

COMMITTEE TIMETABLE 2019

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
COUNTY COUNCIL 10 a.m.	29	19		9	14 Annual Meeting		2	SUMMER RECESS	10	15		3
COUNCIL BRIEFING 2 p.m.			18			3					11	
CABINET 10 a.m.	22	26	26	30	28	25	30		24	22	19	17
CABINET BRIEFING 1 p.m.	14	11	11	15	13	10	15		9	7	4	2
PLANNING 9.30 a.m.	16	13	13	17	22	19	17		4	9	13	11
PERFORMANCE SCRUTINY 9.30 a.m.	31		21		2	13	18		26		28	
COMMUNITIES SCRUTINY 9.30 a.m.	24		14		9		4		5	24		12
PARTNERSHIPS SCRUTINY 9.30 a.m.		14		4	23		11		12		7	19
CORPORATE GOVERNANCE 9.30 a.m.	23		6	10		5	10		11		20	
LICENSING 9.30 a.m.			5			12			18			4
LICC 2 p.m.		6				4				3		

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
SACRE 10 a.m.		5				26				16			
STANDARDS 10 a.m.			15			7			6			6	
DEMOCRATIC SERVICES COMMITTEE 10 a.m.			29								4		
CORPORATE HEALTH, S&W 10 a.m.		8			3		19					8	
WELSH LANGUAGE STEERING COMMITTEE 10 a.m.			19				9					12	
ASSET MANAGEMENT GROUP 9.30 a.m.	10		7		16		25		19		14		

OTHER MEETINGS IN 2019

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CONWY & DENBIGHSHIRE JOINT ADOPTION PANEL 9.30 a.m. DATES TBC												
FOSTERING PANEL	23	27	27	24	22	26	24	28	25	23	27	11
AONB JOINT COMMITTEE 10 a.m.			8			21					22	

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
AONB PARTNERSHIP 10 a.m.			22			14				18		
PUBLIC SERVICES BOARD			25									
SCRUTINY CHAIRS & VICE CHAIRS GROUP 2 p.m.	31		14	25								
MEMBER AREA GROUPS												
DENBIGH TUES 2 p.m.	15		12		7		16			1		10
RHYL MON 2 p.m.		4		8		17			16		25	
PRESTATYN & MELIDEN TUE 6 p.m.		12		16		18			3		5	
ELWY THUR 2 p.m.	10		14		9		11			10		12
RUTHIN MON 10 a.m.		18		22		24			23		18	
DEE VALLEY MON 2 p.m.	21		25		20		29			14		9

CYCLE OF MEETINGS – 2019

Meetings scheduled so as to avoid school holidays for formal meetings where possible and week of the Royal Welsh Show (22 – 25 July) and Royal Welsh Winter Fair (25 – 26 November)

COUNCIL – 8 MEETINGS [meets at 10.00 a.m. on Tuesdays]

29 January – needs to meet before end Jan to approve Council Tax Reduction Scheme

19 February – needs to meet before end of Feb to approve Council Tax Levels

9 April

14 May – ANNUAL COUNCIL

2 July

10 September

15 October – brought forward a week to accommodate Cabinet on 22 October thereby avoiding holding Cabinet in half term (29 October)

3 December

COUNCIL BRIEFINGS [meets at 2.00 p.m. on Mondays]

To be scheduled for the 3 months there are no council meetings – Mondays 2.00 p.m.

18 March

3 June

11 November

CABINET – MONTHLY [meets at 10.00 a.m. on Tuesdays]

To be scheduled near the end of the month where possible.

22 January

26 February (in half term school holidays can't schedule week earlier as would clash with Council and also present difficulties for finance report)

26 March

30 April

28 May – (in half term school holidays – could be brought forward a week but would only leave 3 weeks between the April and May meetings)

25 June

30 July – falls in school holiday time but the week before (23 July) also falls in school holiday time and week of the Royal Welsh show. To bring forward two weeks to 16 July would cause difficulties for the timing of the regular finance report and leave 10 weeks until the next Cabinet meeting scheduled for 24 September

24 September

22 October – brought forward a week to avoid half term

19 November – brought forward a week to avoid clash with Royal Welsh Winter Fair (25 – 26 November)

17 December – week earlier than usual due to Christmas period.

CABINET BRIEFINGS – MONTHLY [meets at 1.00 p.m. on Mondays leading up to a Cabinet meeting to complement the cycle of Cabinet meetings]

14 January

11 February

11 March

15 April

13 May

10 June

15 July

9 September

7 October

4 November

2 December

PLANNING COMMITTEE – MONTHLY [meets at 9.30 a.m. on Wednesdays]

16 January

13 February

13 March

17 April – falls in Easter holidays – could be brought back a week to 10 April but would then leave only 3 weeks between previous meeting and 6 weeks until the next. The following week is also Easter Holidays and to move to the following week would be 1 May and 3 weeks until the next meeting on 22 May

