

Report To: Communities Scrutiny Committee
Date of Meeting: 1 March 2012
Report Author: Scrutiny Coordinator
Title: Scrutiny Work Programme

1. What is the report about?

The report presents the Communities Scrutiny Committee with its draft forward work programme for members' consideration.

2. What is the reason for making this report?

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 considers the information provided and approves, revises or amends its forward work programme as it deems appropriate.

4. Report details.

4.1 The Constitution of Denbighshire County Council requires scrutiny committees to prepare and keep under 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.

4.2 The Committee is therefore requested to consider its draft work programme for future meetings, as detailed in appendix 1, and approve, revise or amend it as it deems appropriate taking into consideration:

- issues raised by members of the Committee
- matters referred to it by the Scrutiny Chairs and Vice-Chairs Group
- relevance to the Committee's/Council's/community priorities
- the Council's Corporate Plan and the Director of Social Services' Annual Report
- meeting workload
- timeliness
- outcomes
- key issues and information to be included in reports

- the scheduling of education related topics which require the attendance of the statutory education co-opted members
 - officers and/or lead Cabinet members who should be invited (having regard to whether their attendance is necessary or would add value)
 - questions to be put to officers/lead Cabinet members
- 4.3 When considering future items for inclusion on the forward work programme members may also find it helpful to have regard to the following questions when determining a subject's suitability for inclusion on the work programme:
- what is the issue?
 - who are the stakeholders?
 - what is being looked at elsewhere
 - what does scrutiny need to know? and
 - who may be able to assist?
- 4.4 As mentioned in paragraph 4.1 above the Constitution of Denbighshire County Council 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 the Committee's business agenda they have to formally request the Committee to consider receiving 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 issues. No such proposal forms have been received for consideration at the current meeting.
- 4.5 The Committee's next meeting on 12 April is its last scheduled meeting of the current municipal year, and of the present Council's term of office. At present the Committee has three items of business listed for consideration at that meeting. The Committee is asked to consider whether there are any subject areas or topics which it feels would merit scrutiny prior to the conclusion of the municipal year and the current Council's term of office.
- 4.6 Members will see from the attached draft work programme that a number of items listed under 'Future Issues' require the Committee to scope the purpose of the reports and the desired outcomes to be achieved from scrutinising the topics. These topics/areas were identified at the training session held for Committee members ahead of the Committee's first meeting. To enable officers to start preparing the reports for presentation at future meetings the Committee is asked to determine why it wishes to receive reports on these subjects and what it expects to achieve from scrutinising them. The five questions listed in paragraph 4.3 should assist members with this task.
- 4.7 Cabinet Forward Work Programme

A copy of the Cabinet's forward work programme is attached at Appendix 2. The Committee may find this document useful when considering items for inclusion on its programme of future work.

4.8 Progress on Committee Resolutions

A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 3 to this report.

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

5.1 Under the new scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) has assumed the role of a coordinating committee. As per this Committee's request the SCVCG at its meeting on 16 February considered which Committee would be the most appropriate Committee to scrutinise the Strategy for West Rhyl. Following consideration of the request the Group concluded that the Strategy aligned itself with the remit of the Communities Scrutiny Committee.

5.2 The Committee is therefore asked to consider including the item on its forward work programme and to determine which aspects it wishes to scrutinise and the objectives of its examination of them. The questions listed in paragraph 4.3 may assist the Committee with this task.

6. **How does the decision contribute to the Corporate Priorities?**

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council in monitoring and reviewing policy issues.

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

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 consultations have been carried out?**

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.

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

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.

10. Power to make the decision

Article 6.3.7 of the Council's Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work.

