

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

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
17 March	<i>Cllr. Richard Mainon</i>	1. Staff Absences and Turnover in Denbighshire during 2020/21 & 2021/22	To examine the data on: (i) staff absences per Council service during 2020/21 and the first three quarters of 2021/22 in comparison to previous years (including data on short and long-term absences); (ii) staff turnover per service during 2020/21 and the first three quarters of 2021/22 in comparison to previous years along with the number of staff resignations in each pay grade band (and the reasons for the resignations); (iii) Denbighshire's position in relation to staff absences and staff turnover in comparison to other local authorities and public bodies in Wales; (iv) the findings of the recent Workforce Planning exercise; and (v) the effect of COVID-19 on staff absences and turnover during this period and its consequential impact on customer services	An assessment of the Council's resilience in dealing with the impact of a pandemic on its staffing resources and the effectiveness of its contingency planning in relation to staff retention and recruitment and how that supported the customer experience during difficult times with a view to ensuring that lessons are learnt to further improve the Council's resilience to meet future pressures and unplanned events.	<i>Gary Williams/Louise Dougal</i>	<i>By SCVCG September 2021 (rescheduled December 2021)</i>
28 April (meeting not being held due to pre-election period)						

Performance Scrutiny Committee Forward Work Plan

Appendix 1

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
9 June	TBC: pre-meeting training session for Committee members on Performance & Risk Management (incl. WBFQ Act)					Feb 2022
	TBC	1. Draft Director of Social Services Annual Report	To scrutinise the content of the draft annual report to ensure it provides a fair and clear evaluation of performance and clearly articulates future plans	Identification of any specific performance issues which require further scrutiny by the committee in future	Nicola Stubbins	July 2021
	TBC	2. Council Performance Self-Assessment	To present the Council's self-assessment of its performance in delivering against the Council's strategic plan and services	Identification of areas for improvement and potential future scrutiny	Iolo McGregor	December 2021
	TBC	3. Corporate Risk Register (Feb Review)	To consider the latest version of the Council's Corporate Risk Register and risk appetite statement	Effective monitoring and management of identified risk to reduce risks to residents and the Authority	Iolo McGregor/Emma Horan	December 2021
<i>No further items to be included for the above meeting</i>						
14 July	TBC	1. Curriculum for Wales [Education]	To detail the progress made to date towards the implementation of the new Curriculum for Wales along with the support provided by the local education authority and GwE to schools, education staff and governing bodies in readiness for the delivery of the new curriculum from September 2022	Assurances that all educational establishments and staff are fully equipped and trained to deliver the new curriculum, identification of any gaps or risks associated with the provision and solutions to address them, ahead of its implementation with a view to ensuring that children and young people in Denbighshire realise their full potential in line with the Council's Corporate Plan	Geraint Davies/James Brown/GwE	June 2021 (rescheduled by SCVCG Jan 2022)
	TBC	2. Additional Learning Needs (ALN) Transformation [Education]	To examine the Council's compliance with the statutory requirements of the Additional Learning Needs and Education Tribunal (Wales) Act 2018	To reduce the risk of the Authority not complying with any of the requirements of the Act and to ensure that every pupil and student in the County is given the required support and opportunities to realise their full potential	Geraint Davies/Mari Gaskell/Joseph Earl	June 2021 (rescheduled by SCVCG Jan 2022)

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	TBC	3. Social Care Market Stability Report	To examine the Regional Market Stability Report based on the Population Needs Assessment as per the requirements of the SSWB Act	To make recommendations in relation to the final version of the document to ensure that there is stability within each of the market sectors to allow sufficient quality provision to meet the future care and support needs of the local population	Ann Lloyd	February 2022
29 September	TBC	1. <i>Provisional External Examinations and Teacher Assessments [Education]</i> (tbc)	<i>To review the performance of schools and that of looked after children</i>	<i>Scrutiny of performance leading to recommendations for improvement</i>	Geraint Davies/GwE	July 2021
	TBC	2. <i>Hafan Deg, Rhyl</i> (tbc) Representatives from KL Care to be invited to attend	<i>To monitor the effectiveness of the transfer of the facility and services to an external provider and the provider's progress in growing and expanding the services available at the centre, including the lessons learnt from COVID-19 and the new services commissioned as a result of the pandemic</i> <i>(the report to include an updated Well-being Impact Assessment)</i>	<i>To evaluate the impact of the transfer of the facility and services on all stakeholders and to assess whether the services provided at Hafan Deg are in line with the contract specification, support the Council's vision for adult social care and the five ways to well-being and the requirements of the Social Services and Well-being (Wales) Act 2014</i>	Ann Lloyd/Katie Newe/Ben Chandler	September 2019 (Rescheduled October 2020, January & March 2021 due to COVID-19)
	TBC	3. <i>School Categorisation according to Welsh—medium Provision</i> Education	<i>To outline the conclusions of the recent Welsh Government consultation and its implications for Denbighshire schools and pupils</i>	<i>Identification of potential changes to the Council's education policies and any associated costs and budget implications</i>	Geraint Davies/James Curran	January 2021
	TBC	4. <i>Learner Travel Measure (Wales) 2008</i> Education	<i>To outline the conclusions of the recent Welsh Government consultation on the Measure and its implications for Denbighshire schools and pupils</i>	<i>Identification of potential changes to the Council's learner travel policy and any associated costs and budget implications</i>	Geraint Davies/Ian Land	January 2021