22 May

19 June

17 July

August Recess – there are 8 (now 7) weeks between the Planning meetings in July and September. There is scope to move Planning forward to 24 July or 31 July but both are in summer school holidays and 24 July also falls within the week of the Royal Welsh Show

4 September (brought forward from original suggestion of 11 September to accommodate Corporate Governance Committee to sign off final accounts)

9 October

13 November

11 December

CORPORATE GOVERNANCE COMMITTEE – 7 MEETINGS A YEAR [usually meets at 9.30 a.m. on Wednesdays]

The Corporate Governance Committee meets in July to consider the draft statement of accounts. Usually meets near end of September to approve statement of accounts but needs to be signed off by 15 September 2019 so will need to meet early September.

23 January – need to meet late Jan due to Treasury Management report timescale

6 March

10 April – brought forward 2 weeks earlier than last year in order to avoid school Easter holidays – if the change causes timetabling difficulties for report authors please advise – could move to 1 May as first Wednesday after school holidays or if necessary schedule during school holiday period

5 June

10 July – could move to 24 July but in school holidays and Royal Welsh week, or 31 July which is school holiday time

11 September – needs to meet to approve the statement of accounts before 15 September

20 November

SCRUTINY COMMITTEES – meet 7 times a year on Thursdays

Performance Scrutiny – needs to consider school exams end of September /beginning October and end of January/beginning of February

31 January

21 March

2 May

13 June

18 July

26 September

28 November

Communities Scrutiny Committee

24 January

14 March

9 May

4 July

5 September

24 October

12 December

Partnerships Scrutiny Committee

14 February

4 April

23 May

11 July

12 September

7 November (amended from the 31 October which is half term week)

19 December

Scrutiny Chairs and Vice Chairs Group – to be set by the Group and agreed up to 25 April 2019 (31 January 2019, 14 March 2019 and 25 April 2019)

LICENSING COMMITTEE – meets on a quarterly basis (usually Wednesday)

5 March (Tuesday)

12 June

18 September

4 December

STANDARDS – meets quarterly on Fridays

15 March (rescheduled from 8 March due to a clash with AONB date)

7 June

6 September

6 December

DEMOCRATIC SERVICES – meets twice a year on Fridays

29 March

4 October

CORPORATE HEALTH, SAFETY AND WELFARE COMMITTEE – meets quarterly on a Friday

8 February

3 May

19 July

8 November

LJCC – meets 3 times a year, on different days

6 February (Wednesday)

4 June (Tuesday)

3 October (Thursday)

SACRE – meets once in each school term (3 times a year) on different days in the same academic year

5 February (Tuesday)

26 June (Wednesday)

16 October (Wednesday)

WELSH LANGUAGE STEERING COMMITTEE

Meets 3 times a year

19 Mar (Tuesday)

9 July (Tuesday)

12 Nov (Tuesday)

ASSET MANAGEMENT GROUP

Meets at least 6 times a year at such venues, dates and times as determined by the group – tends to meet every other month on a Thursday. Meeting Room 1, Caledfryn 9.00 a.m. – 1.00 p.m. has been reserved for those meetings)

10 January

7 March

16 May

25 July

19 September

14 November

AONB Joint Committee

8 March

21 June

22 November

PUBLIC SERVICE BOARD

Set by the Board – dates agreed up to 25 March 2019 included in the schedule

CONWY & DENBIGHSHIRE JOINT ADOPTION PANEL

Set by the Panel – awaited – dates currently being arranged but not available at the time of this report

FOSTERING PANEL

Set by the Panel – and included in the schedule

PROGRAMME BOARDS – awaiting timetabling schedule detail

CORPORATE PARENTING FORUM – awaiting timetabling schedule detail.

MEMBER AREA GROUPS (MAG) –

There are 6 MAGs which each meet once every two months with dates included in the schedule.

Political Balance Position

Updated 10 April 2018

The tables below summarise the position for each of the committees. The third column headed *Political Balance* shows the actual number of seats each Group is entitled to have on the committee.

Changes to committee memberships can occur at any time and the Groups are encouraged to ensure that each committee has a full contingent of members throughout the year. A general review of the political balance of the committees is undertaken annually to re-balance committees for the start of the new municipal year in May.