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Communities Scrutiny Committee Forward Work Plan

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

Meeting	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
12 April	1 'Closer to the Community' – Community Engagement Strategy	Presentation of the agreed Community Engagement Strategy and consideration of the action plan for its delivery	Monitoring the implementation of the strategy which will improve communication between the Council, stakeholders and the community should ensure the Authority delivers high quality services which residents desire	David Davies	September 2011
	2 Getting Closer to the Community – Action Plan	Monitor progress in implementing and achieving the actions set out in the action plan	Identification of slippages against the action plan or other actions which may need to be included in the action plan, will assist the Council to come closer to its communities	Hywyn Williams	October 2011
	3 Common Access Route to Housing [Communities initially, could eventually be Partnerships]	To present the findings of the feasibility study into the provision of a common access route to housing	Development of a common mechanism for accessing affordable housing, and allocation policies and procedures for a number of local authorities and Registered Social Landlords who work closely with the authorities	Simon Kaye	December 10 (rescheduled September 2011)
	4.				
24 May <i>(provisionally)</i>	1 Estyn Adult Community Education Inspection [Education]	To consider the findings of the Estyn Inspection of Adult Community Education Inspection	Monitoring the implementation of actions identified to address the regulator's recommendations and to improve outcomes for adult learners in the county	Julian Molloy	December 2011

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Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
July (date to be confirmed) Potential Special Joint Meeting with Partnerships Scrutiny Committee	1	NHS Service Reviews	To consider the proposals for the reconfiguration of the delivery of NHS Services in North Wales	Evaluation of the impact of the reviews on the residents of Denbighshire will assist the Council to commence its planning for future public service health and care provision in the county and identify future budgetary pressures	Sally Ellis/BCU	By SCVCG November 2011 (rescheduled January 2012)
July	1	Management of allocation of Section 106 Commuted Sums for open space provision and Community Infrastructure Levy(CIL)	To monitor the effectiveness of the management arrangements and funds received and committed (report to include the time limits applicable to each commuted sum)	Effective management of the commuted sums and CIL schemes will assist with the Council to deliver the regeneration priority and to bring the Council closer to the community	Graham Boase/Angela Loftus	July 2011
	2	Control of Caravan Sites	To present the proposed standard conditions and procedures developed by the Working Group for the purpose of controlling and monitoring caravan sites in both Denbighshire and Conwy as well as the feedback received at the Operators' Seminar	The development of a robust and collaborative approach to ensure that tourist sites contribute to the local economy and the delivery of the regeneration corporate priority	Graham Boase/Neil Jones (CCBC)	July 2011
	3	Allocation of Additional Resources to SEN in Primary Schools [Education]	To monitor the progress in developing a revised funding formula for one to one SEN support in primary schools	Effective targeting of financial SEN resources for primary schools to support and improve outcomes for individual pupils	Karen Evans/Carly Wilson	December 2011
	4	Day Services provision for Older People in the north of	Presentation of proposals to change service provision to	Development of effective and efficient services which meet	Helena Thomas/Phil	September 2011

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Meeting	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	the county [Lead Member to attend]	vulnerable client group	service users/residents' needs and align to new methods of service delivery	Gilroy	(rescheduled from January)

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
Challenging Behaviour and its impact on Council services [could possibly be an issue for Partnerships as joint working with BCU involved] <i>(Committee to discuss whether this topic should be referred to the Partnerships Scrutiny Committee)</i> [education]	An analysis of the impact of children's challenging behaviour on the Council's education and social services' functions	Identification of measures, or other Council services, which may assist education and social services to address challenging behaviour and ease budget and resource pressures in the long-term	Leighton Rees/Karen I Evans	March 11
<i>The Quality and Provision of Community Facilities</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Hywyn Williams/Jamie Groves/Diane Hesketh</i>	<i>May 2011</i>
<i>Rural Transport</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Peter Daniels</i>	<i>May 2011</i>
<i>Rural Community Sustainability</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Hywyn Williams/Jamie Groves/Diane Hesketh?</i>	<i>May 2011</i>
<i>Access to the Countryside</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Mark Dixon/Huw Rees</i>	<i>May 2011</i>