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24 November	TBC	1. Council Performance Update (July – Sept)	To present details of the Council's performance in delivering against the Council's strategic plan and services	Identification of areas for improvement and potential future scrutiny	Iolo McGregor	December 2021
	TBC	2. Corporate Risk Register (Sept Review)	To consider the latest version of the Council's Corporate Risk Register and risk appetite statement	Effective monitoring and management of identified risk to reduce risks to residents and the Authority	Iolo McGregor/Emma Horan	December 2021
	TBC	3. Denbighshire's Housing and Homelessness Strategy Action Plan	To examine the progress made to date in delivering the revised Strategy and Action Plan approved by County Council in December 2020	The identification of actions that will support and ensure the delivery of the Council's Corporate Priorities relating to Housing, Environment, Young People and Resilient Communities and ultimately the Corporate Plan	Emlyn Jones/ Angela Loftus/Jane Abbott	January 2022
	TBC	4. Cefndy Healthcare & Options Appraisal for future business delivery	To consider an options appraisal for future delivery of the company's business	Formulate recommendations in relation to a future business model that will support the delivery of the Council's priority relating to Resilient Communities	Ann Lloyd/Nick Bowles	October 2021
January 2023	TBC	1. Verified External Examinations [Education]	<p>To review the performance of schools and that of looked after children; and GwE's impact on the educational attainment of the County's pupils.</p> <p>The report to include actual figures in addition to percentages along with school absenteeism and exclusion data.</p> <p>The report to incorporate GwE's Annual report and information on the 5 year trend in relation to educational attainment in Denbighshire</p>	Scrutiny of performance leading to recommendations for improvement	Geraint Davies/GwE	July 2021

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	TBC	2. Library Service Standards 2021-22	To consider the results of the WG's annual evaluation of the Council's Library Service and receive information on how the Service has progressed and adapted its service provision during the year	Identification of any slippages in performance in order to formulate recommendations to redress the situation and ensure that the Service delivers the Council's Corporate Plan and its priorities in relation to Young People, Resilient and Connected Communities	<i>Liz Grieve/Bethan Hughes</i>	<i>January 2022</i>

Future Issues

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

Information/Consultation Reports

Date	Item (description / title)	Purpose of report	Author	Date Entered
March 2022 & September 2022 [Information]	<i>Council Performance Update Q1 & Q3</i>	<i>To present details of the Council's performance in delivering against the Council's strategic plan and services</i>	Iolo McGregor/Heidi Barton-Price	September 2018
Feb/May/Sept/November each year [Information]	Quarterly 'Your Voice' complaints performance to include social services complaints	To scrutinise Services' performance in complying with the Council's complaints and identify areas of poor performance with a view to the development of recommendations to address weaknesses. The report to include: (i) a comprehensive explanation on why targets have not been met when dealing with specific complaints, reasons for non-compliance, and measures taken to rectify the failures and to ensure that future complaints will be dealt with within the specified timeframe; (ii) how services encourage feedback and use it to redesign or change the way they deliver services; and (iii) details of complaints which have been upheld or partially upheld and the lessons learnt from them. Report to include example(s) of complaints and compliment(s) received. <i>Consideration of the information provided will assist the Committee to determine whether any issues merit detailed scrutiny</i>	Kevin Roberts/Ann Lloyd	November 2018
Information Report (June 2020 rescheduled to December 2022)	Housing Services – Review of the effectiveness of the new working model for Housing Officers and the development of new ways of working with residents from the lessons learnt through COVID-19	To review the effectiveness and impact of the new Housing Officer model in delivering personal advice and support to tenants, particularly those who reside in older people's schemes	Geoff Davies	March 2019 (rescheduled May 2019 & then Jan & Dec 2021 at officers request due to COVID-19 pressures)
Information Report (as soon as available)	Use made of properties, bed & breakfast accommodation and hotels located in Denbighshire by other local	(i) To understand the extent of the use by neighbouring local authorities and those further afield of properties in Denbighshire for housing	Emlyn Jones/Angela Loftus/Jane	January 2022

	<p>authorities to house homeless individuals and families (and Denbighshire County Council's use of properties located out of county for the same purpose)</p>	<p>homeless individuals and families and its potential impact on the Denbighshire's tourist industry and local economy. Also the extent of Denbighshire's use of out of county properties to house its homeless individuals and families and whether it's on a par with other local authorities</p> <p>(ii) To determine whether the county is adversely affected by this practice in comparison to other local authority areas</p>	<p>Abbot/Ann Lloyd/Mark Dixon/Nigel Jones</p>	
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Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
17 March	3 March	9 June	23 May (due to extended B/H)	14 July	30 June