Cabinet	Current Membership	Political Balance
Labour	0	2
Independent	4	2
Conservative	4	3
Plaid Cymru	0	1
Comments: In the event of a political group with 5 or more members declining to take up their seats on the Cabinet the Leader may appoint councillors to fill the vacancies and the rules of political balance do not apply to the filling of those vacancies. Action: None		

Corporate Governance Committee	Current Membership	Political Balance
Labour	2	2
Independent	0	1
Conservative	2	2
Plaid Cymru	1	1
Comments: The membership of the Corporate Governance Committee is 6 councillors politically balanced plus a lay member. The constitutional requirement for the Vice Chair of Council to sit on the Corporate Governance committee and the restriction prohibiting Corporate Governance Committee members from being members of a Scrutiny Committee were removed with the adoption of the new Council constitution. Members of the committee may not be Chair of Council or a Cabinet member. Action: Independent Group to appoint 1 member.		

Communities Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Partnerships Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Performance Scrutiny Committee	Current Membership	Political Balance
Labour	3	3
Independent	1	2
Conservative	4	4
Plaid Cymru	3	2
Comments: Independent Group offered 1 vacant seat to the other Groups with Cllr Arwel Roberts joining the Committee as a result.		
Action: None but see comments above.		

Planning Committee	Current Membership	Political Balance
Labour	4	6
Independent	4	4
Conservative	7	7
Plaid Cymru	4	4
Comments: Welsh Government Regulations in 2017 mean that two members representing the same ward cannot both sit on the Planning Committee at the same time. Council agreed in May 2017 for Group Leaders to be given the responsibility for resolving multi-member ward nominations and if there is a failure to agree a single nomination none of the nominations would be accepted onto the Committee.		
Actions: Labour Group to nominate 2 additional members in consultation with the other groups to comply with the 2017 Regulations.		

Licensing Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: None		

Democratic Services Committee	Current Membership	Political Balance
Labour	3	3
Independent	1	2
Conservative	4	4
Plaid Cymru	2	2
Comments:		
Actions: Independent Group to appoint 1 member.		

Welsh Language Steering Committee	Current Membership	Political Balance
Labour	3	3
Independent	2	2
Conservative	4	4
Plaid Cymru	2	2
Comments: This Committee was established by full Council on the 6 December 2016.		
<p>The membership of this committee is 11 councillors, politically balanced, and where possible to include the lead Cabinet member with responsibility for Welsh language issues (the lead member will count towards the political balance calculation). The aim of the Committee is to provide a public forum and steer to support the Welsh language strategy in Denbighshire.</p> <p>Councillor Huw Hilditch-Roberts is the lead member for the Welsh Language and a member of the committee.</p>		
Actions: None		

Local Joint Consultative Committee (LJCC)	Current Membership	Political Balance
Labour	2	2
Independent	1	1
Conservative	2	2
Plaid Cymru	1	1
<p>Comments: The LJCC is an internal consultative forum of employer and trade union representatives on staffing issues. The lead member for HR issues is usually a member of the LJCC and is counted as part of the political balance.</p> <p>Actions: None.</p>		

Corporate Health, Safety and Welfare Committee	Current Membership	Political Balance
Labour	2	2
Independent	2	2
Conservative	3	3
Plaid Cymru	1	1
<p>Comments: The Corporate Health, Safety & Welfare Committee is an internal consultative forum of employer and trade union representatives on health and safety matters.</p> <p>Actions: None.</p>		

Standing Advisory Council for Religious Education (SACRE)	Current Membership	Political Balance
Labour	2	2
Independent	0	2
Conservative	2	3
Plaid Cymru	1	1
<p>Comments: This committee is a statutory committee advising on RE provision in schools.</p> <p>Action: Independent Group to appoint 2 members, Conservative Group to appoint 1 member.</p>		

Appeals and complaints Committee	Current Membership	Political Balance
Labour		3
Independent	1	2
Conservative	4	4
Plaid Cymru	2	2
<p>Comments: This appeal 'committee' is a pool of members which could be called upon in exceptional circumstances where it was felt that a panel involving members would be appropriate, for example in relation to appeals relating to schools.</p> <p>Actions: Labour Group to appoint 3 members, Independent Group to appoint 1 member,</p>		

Appendix 3

COMMITTEES				
SCRUTINY COMMITTEES				
CABINET (8)	PARTNERSHIPS (11)	COMMUNITIES (11)	PERFORMANCE (11)	CORPORATE GOVERNANCE (6)
Evans, Hugh	Chamberlain-Jones, Jeanette (chair)	Blakeley, Brian	Chard, Ellie	Ap Gwynfor, Mabon
Feeley, Bobby	Butterfield, Joan	Davies, Meirick	Davies, Ann	Flynn, Tony
Hilditch-Roberts, Huw	Davies, Gareth	Flynn, Rachel	Holland, Martyn	Holland, Martyn (vice chair)
Jones, Brian	Irving, Hugh	Jones, Tina	Irving, Hugh (vice chair)	James, Alan
Mainon, Richard	Jones, Pat	Parry, Merfyn	Jones, Huw (chair)	Mellor, Barry (chair)
Thomas, Tony	Marston, Christine	Sampson, Anton	Murray, Bob	
Thompson-Hill, Julian	Mile, Melvyn	Swingler, Glenn	Roberts, Arwel	
Young, Mark	Thomas, Andrew	Thomas, Andrew	Scott, Peter	
	Thomas, Rhys	Timms, Graham (vice chair)	Williams, David	
	Williams, David	Williams, Cheryl	Williams, Eryl	
	Wynne, Emrys	Williams, Huw (chair)	Williams, Geraint Lloyd	