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<i>Waste Management Provision</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Steve Parker/Ken Thompson</i>	<i>May 2011</i>
<i>Transfer of Services to Town Councils</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Hywyn Williams/Helen Burkhalter/Paul Mead</i>	<i>May 2011</i>
<i>The effectiveness of CCTV</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Graham Boase</i>	<i>May 2011</i>
<i>Wind Farms</i>	<i>The Committee to scope the purpose and expected outcomes</i>		<i>Graham Boase/Paul Mead</i>	<i>May 2011</i>
<i>Review of Heritage and Arts Assets (post May 2012)</i>	<i>The Committee to scope the purpose and expected outcomes following receipt of information report (see section below on information reports)</i>		<i>Steve Parker</i>	<i>May 2011</i>
Flood Risk Areas within Denbighshire (autumn 2012)	Information on all areas within the County which are at risk from any type of flooding incidents and the plans in place to address the identified risks	Assurances that action has been taken or plans are in place to mitigate the risk of flooding to the identified communities and development of robust contingency plans	Wayne Hope	June 2011
Disposal of Council Buildings, Property and Land	Consideration of the Council's asset management/disposal strategy and the procedures/guidelines in place for disposing of Council assets	Assurances that due consideration is given to alternative uses, including community use, in all asset disposals, and that all asset disposal transactions are open/transparent and are undertaken in the taxpayers' interest	Paul McGrady/Chris Davies	January 2012
Strategy for West Rhyl				SCVCG February 2012

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For future years

Information/Consultation Reports

Information / Consultation	Item (description / title)	Purpose of report	Author	Date Entered
Information Report (for circulation in 2012) [education]	Impact of cessation of free school transport for pupils living within Wrexham County Borough Council who attend Ysgol Dinas Bran, Llangollen	To outline the impact of Wrexham County Borough Council's decision to withdraw free school transport to pupils from the County attending Ysgol Dinas Bran, Llangollen on the number of pupils attending the school, future projected pupil numbers, its future viability and the consequential implications for the community in and around Llangollen	Jackie Walley/Karen Evans	June 2011 (rescheduled July 11 and Oct 11)
Information [February 2012}	Heritage and Arts Assets	To outline the heritage and arts assets owned/operated by the Council, their annual running costs, profits/losses, how they are funded and the level of community use made of the assets if applicable	Steve Parker/Paul McGrady	December 2011
Information (June 2012)	Review of Licensing Procedures	Progress report on the implementation of the proposals, as agreed by the Committee in July 2011, to strengthen the Council's licensing procedures	Graham Boase/Wyn Jones (CCBC)	July 2011 rescheduled September 2011 and February 2012

21/02/2012

Communities Scrutiny Committee Forward Work Plan

Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
12 April	30 March	<i>24 May (provisional)</i>	10 May		

Communities Scrutiny Work Programme.doc

CABINET: FORWARD WORK PROGRAMME

20 MARCH 2012	
Finance Report 2011 -2012	Councillor J Thompson Hill P McGrady
Corwen Town Plan	Councillor D A J Thomas M Dixon
Llangollen Town Plan	Councillor D A J Thomas M Dixon
Monitoring Performance Against the Corporate Plan	Councillor H H Evans T Ward
Scala Cinema & Arts Centre, Prestatyn	Cllr P.A. Dobb / P McGrady
Prestatyn Town Plan	Councillor D A J Thomas M Dixon
Regional Collaboration on Economic Regeneration Purpose: Approval for the governance arrangements for priority collaborative activities	Councillor David Thomas / Mark Dixon
Regional Collaborative Committees. Purpose: Formal consideration of participation in shadow and finalised Regional Collaborative Committee (RCC) for the Supporting People Programme. Awareness of financial implications of Supporting People programme changes.	Cllr P A Dobb / Sally Ellis / Jenny Elliot
Supporting People Strategy Update and Operational Plan 2012 – 13	Councillor P A Dobb Gary Major
Tender Exemption – Seashells Supported Housing Contract	Gary Major / Cllrs P A Dobb & J Thompson Hill
Approval for NEWTRA Partnership Agreement	Bethan Jones
The Honey Club Site, Rhyl – Developer Interest	Cllr P.J. Marfleet /Chris Davies
Recommendations from Scrutiny Committees	Scrutiny Coordinator
24 APRIL 2012	
Finance Report 2011 -2012	Councillor J Thompson Hill P McGrady
ABBA Floating Support Project – Contract Award	Gary Major / Cllr P A Dobb
Mental Health Homeless Supported Housing – Contract Award	Gary Major / Cllr P A Dobb
The Proposed Denbighshire Community Endowment Fund. Purpose: To receive Cabinet approval for a new approach to deal with the dormant trust funds.	Councillor H H Evans / Hywyn Williams
Recommendations from Scrutiny Committees	Scrutiny Coordinator

