and Early Prevention
18. Safeguarding & Community Safety
19. Levelling up Funds and Shared Prosperity Fund
20. Regional Integration Fund (RIF) Projects & Funding
21. NWOW & Office Strategy
22. Corporate Plan
23. DLL & DCC
24. Workshop for each of the Corporate Plan themes.

Revised 23/08/24 SP

This page is intentionally left blank