COMMITTEES/PANELS				
CORPORATE HEALTH & SAFETY (8)	L.J.C.C. (6)	SACRE (8)	PLANNING (21)	Welsh Language Steering Committee (11)
Jones, Brian	Chard, Ellie	Chard, Ellie	Davies, Meirick Lloyd	Chard, Ellie
Jones, Huw	Davies, Meirick Lloyd	Flynn, Tony	Evans, Peter	Davies, Ann
Lloyd-Williams, Geraint	Mainon, Richard	Mellor, Barry	Marston, Christine	Flynn, Tony
Mellor, Barry	Williams, Cheryl	Thomas, Tony	Parry, Merfyn	Hilditch-Roberts, Huw
Scott, Peter (chair)	Young, Mark	Wynne, Emrys	Jones, Huw	Penlington, Paul
Thompson-Hill, Julian	Holland, Martyn		Kensler, Gwyneth	Roberts, Arwel
Williams, David			Scott, Peter	Sampson, Anton
Young, Mark			Welch, Joe	Thomas, Tony
				Timms, Graham
				Welch, Joe
			Multi-Member Wards	Wynne, Emrys
			Chard, Ellie - Rhyl South	
			Davies, Ann - Rhuddlan	
			James, Alan - Rhyl West	
			Jones, Brian - Rhyl South East	
			<i>Jones, Pat - Rhyl South West*</i>	
			Jones, Tina - Prestatyn Central	
			Murray, Bob - Prestatyn South West	
			Thomas, Tony - Rhyl East	
			Thompson-Hill, Julian - Prestatyn East	
			Wynne, Emrys - Ruthin	
			Young, Mark - Denbigh Lower	
			<i>*Prendergast, Pete after the Annual Meeting of Council</i>	

COMMITTEES/PANELS

LICENSING COMMITTEE (11)	APPEALS AND COMPLAINTS COMMITTEE (11)	DEMOCRATIC SERVICES COMMITTEE (11)	STANDARDS COMMITTEE (2)	GROUP LEADERS
Butterfield, Joan	Ap Gwynfor, Mabon	Butterfield, Joan	Penlington, Paul	
Irving, Hugh (Chair)	Holland, Martyn	Flynn, Rachel	Thomas, Andrew	Butterfield, Joan (Labour)
James, Alan	Irving, Hugh	Irving, Hugh		Holland, Martyn (Conservatives)
Jones, Brian	Kensler, Gwyneth	James, Alan (Chair)		Roberts, Arwel (Plaid Cymru)
Mellor, Barry	Marston, Christine	Jones, Huw		Welch, Joe (Independents)
Mile, Melvyn	Scott, Peter	Kensler, Gwyneth		
Roberts, Arwel	Williams, David	Marston, Christine		
Scott, Peter		Thomas, Andrew		
Thomas, Rhys		Timms, Graham		
Thomas, Tony		Welch, Joe		
Williams, Huw				

POLITICAL GROUPS AND GROUP LEADERS - MAY 2017

Labour (13)	Independent (10)	Conservative (15)	Plaid Cymru (9)
Blakeley, Brian	Evans, Hugh	Davies, Gareth	Ap Gwynfor, Mabon
Butterfield, Joan (Group Leader)	Evans, Peter	Davies, Ann	Davies, Meirick Lloyd
Chamberlain-Jones, Jeanette	Feeley, Bobby	Flynn, Tony	Jones, Huw
Chard, Ellie	Hilditch-Roberts, Huw	Flynn, Rachel	Kensler, Gwyneth
James, Alan	Mile, Melvyn	Holland, Martyn (Group Leader)	Roberts, Arwel (Group Leader)
Jones, Pat	Parry, Merfyn	Irving, Hugh	Swingler, Glenn
Lloyd-Williams, Geraint	Welch, Joe (Group Leader)	Jones, Brian	Thomas, Rhys
Mellor, Barry	Williams, David	Jones, Tina	Williams, Eryl
Murray, Bob	Williams, Huw	Mainon, Richard	Wynne, Emrys
Penlington, Paul	Young, Mark	Marston, Christine	
Prendergast, Peter		Sampson, Anton	
Timms, Graham		Scott, Peter	
Williams, Cheryl		Thomas, Tony	
		Thomas, Andrew	
		Thompson-Hill, Julian	