FUTURE ISSUES

JUNE 2012	
Regional CCTV	Councillor Sharon Frobisher / Graham Boase
DECEMBER 2012	
Welsh Housing Quality Standards	Councillor David Thomas / Peter McHugh

Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
8 December 2011	6. Denbighshire Adult Community Education Estyn Inspection	<p>RESOLVED – that the Committee:-</p> <p>(a) note and understands the priorities and organisation of adult community education in Denbighshire and the partnership with Conwy Council as identified in the report;</p> <p>(b) subject to the inclusion of sufficient information on the availability of potential funding streams for adult education in rural areas in the document , endorses the Self Assessment Report developed jointly with partners and the Quality Improvement Plan;</p> <p>(c) is of the view that the 15% statistic of overall teaching across the partnership being adequate was not acceptable, and therefore should be addressed; and</p> <p>(ch) receives a report summarising the outcome of the Estyn Inspection when available.</p>	<p>Awaiting confirmation of inclusion</p> <p>Provisionally scheduled into the work programme for May/June's meeting</p>
19 January 2012	4. North Wales Police Estate Review	<p>RESOLVED – that,</p> <p>a) the Committee receive the presentation and note</p>	

		<p><i>the factors that had motivated the Estate Review; and</i></p> <p><i>b) an official response be drafted and submitted to North Wales Police Authority, formally noting the Committee's comments and recommendations</i></p>	Response sent by the required deadline (copy circulated to members in Information Brief)
	6. Foryd Harbour Mooring Fees and Charges	<p>RESOLVED – <i>that the scheduled item on the Foryd Harbour Mooring Fees and Charges be deferred to next meeting of the Communities Scrutiny Committee to be held on 1st March, 2012.</i></p>	Item on current meeting's agenda
	7. Local Housing Strategy	<p>RESOLVED – <i>that the Committee</i></p> <p><i>a) notes the progress made against the Local Housing Strategy action plan 2011/12 and the challenges encountered in achieving the key actions;</i></p> <p><i>b) recommends the key headline projects listed in the report for inclusion in the revised Local Housing Strategy 2012/17 and that significant emphasis should be included in the revised Strategy on the need to bring empty homes back into occupation; and</i></p> <p><i>c) recommends that the Scrutiny Chairs and Vice-Chairs Group considers the most appropriate Committee to scrutinise the Strategy for West Rhyl;</i></p>	Scrutiny Chairs and Vice-Chairs Group discussed this matter at its meeting on 16 February and recommended that Communities Scrutiny Committee take

			ownership of scrutinising the strategy
	<p>8. Highway Verge Grass Cutting</p>	<p><i>RESOLVED – that, having considered the proposals for the provision of grass verge cutting, the Committee recommends that</i></p> <p><i>a) Option 1 is implemented in the AONB on all routes which are deemed safe for a Biodiversity cut, and that Option 2 is implemented across the remainder of the County’s roads;</i></p> <p><i>b) the current arrangement for outsourced work be retained subject to capacity and quality monitoring measures being taken ; and</i></p> <p><i>c) a timetable of scheduled grass cutting plans be published and distributed to town and community councils and Member Area Groups.</i></p>	<p>Officers from the Highways Department will take these actions forward</p>